GRANITE CITY HIGH SCHOOL

HOME OF THE WARRIORS

2026 - 2027

HANDBOOK

FOR STUDENTS AND PARENTS

GRANITE CITY HIGH SCHOOL

3148 Fehling Rd., Granite City, IL 62040
618.451.5808
GCHS School Hours: 7:40 – 2:25

GCHS ADMINISTRATION

Mr. Tim McChristian	Principal	ext. 2501	tim.mcchristian@gcsd9.net
Mr. Marvin Battle	Asst. Principal	ext. 2510	marvin.battle@gcsd9.net
Mr. Chris Hutchings	Asst. Principal	ext. 2508	chris.hutchings@gcsd9.net
Mr. Eric Mitchell	Asst. Principal	ext. 2515	eric.mitchell@gcsd9.net
Mrs. Christie Moad	Asst. Principal	ext. 2512	christie.moad@gcsd9.net

GUIDANCE COUNSELORS

Students assigned by last name or as noted below

Mrs. Samantha Hubbard	A - Ha	ext. 2524	samantha.hubbard@gcsd9.net
Mr. Jeff Hayes	Hb - N	ext. 2533	jeff.hayes@gcsd9.net
Mr. Scott Fandrey	O - Z	ext. 2529	scott.fandrey@gcsd9.net
Mrs. Sarah Kilpatrick	Special Ed.	ext. 2541	sarah.kilpatrick@gcsd9.net

DEPARTMENT CHAIRS

Ms. Denise Albrecht	Math	ext. 2519	denise.albrecht@gcsd9.net
Mr. Brad Hasquin	Driver's Ed	ext. 2540	bruce.frank@gcsd9.net
Mr. Jeff Hayes	Guidance	ext. 2533	jeff.hayes@gcsd9.net
Mr. Jacob Janek	Physical Education	ext. 2547	jacob.janek@gcsd9.net
Mrs. Julie Schreiber	Science	ext. 5571	julie.schreiber@gcsd9.net
Mrs. Sara Bell	English	ext. 5551	sara.bell@gcsd9.net
Mr. William Laycock	Industrial Technology	ext. 2532	billy.laycock@gcsd9.net
Mrs. Brianna Pape	Spec. Ed.	ext. 2521	brianna.pape@gcsd9.net
Mr. Chris Harrison	Business/Tech./FACS	ext. 5531	chris.harrision@gcsd9.net
Mr. Wyatt Roberds	Fine & Performing Arts	ext. 2528	wyatt.roberds@gcsd9.net
Mr. Vince Willaredt	Social Studies	ext. 2505	vince.willaredt@gcsd9.net

ATHLETIC DEPARTMENT

Mr. John Moad	Athletic Director	ext. 2514	john.moad@gcsd9.net
Mr. Eric Hill	Asst. Athletic Director	ext. 2532	eric.hill@gcsd9.net
Mr. Mason Cotterel	Athletic Trainer		mason.cotterel@gcsd9.net
Vacant	Athletic Trainer		

SCHOOL RESOURCE OFFICER

Officer Elliott Brinkmeyer	ext. 2517	elliot.brinkmeyer@gcsd9.net

This handbook is designed for students and their families. Please use this book as a resource to help familiarize yourself with the rules, regulations, procedures, and other relevant information for the orderly operation of the high 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, building handbooks and revisions are available to the public on the district website (www.gcsd9.net).

The **Granite City High School Mission Statement** is to instill and inspire knowledge, determination, and compassion in all students.

We succeed when students and graduates:

- learn in a safe and supportive environment.
- develop transferable skills for college or the work force.
- demonstrate a positive work ethic through creativity, knowledge, and independence.
- express a strong sense of personal integrity and civic responsibility.
- work skillfully and compassionately with others to achieve common goals.

SCHOOL FIGHT SONG

Here's a song for dear old Granite
Lift up your voice and sing: **RAH, RAH, RAH.**
Here's a cheer for dear old Granite
Shout it! Let the echoes ring: **RAH, RAH, RAH.**
Victory's our habit; let's win this game,
But win or lose, we'll keep on fighting just the same.
For school's what you make it;
Granite can take it.
Fight, fight, fight for Granite High.
G-HE! G-HI! G-HO! HO! HO!
GRANITE WARRIORS, GO, GO, GO!

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 required 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 staff 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.

ACADEMICS

ACADEMIC SUBJECT POLICY

No student will be permitted to enroll in more or less than five (5) half credit (.5) subjects without approval of his/her counselor and the administration. Students maintaining a "C" average or above the preceding semester may take more than five (5) classes. Students earning a GPA between 2.5 and 3.0 may take more than 5 classes on a space available basis, excluding freshman. Seniors have no GPA requirement to carry more than five (5) classes.

ACCELERATED CLASSES AND GRADES

Students are assigned to accelerated classes by grades earned, test scores, and recommendations of teachers and counselors. Grades in accelerated classes are averaged one point higher than those in regular classes, meaning, a grade of "C" is equivalent to "B" and a grade of "B" is equivalent to "A." However, the letter grade earned is what will appear on the student's permanent record. Exception: a grade of "D" or "F" is not weighted and will remain a "D" or "F."

CLASS TRANSFER GUIDELINES

1. Students will not be allowed to switch classes for preference's sake. These types of changes were to have been made when students received their verification sheets.
2. If a student is enrolled in an accelerated class on the first day of school year, the student will remain in that class for the remainder of the semester.
3. A student may see their Guidance Counselor to request a schedule change within the first five (5) days of student attendance regarding an elective course. Students may choose another class, senior incentive, office worker, or an hour study hall **depending on availability**.
4. Any student dropping a class for a study hall after 2:25 PM on the 10th day of the semester must have the proper documentation signed by parent, student, and administrator. The student will receive a grade of "F" for the dropped class.

CREDIT ONLY CLASSES

Students meeting the criteria listed below may elect to take one subject per semester for credit only. Any course which is being taken to satisfy graduation requirements or the requirements for admissions to an Illinois college, may not be taken for credit only.

1. The student must have a cumulative GPA of 5.0 or higher. Freshmen are not eligible.
2. The student must be enrolled in and complete six full - hour classes each semester.
3. The student, at the end of the course being taken for credit only, has completed work that would have resulted in the student receiving a grade of "A" for the semester. (A letter grade of "A" must be received even if the class is an accelerated class.) In other words, a grade of "B" or below would result in the letter grade being calculated as part of the GPA.

Students may elect to take any summer school course for credit only provided the course is not being taken to satisfy graduation requirements or the requirements for admission to an Illinois college. The student must also meet requirements 1 and 2 above. A vocational course may also be considered if all necessary requirements are met.

Procedures:

1. The student must obtain a permit from the Registrar's Office and return it to his/her guidance counselor before the last day of the semester. Before issuing the permit, the information will be checked to see if the student meets the requirements for taking a class for credit only. This permit may not be used in conjunction with the P.E. Waiver.
2. The Registrar's Office will be responsible for assigning credit only. If the student does not have an "A" in the class, the student would then receive the grade that has been earned.

ALTERNATIVE EDUCATION

ENTRANCE CRITERIA

Student placement into the GCHS Evening Academy or ESSC will be determined by school personnel in cooperation with student's parents/guardians.

EVENING ACADEMY

An alternative program for GCHS students in the evening. The program offers additional supports to accelerate credit earnings for students that are not on track for graduation.

EDUCATIONAL SUPPORT SERVICES CENTER

An alternative program for GCHS students off campus during the school day. The program offers additional supports to accelerate credit earnings for students that are not on track for graduation.

PROGRAM GUIDELINES

- Students MUST complete a required intake form or meeting.
- Students will learn in an environment where respect is expected.
- Students will be responsible to respect others.
- Students will be involved in the planning for their success by completing an Academic Plan.
- Academic Plans will address: academics, attendance, behaviors & transition to adulthood.
- Students are expected to adhere to District 9's behavioral rules and expectations, which are outlined in the GCHS Handbook. Placement in GCHS Evening Academy or ESSC is determined on an individual student basis.

COLLEGE CREDIT

GCHS has agreements to offer college credit to students in specific high school courses. The credit earned is awarded by the respective institution and will be placed on the student's transcript at that institution. GCHS partners with St. Louis University (SLU 1818) and Southwestern Illinois College (SWIC) for dual credit opportunities. Students may apply for transfer of their credit to other colleges that they may decide to attend. GCHS also partners with SWIC in the Running Start and Running Start 1.0 Programs for dual enrollment. For the 2023-24 school year, current offerings are:

DUAL CREDIT PROGRAMS

St. Louis University 1818 Advanced College Credit Program

Offered at a cost (currently $65/credit hour) to junior and/or senior students who have a 4.5 GPA or above, or with school permission.

AP American History 1A	3 credits
AP American History 2A	3 credits
AP Biology 3A & 4A	4 credits (must take both courses for credit)
Chemistry 3A	4 credits (course and lab)
Chemistry 4A	4 credits (course and lab)
AP Calculus 1A & 2A	4 credits (must take both courses for credit)
Global Issues (reg. and accelerated)	3 credits

Southwestern Illinois College Dual Credit

There is no cost to students who enroll in SWIC classes. Some courses require test scores, GPA, or placement requirements for participation.

Business & Technology/FACS courses:

Adulting 101	3 credits
CEO/A	4 credits
Graphic Design	3 credits
Small Business Basics	3 credits
Digital Marketing	3 credits
Computer Concepts (reg. and accelerated)	3 credits
Illustrator CC	3 credits
Photoshop	3 credits
Tech. Essentials	2 credits
Video Production	3 credits
Website Coding and Design	3 credits
Spanish 5 & 6 (pending)	3 credits (must take both courses for credit)
Latin American Literature 1A (pending)	3 credits
Latin American Literature 2A (pending)	3 credits

English courses:

English 7 and 7A	3 credits
English 8 and 8A	3 credits
English 8: Creative Writing	3 credits

Industrial Tech courses:

Voc. Building Trades 1 & 2	4 credits
Voc. Electricity 3 & 4	3 credits
Voc. Welding 1 & 3	6 credits
Voc. Welding 2 & 4	5 Credits
Voc. Machine Tech. 1 & 3	3 credits
Voc. Machine Tech. 2 & 4	2 credits

Science:

Environmental Science 1 & 2	3 Credits (must take both courses for credit)

DUAL ENROLLMENT PROGRAMS

Running Start

Running Start is a dual credit program for qualified high school students to attend SWIC their junior of high school. The Running Start Program meets the requirements for both a high school diploma from GCHS and an Associate's Degree from Southwestern Illinois College; both degrees are earned simultaneously. Eligible students will be sent information about the program during the second semester of their sophomore year.

Running Start 1.0

Running Start 1.0 is a dual credit program for qualified high school students to attend SWIC their senior year of high school. This program allows students to get a jump start toward earning college credits while completing their high school diploma/graduation requirements. Eligible students will be sent information about the program during the second semester of their junior year.

DRIVERS' SAFETY/TRAINING (Policy 6:60)

Drivers' Safety is required for graduation and is the classroom portion of the program. Driver's training is the behind-the-wheel portion of the program and is offered to students at a cost, **currently $250.00**. In order for students to be eligible

to take a driver education course, they must receive a passing grade in at least 8 courses during the previous 2 semesters before enrolling.

DROP-OUT PREVENTION PROGRAM

GCHS offers a program for students that have failed a minimum of one semester of credits. This program offers students the opportunity to earn credit through selected online courses during the spring semester in their study hall period.

EARLY GRADUATION (Policy 6:300)

Early graduation paperwork is available from the guidance office; see your guidance counselor for more information.

GCHS GRADING SCALE

A	90 - 100	**NG**	No Grade
B	80 - 89	**X**	No Credit
C	70 - 79	**R**	Credit – No Grade
D	60 - 69	**W**	Withdrawal
F	Below 60	**I**	Incomplete Work*

There will be no rounding. For example, an 89.9% will not round to a 90%. Students must meet the minimum percent in a grade range to receive that letter grade.

*Four weeks' additional time may be allowed to complete with administrative approval.

GRADUATION

RECOGNITION GUIDELINES

In accordance with Board Policy 6:330, students who achieve the highest-grade point average will, upon graduation, be recognized as Summa Cum Laude, Magna Cum Laude, and Cum Laude. The building guidelines for those distinctions are as follows for the classes of 2026, 2027, and 2028.

Summa Cum Laude: GPA of 5.6 (Each student achieving the Summa Cum Laude distinction will receive a Class Rank of #1.)
Magna Cum Laude: GPA of 5.3 – 5.59
Cum Laude: GPA of 5.0 – 5.29

For the incoming freshmen class of 2030, the following GPA will be in effect.
Summa Cum Laude: GPA of 4.6 (Each student achieving the Summa Cum Laude distinction will receive a Class Rank of #1.)
Magna Cum Laude: GPA of 4.3 – 4.59
Cum Laude: GPA of 4.0 – 4.29

- The Principal's Trophy will be given to all students with the above distinctions.
- All students who have achieved a GPA of 4.25 or above may wear a gold tassel.
- All students who have received a Personal Choice Award may wear their medal at graduation.

- Beginning with the class of 2026, students recognized as Summa Cum Laude will need a cumulative unweighted GPA of 4.0 for all four years to be offered the opportunity to speak at the May graduation ceremony.

GRADUATION REQUIREMENTS (Policy 6:300)

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

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

Specific course work for each student is set up between the student and his/her counselor. Students must accumulate at least 20 credits, including the following:

- Four years of language arts.
- Two years of writing intensive courses, one of which must be English and the other of which may be English or any other subject. When applicable, writing-intensive courses may be counted towards the fulfillment of other graduation requirements.
- Three years of mathematics, one of which must be Algebra I and one of which must include geometry content and one of which may be an Advanced Placement computer science course.
- For students entering high school through 2023-24 school year, two years of science. For students entering high school beginning with the 2024-25 school year, two years of a laboratory science.
- Two years of social studies, of which at least one year must be history of the United States or a combination of history of the United States and American government. Within the two years of social studies requirement, one semester of civics is required.
- A course covering American patriotism and the principles of representative government, as enunciated in the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois, and the proper use and display of the American flag.
- One year chosen from (A) music, (B) art, (C) foreign language, which shall be deemed to include American Sign Language, (D) career and technical, or (E) forensic speech (speech and debate). A forensic speech course used to satisfy the course requirement for language arts may not be used to satisfy the course requirement under this subdivision (f).
- One semester of health education.
- Minimum of six semesters (twelve quarters) of physical education, (physical education taken each semester except when taking health or driver's education)
- One semester of Consumer Home Management, or Economics, or Adulting (one additional social studies course required if Adulting is taken for consumer education graduation requirement).
- Successful completion of nine weeks of a Driver's Safety course or copy of Driver's License.
- For students first entering high school in the 2022-23 school year, one year of a course that includes intensive instruction in computer literacy, which may be English, social studies, or any other subject and which may be counted toward the fulfillment of other graduation requirements.

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

Graduation ceremonies are held for students meeting the graduation requirements in May. For those meeting graduation requirements on the last day of summer school for said school year, will be considered summer graduates and may participate in the summer graduation ceremonies. This concludes and closes out said school year. Summer graduates

are not permitted to participate in the following school year's May graduation. Winter graduates are allowed to participate in the May ceremony of their graduation year. **A mandatory graduation practice is held prior to each graduation ceremony. Students who do not attend this practice are not allowed to participate in the graduation ceremony.**

FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) GRADUATION REQUIREMENT

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

(1) File a FAFSA with the United States Department of Education or, if applicable, an application for State financial aid.

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

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

The following individual(s) has/have been designated by the school to assist senior students with questions related to the Free Application for Federal Student Aid (known as FAFSA) or to refer senior students to other appropriate resources.

The school offers a variety of services aimed at helping senior students complete FAFSA paperwork, including the opportunity to receive help during the school day in completing the student's portion of the FAFSA application.

FAFSA Contact Person:

_Mr. Jeff Hayes_____

_Mrs. Samantha Hubbard_____

_Mr. Jeff Fandrey_____

Mrs. Sarah Kilpartick_____

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

HONOR ROLL PROGRAM

The honor roll will be compiled each semester and will be based on grades for that semester. Grades will not be based on an accumulated average. Sophomores, Juniors, and Seniors must have a 4.2 grade point average, freshmen must have a 3.2 grade point average or better for the current semester and must have earned at least two (2) credits that semester. High honors will be indicated for Sophomores, Juniors and Seniors achieving an average of 5.0, and for freshmen achieving an average of 4.0 for the current semester. Names will be listed alphabetically within each category and will also be divided by class in school.

INSTRUCTIONAL FEES, MATERIALS, CHROMEBOOKS AND TEXTBOOKS (Policy 6:210)

Basic textbooks/Chromebook are made available or issued to each student. Each textbook/Chromebook is numbered, and a complete record of issued items is maintained. When a book/Chromebook is lost, an obligation may be issued to the student. At the end of the semester, or upon transferring or being dropped, all books/Chromebook checked out in a student's name are to be returned.

PROGRESS REPORTS

A progress report will be provided to all students at regular intervals. Parents may check academic progress through Skyward Parent Access. Teachers and counselor's welcome emails, phone calls, and/or conferences with parents. Progress reports will not be mailed home.

SECONDARY HONORS' PROGRAM GUIDELINES

1. Identification Procedure (used to select initial incoming ninth graders):
   a. The student must score within the 80th percentile on the most recent standardized achievement test administered in 7th or 8th grade. In lieu of a standardized achievement test percentile ranking, a student may be deemed eligible if he/she had at least one "exceeds" designation on the 7th or 8th grade State Assessment administered.
   b. A sophomore, junior, or senior must have a B+ (4.75 cumulative GPA), freshmen (3.75 cumulative GPA) average or above based upon grades earned in junior high school (seventh and the first semester of eighth grade). (Note - Students at the high school level will be invited into the program if their performance is at the level noted in part II.)
2. Procedure for Reconsideration of Eligibility for The Secondary Honors' Program:
   a. The Secondary Honors' Coordinator will review the GPA for each grade level after each semester's grades are posted.
   b. A freshman/sophomore student will be invited to participate in the honors' program if
      1. He/she has a cumulative GPA of 4.0 or better at the end of the first semester or a 3.75 GPA at the end of the second semester of the student's freshman year. Sophomores must have a 4.75 GPA or better to be invited into the program.
      2. They have taken accelerated courses in three of the required disciplines.
      3. They can take sufficient courses to meet the minimum graduation requirements for the Secondary Honors' Program.
   c. Freshmen and sophomore students transferring from another school will be invited to participate in the Secondary Honors' Program after they have completed one year at Granite City High School if:
      1. They have taken accelerated courses in three of the required disciplines.
      2. They have taken courses in the previous school comparable to those required in the Secondary Honors' Program. Waivers of some of the requirements may be granted by the Honors' Coordinator.
   d. Students who wish to re-enter the program after having transferred to another school will be allowed to re-enter if they have taken courses in their previous school comparable to those required in the Secondary Honors' Program. Waivers of some of the requirements may be granted by the Honors' Coordinator.
3. Requirements for Honors' Students
   a. Honors' students must take the following prescribed number of courses in four of the five disciplines listed below:
      1. English – seven semesters, five of which must be accelerated courses (must include English 6A and English 8A)
      2. Foreign Language – four semesters
      3. Mathematics – six semesters, five of which must be accelerated
      4. Science – six semesters, five of which must be accelerated
      5. Social Studies – six semesters, five of which must be accelerated
   b. Honors' students must successfully complete a minimum of one accelerated course per semester.
   c. Honors' students must make a "C" or better in each course in each of his/her four selected disciplines. Once a student has completed the prescribed courses in a discipline, grades in other courses in that discipline will not affect his/her status as an honors' student, except that the student must still maintain the required cumulative grade point average.
   d. An honors' sophomore, junior, or senior must maintain at least a 4.5 cumulative grade point average, freshmen a 3.5 cumulative grade point average during the freshman year, a 4.6 cumulative grade point average

during the sophomore year, a 4.7 cumulative grade point average during the junior year, and a 4.75 cumulative grade point average during the senior year.

PHYSICAL EDUCATION

PHYSICAL EDUCATION REQUIREMENT EXEMPTION

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting.

A student in grades 10 - 12 may submit a waiver form to the building principal requesting to be excused from physical education courses for the reasons stated below.

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

A student with an individualized education program may be excused from physical education courses in either of the following situations:

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

A student requiring adapted physical education will receive that service in accordance with the student's Individualized Education Program.

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

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

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

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

PHYSICAL EDUCATION UNIFORM REQUIREMENT

There will no longer be a uniform requirement for participating in physical education. Students will no longer need to dress-out for participation in the physical education classes.

ATHLETIC SHOES---No sandals, flip flops, open-toed shoes, or boots. No shoes that may cause damage to the gym floor.

SEMESTER EXAMS

It is expected that students will take exams in all classes. The following exceptions will be made:

1. A semester exam will not be administered for classes worth .25 credits (i.e., half-hour classes, physical education, and driver's education).
2. A student can earn the right to waive his/her semester exam in all courses, except those listed below, based upon his/her excellent attendance, discipline, and/or academic achievement during a given semester.

ALL LEVELS OF:

Algebra 2&2A	Biology 2 & 2A	American History 1A	English 6 & 6A
Geometry 2&2A	Chemistry 1 & 1A	American History 2A	English 8 & 8A
Algebra 3&3A	Physics 1 & 1A	America at War, Modern American History, and Building America	
Pre-Calculus 1&1A			
Calculus 1A/AP&*2A/AP			

*Calculus 2A/AP for dual credit only.

3. Students will earn the right to waive their semester exam in a given class if ONE of the following applies:
   - Student does not have more than 5 absences in a given course during the semester (not including absences due to field trips or funerals or other non-absences as declared by the building principal).
   - Student earns an "A" in a given course (does not include a student who earns a "B" in an accelerated course that is calculated as an A).
4. Students do not qualify for this type of exception in any class if any of the following apply:
   - Student is truant from school any time during the school day.
   - Student has missed more than 10 days in a semester.
   - Student served hourly ISS, a final must be taken for any single hour(s) in which the student served ISS.
   - Student received full day ISS or OSS during the semester.
   - Student received homebound instruction at any time during the semester.
   - Students participating in dual credit courses may be required to take semester exams as part of the college requirement.

Procedures:

- Students must take semester exams according to the semester exam schedule.
- Students arriving tardy must sign in at the Attendance Window and must complete the exam in the time remaining for that period.
- If student arrives during a final exam of which they do not need to take, they will report to the cafeteria until the next exam period.

- Students required to take exams must be in attendance for the full exam period. No dismissals allowed. Any student who leaves during the exam period without permission of an administrator, will receive a zero on the exam.
- Students in multi-hour classes will take their exam in the first hour the class is offered.
- Any student remaining on campus waiting for a final exam must remain in the cafeteria until their next scheduled final exam.

- Students needing to make an adjustment in their final exam schedule must pick up a form from the principal's secretary prior to the start of final exams. This form must be returned by the first Monday of December for fall final exams. For spring final exams, all forms need to be turned in five school days prior to the first day of finals exams.

SEMSTER EXAM ATTENDANCE

An absence during a semester exam must be excused before the end of the day on which the exam is scheduled. Failure to do so may result in a missed opportunity for making up the exam and consequently a failing grade for the semester exam.

SENIOR INCENTIVE

Senior students that are on track to graduate in their fourth year of attendance are eligible to take advantage of our senior incentive program. This program allows a student to dismiss one hour earlier if their schedule permits.

STUDENT CLASSIFICATION (Policy 6:280)

Student classification takes place after the completion of summer school. Any classification adjustments will occur once qualifications have been earned.

Freshman:	1st year of attendance
Sophomore:	2nd year of attendance
Junior:	Must earn a total of 9 credits during 1st and 2nd year
Senior:	Must complete State Test during Junior year

SUMMER SCHOOL

The administration may offer a tuition-based summer school program in order to provide students with the option to acquire additional credits. Tuition and fee waivers will not be approved for summer school programs. All obligations must be paid in full or arranged to be paid through the building principal.

TRANSFER/OUTPLACED STUDENTS

Students must have successfully earned 2 credits at GCHS, and meet all other graduation requirements in order to receive a diploma.

ATTENDANCE

ATTENDANCE INFORMATION

Subject to specific requirements in State law, the following children are not required to attend public school:

- any child attending a private school (including a home school) or parochial school,
- any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complication as certified by her physician),
- any child lawfully and necessarily employed,
- any child over 12 and under 14 years of age while in confirmation classes,
- any child who is absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, and
- any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

For students who are required to attend school there are two types of absences: excused and unexcused. Excused absences include:

- illness (including up to 5 days per school year for mental or behavioral health of the student), attendance at a verified medical or therapeutic appointment (including a victim services provider.

- observance of a religious holiday or event,
- death in the immediate family,
- family emergency,
- situations beyond the control of the student as determined by the school board,
- circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety,
- attending a military honors funeral to sound TAPS,
- attend a civic event, or
- other reason as approved by the building principal.
- Students who are parents, expectant parents, or victims of domestic or sexual violence, an excused absence includes the fulfillment of a parenting responsibility and addressing circumstances resulting from domestic or sexual violence.
- Students eligible to vote are also excused for up to two hours to vote in a primary, special, or general election.

Additionally, a student will be excused for up to 5 days in cases where the student's parent/guardian is an active-duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. A student and the student's parent/guardian are responsible for obtaining assignments from the student's teachers prior to any excused absences and for ensuring that such assignments are completed by the student prior to his or her return to school. 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.

Students who are excused from school will be given a reasonable timeframe to make up missed homework and classwork assignments (one day for each day the student has missed). All other absences are considered unexcused. Pre-arranged excused absences must be approved by the building principal. The school may require documentation explaining the reason for the student's absence.

In the event of any absence, the student's parent/guardian is required to call the school at 618-451-5808 before 9:00 a.m. to explain the reason for the absence. If a call has not been made to the school by 10:00 a.m. on the day of a student's absence, an automated call home will occur. If the parent/guardian cannot be contacted, the student will be required to submit a signed note from the parent/guardian explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent/guardian, the reason for an absence will be kept confidential.

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

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

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

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

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

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

ATTENDANCE LAW

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

COURT SUBPOENA

Any student receiving a court subpoena will receive a non-absence provided appropriate court documentation is given to the attendance office.

DISMISSALS FROM SCHOOL

Any student who leaves school during the day should have a dismissal slip and must sign out. In order to secure a dismissal, slip from school, the student must bring a note from his/her parent, have a valid reason, and present it to the attendance office secretary before school. This is the preferred method. A parental phone call to the attendance office will also be accepted. The secretary will ask for a valid reason for the dismissal and give the student a dismissal slip. The student must then show the dismissal slip to his/her teacher at the time he/she is to be dismissed. This dismissal slip will then serve as a hall pass to allow the student to leave school. During special events at school, dismissals will be limited to parental notes before school. If a student becomes ill at school, he/she must go to the school nurse, she will decide for dismissal if required. Students should not contact their parents for dismissal.

COLLEGE VISITS

Seniors are permitted two college visits per year. The exception would be in the case of an athlete who is being recruited and provided with a NCAA or NAIA official college visit. The student-athlete is allowed to use their allotted number of official visits.

FIELD TRIP

Field trips are a privilege for students. Students must abide by all school policies during transportation and during field-trip activities, and shall treat all field trip locations as though they are school grounds. Failure to abide by school rules and/or location rules during a field trip may subject the student to discipline.

All students who wish to attend a field trip must receive written permission from a parent or guardian with authority to give permission. Students may be prohibited from attending field trips for any of the following reasons:

- Failure to receive appropriate permission from parent/guardian or teacher;
- Failure to complete appropriate coursework;
- Behavioral or safety concerns;
- Denial of permission from administration;
- Other reasons as determined by the school

FUNERAL PROCEDURE

If it becomes necessary for a student to miss school for a funeral, the following policy should be followed:

- Absences due to death in the immediate family (parents, brother, sister, spouse, children, grandparents, great-grandparents) shall be a non-absence (maximum of five days).
- Absences due to attendance at the funeral of other relatives or friends shall be a verified absence.
- Any student performing at the service or being a pallbearer can possibly receive a non-absence if he/she has principal approval. Most funeral homes will provide necessary documentation upon request.
- If there should be other problems concerning a student's presence at a funeral, they should be discussed with the principal.

MAKE-UP WORK

If a student's absence is excused or if a student is suspended from school, he/she will be permitted to make up all missed work, including homework and tests, for equivalent academic credit.

TARDY POLICY

School starts at 7:40 A.M. If a student will be late to school, a parent or guardian must contact the attendance office prior to the student arriving at school. The determination as to whether a late arrival is excused or unexcused will be on the same basis as absences. If a student is late to school they must sign-in at the tardy kiosk. Students must sign in even if arriving during or between class periods. Any student failing to sign in will be considered truant. Periodic tardy sweeps may be administered by staff with potential discipline consequences applied.

Disciplinary action resulting from excessive tardiness will be as follows

Tardy discipline, as with all classroom discipline, begins with the classroom teacher. Nothing in this policy is meant to limit the classroom teacher in his/her attempt to deal with the tardy situation within the classroom.

Tardies will accumulate per class each semester. Tardies will not re-set each quarter except for P.E. Any student with 10 or more tardiness to first hour will have his/her parking privileges revoked.

- Teachers will give warnings and log in attendance for the 1st, 2nd offenses
- 3rd tardy: will result in teacher intervention and parent notification logged in Skyward.
- 4th tardy: will result in disciplinary referral
- 7th tardy: will result in disciplinary referral
- 10th tardy: will result in disciplinary referral

Further tardiness will result in additional consequences as determined by administration on a case by case basis.

TRUANCY

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district. Students who miss more than 1% but less than 5% of the prior 180 regular school days without valid cause (a recognized excuse) are truant. Students who miss 5% or more of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. If chronic truancy persists after support services and other resources are made available, the school and district will take further action, including:

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

Any student who is not in attendance for the first day of school and nine consecutive days thereafter to total ten consecutive days, the student will be dropped. A student who misses 15-consecutive days of school without valid cause and who cannot be located or, after exhausting all available support services, cannot be compelled to return to school will be dropped from school on the 16th day. A parent or guardian who knowingly and willfully permits a child to be truant

is in violation of state law.

VACATIONS

Please refrain from taking family vacations during the school year. When a vacation is necessary and cannot be avoided, a vacation form must be obtained from the guidance office and filled out in a proper, timely manner before leaving on vacation. Vacation days are highly discouraged during semester exams. If unavoidable during exams, an exam adjustment form must be obtained from the principal's office. Approval by the building principal is required to adjust an exam.

ARRIVAL / DEPARTURE TO AND FROM SCHOOL

In an effort to alleviate the flow of traffic and congestion with school buses, students should be dropped off at the Grand Ave. circle drive or the senior lot (nearest the Annex gym doors), weather permitting.

STUDENT EXPECTATIONS

ACADEMIC DISHONESTY

Cheating

Cheating shall be defined by GCHS as "disseminating or receiving answers, data, or other information by any means other than those expressly permitted by the instructor." Disciplinary action will be in accordance with the severity of the offense.

Examples of cheating include, but are not limited to, the following:

- Copying answers, data, or other information (or allowing others to copy) during an examination, quiz, or laboratory experiment or on homework or any other academic exercise.
- Assuming another individual's identity or allowing another person to do so on one's own behalf for the purpose of fulfilling any academic requirement or in any way enhancing the student's grade or academic standing.
- Using any device, implement, or other form of study aid during an examination, quiz, laboratory experiment, or any other academic exercise without the faculty member's permission.
- Taking or sharing photos of tests, exams, or work shared electronically or otherwise.
- Deceiving, in either written or oral form of staff by a student for the purpose of improving his/her own academic standing or that of another student is subject to disciplinary action.

Plagiarism

Plagiarism is a form of academic dishonesty and will not be tolerated. Plagiarism is defined as "the presentation of someone else's ideas or words as your own. Whether deliberate or accidental, plagiarism is a serious offense" (Fowler and Aaron 680).

Each of the following is a type of plagiarism and must be avoided in all academic work:

- Copying directly from a source without quotations and source citation,
- Paraphrasing or summarizing another's idea without attribution,
- Changing a sentence's structure but copying words,
- Changing a sentence's words but copying its basic structure,
- Using audio, video, or other media sources without acknowledgement,
- Submitting a paper written by another person and claiming it as your own,
- Using information obtained through interviewing an expert on the subject without attribution,
- Purchasing or downloading a paper from another source and claiming it as your own,
- Collaborating excessively on an essay with another person,
- Submitting an essay that was previously written for another class without the consent of both teachers (Plagiarism Defined 1).

Use of Artificial Intelligence

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

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

In certain situations, AI may be used as a learning tool or a study aid. Students who wish to use AI for legitimate educational purposes must have permission from a teacher or an administrator. Students may use AI as authorized in their Individualized Education Program (IEP).

Students may not use AI, including AI image or voice generator technology, to violate school rules or school district policies.

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

If a student feels their work has been unjustly identified as AI generated and receiving a lower or failing grade, the student has the right to appeal the grade to the high school administrator in charge of curriculum. The administrator and two other staff members will allow the student to present their case and review the material and presentation made by the student.

Works Cited

Fowler, H. Ramsey, and Aaron, Jane E. The Little, Brown Handbook. New York: Pearson Longman Press, 2004.

"Plagiarism Defined: Part 3." Plagiarism Tutorial: Indiana State University Library, 15 June 2004. Indiana State University. 10 June 2005 <panther.indstate.edu/tutorials/plagiarism/defined3.html>.

Behavior of Students (Policy 7:190)

Prohibited Student Conduct

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

1. Using, possessing, distributing, purchasing, selling or offering tobacco or nicotine materials, including electronic cigarettes, e-cigarettes, vapes, vape pens or other vaping related products.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling or offering for sale:
    a. Any illegal drug, controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*).
    b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
    c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
    d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*.

e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
f. "Look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance or other substance that is prohibited by this policy.
g. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.
h. Any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered form.

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

4. Using, possessing, controlling or transferring a "weapon" or violating the procedures listed below under the Weapons Prohibition section of this handbook procedure.
5. Using or possessing an electronic paging device.
6. Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating and sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting." Unless otherwise banned under this policy or by the building principal, all cellular phones, smartphones and other electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period; or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals. <u>Specifically, videoing or taking pictures of another student, or staff member is prohibited.</u>
7. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
8. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a staff member's request to stop, present school identification or submit to a search.
9. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards and wrongfully obtaining test copies or scores.
10. Engaging in bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network or other comparable conduct.
11. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault.
12. Engaging in teen dating violence.
13. Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.
14. Entering school property or a school facility without proper authorization.
15. In the absence of a reasonable belief that an emergency exists, calling emergency responders (calling 9-1-1); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus or at any school activity.
16. Being absent without a recognized excuse.

17. Being involved with any public-school fraternity, sorority, or secret society.
18. Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
19. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing.
20. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.
21. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
22. Operating an unarmed aircraft system (AUS) or drone for any purpose on school grounds or at any school event unless granted permission by the building principal.

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

Efforts, including the use of positive interventions and supports shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else.

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

When and Where Conduct Rules Apply

The grounds for disciplinary action also apply 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;
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; or
5. During periods of remote learning

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out of school voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following measures:

1. Notifying parents/guardians.
2. Disciplinary conference.
3. Withholding of privileges.

4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen or damaged property.
6. In-school suspension.
7. Seizure of contraband; confiscation and temporary retention of the personal property that was used to violate school rules.
8. Suspension of bus riding privileges.
9. Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.
10. Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years. An expelled student is prohibited from being on school grounds.
11. Transfer to an alternative program if the student is expelled or otherwise qualifies for transfer under State law.
12. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, such as, illegal drugs (controlled substances), “look-alikes,” alcohol or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the district and local law enforcement agencies.

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

Isolated Time Out, Time Out and Physical Restraint

Isolated time out, time out, and physical restraint shall only be used if the student’s behavior presents an imminent danger of serious physical harm to the student or others and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, and physical restraint as discipline or punishment, convenience for staff, retaliation, a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others. The use of prone restraint is prohibited.

Corporal Punishment

Corporal punishment is illegal and will not be used. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property. Corporal punishment is prohibited in all circumstances. Corporal punishment is defined as a discipline method in which a person deliberately inflicts pain upon a student in response to the student's unacceptable behavior or inappropriate language, with an aim or set an example for others. It includes slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as permitted by State law.

Weapons Prohibition

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

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

(2) A knife, brass knuckles or other knuckle weapon regardless of its composition, a Billy club, or any other object if used or attempted to be used to cause bodily harm, including “look alike” of any firearm as defined above.

The expulsion requirement may be modified by the superintendent, and the superintendent’s determination may be modified by the board on a case-by-case basis.

Gang & Gang Activity Prohibited

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

Re-Engagement of Returning Students

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

BLOGGING/SOCIAL WEBSITES (Policy 7:190)

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.

BUS CONDUCT (Policy 7:220)

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

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

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

A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

CAFETERIA RULES

Lunch Rules

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

Cafeteria Rules

- Students shall not save seats for other students.
- Loud talking, yelling, screaming, and other disruptions are prohibited.

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

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

CLOSED CAMPUS/SKIPPING CLASSES

Granite City High School is a closed campus. Once a student has arrived on campus, he/she is not allowed to leave campus until he/she has been dismissed. 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. Skipping classes occurs when a student is not in his/her regularly scheduled class/area. Skipping classes will result in discipline similar to truancy. Student attendance is critical to the learning process. Students who are absent from school or class without a valid cause will receive appropriate discipline as determined by administration.

CORRIDOR COURTESY

Keep corridors open to traffic by walking to the right. **Do not block traffic by standing in groups. Do not sit on the floor in the hallways or on stairwells**. Do not loiter in the halls. Pass through corridors quietly. Be considerate of others in the halls and classrooms. Discard trash in the containers provided. Keep the school clean by picking up paper from the floor. **Students must leave the building within 15 minutes after dismissal unless under the supervision of a teacher.**

DISCIPLINARY OBLIGATIONS

All disciplinary obligations must be served and fulfilled prior to graduation. Multiple discipline obligations may result in loss of privileges from extra-curricular events.

DISCIPLINE GUIDELINES FOR COMPUTER LAB AND CLASSROOM(S)

Students are expected to follow the District Technology Policy as well as the additional lab guidelines teachers have students sign. Discipline for violation of computer use and specifically the internet is as follows:

Examples:

- Inappropriate activity, unauthorized use of internet, chat rooms, etc.
- Maneuvering around the system; restarting the computer or removing cable to disconnect from the network or system software; use of unauthorized software either from downloading it or being brought in to the lab via flash drives, etc.
- Log on as another user; accessing someone else's files, etc.

Subsequent or serious offenses – Will receive appropriate discipline in accordance with this policy.

DRESS CODE

Student Code of Dress (Policy 7:160AP)

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:

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

Unacceptable attire includes, but is not limited to:

- Facial and other piercings which are a safety concern
- Clothing with ads, representations, or slogans about unlawful products, alcohol, weapons, tobacco, or with obscene language or images is not allowed
- Dress indicating affiliation with any group that advocates dangerous or unlawful activity
- Sagging pants
- Chains/straps, collars with sharp or pointed protrusions
- Slippers
- Hats, hoods, visors, balaclavas, ski masks, sunglasses (and not in concussion protocol), and bandanas
- 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; Superintendent and/or building administrators will make the final determination if a student is sent to the office for an offense. Policy 7:160 AP Page 2

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 decide within 30 days of the appeal.

EATING OR DRINKING IN THE BUILDING

Food and drink are served in the cafeteria. They should be consumed in the cafeteria or in other designated areas. Clear water bottles will be permissible. All trash needs to be disposed of properly.

ELECTRONIC DEVICES (Policy 7:190AP5)

Students may not use or possess electronic signaling (paging) devices or two-way radios on school property at any time, unless the building principal specifically grants permission. The possession and use of smartphones, cell phones, and other electronic devices, other than paging devices and two-way radios, are subject to the following rules:

1. They must be kept out of sight and in an inconspicuous location, such as a backpack, purse, or locker, unless use is authorized by the teacher or for the reasons in number two, below.
2. They must be turned off or silenced during the regular school day unless: (a) the supervising teacher grants permission for them to be used; (b) use of the device is provided in a student's individualized education program (IEP); (c) the device is used during the student's lunch period; or (d) the device is needed during an emergency.
3. They may not be used in any manner that will cause disruption to the educational environment or will otherwise violate student conduct rules.
4. . Sexting, which, for purposes of this procedure, is the act of creating, sending, sharing, viewing, receiving, or possessing sexually explicit messages, images, or videos electronically, regardless of whether they are authentic or computer-generated, through the use of a computer, electronic communication device, or cellular phone. Sexting also includes creating, sending, sharing, viewing, receiving, or possessing indecent visual depictions, non-consensual dissemination of private sexual images, and non-consensual dissemination of sexually explicit digitized depictions, as defined in State law.

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

1. Use of the device is provided in the student's IEP, or
2. Permission is received from the student's teacher; e.g., Bring Your Own Technology (BYOT) programs. Examples of electronic devices that are used as study aids include: devices with audio or video recording, MP3 players, some cellular phones, smartphones, laptop computers, Chromebooks®, and tablet computers or devices, e.g., iPads®.

Examples of electronic devices that are not used as study aids include: hand-held electronic games, MP3 players used for a purpose other than a study aid, global positioning systems (GPS), radios, and cellular and smartphones (with or without cameras) used for a purpose other than a study aid.

The use of technology as educational material in a curriculum-based program is not a necessity but a privilege, and a student does not have an absolute right to use his or her electronic device while at school. If applicable, using technology as a study aid must always follow the established rules for the BYOT program. Using technology at all other times must always follow the established rules for cellular and smartphones and other electronic devices at school. The School District is not responsible for the loss or theft of any electronic device brought to school.

FIGHTING

Fighting is defined as the exchange of mutual physical contact, such as pushing, shoving, and hitting, with or without injury. Without clear and convincing evidence that a participant in a fight attempted to avoid the confrontation, all parties will be disciplined. When two or more students attack another student or engage in group fights, this could be considered a "mob action." Appropriately deemed consequences, which may include suspension and/or expulsion, will be handled on a case-by-case basis by administration.

GENERAL BUILDING CONDUCT

Students will be allowed in the building at 7:00 a.m. Classes begin at 7:40 a.m. Students are dismissed at 2:25 p.m. each day. The following rules shall apply, and failure to abide by the rules may result in discipline:

- Hats and bandanas shall not be worn in the building. Any hat brought to school shall be removed before entering.
- Students shall not run, talk loudly or yell in the hallways nor shall they push, shove or hit others.
- Students shall not write on walls, desks or deface or destroy school property.
- Skateboards are not permitted at school.

- Water guns, play guns, and/or real guns are not permitted at school.
- No radios, tape players, CD players, cameras are permitted without permission from the principal.

TARGETED SCHOOL VIOLENCE PREVENTION PROGRAM

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

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

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

What Is Targeted School Violence?

Targeted School Violence includes school shootings and other school-based attacks where the school was deliberately selected as the location for the attack and was not simply a random site of opportunity. Individuals who have committed targeted violence did not "just snap," but engaged in a process of thought and escalation of action over days, weeks, months, and even years.

In the majority of incidents of targeted violence, perpetrators did not directly threaten their targets, but they *did* communicate their intent and/or plans to others before the violence. This indirect expression or third-party communication of intent to cause harm is often referred to as *leakage*. Reporting *leakage* is key to preventing targeted school violence.

Who Is Required to Report Threats?

All District staff, volunteers, and contractors are required to report any expressed threats or behaviors that may represent a threat to the community, school, or self to the Building Principal. Parents/guardians and students are also encouraged to report any such threats to the Building Principal.

Reported threats are assessed by the school's Threat Assessment Team (TAT). Each TAT includes people with expertise in counseling, instruction, school administration, and law enforcement. The goal of the threat assessment process is to take appropriate preventive or corrective measures to maintain a safe and secure school environment, to protect and support potential victims, and to aid, as needed, to the individual being assessed.

The threat assessment process does not preclude anyone from acting immediately to address an imminent threat.

What Can Staff and Parents/Guardians Do?

The TAT will provide guidance to students and staff regarding recognizing concerning, aberrant, threatening, and prohibited behaviors to be reported. While there is no one list of behaviors that may cause concern, examples include, but are not limited to:

- Threatening statements or gestures
- Persons with ongoing, unresolved grievances with members of the school community
- Atypical, unusual, or bizarre communications or behavior
- Significant changes in behavior
- Increased focus or fixation on aspects of violence, harm, or death
- Information about someone expressing thoughts, plans, or preparations for violence
- Concerns that someone may harm themselves
- Behavior that significantly disrupts the learning or working environment
- Behavior that seems troubling or disturbing
- Persons seeming isolated and alienated from others
- Anyone unknown to the school

Staff and parents/guardians can reinforce this guidance by discussing with students what a threat is, encouraging students not to make threats or "joking" statements in the first place, and reiterating that seeking help to prevent someone from getting hurt or hurting another by reporting threats is appropriate.

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 activities, 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.

HARASSMENT & TEEN DATING VIOLENCE PROHIBITED

Harassment Prohibited

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

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.

Teen Dating Violence Prohibited

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

Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the nondiscrimination coordinator, building principal, assistant building principal, dean of students, a complaint manager, or any employee with whom the student is comfortable speaking. A student may choose to report to an employee of the student's same gender.

GAMES/GAMBLING

Cards and games are not appropriate at school as they detract from the educational process. If found at school, they will be confiscated. Gambling of any type is prohibited on school property at all times.

INAPPROPRIATE LANGUAGE/BEHAVIOR

Students who use inappropriate language, gestures, or behavior on campus will be given a lunch detention. Inappropriate language or gestures directed towards a school employee could result in appropriate school discipline. This includes vandalism and any type of misconduct or disrespect to a staff member off campus.

INSUBORDINATION / DISRESPECT

Students are expected to follow all reasonable requests from the staff. Insubordination is a situation in which a student purposely and willfully refuses a direct command. Disrespect to a staff member i.e., calling a teacher by his/her first name, questioning authority, back talk will result in appropriate deemed consequences by administration on a case by case basis. A request to go to the office is always reasonable. Any student refusing a reasonable request could be suspended from school for up to ten days, and a parental conference may be held prior to the student returning to class. Students sent to the office must remain in the office until an administrator has seen them.

INTERNET USAGE

All usage of the Internet through the Granite City School District network is governed by Board Policy 6:235-E2. A copy of this policy will be available in all rooms with internet access. A signed copy of this policy must be on file before any student has internet access. Violation of this policy could result in suspension from school, and the student could be removed from the class.

Students are warned that harassment or threats of an electronic nature involving the internet and/or cell phones are specifically prohibited. Depending on the severity of the action, a student could be subject to appropriate discipline action as deemed by the administration. In addition, the City of Granite City has an internet and cell phone ordinance which could result in considerable fines and/or community service. Students who violate these rules will be referred to the SRO and/or the assistant principal in charge of discipline.

LOCKERS

A student must use only the locker to which he/she has been assigned. All lockers are the property of the school. Students are responsible for all materials in their assigned locker. It is recommended students provide a lock.

LOITERING

Students have only five (5) minutes between classes. They are not to loiter in the hallway or the restrooms. Consequence will be determined based upon the severity of the offense.

OBLIGATIONS

Students with obligations at the end of each semester will have a notice of such obligations printed on their report card. Students with obligations will NOT be allowed to participate in events, purchase parking decals, Homecoming dance tickets, Prom tickets, or other dance tickets until all obligations are cleared. Obligations include outstanding fees, disciplinary obligations, uniform, locks, lost textbook, etc. Parent with Skyward Parent Access may check obligations on Skyward. Students receiving a fee waiver are not exempt from any charges incurred for lost or damaged books, lost equipment, etc. If a student or former student has any outstanding obligations, his/her official transcript will not be released pursuant to Illinois Compiled Statutes [105 ILCS 5/2-3. 13a]

PARKING PRIVILEGES

Parking on school district property is a privilege awarded to seniors, juniors “based on availability”, and co-op students. Students allowed to park at school must purchase a parking decal that MUST be displayed in the appropriate manner.

The cost of the parking decal is $75.00 for the senior lot and $25.00 for the strip along the band field. However, no student will be allowed to purchase a parking decal if he/she has an outstanding obligation, chronic absences, or chronic tardiness. The following motor vehicle regulations shall apply to all operators of motor vehicles as soon as the vehicle enters the high school property.

PARKING LOT RULES

Students may park their vehicles in the lot designated and located at the front of the gymnasium between the hours of 7:00 am to 3:00 pm. Vehicles must be parked between the painted lines, and must be driven under the speed limit of 10 miles per hour while in the lot. Vehicles should be driven safely and must yield to pedestrians. Vehicles parked outside painted lines or designated parking spots may be ticketed or towed at the discretion of the school, at the vehicle owner's expense. Students caught driving recklessly in the parking lot may be subject to disciplinary action. The lots designated are for school staff, personnel, and others designated by administration. These lots MAY NOT be used by students at any time. Student vehicles parked in these lots may be ticketed or towed at the discretion of administration.

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

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

Vehicles MAY NOT be parked or located in the bus lanes or fire lanes at ANY TIME. Bus lanes and fire lanes are clearly marked. Vehicles located in these locations may be ticketed and/or towed by the police.

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

POSSESSION OR SALE OF CONTROLLED SUBSTANCES OFFENSES

The school administrator will administer 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 basis by administration.

PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT (Policy 7:20, 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 and school goals.

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

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.

4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school.
5. AI generated images, digital replicas, and unauthorized digital replicas

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

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

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

DISCRIMINATION AND HARASSMENT ON THE BASIS OF RACE, COLOR, AND NATIONAL ORIGIN PROHIBITED

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

Examples of Prohibited Conduct

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

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

Making a Report or Complaint; Investigation Process

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

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

Federal and State Agencies

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

Prevention and Response Program

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

1. Reduce or remove to the extent practicable, barriers to reporting discrimination, harassment, and retaliation;

2. Permit any person who reports or is the victim of an incident of alleged discrimination, harassment, or retaliation to be accompanied when making a report by a support individual of the person's choice with the District's policies and rules;

3. Permit anonymous reporting, except that an anonymous report may not be the sole bases of any disciplinary action;

4. Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis;

5. Offer, but do not require or unduly influence, a person who reports or is the victim of an incident of harassment or retaliation the option to resolve allegations directly with the accused; and

6. Protects a person who reports or is the victim of an incident of harassment or retaliation from suffering adverse consequences as a result of a report of, investigation of, or a response to the incident.

Enforcement

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

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

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

Retaliation Prohibited

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

STUDENTS WHO ARE PARENTS, EXPECTANT PARENTS, OR VICTIMS OF DOMESTIC OR SEXUAL VIOLENCE

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

Requesting Support Services

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

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

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

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

Article 26A Resource Person:

_____
Name

_____
Address

_____
Email

_____
Telephone

Nondiscrimination Coordinator:

_____
Name

_____
Address

_____
Email

_____
Telephone

Title IX Coordinator:

_____
Name

_____
Address

_____
Email

_____
Telephone

Complaint Managers:

_____
Name

_____
Address

_____
Email

_____
Telephone

_____
Name

_____
Address

_____
Email

_____
Telephone

PUBLIC DISPLAY OF AFFECTION (PDA)

Public displays of affection between students tend 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 will result in disciplinary action.

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

Riding a school bus is a privilege 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. Bus passes (I.D. cards) are required to ride the school bus. Due to insurance regulations, students may not ride any bus other than the one to which they are assigned. Detention or suspension will be issued at the principal's discretion (even a first offense). During bus suspension, it is the parent's responsibility to provide transportation to and from school. Bus suspension is not an excuse for absence and could result in a truancy referral.

SEARCH AND SEIZURE (Policy 7:140)

In order to maintain order safety and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

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

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or 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 building principal may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students Searches

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or district's student rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

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

Seizure of Property

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

Questioning of Students Suspected of Committing Criminal Activity

Before a law enforcement officer, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the building principal or designee will: (a) notify or attempt to notify the student's parent/guardian and document the time and manner in writing;

(b) make reasonable efforts to ensure the student's parent/guardian is present during questioning or, if they are not present, ensure that a school employee (including, but not limited to, a social worker, psychologist, nurse, guidance counselor, or any other mental health professional) is present during the questioning; and (c) If practicable, make reasonable efforts to ensure that a law enforcement officer trained in promoting safe interactions and communications with youth is present during the questioning.

SELF-DEFENSE

This means the student did not contribute 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.

SNOWBALL THROWING

Due to the possibility of injuries, snowball throwing cannot be allowed at bus stops or on campus. Snowball throwing may result in disciplinary action.

STEALING/THEFT

Students who steal are a major threat to the security of other students. Students involved in a theft will be subject to disciplinary action. This also includes any student in possession of stolen property. Police will be notified, and the student may be arrested. A common cause of loss through theft is student carelessness. The school cannot assume responsibility for personal property that is lost, damaged, or stolen at school.

STUDENT APPEARANCE

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The school does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Students may not wear hats, hooded sweatshirts with hoods up, ski mask / balaclava, images or language that creates a hostile or intimidating environment on any protected class, hate speech, profanity, pornography, clothing that reveals undergarments, swimsuits, tube tops or sports bras (by themselves), tactical gear or facsimile of.

STUDENT ID'S

At the beginning of each year, each student is issued a student ID. The purpose of this ID is to help provide a safe, secure, and educationally sound environment at GCHS. The ID will act as student identification, bus pass, lunch card, and library card. Students must keep the ID in their possession at all times. ID's are school district property. Replacement ID's cost $5 and may be purchased at the Attendance Office.

Students reporting to the office before school for a new ID must pay for the replacement or be placed on the Obligation List and will not receive any discipline. The replacement fee is non-refundable. Any student found without his/her ID in his/her possession may be subject to disciplinary action. This includes any student without an ID during a sweep. Any student using someone else's ID or a false ID will be disciplined.

STUDENT/TEACHER RELATIONS

Students should fully understand that any staff member in the building has the authority to interact with them to clarify a situation or correct misconduct at any time. Students shall always address and refer to the staff as Ms., Mrs., or Mr. No student shall enter an office or speak to a person who is engaged in another conversation until invited to do so. Foul language or inappropriate comments have no place in our school and will not be tolerated. Calling a person of authority by his/her last name is not acceptable. The teacher or other assigned person is in complete charge of the classroom. The cooperation of all students is necessary for efficient school operation. Since teachers are responsible for the success of their classes, they have the authority to make any sensible rules which they think necessary to produce good conduct in their classes. Teachers will manage student conduct in the classroom including but not limited to the following behaviors: preparedness, homework, attendance, tardiness, minor classroom disruptions, inappropriate tone/attitude,

jackets in the classroom, electronic devices, inappropriate comments, and food or drink. If these minor infractions are not corrected by the student, then the student's parent/guardian may be contacted, and the student may receive an office referral. The teachers expect an attitude of respect from students. The students also should expect to be treated with respect. **Any request or command to cease and stop during a confrontation must be obeyed.** Failure to do so will result in appropriate discipline pending administrative review with a possible recommendation for expulsion. Any contact, intentional or unintentional, with a staff member, regardless of intent, will result in appropriate discipline pending administrative review with possible recommendation for expulsion. Staff members, being human, do make mistakes; however, most problems can be cleared up through friendly discussion with them. However, this should not be done in the presence of other students. **If a problem cannot be solved through friendly discussion with your teacher, and a misunderstanding still exists, come to the office and talk it over. Disrespect, foul language, or a visible display of anger has no place in solving teacher/student problems. Any student attempting to use such methods will be referred to the office of an assistant principal. Your high school administrators' and counselors' offices are always open for consultation and conferences. Bring your problem in before it brings you in!**

The assistant principals will help manage student conduct including but not limited to the following behaviors: dress code issues, chronic minor infractions, aggressive language, threats, harassment of students or teachers, bullying, truancy, tardiness, smoking, vandalism, alcohol, drugs, gambling, weapons, fighting or aggressive physical contact, leaving school grounds, and foul language directed at students or staff.

STUDENT ONLINE PERSONAL PROTECTION ACT (Policy 7:345)

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

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

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

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

- Basic identifying information, including student or parent/guardian name and student or parent/guardian contact information, username/password, student ID number
- Demographic information
- Enrollment information
- Assessment data, grades, and transcripts
- Attendance and class schedule
- Academic/extracurricular activities
- Special indicators (e.g., disability information, English language learner, free/reduced meals or homeless/foster care status)
- Conduct/behavioral data
- Health information

- Food purchases
- Transportation information
- In-application performance data
- Student-generated work
- Online communications
- Application metadata and application use statistics
- Permanent and temporary school student record information

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

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

STUDY HALL POLICY

Students are to bring study materials to study hall. Go directly to their assigned seats. Cease talking at the sound of the tardy bell. Study independently, not in pairs or groups, unless the teacher approves. Refrain from playing games. Remain in seats until the bell rings, and the teacher formally dismisses the group.

Students are not permitted in the halls during class periods unless they are accompanied by a staff member or have a hall pass from an authorized staff member. Teachers have been asked not to give hall passes except in extreme situations. Any student who uses a stolen or fraudulent hall pass will face disciplinary consequences.

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 will 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 is thought to be “under the influence” of alcohol and/or drugs, the school nurse and an administrator will complete a drug assessment, which may include an oral, fluid, and/or breath scan drug test. A refusal to take the assessment will be considered as an admission of guilt, and positive test procedures will be implemented. Parents/guardians wishing to contest the results of a drug test may, independently and at their own expense, have their child re-tested at Occupational Heath at Gateway Regional Medical Facility in Granite City. The student must report within **30 minutes of leaving the school building.** Appropriately deemed consequences, which may include suspension and/or expulsion, will be handled on a case by case basis by administration.

SUBSTITUTE TEACHERS/STUDENT TEACHERS

Our school is fortunate to have capable people to help us whenever our regular teachers are attending conferences, are out sick, or are training novice teachers. A substitute teacher/student teacher is an important visitor whose impressions of our school will be carried into the community. Let us be certain that these are good impressions by being polite,

helpful, and considerate. The substitute teacher/student teacher has the same authority as your regular teacher. Treat a substitute/student teacher as you would your regular teacher.

TOBACCO PRODUCTS (USE AND POSSESSION OF)

Students are not to use or have in their possession any tobacco/nicotine products or related materials while in any school building, bus, or on school grounds as specified by federal law. The City of Granite City has determined that the health, safety, and welfare of its citizens, and especially its minor citizens, will be served by prohibiting the possession of tobacco/nicotine products and smoking/vaping paraphernalia by minors, per City Ordinance #7282. Tobacco/nicotine products and related materials include cigarettes, electronic cigarettes or e-cigarettes, chewing tobacco, snuff, cigars, lighters, matches, etc. Acting as a lookout for smokers/vapers will result a discipline.

VANDALISM

Students are responsible for the proper care and security of all schoolbooks, 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 suspension or expulsion. Unauthorized use of any school equipment, property, materials, passes, etc., may result in suspension or expulsion. Anyone wishing to post materials anywhere on school property must have the materials approved and stamped in the main office by a principal. These materials must pertain to specific school - related/activities.

ATHLETICS/ACTIVITIES

ACCOMMODATING INDIVIDUALS WITH DISABILITIES

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the superintendent or building principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

ACTIVITY TICKETS

Activity tickets cost **$25.00 a year**. Students may purchase the activity ticket at the first home athletic event of each sport. This result is in a big savings throughout the school year. Announcements will be made when to purchase these tickets.

ATHLETIC ACTIVITY REQUIREMENTS FOR PARTICIPATION

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

1. A current certificate of physical fitness issued by a licensed physician, an advanced practice nurse or physician assistant. The preferred certificate of physical fitness is the Illinois High School Association's "Pre-Participation Physical Examination Form."
2. A permission slip to participate in the specific athletic activity signed by the student's parent/guardian.
3. Proof the student is covered by medical insurance.
4. A signed agreement by the student not to ingest or otherwise use any drugs on the IHSA's most current banned substance list (without a written prescription and medical documentation provided by a licensed physician who performed an evaluation for a legitimate medical condition) and a signed agreement by the student and the student's parent/guardian agreeing to IHSA's Performance-Enhancing Substance Testing Program.
5. Signed documentation agreeing to comply with the School District's policies and procedures on student athletic concussions and head injuries.

CANDY SALES
Candy cannot be sold in the school building during school hours. This applies to school and non-school (sponsored) groups.

CLUBS/ORGANIZATIONS
Following is a list of Granite City High School clubs and organizations. We encourage you to join one or more of these organizations.

ALPHA
Art Show Coordinator
Band
Bass Fishing Club & Outdoor Club
Book Club
Creative Writing Club (Young Authors)
Chess Club
Debate
Empathy
Environmental Club
Foreign Language Club
Future Educators of America
Gay/Straight Alliance/Pride
Hobby Club
Hockey Club
Math Team/Club
National Honor Society
Pickle Ball
Photography Club
Renaissance
Scholar Bowl Team
Science Club
Social Studies Club
Student Council
Varsity Club
Video Journalism
Vocational (VICA) Skills USA
Warrior Voices
Working Warriors
Yearbook

COLLEGE ATHLETICS
Students who plan to compete in athletics at the college level must be aware of the academic eligibility guidelines for the various colleges. Please check the Guidance webpage and click on "NCAA Clearinghouse/ NJCAA, NAIA Athletics" for a link to more specific guidelines.

ELIGIBILITY – EXTRA-CURRICULAR ACTIVITIES (Policy7:240)
Rules for eligibility are covered in the *Extra-Curricular Handbook.*

EXTRA-CURRICULAR ACTIVITIES POLICY
These activities are an "extension of the school day." Any student at an extra-curricular activity that is smoking on school property or who has the smell of alcohol on his/her person will be subject to administrative action and possible

arrest. Anyone possessing or using alcohol or other drugs will be turned over to the civil authorities. These students will also be subject to school discipline.

It is to be clearly understood that our established rules of behavior apply not only in the classroom but at any time a student is present in the building or on school grounds or at an away activity. Students ejected will be subject to school discipline and possible removal from all extra-curricular events.

EXTRA-CURRICULAR FEES

Granite City High School offers a variety of opportunities for students to participate in extracurricular activities. The Board of Education has set the fees for this school year as follows:

Athletic/Competitive Team Fee - $75 per participation
Band Fee - $75 per year
There is a maximum of $150 per student for extra-curricular fees.
These fees must be paid prior to the first competition in order for the student to participate.

FINES, FEES, AND CHARGES; WAIVER OF STUDENT FEES

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

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

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

Additional consideration where one or more of the following factors are present:

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

Questions regarding the fee waiver application process or an appeal of the district's decision to deny a fee waiver should be addressed to the Building Principal.

Pursuant to the Hunger-Free Students' Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.

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

HOMECOMING AND MAY CAROUSEL

The senior class selects the Homecoming Court. The king and queen are elected from the court by the entire student body. Only students enrolled the first day of attendance will be considered for Homecoming Court.
All senior boys and girls are invited to participate in May Carousel. May Court are selected by the faculty. The king and queen are selected from the court by the student body. Mandatory practices are required for participants in May Carousel.

HOMECOMING DANCE/PROM

School dress code guidelines and rules will be in effect for these dances. Additional information is below**.** Students who have chronic absences/tardiness will be denied attendance. Students must have all obligations cleared to purchase a ticket. Students must have a current school ID and graduates must have completed a permission form and have a current photo ID. ID and ticket are required for entrance to the dance. Guests of any GCHS student who is registered homeschool student must have a letter from that homeschool online program indicating their enrollment in that program to attend the Homecoming Dance and/or prom. The homeschool program just be a nationally certified program.

Homecoming Dance – This is a semi-formal event. Jeans and hats are not permitted. Attendees must be either a

- GCHS student (any grade)
- GCHS graduate (under 21 years old) attending as a guest of GCHS student
- Students from other schools and non-graduates may not attend Homecoming Dance.
- Any student who is on homebound during the time of the dance is not permitted to attend.
- To attend the Homecoming Dance a student must meet the eligibility requirement set forth for that dance, along with school fees paid.
- Any student drops out of high school during the school year will not be admitted to the Homecoming Dance.

Prom – This is a formal event. Students must attend a mandatory pre-prom meeting on the Friday before prom. Attendees must be either

- GCHS senior/junior student may purchase tickets
- Guests under the age of 21 who are accompanying a student are eligible, must be
    - A GCHS student with sophomore or junior classification
    - A GCHS graduate
    - A student currently enrolled in grade 10, 11, 12 at another area high school. (School form required)
    - Graduate of another area high school (proof of graduation required)
    - All guests must be approved by administrators.
    - No one having reached his/her 21st birthday or who is not a current student or high school graduate may attend.
    - Any student who is on homebound during the time of the dance is not permitted to attend
    - To attend Prom a student must meet the eligibility requirement for set forth for that dance, along with school fees paid.
    - Any student who drops out of high school during the school year will not be admitted to the prom
    - No freshmen may attend.

NATIONAL HONOR SOCIETY SELECTION POLICY

These are the guidelines that will be used to determine membership in the National Honor Society. Students will be judged by a committee of staff members on the basis of scholarship, services, leadership, and character. Applications may be obtained from the NHS advisors. Junior or senior students will be notified if they are eligible based on their GPA. It is their responsibility to meet the information sheet deadlines.

Scholarship: Have and maintain a minimum of a 4.25 GPA.

Service: Willingness to render service to the school and community. Willingness to do committee work. Prior participation in school activities is required.

Leadership: Demonstrates leadership in class room or organization work. Demonstrates leadership in promoting school activities. Successfully holds school office or positions of responsibility. Exemplifies positive qualities and attitudes.

Character: Meets responsibilities to the school promptly. Demonstrates highest standards of honesty and reliability. Cooperates with school regulations. Demonstrates concern for others.

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:

- Is libelous, slanderous, or obscene/
- Constitutes and unwarranted invasion of privacy;
- Violates Federal or State Law, including the constitutional rights of third parties; or
- Encourages or Incites students to (a) commit and 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.

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

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

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

SCHOOL SAFETY

AWARENESS AND PREVENTION OF CHILD SEXUAL ABUSE, GROOMING BEHAVIORS, AND BOUNDARY VIOLATIONS

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

Warning Signs of Child Sexual Abuse

Warning signs of child sexual abuse include the following.

Physical signs:

- Sexually transmitted infections (STIs) or other genital infections
- Signs of trauma to the genital area, such as unexplained bleeding, bruising, or blood on the sheets, underwear, or other clothing
- Unusual weight gain or loss

Behavioral signs:

- Excessive talk about or knowledge of sexual topics
- Keeping secrets
- Not talking as much as usual
- Not wanting to be left alone with certain people or being afraid to be away from primary caregivers
- Regressive behaviors or resuming behaviors that the child had grown out of, such as thumb sucking or bedwetting
- Overly compliant behavior
- Sexual behavior that is inappropriate for the child's age
- Spending an unusual amount of time alone
- Trying to avoid removing clothing to change or bathe

Emotional signs:

- Change in eating habits or unhealthy eating patterns, like loss of appetite or excessive eating
- Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling “down”

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

Warning Signs of Grooming Behaviors

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

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

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

Warning Signs of Boundary Violations

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

- Favoring a certain student by inviting the student to “hang out” or by granting special privileges
- Engaging in peer-like behavior with a student
- Discussing personal issues with a student
- Meeting with a student off-campus without parent/guardian knowledge and/or permission
- Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside of a professional role

- Transporting a student in a school or private vehicle without administrative authorization
- Giving gifts, money, or treats to an individual student
- Sending a student on personal errands
- Intervening in a serious student problem instead of referring the student to an appropriately trained professional
- Sexual or romantic invitations toward or from a student
- Taking and using photos/videos of students for non-educational purposes
- Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting
- Inviting a student to an employee's home
- Adding a student on personal social networking sites as contacts when unrelated to a legitimate educational purpose
- Privately messaging a student
- Maintaining intense eye contact with a student
- Making comments about a student's physical attributes, including excessively flattering comments
- Engaging in sexualized or romantic dialog
- Making sexually suggestive comments directed toward or with a student
- Disclosing confidential information
- Self-disclosure of a sexual, romantic, or erotic nature
- Full frontal hugs
- Invading personal space

If you believe you are a victim of child sexual abuse, grooming behaviors, or boundary violations, or you believe that your child is a victim, you should immediately contact the building principal, a school counselor, or another trusted adult employee of the school.
Additional Resources include:
National Sexual Assault Hotline at 800. 656.HOPE (4673)
National Sexual Abuse Chatline at online.rainn.org
Illinois Department of Children and Family Services Hotline at 1.800.25 ABUSE (2873)

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.

VIDEO & AUDIO MONITORING SYSTEMS

A video and/or audio monitoring system may be in use on school busses and a video monitoring system may be in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

CAMPUS MONITORS/AIDES

The Board of Education has appointed campus monitors/aides with duties and responsibilities to assist teachers and administrators with maintaining order, discipline, and providing supervision on campus. **They are authorized school personnel. In the absence of a teacher or an administrator in disciplinary and supervisory situations, these staff members stand in their place, and the students are held directly responsible to them.** Failure to cooperate with them in maintaining discipline on campus will result in disciplinary action in accordance with school policies and procedures.

EMERGENCY SCHOOL CLOSINGS (Policy 4:170)

In cases of bad weather and other local emergencies, please listen to any local radio or television station to be advised of school closings or early dismissals. School closings for any reason will be announced by 6 a.m. If bad weather or other emergency occurs during the day, please listen to local media stations for possible early dismissal information. For your child's safety, make certain your child knows ahead of time where to go in case of an early dismissal.
If we dismiss early for an emergency, all after-school functions are automatically cancelled.

FIRE AND EMERGENCY DRILLS (Policy 4:170)

Safety drills will occur at times established by the school board. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement lockdown drill to address a school shooting incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. The law enforcement lockdown drill will be announced in advance and a student's parent/guardian may elect to exclude their child from participating in this drill. All other drills will not be preceded by a warning to students.

SAFETY REQUIREMENTS IN CLASSROOMS

The Illinois School Code requires every student, teacher, and visitor in certain vocational or industrial arts shops or laboratories and in chemical or combined chemical-physical laboratories to wear goggles. This requirement will be strictly enforced. Other safety equipment pertinent to a specific course may be required. Any student who does not have the necessary safety equipment will not be allowed to work in the shop or laboratory. Alternative assignments and the amount of credit (if any) will be at the discretion of the teacher. Ongoing violations may result in disciplinary actions.

SCHOOL RESOURCE OFFICER

Our school resource officer's role is a positive one. The SRO is here to support our educational mission by protecting our students and staff on campus and maintaining order. In conjunction with specialized SRO training, knowledge regarding laws, crimes, threats, and the community makes the SRO a vital resource for both students and staff.

VISITORS (Policy 8:30)

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

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

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

Visitors are expected to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself in a manner that is appropriate will be asked to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.
No person on school property or at a school event shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner or use vulgar or obscene language.

3. Unless specifically permitted by state law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law or municipal, local or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied Illinois' Compassionate Use of Medical Cannabis Act and district policies.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized district employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other district policies or regulations, or a directive from an authorized security officer or district employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the district or a school function.

STUDENT SERVICES

ACCOMMODATING BREASTFEEDING STUDENTS

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

- Access to a private and secure room, other than a bathroom, to express breast milk or breastfeed an infant.
- Permission to bring onto school campus a breast pump or other equipment used to express breast milk.
- Access to a power source for a breast pump or any other equipment used to express breast milk.
- Access to a place to store expressed breast milk safely.
- Reasonable breaks to accommodate the student's need to express breast milk or breastfeed an infant child.
- The opportunity to make up work missed due to the student's use of reasonable accommodations for breastfeeding.

Complaints regarding violations of this procedure should be made to the district's complaint manager or non-discrimination coordinator.

CARE OF STUDENTS WITH DIABETES (Policy 6:120-AP4)

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

- 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.

COMMUNICABLE DISEASE (Policy 7:280)

The school will observe recommendations of the Illinois Department of Public Health regarding communicable diseases.

1. Parents are required to notify the school nurse if they suspect their child has a communicable disease.
2. In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian.
3. The school will provide written instructions to the parent and guardian regarding appropriate treatment for the communicable disease.
4. A student excluded because of a communicable disease will be permitted to return to school only when the parent or guardian brings to the school a letter from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease.

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.

FOOD ALLERGIES

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules.

If your student has a life-threatening allergy or life-threatening chronic illness, please notify the building principal at (618) 451-5808. Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your student has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports so that your student can access his or her education as effectively as students without disabilities. Not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504. Our school district also may be able to appropriately meet a student's needs through other means.

GUIDANCE AND COUNSELING (Policy 6:270)

The school provides a guidance and counseling program for students. The school's counselors are available to those students who require additional assistance. Under Illinois law, any student 12 years of age or older may receive counseling services without consent of the student's parent/guardian. However, until the consent of the student's parent/guardian has been obtained, counseling services provided to a student under the age of 17 are generally limited to not more than eight 90-minute sessions.

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

HEAD LICE (Policy 7:250)

The school will observe the following procedures regarding head lice.

1. Parents are required to notify the school nurse if they suspect their child has head lice.
2. Infested students will be sent home following notification of the parent or guardian.

3. The school will provide written instructions to parent or guardian regarding appropriate treatment for the infestation.
4. A student excluded because of head lice will be permitted to return to school only when the parent or guardian brings the student to school to be checked by the school nurse or building principal and the child is determined to be free of the head lice and eggs (nits). Infested children are prohibited from riding the bus to school to be checked for head lice.

HEALTH SERVICES

The school nurse is available to students for personal consultations. Students who become ill at school must report to the nurse before leaving the building. Students who are injured at school should be sent to the nurse by the teacher, or the nurse may be sent for, depending on the injury. The nurse will administer any first aid needed and contact the parent or guardian. The nurse will file an accident report on any injury that may require medical attention. If the family has purchased school insurance, a claim form may be picked up at the main office. If a student has an accident and is covered by insurance, he/she must file a claim to collect. Students **should** have a hall pass from their teacher to visit the health office. No one will be admitted between classes unless it is an emergency. Females in need of feminine products may request a token from their teacher or the nurse. Feminine products are available in the women's restrooms and the nurse's office.

MEDICINE AT SCHOOL (Policy 7:270)

Taking medication during school hours or during school-related activities is prohibited unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing a "School Medication Authorization Form."

No school or district employee is allowed to administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student is allowed to possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this procedure.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector (e.g., EpiPen®) and/or an asthma inhaler or medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form.

Students who are diabetic may possess and/or self-administer diabetic testing supplies, equipment, and insulin if authorized by the student's diabetes care plan, which must be on file with the school.

Students with epilepsy may possess and/or self-administer supplies, equipment and medication, if authorized by the student's seizure action plan, which must be on file with the school.

Students may self-administer (but not possess on their person) other medications required under a qualified plan, provided the student's parent/guardian has completed and signed a School Medication Authorization Form.

The school district shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the school district and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan.

Administration of Medical Cannabis

In accordance with the Compassionate Use of Medical Cannabis Program, qualifying students are allowed to utilize medical cannabis infused products while at school and school events. Please contact the building principal for additional information. Discipline of a student for being administered a product by a designated caregiver pursuant to this procedure is prohibited. The district may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Undesignated Medications

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

Emergency Aid to Students

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

PREVENTION OF ANAPHYLAXIS (Policy 7:285)

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

HOMEBOUND STUDENTS (Policy 6:150)

Students who must be on homebound due to a serious medical condition are unable to attend and/or participate in GCHS events and activities. Students are also not allowed on campus during their homebound time frame except to attend a pre-arranged meeting with a counselor, administrator, or the homebound coordinator.

A student who is unable to attend school because of pregnancy or pregnancy-related conditions, the fulfillment of parenting obligations related to the health of the child, or health and safety concerns arising from domestic or sexual violence will be provided home instruction under the following circumstances:

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

The school may reassess home instruction provided to a student under No. 3 or No. 4 every two months to determine the student's continuing need for home instruction. Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

Students who plan to return to school prior to their homebound end date must secure a doctor's release before coming back to school. This release must be presented to the homebound coordinator on or before the day he/she returns. Students on homebound any part of the semester are required to take all semester exams.

LOST AND FOUND

Articles that are found should be turned in to the office so students can claim them. It is recommended students should properly mark personal items, books, and clothing so they can be identified.

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 has 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 at 618-451-5800.

LIBRARY
Students are encouraged to use the media center for reference work or recreational reading. There are special rules for reference books, magazines, and reserved books. Learning the use of the media center and observing the rules help to develop good citizenship. The media specialist is always available to assist those who need help. More information regarding the use of the media center will be given to all of the students during the first few weeks of school. Any abuse of media center privileges will result in restriction of that privilege.
Students will be charged a fee of ten cents per day per book for any library book kept out past its due date. These fees will only be incurred for student attendance days and will not exceed $5.00 per book. However, if the book is lost or damaged, the full replacement cost will be levied.
Pending Board approval and funding, the media center may be opened after school hours.

SOCIAL WORKER SERVICES (Policy 7:250)
Responsibilities of the social workers include crisis intervention and special education evaluations. The social workers also conduct various group sessions throughout the buildings as an extension of the material that students 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 assessments on all students who are referred for special education services. In addition, they assist the school in child abuse referrals, consultations with teachers, referrals for assistance from outside agencies, provide direct services to students, serve as a liaison between the home, school, and community, assist with various assessments, and participate in multi-disciplinary conferences.

SPECIAL EDUCATION (Policy 6:120)
It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act are identified, evaluated and provided with appropriate educational services.

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

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

Students with disabilities who do not qualify for an individualized education program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Illinois law, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the student (i) has a physical or mental impairment that substantially limits one or more major life activities, (ii) has a record of a physical or mental impairment, or (iii) is regarded as having a physical or mental impairment.

Certificate of high school completion

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

Discipline of Students with Disabilities

Behavioral Interventions

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

Discipline of Special Education Students

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

Isolated Time Out, Time Out, and Physical Restraint

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others, and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The School may not use isolated time out, time out, or physical restraint as discipline or punishment, convenience for staff, retaliation, as a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others. The use of prone restraint is prohibited.

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

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

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

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

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131. You may also contact the director of special education for assistance.

STUDENT EMERGENCY MEDICAL CARE

It is the policy of Granite City Community Unit School District #9 to ensure that any student in need of emergency medical care be taken to the nearest medical trauma center by the closest available ambulance service.

If any parent or legal guardian prefers his/her child be treated at a different medical center, it will be his/her responsibility to make such arrangements with the receiving "nearest medical trauma center" to which we

send the child. In accordance with Policy 7:305 the District shall develop and implement a position to manage concussions and head injuries suffered by students and athletes at school and school events. See Athlete Handbook. Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition. A student who is removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.

SUICIDE AND DEPRESSION AWARENESS AND PREVENTION

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the school district.

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

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, your child in the mandated age/grade/group will be screened.

WORK PERMITS

If you are under sixteen and have a job, you need a work permit. In order to obtain one, your employer must write a letter outlining the days and hours you will be working. These must be in line with labor laws. Please bring the letter to the main office and give it to the bookkeeper.

GENERAL INFORMATION

ANIMALS ON SCHOOL PROPERTY (Policy 6:100, 6:120 AP3)

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principal in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

CAFETERIA

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered. The cafeteria offers daily breakfast 30 minutes prior to the start of school and offers a daily lunch. The lunchroom management appreciates every student's cooperation. All students should display good manners at all times and should always return trays, utensils, and litter to the proper areas. No cutting in line will be allowed. The high school does not issue IOU's.

Food and drinks may only be consumed in or just outside of the cafeteria. No food purchased from outside sources can be brought in by parents during lunch periods. Students should leave the table and floor around their place clean for others. The last person at the table is responsible for making sure the table is clear of litter. Any

refusal to cooperate will result in disciplinary action. If a student wants to work in the cafeteria, he/she should see the lead cafeteria lady. Students may bring sack lunches from home. No other outside food is allowed in the cafeteria (i.e., fast food). Parents may not bring in food purchased off-campus during lunch periods as this violates federal law and district policy concerning competitive food sales.
Each student will be asked to memorize a 6-digit PIN number. He/she will be asked to enter the number on a keypad. Once the PIN number is entered, the information will be transmitted to the cashier, and a picture of the student will appear on the monitor along with his/her personal information. Using someone else's ID number to purchase a lunch will result in appropriate school discipline.

COMMUNITY ELIGIBILITY PROGRAM

GC CUSD #9 has implemented an option available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Program option (CEP). All enrolled students, K-12, 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 apply. 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.

CREDIT FOR PROFICIENCY, NON-DISTRICT EXPERIENCES, COURSE SUBSTITUTIONS AND ACCELERATED PLACEMENT

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

1. Distance learning course, including a correspondence, virtual, or online course.
2. Courses in an accredited foreign exchange program.
3. Summer school or community college courses.
4. College or high school courses offering dual credit at both the college and high school level.
5. Work-related training at manufacturing facilities or agencies in a Tech Prep Program.

Students must receive pre-approval from the building principal or designee to receive credit for any non-District course or experience. The building principal or designee will determine the amount of credit and whether a proficiency examination is required before the credit is awarded. Students assume responsibility for any fees, tuition, supplies, and other expenses. Students are responsible for (1) providing documents or transcripts that demonstrate successful completion of the experience, and (2) taking a proficiency examination, if requested. The building principal or designee shall determine which, if any, non-District courses or experiences, will count toward a student's grade point average, class rank, and eligibility for athletic and extracurricular activities.

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

Proficiency Credit

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

Substitutions for Required Courses

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

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

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

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

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

Accelerated Placement

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

By the fall of 2023, for each student who meets or exceeds state standards in English language arts, mathematics, or science on a state assessment, the school district is required by state law to automatically enroll the student in the following school year in the next most rigorous level of advanced coursework offered by the high school as follows:

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

DISTRICT-WIDE 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.

ELEMENTARY & 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 request 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:

- whether the teacher has met State certification requirements;
- whether the teacher is teaching under an 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 instructional 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.

ENVIRONMENTAL QUALITY OF BUILDINGS AND GROUNDS (Policy 4:160)

The superintendent shall take all reasonable measures to protect: (1) the safety of district personnel, students, and visitors on district premises from risks associated with hazardous materials, and (2) the environmental quality of the district's buildings and grounds.

EQUAL EDUCATIONAL OPPORTUNITIES (Policy 7:10, 2:260)

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

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

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

FAMILY LIFE & SEX EDUCATION CLASSES

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-12, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-12, instruction on the prevention, transmission, and spread of AIDS; instruction on diseases; recognizing and avoiding sexual abuse; or instruction on donor programs for organ/tissue, blood donor, and transplantation, if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this section prohibits instruction in sanitation, hygiene or traditional courses in biology.

Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

IMMUNIZATION, HEALTH, EYE AND DENTAL EXAMINATIONS

Required Health Examinations and Immunizations

All students are required to present appropriate proof of a health examination and the immunizations against, and screenings for, preventable communicable diseases within one year prior to:

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

Proof of immunization against meningococcal disease is required for students in grades 6 and 12. A diabetes screening must be included as part of the health exam (though diabetes testing is not required). Students between the age of one and seven must provide a statement from a physician assuring that the student was "risk-assessed" or screened for lead poisoning. Beginning with the 2017-2018 school year, an age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination.

Failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.

New students who register mid-term have 30 days following registration to comply with the health examination and immunization requirements. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by an appropriate medical professional.

Eye Examination

All students entering kindergarten or the school for the first time must present proof by October 15 of the current school year of an eye examination performed within one year. Failure to present proof by October 15, allows the school to hold the student's report card until the student presents: (1) proof of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15.

Dental Examination

All students entering kindergarten, second, sixth and ninth grades must present proof by May 15 of the current school year of having been examined by a licensed dentist within the last 18 months. Failure to present proof allows the school to hold the child's report card until the student presents: (1) proof of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15.

Exemptions

A student will be exempted from the above requirements for:

1. Medical grounds if the student's parent/guardian presents to the building principal a signed statement explaining the objection;
2. Religious grounds if the student's parent/guardian presents to the building principal a completed Certificate of Religious Exemption;
3. Health examination or immunization requirements on medical grounds if a physician provides written verification;
4. Eye examination requirement if the student's parent/guardian shows an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
5. Dental examination requirement if the student's parent/guardian shows an undue burden or a lack of access to a dentist.

MANDATED REPORTERS

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

MEDIA EXCLUSION FORM

Occasionally the media visits the school as part of a story on school activities or other general news. The district's web page and yearbook also contain information and/or photographs of our students. 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 complete the form on an annual basis.

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; or
6. Incites students to violate any board policies.

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

NON-SCHOOL SPONSORED PUBLICATIONS ACCESSED OR DISTRIBUTED OFF-CAMPUS

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

PARENTAL ACCESS TO STUDENT RECORDS (Policy 7:340; IL School Student Records Act, FERPA) The Family Educational Rights and Privacy Act 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.
2. The right to have one or more scores received on college entrance examinations included on the student's academic transcript.
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.
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.
5. The right to a copy of any school student record proposed to be destroyed or deleted.
6. The right to prohibit the release of directory information.
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.
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.

PARENT ORGANIZATIONS AND BOOSTER CLUBS

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

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

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

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

PEST CONTROL (Policy 4:160)

District buildings are treated monthly for pest control by a licensed professional exterminator. Effective 2001, buildings will be notified four (4) days in advance of this treatment. All spraying is done after attendance hours or on weekends.

PROCESSING FEES

Student not turning in his/her textbook or other issued course equipment, by the end of the scheduled course semester exam, will be charged a **five - dollar processing fee** which will become an obligation. This processing fee will not be refunded if/when the book or equipment found/returned. If the item is lost or not returned, the student will be charged the replacement cost. The processing fee is in addition to the replacement cost for the book or equipment not returned.

RELATED SERVICE LOGS

For a child with an individualized education program (IEP), the school district must create related service logs that record the type of related services administered under the child's IEP and the minutes of each type of related service that has been administered. The school will provide a child's parent/guardian a copy of the related service log at the annual review of the child's IEP and at any other time upon request.

REQUEST TO ACCESS CLASSROOM OR PERSONNEL FOR SPECIAL EDUCATION EVALUATION OR OBSERVATION

The parent/guardian of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child.

For further information, please contact the building principal.

REQUESTS FROM MILITARY OR INSTITUTIONS OF HIGHER LEARNING

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

SCHOOL INSURANCE

GC CUSD#9 offers parents the opportunity to purchase low cost student accident insurance for their children. All pre-K, elementary, and intermediate students were given the information to bring home. For 7-12 students, information regarding this program, application, and costs can be obtained from school office. The insurance policy is a discreet contract between the insurance company and the insured student/family. 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 urges parents to consider this insurance option.

SCHOOL OPERATION DURING A PANDEMIC OR OTHER HEALTH EMERGENCY (Policy 4:180)

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that impact your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the governor, Illinois Department of Public Health, local health department, emergency management agencies, and/or Regional Office of Education.
2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child to attend school on a modified schedule.
3. Students will be expected to participate in blended and remote instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in blended or remote learning will be considered truant.
4. All school disciplinary rules remain in effect during the interruption of in-person learning. Students are subject to discipline for disrupting the remote learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom.
5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.
6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.
7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.
8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.

9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.
10. In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.
11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.
12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

SCHOOL RECORDS (Policy 7:15, 7:340, IL 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 copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. Within 10 business days, the building principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. In certain circumstances, the district may request an additional 5 business days in which to grant access. The district charges $.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost.

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

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

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

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

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

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

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

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

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

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

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; to another school district that overlaps attendance boundaries with the District, if the District has entered into an intergovernmental agreement that allows for sharing of student records and information with the other district, 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.

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

8. The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.

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

The name and address of the Office that administers FERPA is:

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

SCHOOL VISITATION RIGHTS

The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences, academic meetings and behavioral meetings. Letters verifying participation in this program are available from the school office upon request.

SCHOOL VOLUNTEERS (Policy 6:250)

All school volunteers must complete the "Volunteer Information Form" and be approved by the building principal prior to assisting at the school. Forms are available in the school office. Some teachers utilize parent volunteers in the classroom. The individual teachers make this decision. Teachers who desire parent volunteers will notify parents. For school-wide volunteer opportunities, please contact the building principal.

Volunteers are required to check in and out at the main office and receive a visitor badge before going to their destination.

SEX OFFENDER NOTIFICATION LAW

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except for in the following circumstances as they relate to the individual's child(ren):

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board.

Anytime that a convicted child sex offender is present on school property – including the three reasons above - he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children. A violation of this law is a Class 4 felony.

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

Illinois Sex Offender Registry, https://isp.illinois.gov/Sor/Disclaimer

Illinois Murderer and Violent Offender Against Youth Registry, https://isp.illinois.gov/MVOAY/Disclaimer

Frequently Asked Questions Concerning Sex Offenders, https://isp.illinois.gov/Sor/FAQs

STANDARDIZED TESTING

Students and parents/guardians should be aware that the State and District require students to take certain standardized tests, including the following: SAT and PSAT.

Parents/Guardians are encouraged to cooperate in preparing students for the standardized testing, because the quality of the education the school can provide is partially dependent upon the school's ability to continue to prove its success in the state's standardized tests. Parents/Guardians can assist their students to achieve their best performance by doing the following:

1. Encourage students to work hard and study throughout the year;
2. Ensure students get a good night's sleep during the night before exams;
3. Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein;
4. Remind students and emphasize the importance of good performance on standardized testing;
5. Ensure students are on time and prepared for tests, with appropriate materials;
6. Teach students the importance of honesty and ethics during the performance of these and other tests;
7. Encourage students to relax on testing day.

STUDENT BIOMETRIC INFORMATION

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

STUDENT PRIVACY

Surveys

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

Surveys by Third Parties

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the Building Principal.

Surveys Requesting Personal Information

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items:

- Political affiliations or beliefs of the student or the student's parent/guardian.

- Mental or psychological problems of the student or the student's family.
- Behavior or attitudes about sex.
- Illegal, anti-social, self-incriminating, or demeaning behavior.
- Critical appraisals of other individuals with whom students have close family relationships.
- Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
- Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

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

CURRICULAR COMPLAINTS AND OPT OUT ABILITY

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.1 *(upon request).*

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.

Prohibition on Selling or Marketing Students' Personal Information

No school official or staff member may market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term personal information means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

Unless otherwise prohibited by law, the above paragraph does not apply: (1) if the student's parent/guardian have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's personal information to a business organization or financial institution that issues credit or debit cards

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

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

SUPPORTIVE SERVICES (Policy 6:110)
The following services are available to assist families having difficulty with attendance issues or academic issues related to poor attendance:

- Meet with school social worker to discuss issues
- Schedule a conference with guidance counselor
- Attend open lab after school in media center on Tuesdays and Thursdays for quiet atmosphere to study or for access to computers to work on assignments (pending grant approval)
- Utilize Academic Support Network to work with high school staff in specific subject areas on Tuesdays and Thursdays (pending grant approval); schedule will be posted on website.
- Request a pass to lunch-study peer tutoring (pass must be written by current teacher prior to study hall period).
- Monitor your children(s) grades and attendance using the Skyward Student Information System.
- Access the district website, www.gcsd9.net, for up-to-date school information.

SURVEYS BY THIRD PARTIES
Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.
Parents who object to disclosure of information concerning their child to a third party may do so in writing to the building principal.

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

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

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

TRANSCRIPTS (IL Compiled Statutes [105 ILCS 5/2-3.13a])
Graduates must request final transcripts after graduation. These will not be sent automatically. If a student or former student has any outstanding obligations, his/her official transcript will not be released pursuant to Illinois Compiled Statutes… "Each public school and each private or nonpublic elementary or secondary school in this State shall within 10 days after the student has paid all of 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." **To make it easier for you to request transcripts, Granite City High School has partnered with Parchment to provide secure online transcript ordering available 24/7. Creating an account is free and only takes a few steps. Get started now! Go to: parchment.com/register**

TRANSPORTATION (Policy 4:110)

The district provides bus transportation to and from school for all students living 1.5 miles or more from the school. A list of bus stops will be published at the beginning of the school year before student registration. Parents must, at the beginning of the school year, select one bus stop at which a student is to be picked up, and one stop at which a student is to be dropped off. 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.

While students are on the bus, they are under the supervision of the bus driver. In most cases, bus discipline problems can be handled by the bus driver. In the case of a written disciplinary referral, student bus problems will be investigated and handled 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 gross disobedience or misconduct. The school board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

A student who is suspended from riding the school bus and who does not have alternative transportation to school shall be allowed the opportunity to make up all missed work for equivalent academic credit. It is the responsibility of the student's parent or guardian to notify the school that the student does not have alternative transportation to school.

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

1. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles.

2. Arrive on time at the bus stop, and stay away from the street while waiting for the bus.

3. Be aware of moving traffic and pay attention to your surroundings.

4. Stay away from the bus until it stops completely and the driver signals you to board. Enter in single file without pushing. Always use the handrail.

5. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus.

6. 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.

7. 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.

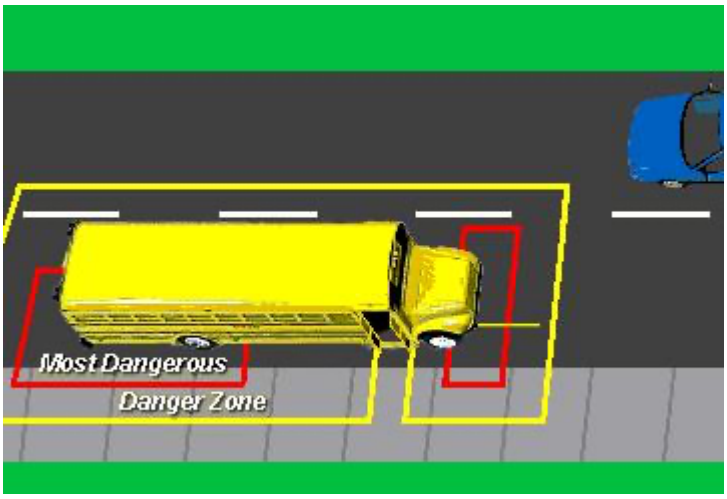
8. Help keep the bus neat and clean. Keep belongings out of the aisle and away from emergency exits. Eating and drinking are not allowed on the bus. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that 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.



Video and audio cameras may be active on busses to record student conduct and may be used for the purposes of investigation into misconduct or accidents on the bus.

For questions regarding school transportation issues, contact: 618-451-5800.

UNSAFE SCHOOL CHOICE OPTION

The unsafe school choice option allows students to transfer to another district school or to a public charter school within the district. The unsafe school choice option is available to: (1) All students attending a persistently dangerous school, as defined by state law and identified by the Illinois State Board of Education; and (2) Any student who is a victim of a violent criminal offense that occurred on school grounds during regular school hours or during a school-sponsored event.

WITHDRAWING FROM SCHOOL

If a student should move from the school, or school district, the student/family should notify the guidance counselor as soon as possible so that records for transfer may be prepared. If a student is leaving the school district the records will be sent to the new school upon written request.

GCHS BELL SCHEDULE 2026 -2027

Warning Bell	7:30 am	
1st Period	7:40 – 8:30 am	50 minutes
2nd Period	8:35 – 9:25 am	50 minutes
3rd Period	9:30 – 10:20 am	50 minutes
4th Period / Homeroom WT	10:25 – 10:40 am	15 minutes
5th Period	10:45 – 11:37 am	52 minutes
5-1	10:45 – 11:08 am	23 minutes
5-2	11:13 – 11:37am	24 minutes
6th Period	11:42 -12:34 pm	52 minutes
6-1	11:42 – 12:05 pm	23 minutes
6-2	12:10 - 12:34 pm	24 minutes
7th Period	12:39 – 1:30 pm	51 minutes
7-1	12:39 – 1:02 pm	23 minutes
7-2	1:07 – 1:30 pm	23 minutes
8th Period	1:35 – 2:25 pm	50 minutes

GCHS BELL SCHEDULE 2026 -2027 (1-Hour Early Dismissal)

Warning Bell	7:30 am	
1st Period	7:40 – 8:22 am	42 minutes
2nd Period	8:27 – 9:07 am	40 minutes
3rd Period	9:12 – 9:52 am	40 minutes
4th Period / Homeroom WT	*No Warrior Time*	
5th Period	9:57 – 10:48 am	51 minutes
5-1	9:57 – 10:20 am	23 minutes
5-2	10:25 – 10:48 am	23 minutes
6th Period	10:53 -11:44 am	51 minutes
6-1	10:53 – 11:16 am	23 minutes
6-2	11:21 – 11:44 am	23 minutes
7th Period	11:49 – 12:40 pm	51 minutes
7-1	11:49 – 12:12 pm	23 minutes
7-2	12:17 – 12:40 pm	23 minutes
8th Period	12:45 – 1:25 pm	50 minutes

- 5 – minute passing periods
- GCHS Cafeteria will be open at 7:00 am.
- Grounds City Cafe' will open at 7:15 am for students to enter the Atrium.
- GCHS Building will open at 7:00 am for all students

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
October 12	**NO SCHOOL –** Columbus / Indigenous Peoples 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 – Jan. 1	**NO SCHOOL -** Winter Break
January 4	**Full Day PLD #1 –** No Student Attendance
January 5	Students Return for Spring Semester
January 18	**NO SCHOOL -** MLK Day
February 12	**Full Day PLD #2** – No Student Attendance
February 15	**NO SCHOOL** – Presidents' Day
March 22 – March 29	**NO SCHOOL –** Spring Break
April 28	**Full Day PLD #3** – No Student Attendance
May 20	**Last Day of Student Attendance** (Half Day)
May 27	**Last Day of Student Attendance If ALL Emergency Days Used**

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Mr. Tallin Curran, Vice President

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Mr. Don Lienemann, Member

CENTRAL OFFICE ADMINISTRATION

618-451-5800

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Dr. Adam Garrett, Executive Director of Human Resources & Recruitment

Mr. Patrick Curry, Executive Director of K-12 PD/Curriculum

Dr. David Keel, Executive Director Educational Operations & AEP

Mrs. Michele Watkins, Director of Special Education/Region 1

Mrs. Jill Relleke, Special Education Coordinator/Supervisor

Mrs. Stephanie Boyer, Special Education Certified & Licensed Prof.

Mr. Brad Ervay, Director of Information Services

Mr. Brad Smith, Director of Technology

Mr. Eric Smith, Supervisor of Facility Management

Mrs. Chris McCullough, Supervisor of Food Services

Mr. Chris Mitchell, Manager of District Communications & Transporation

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

THIS HANDBOOK IS SUBJECT TO CHANGE WITHOUT NOTICE.

THE UPDATED VERSION WILL BE POSTED ON THE DISTRICT'S WEBSITE.

www.gcsd9.net