



Freeburg Community Consolidated School District #70 2026 – 2027 STUDENT HANDBOOK

Home of the HORNETS

Elementary: 408 South Belleville Street
Primary Center: 650 South State
Freeburg, IL 62243

Dr. Mark Bearley, Superintendent
Mr. Mark Janssen, Chief Financial Officer
Mrs. Cara Brown, Elementary Principal
Ms. Stacey Sommerfield, Primary Center Principal
Mrs. Amanda Hargan, Student Services Director

Phone: 618/539-3188
School Fax: 618/539-6008
Website: <https://www.frg70.org>

Welcome to Freeburg CCSD #70 and the Start of a New School Year

Whether you are walking through our doors for the very first time or returning to Freeburg CCSD #70, I want to personally welcome you! On behalf of our incredible faculty, staff, and leadership team, we are thrilled to have you here. Freeburg CCSD #70 is the place to experience academic, athletic, and extracurricular opportunities.

There is a tradition of academic excellence in the district. We expect students to meet the expectations, which have been set, to carry on the Freeburg Hornet tradition, and to make our district and community a better place.

I look forward to seeing you throughout the year at different events and activities.

Sincerely,

Dr. Mark Bearley

Superintendent, Freeburg CCSD #70

Student/Parent Handbook Acknowledgement and Pledge

Name of Student: _____

Student Acknowledgement and Pledge

I acknowledge receiving and/or being provided electronic access to the Student/Parent Handbook and School Board policy on student behavior. I have read these materials and understand all rules, responsibilities and expectations. In order to help keep my school safe, I pledge to adhere to all School and School District rules, policies and procedures.

I understand that the Student/Parent Handbook and School District policies may be amended during the year and that such changes are available on the School District website or in the school office.

I understand that my failure to return this acknowledgement and pledge will not relieve me from being responsible for knowing or complying with School and School District rules, policies and procedures.

Student Signature _____ Date _____

Parent/Guardian Acknowledgement

I acknowledge receiving and/or being provided electronic access to the Student/Parent Handbook and School Board policy on student behavior. I have read these materials and understand all rules, responsibilities and expectations.

I understand that the Student/Parent Handbook and School District policies may be amended during the year and that such changes are available on the School District website or in the school office.

I understand that my failure to return this acknowledgement will not relieve me or my child from being responsible for knowing or complying with School and School District rules, policies and procedures.

Parent/Guardian Signature _____ Date _____

BOARD OF EDUCATION

Amber Trout – President
Bill May – Vice-President
Erin Shook – Secretary
Ben Howes
Ben Mueth
Ed Scheibel
Nicki Schilling

ADMINISTRATIVE STAFF

Dr. Mark Bearley	Superintendent
Mr. Mark Janssen	CFO
Mrs. Cara Brown	Elementary Principal
Ms. Stacey Sommerfield	Primary Center Principal
Mrs. Amanda Hargan	Student Services Director

Transportation

Mr. Chris Smith	Transportation Director
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Cafeteria

Mrs. Abby Vosse	Food Service Director
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DISTRICT CERTIFIED STAFF

Theresa Goscinski	Elementary Building Social Worker
Sarah Mueth	Primary Center Social Worker
Courtney Maisel	Speech and Language Teacher
Ashlyn Birch	Speech and Language Teacher
Darren Pierce	Physical Education Teacher
Melissa Kolakowski	Physical Education Teacher
Megan Cook	Art Teacher
Stephanie Ketchum	Music, Band, and Chorus Teacher
Renee Graul	Technology Teacher

PRIMARY CENTER CERTIFIED STAFF

Ammie Hunt	Pre-School
Lauren Donald	Early Childhood
Michelle Gray	K-2 Special Education
Hilary Wager	K-2 Special Education
Ronica Fuentes	K-2 Special Education
Morgan Crabtree	Kindergarten
Sarah Gagen	Kindergarten
Jennifer Richter	Kindergarten
Jekyel Schulz	Kindergarten
Brooke Biffar	First
Jordan Liszewski	First

Kendra Deterding	First
Kayla Polacek	First
Shauna Blair	Second
Elizabeth Thoel	Second
Rebeca Shorter	Second
Leah Beth Black	Second
Michelle Freebairn	Reading Interventionist

ELEMENTARY SCHOOL CERTIFIED STAFF

Lea Havel	Third
Tressa Hill	Third
Erin Kassly	Third
Michelle Rogers	Third
Caitlin Kirby	Fourth
Angie Cooper	Fourth
Amanda Diefenbach	Fourth
Abbey Payne	Fourth
Cory Lawrence	Fifth
Jennifer Hopfinger	Fifth
Jim Janssen	Fifth
Amanda Braun	Fifth
Jodi Goodnight	Sixth
Mike Joseph	Sixth
Carrie Green	Sixth
Jane Range	Sixth
Jessie Janssen	Seventh
Marc Derwort	Seventh
Kristina Brammeier	Seventh
Kaitlin Becker	Seventh
Becky Howard	Eighth
Claire Walker	Eighth
Scott Schulz	Eighth
Chelsi Lloyd	Eighth
Brooke Krauss	3rd-5th Special Education
Kacey Hawkins	3rd-5th Special Education
Shannon Petty	6th-8th Special Education
Allison Schanz	6th-8th Special Education
Ashley Krakosky	Math Interventionist
Jennifer Scheuchner	Reading Interventionist

DISTRICT SUPPORT STAFF

Jeff Foster	Technology Coordinator
Rachael Stehl	District Secretary
Marie Goff	Elementary Secretary
Anna Smith	Primary Center Secretary
Lauren Baker	Primary Center School Nurse
Bridget Rompel	Elementary School Nurse

**Freeburg District #70
2026-2027**

Mon.	August 10	Teacher's Institute (Non-Student Attendance Day)
Tues.	August 11	Teacher's Institute (Non-Student Attendance Day)
Wed.	August 12	First Day of Student Attendance
Fri.	September 4	11:30 Early Dismissal
Mon.	September 7	Labor Day - Legal Holiday (No School)
Fri.	September 11	Mid-Quarter 1 st Quarter
Thurs.	October 8	11:30 Early Dismissal
Thurs.	October 8	End of 1 st Quarter
Fri.	October 9	Teacher's Institute (Non-Student Attendance Day)
Mon.	October 12	Columbus Day – Legal Holiday (No School)
Tues.	October 27	Parent-Teacher Conferences (4:00 pm - 7:00 pm)
Thurs.	October 29	Parent-Teacher Conferences (4:00 pm - 7:00 pm)
Fri.	October 30	11:30 Early Dismissal
Mon.	November 2	No School
Tues.	November 3	No School
Wed.	November 11	Veterans Day - Legal Holiday (No School)
Fri.	November 13	Mid-Quarter 2 nd Quarter
Wed.	November 25	No School (Thanksgiving Break)
Thurs.	November 26	Thanksgiving - Legal Holiday (No School)
Fri.	November 27	Board Granted Holiday (No School)
Fri.	December 18	11:30 Early Dismissal
Fri.	December 18	End of 2 nd Quarter
Fri.	December 18	Last Day of Classes prior to Winter Break
Mon-Thurs.	December 21-Dec 31	Winter Break
Fri.	January 1	No School (New Years Day)
Mon.	January 4	Teacher's Institute (Non-Student Attendance Day)
Tues.	January 5	Classes resume - Student Attendance Day
Fri.	January 15	11:30 Early Dismissal
Mon.	January 18	Martin Luther King B-day- Legal Holiday (No School)
Fri.	February 5	Mid-Quarter 3 rd Quarter
Fri.	February 12	11:30 Early Dismissal
Mon.	February 15	President's Day - Legal Holiday (No School)
Fri.	March 5	End of 3 rd Quarter
Fri.	March 19	11:30 Early Dismissal
Mon.-Fri.	March 22-March 26	Spring Break
Mon.	March 29	No School
Fri.	April 16	Mid-Quarter 4 th Quarter
Fri.	April 23	11:30 Early Dismissal
Fri.	May 21	11:30 Early Dismissal – Last Day of Classes
Fri.	May 21	End of the 4 th Quarter
Fri.	May 21	Teacher's Institute
Mon.-Fri.	May 24-May 28	Emergency Days if ALL snow days are used
Fri.	May 31	Memorial Day – Legal Holiday

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Chapter 1: Introductory Information and General Notices:

1.1 DISTRICT OVERVIEW AND OPERATIONS

MISSION STATEMENT

Freeburg CCSD #70 is committed to challenging all students to meet or exceed proficiency levels necessary for academic and social success through the combined efforts of family, faculty, and community in a safe, healthy, and nurturing environment. To this end, the district has established the rules, procedures, and practices outlined in this handbook.

COMMUNICATION- ACADEMIC PROGRAM

The district's academic program provides each student with a strong foundation in the core subjects of Language Arts, Math, Science, and Social Studies. We enrich this foundation with opportunities for creative expression in art, music, writing, and technology, alongside developmental experiences in physical education. Our teachers design dynamic classrooms utilizing innovative instructional methods, flexible grouping, and a rich variety of learning materials.

School is a foundational time where children should experience success, build a positive self-image, and learn to value others with respect and empathy. We believe strong collaboration between home and school is essential to achieving this goal. We encourage parents/guardians to communicate with their child's school if there are questions or concerns that impact their academic or social/emotional development.

SCHOOL HOURS

School will begin at 8:00 a.m. and dismiss at approximately 3:10 p.m. Children should not arrive at school before 7:45am nor remain after the 3:10pm dismissal, unless they are attending a school-sponsored activity (i.e. sports or music practice) or are under direct supervision of a staff member.

Only students remaining after school for school-sponsored events or disciplinary action will be allowed in the buildings after dismissal hours.

SCHOOL CLOSING/EMERGENCIES

In cases of bad weather and other local emergencies, an announcement will be made over the TeacherEase School Messenger system. It is important that an updated contact phone number is on file for the student's parent/guardian. Additional information regarding the closing will also be found on the district website and/or Facebook.

If school dismisses early for an emergency, all after-school functions are automatically canceled.

VISITOR PROCEDURES

- All visitors will enter through the new Main Entrance of the building.
- All visitors here for a meeting will enter at the Main Entrance, check in, and wait inside the Vestibule for further instruction from the main office.
- All visitors must return to the main office and sign out before leaving the school.
- All parents/guardians coming to pick up their student will enter through the Main Entrance. They will let the office know they are there to pick up their student. The parent/guardian will wait in the first set of doors located within the vestibule until their student is released.
- Visitors are expected to abide by all school rules during their time on school property.

CLOSED CAMPUS

Freeburg CCSD #70 has a closed campus. Once a student arrives at school, they are not permitted to leave the campus without special permission or unless the school day has ended.

SCHOOL ENTRY PROCEDURES

Morning Student Entry Procedures

- Elementary School- All students will enter the building through the designated Main Entrance. If the weather permits, students will remain on the blacktop until the bell rings.
- Primary Center- All car riders will enter through the back entrance of the school (located on Hornet Way).
- Primary Center- All foot/bicycle traffic should enter at the front of the Primary Center through the Main Entrance.
- Primary Center- After 8:10 bell, all students should enter through the Main Entrance Vestibule and be signed in by an adult.
- Elementary School- After 8:10 bell, all students should enter through the Main Entrance Vestibule and sign in.

SAFE SCHOOL ZONE

Freeburg CCSD #70 has been identified as a Safe School Zone. "Safe School Zone" means an area that encompasses any of the following places during regular school hours or within 60 minutes before or after the school day or 60 minutes before or after a school-sponsored activity. This shall include any school property, ground, or street, sidewalk, or public way immediately adjacent thereto and any public right-of-way situated immediately adjacent to school property. The Safe School zone shall not include any portion of the highway not actually on school property, as well as on school buses.

SAFETY DRILL PROCEDURES AND CONDUCT

Safety drills will occur at times established by the administration. 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, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. Parents/guardians will be notified prior to all law enforcement lockdown drills.

RESIDENCY

A legal resident for the purpose of school attendance is defined as: Residing within the boundaries of the school district for any reason other than the sole purpose of attending school. Upon enrollment, students will be required to list their 911 address. Proof of residency will be required of any student, if there is a question of their residency. A notarized affidavit of residency may also be required of the student.

The following is a list of acceptable required proofs of residency:

Must provide 1 form of proof

- ___ Current Lease or Rental Contract
- ___ Mortgage Statement or Closing Statement (documenting purchase of residence)
- ___ Recent Property Tax Bill (showing address of residence)

Must provide 3 forms of proof

- ___ Military Housing Letter
- ___ Section 8 letter
- ___ Residency Attestation / Lives with Resident Form (Homeowner/Leaseholder must provide required proof of residency)
- ___ Current Driver's License or State I.D.
- ___ Home or Apartment Certificate of Insurance
- ___ Voter Registration Card
- ___ Recent utility Bills (i.e. water, gas, electric, phone, or cable bill)

- ____ Vehicle Registration, Vehicle Title, or Auto Insurance Policy
- ____ Public Aid Card
- ____ Medicaid Medical Card
- ____ Paycheck stub
- ____ Bank Statement or Credit Card Statement

If it is determined that the student is not a legal resident, or if proof of residency is not provided, that student shall not be permitted to enroll without being charged tuition. Tuition will be based upon the previous year's annual financial report.

ASSESSMENT TRANSPARENCY

The state and district require students to take certain standardized assessments. The district currently uses FastBridge as part of their district screening and benchmarking process, IAR for statewide assessments, and other curriculum assessments as student assessment tools.

TEACHER QUALIFICATIONS

Freeburg CCSD #70 has met the State qualifications and/or licensing criteria for the grade levels and subject area. Parents/Guardians may request the professional qualifications of a student's classroom teacher.

1.2 STUDENT AND PARENT/GUARDIAN RIGHTS AND GENERAL NOTICES

STUDENT AND PARENT RIGHTS AND RESPONSIBILITIES

The Board recognizes its obligation to provide the best intellectual, emotional and physical environment in the school so as to foster the maximum growth of each pupil. In turn, students shall be expected to accept their responsibilities in the educational process by demonstrating behavior and a social conscience consistent with the standards of good citizenship in a democratic society. All students are expected to abide by all laws of our local, state and federal governments. Any student found in violation of any law and which is not listed in this school's rights and responsibilities shall be turned over to the proper authorities.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

Under the Family Educational Rights and Privacy Act, the District is generally prohibited from disclosing personally identifiable information from students' education records without the consent of a parent or eligible student, subject to the applicable statutory exceptions. Also, the district may disclose, without consent, directory information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance, unless a parent or eligible student contacts the District and requests otherwise.

DISCLAIMER

This handbook is not intended to create a contractual relationship with the student or their parents/guardians. It is intended to describe the school's current practices, procedures, rules, and regulations for all students and families who attend Freeburg Community Consolidated School District No. 70 Elementary School ("ES") or Primary Center ("PC"). It is not possible to identify every action that might result in student consequences. This policy is a guideline and administrators have the authority to make decisions outside of what is written. This Board's comprehensive policy manual is available for public inspection through the District's website: <https://frg70.org> or at the district office located at 408 South Belleville Street, Freeburg, IL 62243.

ANNUAL REPORT CARD

Each year, the district is required to disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: student achievement on academic assessments (designated by category),

graduation rates, district performance, teacher qualifications, and certain other information required by federal law. When available, this information will be placed on the District's website at <https://frg70.org>.

STUDENT PRIVACY

The District has adopted and uses several policies and procedures regarding student privacy, parental access to information and administration of certain physical examinations to students. Copies of these policies are available upon request.

STUDENT DATA

In order for Freeburg District 70 to provide your student with the most effective web-based tools and apps for learning, we need to abide by federal regulations that require parental permission as outlined below. The district utilizes several computer software apps and web based services operated not by the district, but by third parties. These include Google Apps for Education and similar educational programs used by the district. Under the federal COPPA law, these websites must notify parents and obtain parental consent before collecting personal information from children under the age of 13. The law also permits schools to consent to the collection of personal information on behalf of all of its students, thereby eliminating the need for individual parental consent to be given directly to each website provider. This form constitutes your consent for the district to provide limited personal identifying information for your child consisting of, but not limited to, first name, last name, email address, and username to Google Apps for Education and the operators of any additional web-based educational programs and services which the district may deem necessary during the upcoming academic year.

SCHOOL RECORDS

An accurate cumulative record shall be maintained for each student enrolled in the public schools. Students' records are in two categories: permanent and temporary. Permanent records consist of basic identifying information, academic transcript, attendance record, health record, extracurricular information, and release of record information. Temporary records consist of family background information, intelligence and aptitude test scores, achievement test scores, and discipline reports.

Permanent records will be maintained for not less than 60 years. Temporary records will be maintained for no less than one year after graduation and/or permanent withdrawal. Only authorized school personnel, pupils, parents and legal guardians shall have access to the cumulative record without a subpoena or the written permission of the student or his parents. Parents, guardians, and students have the right to inspect the student's school records. Access shall be given within a reasonable length of time after the request has been made. Copies may be made upon request at a charge not to exceed 25 cents per copy.

The parents/guardians of the student must give written consent before the school releases a student's record. However, a release of records without parental notice or consent could be made due to an emergency release of personally identifiable information from education records to provide for release of information in medical health or safety emergencies.

The school may release student "directory information" to such entities as colleges, the military, other schools, etc. Directory information includes information such as name and address, telephone number, date and place of birth, participation in sponsored activities, weight and height of members of athletic teams, attendance period in the school, awards received, previous schools attended, etc.

However, a student, parent, and/or guardian have the right to deny publication of the above-mentioned information by contacting school officials. Parents/guardians shall be afforded an opportunity for a hearing to challenge the contents of the student's permanent record to ensure the information is accurate or appropriate.

When a student reaches the age of 18, the parent/guardian no longer has any right to the student's records. The student may regulate their own record.

NOTIFICATION OF DESTRUCTION OF SCHOOL RECORDS

The Principal shall be charged with keeping student records. Permanent student records shall be maintained until such time as proper notification of destruction of student records has been met. Proper notification includes:

1. Written approval of the Local Records Commission is obtained.
2. Notify the student's parents/guardians and student of impending action.
3. A thirty-day notice placed in the newspaper of impending action.

INSTRUCTIONAL MATERIAL

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

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

EQUAL EDUCATIONAL OPPORTUNITIES AND SEX EQUITY

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 Superintendent Dr. Mark Bearley.
- Any student may file a sex discrimination complaint under the District's Title IX Grievance Procedure.
- Any student may file a sex equity complaint under the District's Uniform Grievance Procedure. A student may appeal the Board's decision to the Regional Superintendent and, thereafter, to the State Superintendent of Education.

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.

NOTICE OF ACCOMMODATIONS DURING SCHOOL SPONSORED EVENTS FOR INDIVIDUALS WITH DISABILITIES

Parents/Guardians/Visitors/Students with disabilities that need assistance may arrange for accommodations prior to the event that they want to attend by contacting the Elementary School office at 539-3188 between the hours of 8:00 a.m. and 4:00 p.m. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting. Areas will be provided as reasonably as possible at extracurricular activities to accommodate persons in need. Reserved parking for persons with disabilities is available in the parking lot in the north parking lot across from the library.

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.

VIDEO AND AUDIO MONITORING SYSTEMS AND ENTRY BUZZER

A video and/or audio monitoring system may be in use on school vehicles 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. Only individuals authorized by the Superintendent, other district administrators or designee of the Superintendent may view surveillance tapes.

1.3 HEALTH, SAFETY AND SUPPORT NOTICES

EMERGENCY FORM

Each student has filled out the emergency form on Teacherease. Please help us keep this information current by notifying the office of any changes in names, addresses, telephone numbers, or emergency numbers.

SCHOOL SOCIAL WORKER

A social worker is available for individual conferences and group counseling with students who need information or assistance concerning personal, social, behavioral, educational. The social worker also maintains student and parent resources on suicide and depression awareness and prevention.

Primary Center- Requests may come from parents via email/phone, teacher, and/or individual student. The social worker will coordinate a time to meet with the student with their homeroom teacher.

Elementary- Requests may come from parents via email/phone, teacher, administrator, and/or individual student. The social worker will work with the teacher and student to coordinate a time that best meets the needs of the student in their schedule.

Parents are encouraged to visit or contact the counselor when seeking assistance in meeting the needs of their children.

MANDATED REPORTER

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.

AWARENESS AND PREVENTION OF CHILD SEXUAL ABUSE, GROOMING BEHAVIORS, AND BOUNDARY VIOLATIONS – FAITH’S LAW (UPDATED and ADDED TO)

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 gifts 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:

ISBE Resource Guide on Sexual Abuse Response and Prevention: www.isbe.net

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)

FAITH'S LAW NOTIFICATIONS-EMPLOYEE CODE OF PROFESSIONAL STANDARDS

All District employees are expected to maintain high standards in their job performance, demonstrate integrity and honesty, be considerate and cooperative, and maintain professional and appropriate relationships with students, parents/guardians, staff members, and others.

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):

To attend a conference at the school with school personnel to discuss the progress of their child.

To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.

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 for any reason – including the three reasons above – they are 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 they are 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>

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 the school district's policy, is posted on the school district website.¹ Information can also be obtained from the school office.

If you need assistance, help is also available from the following organizations:

National Suicide Prevention Lifeline

Call or text 988

Crisis Text Line

Text HOME to 741741

Safe2Help Illinois

Call 844-4-SAFEIL (723345)

Text SAFE2 (72332)

ASBESTOS NOTICE

In accordance with federal and state laws, Freeburg CCSD #70 has been inspected to determine the location and condition of asbestos-containing materials and has developed an asbestos management plan to remove, repair, or maintain asbestos-containing materials as needed to protect the health of students and staff members. A copy of the district's plan is available for inspection.

PESTICIDE APPLICATION NOTICE

Pesticides will not be applied on the paved surfaces, playgrounds, or playing fields of any school serving grades K-8 during a school day or partial school day when students are in attendance for instructional purposes. Additionally, the application of any restricted use pesticides is prohibited on or within 500 feet of school property during normal school hours. Before pesticides are used on District premises, the Superintendent or designee shall notify employees and parents/guardians of students as required by the Structural Pest Control Act.

INSURANCE

All students are automatically enrolled in the school's student accident insurance coverage at no cost to the student. This school time insurance is designed as a supplement to existing family medical insurance coverage to help fill the gaps in coverage left by deductibles or coinsurance payments or to assist those with no insurance. It covers against medical expenses for accidents that occur while attending regular school sessions. This insurance is merely a service provided by the school. The school acts only as a collection agency for the company and is in no way connected with the insurance company. Optional 24-hour accident coverage can be purchased by the student or parent/guardian. Information regarding Insurance and Sports see **Chapter 10**

1.4 SCHOOL CAMPUS AND GUIDELINES

CLASSROOM PARTIES

Any treats provided at school parties are to be purchased from an approved food vendor or must still be in the original and unopened container(s). Please communicate at least one day in advance with the teacher if treats will be provided.

The school will host classroom holiday parties throughout the school year for grades K-4. Parent volunteers may be asked to assist with the classroom parties but on a limited basis. Volunteers are required to fill out the "Volunteer Information" form. This form should be filled out and turned into the office by September 30 for participation in parties, field trips, and school day events. Volunteer forms may be accepted at other times upon approval by the administration. On the day of the event, volunteers must check in and out at the main office and receive a visitor badge before going to their destination.

FOOD- TREATS, SNACKS

Due to health concerns and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought and prepackaged in individual servings. No homemade treats or snacks are allowed at school. Treats and snacks should not require refrigeration and must have a clearly printed list of ingredients on the packaging. We strongly encourage you to select a treat or snack with nutritional value.

VOLUNTEERS

Parents/Guardians who wish to serve as chaperones, classroom and/or district volunteers must fill out the "Visitor Information" form before the initial volunteer date. Volunteer forms are due September 30 for participation in parties, field trips, and school day events. Volunteer forms may be accepted at other times upon approval by the administration.

LOST AND FOUND

Students should put their name on all items they bring to school. All articles without identifying marks should be turned into the office. Students who lose personal effects should report this loss to the office as soon as possible. The owner of the lost article may obtain it in the office after proper identification. Unclaimed articles will be donated to a charity at the end of each quarter.

ANIMALS ON SCHOOL PROPERTY

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.

DISTRIBUTION OF NON-CURRICULAR LITERATURE

Requests to distribute non-school related literature on school property should be addressed to a building administrator. Requests may be denied if the literature is determined to be of an inappropriate nature or contain material that might be offensive to potential recipients.

MCKINNEY-VENTO HOMELESS EDUCATION ACT

- If your family lives in any of the following situations:
- In a shelter, motel, vehicle, or campground.
- On the street.
- In an abandoned building, trailer, or other inadequate accommodations; or
- Doubled up with friends or relatives because you cannot find or afford housing.

Then you have certain rights or protections under the McKinney-Vento Homeless Education Assistance Act. You have the right to:

- Go to school, no matter where you live or how long you have lived there. You must be given access to the same public education provided to other students.
- Continue in the school you attended before you became homeless or the school you last attended if that is your choice and is feasible. The school district local liaison must assist you, if needed.
- Receive transportation to the school you attended before you became homeless or the school you last attended if you request such transportation.
- Attend a school and participate in school programs with students who are not homeless. Students cannot be separated from regular school programs because they are homeless.
- Enroll in school without giving a permanent address. Schools cannot require proof of residency that

might prevent or delay school enrollment.

- Enroll and attend classes while the school arranges for the transfer of school and immunization records, or any other documents required for enrollment.
- Enroll and attend classes in the school of your choice even while the school and you seek to resolve disputes over enrollment.
- Receive the same special programs and services, if needed, as provided to all other students served in these programs.

If you have any questions or need to request additional information, please contact the Social Worker.

ENGLISH LEARNERS

The district offers opportunities for student English learners to achieve at high levels in all aspects of their school life. Parents/Guardians of English learners will be informed how they can be active partners in their children's education. For questions regarding this program, contact the district office.

CHANGE OF ADDRESS

Changes in student addresses or phone numbers must be reported to the building office immediately.

CHAPTER 2: ATTENDANCE

SCHOOL HOURS

School will begin at 8:00 a.m. and dismiss at approximately 3:10 p.m. Children should not arrive at school before 7:45am nor remain after the 3:10pm dismissal, unless they are attending a school-sponsored activity (i.e. sports or music practice) or are under direct supervision of a staff member.

Only students remaining after school for school-sponsored events or disciplinary action will be allowed in the buildings after dismissal hours.

ATTENDANCE

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 they reside, 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.

Attendance and academic performance are closely related. All students are expected to attend school regularly. Our attendance policy is designed to develop students' punctuality, self-discipline, and responsibility.

Reporting an Absence

It is the responsibility of the parents to notify the office each day that the student is absent by 8:00 a.m. The offices will be open at 7:45 a.m. The telephone number is 618-539-3188 Messages may be left 24 hours a day, 7 days a week. Absences must be cleared upon the student's return to school or the absence will be unexcused. The final determination of an excused absence is decided by the administration and not the parent.

CREDITABLE ATTENDANCE DAY

Students can only be counted as being in school for a full day when they have a minimum of:

- Full day- 300 instructional minutes
- Half day- 150 - 299 instructional minutes
- Full day absence- Less than 150 minutes

All absences will fall into one of the following categories:

- Excused Absences
- Unexcused Absences
- Partial Excused
- Partial Unexcused

Excused Absences

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. For 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.

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. Parent/Guardian phone calls or notes will not automatically result in an excused absence. Excused or unexcused status will be determined based on the above list. A reason for the absence must be noted or the absence will be unexcused.

Make-Up Work

Work missed due to excused absences may be made up. A student will be allowed one school day per absence to make up missed class assignments due to an excused absence. Students who are present at school for any part of the day are not eligible for the one-day time period for make-up work. They are expected to take the responsibility to obtain all assignments for that day, with assignments being due at the same time as other students in the class. An extension of time may be granted at the discretion of the teacher or administration for specific incidences. We encourage parents/guardians to make arrangements to get make-up work if the student has missed 2 or more days.

Pre-Arranged Absences

Students must have prior approval from the administration for a pre-arranged absence to be excused. Approval is subject to the administration's discretion whether the absence will be granted excused or unexcused. Students must make prior arrangements for homework assignments that they will miss due to a pre-arranged absence. Failure to complete any assignment in the time designated by each individual teacher may result in a zero for that assignment. All work is due upon return from the absence.

Doctor's Notes/Court Notices

All Doctor notes/Court notices must be turned in within 24 hours (one school day) from the date of absence. If no note is turned in within 24 hours, the absence will be unexcused.

Note: Doctor/Dentist/Ortho notes are NOT required for absences 1-5. However, if those notes are turned in, the absences will NOT count towards the student's 5 days.

Unexcused Absences

All absences that do not fall under "excused" absences are considered unexcused. Examples are: oversleeping, working, missing the bus, car problems, no transportation, babysitting

In the event of any absence, the student's parent/guardian is required to call the school at 618-539-3188 before 8:00 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, a school official will call the home to inquire why the student is not at school. 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. *Students will not be allowed to make-up work due to an unexcused absence.*

SCHOOL TARDIES- Updated Language

Students will be allowed four tardies (to school) per quarter. Once students reach the designated amount of tardies, the following procedure will be followed:

1. After the fourth tardy, parents/guardians will be contacted to discuss tardy concerns.

2. If the problem continues, parents will be required to attend a meeting with the school principal and district personnel.
3. If the problem is not rectified after the second meeting, the parents will be required to attend a meeting with the school principal, district personnel and the district truancy officer.
4. Once the district truancy officer is notified, a referral to the St. Clair County Truancy Review Board will be submitted for further assistance.

Arriving at school on time each day is considered an important life skill and responsibility. When students arrive late for class they lose precious instructional time. They also take time from their fellow classmates by interrupting the learning process with a late entry into the classroom. This is an unfair situation for all and interferes with everyone's achievement.

E-LEARNING INSTRUCTION

In the event of an emergency, the district has approved 5 E-Learning days that may be used in lieu of emergency days. If these days are utilized, learning will be announced via the TeacherEase Emergency Alert Phone and Email System. Teachers are required to notify either the students or parents by 8:30 a.m. of all assignments that need to be completed. Attendance will be taken using the "Check-In" portal on the TeacherEase system. Students are responsible for work assigned on E-Learning days. Any student who is not "marked present" will be unexcused for the day and work will receive a zero.

Official Absences

This occurs only when a student is representing the school. This includes: field trips, scholastic bowl matches, music activities, club/organization trips, athletic events, extra-curricular activities, etc. Students will forfeit their right to an official absence if they have two or more unexcused absences per quarter. Students should make prior arrangements for homework assignments that they will miss due to an official absence. Failure to complete any assignment in the time designated by each individual teacher may result in a loss of points for that assignment.

ABSENCES AND EXTRACURRICULAR EVENTS

1. Students will not be permitted to participate or attend any school activity if they are not in attendance the last half of the school day.
2. Excusable absences such as funerals, dentist and doctor appointments with a doctor's note will be allowed if approved by the administration.
3. Students who are absent in the afternoon because of illness shall not be permitted to participate or attend that same evening. If an absence occurs on a Friday, the student will not be allowed to participate in a contest or extra-curricular event for the entire weekend unless approved by the administration.

CHRONIC ABSENTEEISM - EXCESSIVE

Students shall be permitted **NO MORE THAN FIVE ABSENCES (EXCUSED OR UNEXCUSED) PER SEMESTER.** After the student has five absences (excused or unexcused) in one or more classes during a semester, additional absences may only be excused with a written medical statement from a physician/dentist or notice from the judge. After five absences, the school will notify the parent/guardian by written notice. If a student's absence is verified by a doctor/court excuse (**within the 24-hour reporting period of the absence**) before the student has reached the limit of five days (or classes) of absences, the absence will not count toward the five days permitted by this section. **All doctor's excuses/court notices must be submitted to the office within 24 hours (1 school day) of the student's absence.** All absences that are not classified as excused will be considered unexcused. Absences which are excluded from this policy are mandatory court appearances, religious holidays, medical doctor visits with written verification from the medical facility, funerals (may require verification), and school-sponsored trips, suspensions, and Board approved absences. Exceptions may also be made by the administration for a student with a chronic medical condition with verification from a doctor.

Elementary Building – Students who are chronically absent will be referred to an attendance group that meets once a week.

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

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 is subject to expulsion from school.

A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law.

HOMEBOUND INSTRUCTION

A student who is absent from school a minimum of ten consecutive school days, or whose physician, physician assistant or licensed advanced practice registered nurse anticipates his or her absence from school, because of a medical condition may be eligible for instruction in the student's home or hospital.

Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from a physician, physician assistant, or licensed advanced practice registered nurse.

Instructional or related services for a student receiving special education services will be determined by the student's individualized education program. Requests for such services should be directed to the Superintendent.

WITHDRAWAL OR TRANSFER FROM SCHOOL

The Office should be informed as soon as possible of plans to withdraw from school or to transfer to another school.

LEAVING SCHOOL

Obtaining permission to leave school during the day requires a phone call from the parent/guardian. In case a student becomes ill, the student must secure permission to go to the school nurse. The school nurse will then determine if the student is permitted to go home. The nurse will contact the student's parent/guardian if the student is too sick to remain at school. In no case is a student to leave school during the day without approval and signing out with the office. The sign-in/sign-out sheet must be initiated by a staff member. Students leaving without proper approval will be subject to disciplinary action.

CHAPTER 3: ACADEMICS

GRADING SCALE

The percentage system is used for report cards.

A = 100-90
B = 89-80
C = 79-70
D = 69-60
F =59 & below

A	4	Excellent / Consistently Meeting Standard
B	3	Very Good / Approaching Standard
C	2	Average / Progressing Towards Standard
D	1	Below Average / Limited Progress Towards Standard
F	0	Failure
	X	Standard Not Assessed

S	2	Satisfactory
N	1	Needs Improvement
U	0	Unsatisfactory

REPORT CARDS

Report cards are issued to students on a quarterly basis. Grades may be verified at any time on the TeacherEase portal. For specific grading questions, please contact your child's classroom teacher.

In most cases, the letters A, B, C, D, and F are used to report how well your child is doing in various subject areas. S, N, U, and 4, 3, 2, 1, 0 are also used in some grade levels to denote progress. These grades are based on the degree to which your child appears to be realizing their potential as it relates to a set standard.

No report card can possibly communicate to the parent everything that the teacher would like to express or everything that the parent would like to know. Conferences can be arranged at any time throughout the year at the initiative of the parents or teachers for an opportunity to discuss the student's progression and give the parent an opportunity to ask questions about their child's progress in school. We urge you to call the office if you would like to talk to the teacher concerning your child so that a conference can be set up. In addition, parent-teacher conferences are scheduled in October for review of your child's progress during the first quarter.

PROMOTION TO THE NEXT GRADE

Kindergarten - 3rd Grade:

For grades kindergarten through 3rd grade, promotion or retention of students will be determined by the teacher and administration based upon individual achievement and need. The classroom teacher will communicate progress to the parent or guardian on an on-going basis.

4th - 8th Grade:

For grades 4th through 8th grade, promotion or retention will be based upon the following criteria:

- a. A student must have a cumulative grade point average of 1.0 or higher.
- b. A student must be passing three (3) of the four (4) major subject areas for the year. A student is considered passing when they maintain a 1.0 grade point average or higher in 3 of the 4 core subjects. Core subjects include Language Arts, Math, Science, and Social Studies.
- c. Under extenuating circumstances, a student may be promoted/retained when deemed necessary by the administration and/or the board of education. Social promotions are not allowed as prohibited by law.
- d. Other factors that will be considered are effort, attendance, and student assessments.

8th Grade – Students who do not meet the promotion criteria will not participate in the graduation ceremony and must complete summer school.

* School personnel reserve the right of placement as deemed appropriate for incoming transfer students or home-schooled students. Placement is determined by, but not limited to, teacher recommendations and testing results. Consultation and input of parents and/or staff will be considered. (Example-- Special education considerations, IEPs, etc.).

HOMEWORK

Homework is used as a way for students to practice what they have learned in the classroom. The time requirements and the frequency of homework will vary depending on a student's teacher, ability and grade level. Students who are absent from school for a valid cause (an excused absence) may make up missed homework. Students will receive one day for every day they are absent to complete make-up work.

MULTI-TIERED LEVELS OF SUPPORTS

Freeburg CCSD #70 recognizes that all students learn differently. We are committed to helping all students succeed, academically, socially, behaviorally, and emotionally. The district believes that parents and educators work together as partners utilizing the whole child's approach to learning, growth, and development. The district will offer Tier I, Tier II, and Tier III supports and interventions with benchmarking periods in the fall, winter, and spring. WIN meetings will take place throughout the school year to ensure students are making adequate progress.

SPEECH AND LANGUAGE SUPPORTS

During the school year, your child's speech and language may be screened as part of the routine school procedures. When the Speech and Language Therapist has completed the screening, a preliminary determination of your child's speech and language will be made. If further evaluation is deemed necessary, parents/guardians will be notified, and a meeting scheduled to discuss screening results. Unless you have notified the school office in writing that you do not wish your child to receive this screening support, they may be screened during the school year.

EXEMPTION FROM PE, RECESS, or EXTRACURRICULAR ACTIVITIES

In order to be excused from participation in physical education, recess or an extracurricular activity, a student must present an appropriate excuse from their 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.

A student in grades 7-8 may submit a written request to the building principal requesting to be excused from physical education courses because of the student's ongoing participation in an interscholastic or extracurricular athletic program. The building principal will evaluate requests on a case-by-case basis.

Students with an Individualized Education Program may also be excused from physical education courses for reasons stated in their individualized education plan.

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 Practice 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: The time of year when the student's participation ceases and the student's class schedule.

PARENTS RIGHT TO OPT-OUT OF HEALTH EDUCATION ACTIVITIES

No student shall be required to take part or participate in any class or course in comprehensive personal health and safety and comprehensive sexual health education. A student's parent or guardian may opt the student out of comprehensive personal health and safety and comprehensive sexual health education by submitting the request in writing. Parents can pick up the Opt-out Form from the school office. The District shall follow all requirements in 105 ILCS 5/27-9.1a regarding comprehensive health education instruction.

HIGH HONOR ROLL AND HONOR ROLL

The school recognizes excellent scholarship by means of an honor roll each quarter. This is based on a 4.0 grading scale for the grades earned in the academic areas for grades 3-8. The District uses this distinction for the purpose of identification into National Junior Honor Society and class marshals and ushers.

6-8 only High honor roll - 3.70 or greater GPA for the quarter.

6-8 Honor roll - 2.80 to a 3.69 GPA for the quarter.

MARSHALS AND USHERS- Elementary Building

These terms are used synonymously and are intended to have equal importance in the graduation program. The two seventh graders with the highest cumulative GPA are assigned as marshals and lead the graduating class into and out of the gymnasium during the commencement ceremony. The next two students academically will be designated as ushers and will pass out programs for graduation.

Honor Marshals and Ushers Criteria is as follows:

- Exclusive of ties, the top two (2) seventh graders as determined by their GPA shall be chosen as Honor Marshals for the graduation program. Their duty shall be to lead the graduates into the gymnasium.
- The next two (2) seventh graders shall be chosen as ushers for the graduation program. They shall distribute programs and perform other duties determined by the Principal.
- Ushers & marshals are based on grade point averages for grades 5, 6, and the first 3 quarters of 7th grade.

CREDIT EARNED AT PRIVATE AND HOME SCHOOL FACILITIES

Acceptance of credits for course work completed in home school or private school settings for students enrolling in Freeburg CCSD #70 will be determined following consultation with the Regional Office of Education and legal counsel, if necessary, to assure that requirements of the School Code of Illinois are adhered to.

INCOMPLETE GRADES

Incomplete grades will be given only in cases where the make-up period overlaps with the end of the grading period or because of extended illness. Instances will be handled on an individual basis through the office. Each teacher will determine which aspects of class work must be completed by every student before the awarding of credit can be considered. Students who do not fulfill all such course obligations to the teacher's satisfaction shall receive an incomplete at the end of the grading period. If the student completes the mandatory work before the end of the following quarter, the incomplete grade will be removed and the earned grade recorded.

CHAPTER 4: STUDENT FEES AND MEAL COSTS

STUDENT FEES

A textbook and Chromebook/technology rental fee of \$80 per year (Primary Center) and \$85 per year (Elementary) shall be charged to all students. Additional fees may be charged in certain classes to defer additional costs for extra materials as necessary. Students are responsible for the replacement costs for the loss of items such as: padlocks, PE athletic equipment, textbooks, laptops, library books, and workbooks.

FEE WAIVER

Parents/guardians who meet the guidelines for, or feel they may meet the guidelines for, the free/reduced lunch program may apply for a fee waiver regarding book rentals. To be eligible for the fee waiver, an application must be made at the beginning of the school term.

FREE/REDUCED LUNCH PROGRAM

Parents/guardians who feel they may meet the economic guidelines for the free and reduced lunch fee waiver program must make an application through the administration office at 408 South Belleville Street, Freeburg, IL 62243. A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Dept. of Agriculture, and distributed by the Illinois State Board of Education. Application should be made at the beginning of the school term or upon transfer into the District.

LUNCH ACCOUNT

The School District provides a cafeteria for students to eat breakfast and lunch. Breakfast is **\$1.95** (PC and ES) and lunch is **\$2.70** (PC) and **\$2.95** (ES). Additional portions cost **\$1.60** and must be ordered ahead of time due to availability. Additional milk or juice may be purchased for **\$0.85** per carton. Students will sign up for lunch during their first period class. Students that do not sign up for lunch at this time may still purchase from the lunch menu but are not guaranteed their first choice. All students are granted a meal account that will be debited when the student purchases breakfast and/or lunch. Money may be added to the student account on any day of the school week. The District will provide a federally reimbursable meal or snack to a student who requests one, regardless of the student's ability to pay or negative account balance.

Students that have a negative lunch balance will not be allowed to order additional portions, additional milk, or additional juice until there is a positive balance in the account.

Meal Charges for Meals Provided By the District

District staff will work jointly to prevent meal charges from accumulating. Every effort to collect all funds due to the District will be made on a regular basis and before the end of the school year. When a student's funds are low and when there is a negative balance, reminders will be provided to the staff, students, and their parent(s)/guardian(s) at regular intervals during the school year. State law allows the District to contact parent(s)/guardian(s) to attempt collection of the owed money when the amount owed is more than the amount of five lunches. If a parent/guardian regularly fails to provide meal money for the child(ren) that they are responsible for in the District and does not qualify for free meal benefits or refuses to apply for such benefits, the Building Principal or designee will direct the next course of action. Continual failure to provide meal money may require the District to notify the IL Dept. of Children and Family Services (DCFS) and/or take legal steps to recover the unpaid meal charges, up to and including seeking an offset under the State Comptroller Act, if applicable.

Insufficient Fund Checks

The following will occur whenever any individual writes a check to the District that is not honored upon presentation to the respective bank or other depository institution or for any reason:

- The Superintendent or designee will contact the individual as soon as the returned check is received. The individual must pay the original check amount plus a \$30.00 returned check fee.
- If unpaid within 30 days, a demand letter will be sent via certified mail (return receipt requested) requiring payment of the original check amount plus a \$40.00 returned check fee.
- If unpaid 30 days after the demand letter is mailed, the Superintendent or designee will forward the matter to the school attorney for legal collection action.

CHAPTER 5: TRANSPORTATION

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.

BUS ROUTES AND STOPS

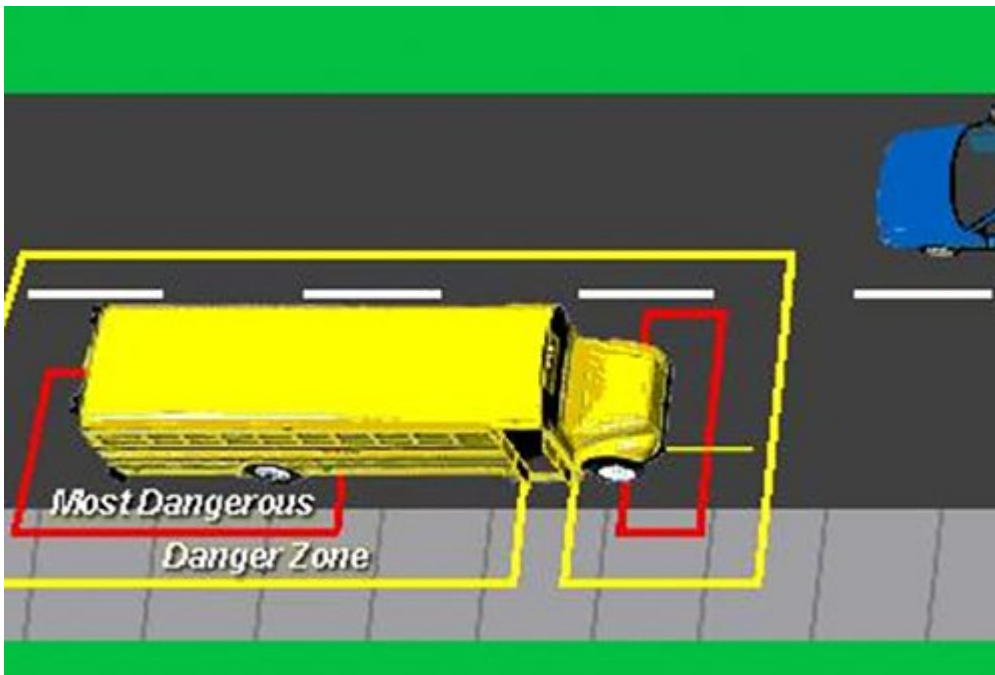
The bus routes and stops will be based on safety, not on convenience. Therefore, each student will be assigned to **one** bus stop at which a student is to be picked up, and one stop at which a student is to be dropped off. Students are not permitted to ride a bus other than the bus to which they are assigned or use any alternate stop other than the stop to which they are assigned. The district will allow parents/guardians to pick one alternate bus stop to be used on early dismissal days only. If this bus stop is going to be used on an early dismissal day, it is the parent/guardian's responsibility to notify the school office no later than 9:00 a.m. on the day of dismissal. In the event a student's living arrangements change, parents may request a permanent change with the school by telephone or in written form. Exceptions must be approved in advance by the building principal and/or superintendent.

SCHOOL BUS SAFETY RULES

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

1. Students in grades K-1 must have an adult or authorized individual with them at the bus stop at all times. The authorized individual may be designated on a Transportation Liability Release form which must be filled out before using school transportation.
2. Be aware of moving traffic and pay attention to your surroundings.
3. 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.
4. Arrive on time at the bus stop and stay away from the street while waiting for the bus.
5. 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.
6. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus.
7. Talk quietly on the bus. No shouting or creating loud noises that may distract the driver. Tablets, computers, smart phones, smart watches, 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.
9. All food and drinks, including but not limited to gum, candy, and soda are prohibited from being consumed with riding on the bus.
10. 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.

11. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus.
12. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take at least five giant steps (10 feet) 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.
13. 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, even after the driver's signal.
14. Never run back to the bus, even if you dropped or forgot something.
15. Help keep the bus clean and neat. Keep all belongings out of the aisles and away from the emergency exits at all times.



BUS DISCIPLINE

Students are expected to follow all school rules when riding the school bus. Failure to follow bus expectations may result in:

- Verbal warning from the bus driver
- Written warning to the office
- Change of student's seat
- Conference with the student
- Conference with the parent
- Suspension for a period of time off the bus
- Loss of bus privileges indefinitely
- Detention
- In-school suspension
- Out-of-school suspension

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.

Video and audio cameras may be active on buses 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: Mr. Chris Smith at smithc@frg70.org or the transportation department at 618-539-9822

CHAPTER 6: HEALTH AND SAFETY

MEDICAL INFORMATION

Freeburg CCSD #70 has a nurse on staff who is able to assist students with medical needs during the school day. It is the parent's/guardian's responsibility to ensure their child has the appropriate physical, shots, and medical treatment as advised by the health department and/or their individual health provider.

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 grade; and
3. Enrolling in an Illinois school for the first time, regardless of the student's grade.

Proof of immunization against Tdap and meningococcal disease is required for students in grade 6. 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 proof 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 an Illinois 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.

MEDICATIONS

When a student requires daily or regular medicine, the responsibility for administering such medication rests solely upon the parents/guardians. School employees should not undertake administering medication as a matter of policy; however, school employees must in an emergency situation give first aid including medicine, if necessary.

When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take 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."***

MEDICATIONS ADMINISTERED TO STUDENTS

If it is mandatory for a child to take any prescription medication at school, the following procedures should be adhered to:

1. Parents/Guardians must obtain a written order from the child's physician to be left at school before the medication can be given in school. This written order will be kept in the school health file.
2. The parent/guardian will send written permission, the doctor's order, and the medication to the school in order for the medication to be given at school. This permission will be kept in the school health file.
3. The medication must be in the original pharmacy bottle properly labeled by a pharmacist.
4. This medication will be kept in a locked space or container for safe storage. Refrigerated medication will be kept in a secure area.
5. With the parents'/guardians' consent and the physician's order on file, the medication may be given only by Illinois board-certified personnel and/or qualified medical personnel.
6. A basic record or documentation process will be required by persons administering medication. If the medication is not given, the reason shall be documented and signed.
7. The school district retains the discretion to reject requests for administration of medicine. The school only needs to give those medications which are necessary to maintain the child in school.
8. All permission for long-term medication must be renewed annually. Changes in medication must have written authorization from the child's physician.
9. The parent/guardian will be responsible at the end of the treatment period for removing from the school any unused medication. If the medication has not been picked up by the end of the treatment period, the medication will be disposed of, and documentation made in the student's health file.

MEDICATIONS - STUDENT 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 self-administer diabetic testing supplies 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 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.

Students who may self-administer their medication while in school, at school- sponsored events, or under the supervision of school personnel under the following conditions:

1. The medication must have an individual prescription label with the student's name and be prescribed by either a) a licensed physician; b) a physician assistant who has been delegated the authority to prescribe asthma medication by their supervising physician; or c) an advanced practice, registered nurse who has a written collaborative agreement with a collaborating physician that delegates the authority to prescribe asthma medication.
2. Written authorization from the student's parents/guardians for the student to self-administer the asthma medication. Also, a written statement from an authorized health care professional stating the name and purpose of the medication; the prescribed dosage; and times that the medication is to be administered.
3. A written statement from the school district to the parents/guardians notifying them that unless the school district, its employees, and its agents are found to have engaged in willful and wanton conduct, they will not be held liable for any injury resulting from the student's self-administration of asthma medication.
4. A signature from the student's parents/guardians acknowledging that the school district, its employees, and its agents will not be held liable for any injury resulting from the student's self-administration of asthma medication unless they have engaged in willful and wanton conduct. Also, the parents/guardians must indemnify and hold harmless the school district against any claims arising out of the student's self-administration of asthma medication, except for a claim based on willful and wanton conduct.
5. Requests for student self-administration of asthma medication must be renewed annually. Information on student self- administration of asthma medication will be kept on file in the school district's nurse's office.

MEDICATIONS – OVER THE COUNTER

Students requesting over-the-counter medications, such as Tylenol or Ibuprofen, must have a School Medication Authorization Form on file that is signed by both a physician and a parent/guardian. Signed notes from parents alone are not sufficient. This form is available at registration or from the school nurse. The parent/guardian may drop off their own bottle of headache medication to be stored in the school nurse's office.

INFECTIOUS DISEASES

Parents/Guardians are expected to keep students who have an infectious disease out of school until such time as it is no longer communicable. Parents/Guardians may be called to request that a student be sent home if they are displaying symptoms of an infectious disease or fever. Such students may be isolated from other students until such time as arrangements are made for transportation home.

STUDENTS WITH FOOD ALLERGIES

If your student has a life-threatening allergy or life-threatening chronic illness, please notify the school nurse.

Primary Center Nurse: 618-539-3188 ext. 216 Elementary Nurse: 618-539-3188 ext. 303.

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.

PREVENTION OF ANAPHYLAXIS

While it is not possible for the School District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on the prevention, response, and management in order to reduce these risks, and provide accommodations, and proper treatment for anaphylactic reactions. Please contact the school nurse for additional information.

CARE OF STUDENTS WITH DIABETES

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 building principal. Parents/guardians are responsible for and must:

1. 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.
2. Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
3. Sign the Diabetes Care Plan.
4. 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.

NARCAN (OPIOID ANTAGONIST)

The district has designated areas within each building that have a supply of Narcan that can be used by staff who have been trained if an individual exhibits signs of an overdose. "Opioid antagonist" means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors.

HEAD LICE

The District will observe recommendations from the Illinois Department of Public Health, Centers for Disease Control, and Illinois State Board of Education, regarding head lice, which are as follows:

- Parents are required to notify the school nurse if they suspect their child has head lice.
- Infested students will be sent home at the end of the school day following notification to the parent or guardian.
- The school will provide written instructions to parents or guardians regarding appropriate treatment for the infestation.
- 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 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.

PROTECTIVE EYE DEVICES

Protective eye devices shall be required to be worn by all students, teachers, and visitors when participating in or observing dangerous vocational arts and chemical or combined chemical-physical labs involving caustic or explosive chemicals or hot liquids or solids.

ILLNESS DURING SCHOOL HOURS

A student who becomes ill should report to the teacher who in turn will direct the student with a note to the nurse's office. Parents will be notified by the nurse so they may arrange proper care for the student. No facilities or personnel are available at school to provide such care. Students may not call parents/guardians from their personal phones requesting to be picked up during the school day. The student must call from the phone in the main office or nurse's office.

Fever: The student must stay home 24 hours FEVER FREE without the aid of medication before returning to school.

Vomiting: The student must stay home 24 hours after vomiting has stopped.

Diarrhea: The student must stay home 24 hours after diarrhea has stopped.

Pink Eye: The student must be on an antibiotic drop for 24 hours with no drainage before returning to school/activities.

Sore throat: Please report any cases of strep throat. The student must be on antibiotics for 24 hours before returning to school or activities.

Ringworm: The student may return 24 hours after treatment started unless the lesion can be covered while in school.

COVID Diagnosis: IDPH criteria for exclusion from school for COVID diagnosis is "24 hours until both are true: fever-free without using fever-reducing medications and symptoms are improving overall.

CHAPTER 7: INTERNET and TECHNOLOGY

INTEGRATED TECHNOLOGY & ELECTRONIC DEVICE POLICY

The use of Freeburg technology resources—including the District’s electronic networks, Wi-Fi, online accounts, and District-issued devices—is a privilege, not a right. All technology use must align with the District’s goal of promoting educational excellence, research, and innovation.

This privilege is non-transferable, applies strictly to active students, and requires efficient, ethical, and lawful conduct. The failure to follow these procedures will result in the loss of privileges, disciplinary action (up to suspension or expulsion), and/or appropriate legal action. System administrators and Building Principals make all final decisions regarding policy violations and may deny, revoke, or suspend access at any time.

PHYSICAL DEVICE RULES AND DAILY MANAGEMENT

Personal Electronic Devices (Cell Phones, Smartwatches, Laser Pointers, Electronic Power Banks)

Students are prohibited from using personal electronic devices during the school day unless explicitly authorized. This includes cell phones, smartphones, smartwatches, audio/video recording devices, personal digital assistants (PDAs), iPods, iPads, tablets, laptops, or Meta Glasses.

- Devices must be turned completely off and stored out of sight in the student's locker, bookbag, or the main office immediately upon entering the building. Personal phones are strictly banned from classrooms.
- Laser Pointers: It is prohibited to possess or use a laser pointer unless under a staff member’s direct supervision and in the context of academic instruction.
- Enforcement & Confiscation Protocol:
 - 1st Offense: Verbal warning; device confiscated and returned to the student in the office at the end of the day.
 - 2nd Offense: Verbal warning; device confiscated and returned to the student in the office at the end of the day.
 - 3rd Offense: Detention issued; device confiscated and only a Parent/Guardian may pick it up.
 - Repeated Offenses: Detention and confiscation; the student permanently loses the privilege to bring or use any personal device at school. A Parent/Guardian must pick up the device.

District-Issued Resources (Chromebooks & Hardware)

Students assigned a District device (e.g., a Chromebook) are personally responsible for maintaining it in good working order.

- Daily Preparation: Devices must be brought to school fully charged each day. When not in use, devices must be turned off and stored securely out of sight.
- Physical Care: Do not lean on, place pressure on, or leave objects on the keyboard. Keep devices entirely away from liquids and rain. Do not "bump" the device against hard surfaces.
- Modifications: Do not deface the device or its bag with stickers, markers, or graffiti. Do not remove any markings, barcodes, or tags placed by the technology staff.
- Damage, Loss, and Theft:
 - Physical damage or operational malfunctions must be reported *immediately* to the Technology Department.
 - The District covers standard mechanical malfunctions. However, families are financially responsible for the total cost of repairs (up to the full replacement cost) for damage resulting from student misuse, neglect, or accidents not covered by warranty.

- Stolen devices must be reported within twenty-four (24) hours to a building administrator, the Technology Department, or the local Police Department (a police report is required for theft, but will not be filed for misplaced items).

DIGITAL NETWORK SAFETY, SECURITY, AND INFRASTRUCTURE

Network Definition & Privacy Expectations

The District's electronic network includes all local-area and wide-area networks (including Wi-Fi and hotspots), servers, infrastructure, District-issued online accounts, and District-owned devices, regardless of the user's physical location.

No Expectation of Privacy

The District's electronic networks, email systems, hardware, and data files are owned and controlled entirely by the District. Users have no expectation of privacy. The system administrator, Building Principals, and Superintendent monitor all Internet access, emails, and data. The District reserves the right to access and disclose the contents of any account or device at any time without prior notice.

Internet Safety & Filtering

In accordance with the Children's Internet Protection Act (CIPA), the District utilizes filtering devices to block entry to visual depictions that are obscene, pornographic, or harmful to minors.

- Students are strictly prohibited from bypassing the school's web filter via web proxies, phone tethering, virtual private networks (VPNs), or utilizing non-district networks during the school day.
- Staff members will actively supervise students while they are online to ensure compliance. Students must notify a teacher or administrator immediately if they accidentally access an inappropriate website or come across dangerous or threatening content.

Digital Security & Account Integrity

Network security is a critical priority. Students must help protect the network by adhering to the following rules:

- Keep all user accounts and passwords strictly confidential. Never share your password or use another individual's account, password, or device.
- Monitor all activity on your assigned account(s) and notify the Technology Department immediately of any suspected security problems. Do not demonstrate network vulnerabilities to other students.
- Unauthorized access to another student's email, files, or data is strictly prohibited. Attempts to log on with system administrator privileges will result in the immediate cancellation of network access.

PROHIBITED CONTENT AND BEHAVIORAL RULES

Regardless of whether a student is using a personal cell phone or a District-owned Chromebook, the following digital behaviors are strictly prohibited on school grounds, school transit, or any District network:

Inappropriate Material & "Sexting"

- Explicit Content: Accessing, sending, uploading, downloading, creating, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials is completely banned.
- Sexting: It is illegal and strictly prohibited to create, send, share, view, receive, or possess an indecent visual depiction or sexually explicit image of oneself or another person.

Privacy Violations and Unauthorized Recording

- Recording Ban: All videotaping, photography, and audiovisual recording is prohibited on school property unless explicitly authorized by a teacher or principal as part of an active class project.
- Private Spaces: Taking photographs or videos in locker rooms, restrooms, or dressing areas is strictly prohibited under any circumstances.
- Dissemination: Disclosing or disseminating personal identifying information, photographs, or videos of students or colleagues without explicit consent is an invasion of privacy and is forbidden.

Bullying, Harassment, & Etiquette

- Cyberbullying: Students must not use technology resources to bully, harass, threaten, or mislead another person. This includes sending anonymous messages, creating false identities, or misrepresenting oneself.
- Network Etiquette: Users must be polite and use appropriate language. Swearing, vulgarities, and abusive communications are prohibited. Do not use the networks to distribute spam, chain letters, or mass unsolicited emails.

Financial Gain & Intellectual Property

- Commercial Use: School technology and networks must not be used for private financial gain, commercial advertising, product promotion, or credit card fraud.
- Copyright & Web Publishing: Illegal installation or transmission of copyrighted materials is prohibited. Re-publishing text or graphics found on the Internet onto school servers or sites requires explicit written permission and proper source attribution. Student work may only be published online with written permission from both the student and their parent/guardian.

No Warranties & Data Loss

The District makes no warranties of any kind, expressed or implied, regarding its technological services. The District is not responsible for any damages a user suffers, including the loss of data resulting from delays, service interruptions, non-deliveries, or mis-deliveries caused by District negligence or user errors. Use of any information obtained via the Internet is entirely at the user's own risk.

Telephone and Network Charges

The District assumes no responsibility for unauthorized charges or fees incurred by a student, including telephone charges, texting fees, data use charges, long-distance surcharges, or external equipment costs.

Financial Indemnification

By utilizing the District's electronic networks and devices, the user and their parent/guardian agree to indemnify the District for any losses, costs, or damages—including reasonable attorney fees—incurred by the District arising out of any violation of these technological policies.

Investigations & Social Media Cooperation

School officials retain the authority to conduct an investigation if there is specific information suggesting that activity on a student's personal social networking account or private device violates a school disciplinary rule or public law. In the course of such an investigation, a student may be required to cooperate with school administrators and share the reported digital content to allow officials to make a factual determination. Law enforcement agencies will be notified in appropriate cases.

STUDENT AND PARENT AGREEMENT

- In order to use school computers, students and students' parents/guardians must sign an *Electronic Acceptable Use Agreement*.
- Students whose parents have signed an Electronic Acceptable Use Agreement may take devices home.

The Student Will Return the Device to the School:

- At the end of the year and/or when requested by school administration.
- If they transfer to another school; or
- If they withdraw from Freeburg.

If the device is not returned to the school in any of the above scenarios within three (3) days after the initial withdrawal or transfer, it will be reported as stolen and a police report will be submitted to law enforcement. The device contains permanent tracking software so that missing laptops can be located by law enforcement.

Freeburg assumes no responsibility for any unauthorized charges, including but not limited to, credit card charges, long distance telephone charges, equipment and line costs, or for any illegal or unauthorized use of its computers (such as copyright violations).

Freeburg may remove a user's access to the network without notice at any time if the user is engaged in any unauthorized activity. Freeburg CCSD #70 reserves the right to confiscate the property at any time.

Should a student violate this policy, the student will be subject to potential disciplinary measures including, without limitation, any of the following measures:

1. Revocation of the privilege of computer use
2. Detention
3. In-school suspension
4. Out-of-school suspension
5. Expulsion
6. Legal action

The district's email system, and its constituent software, hardware, and data files are owned and controlled by the district. The district reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited.

ACCEPTABLE USE POLICY

Each student and parent/guardian must read, understand and sign a Student Computer and Internet Usage form outlining the rules of computer usage at Freeburg CCSD #70. These forms must be turned in at registration. Violation of these rules may result in suspension of computer privileges or disciplinary action by the school.

USE OF ARTIFICIAL INTELLIGENCE (AI)

- "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.

STUDENT ONLINE PERSONAL PROTECTION ACT (“SOPPA”)

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

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

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

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

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

REQUEST A REVIEW

Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), parents of an enrolled student have the right to inspect and review the student's covered information held by the school, the State Board or an operator. To request this review, parents can email or send a written request to the Director of Information Technology.

CHAPTER 8: STUDENT CONDUCT AND DISCIPLINE

8.1 GENERAL STUDENT EXPECTATIONS

STUDENT CONDUCT

- Adhere to school, district, and classroom rules and regulations for behavior and good conduct
- Attend all classes regularly and be on time
- Prepare for class with appropriate materials and completed assignments
- Show respect for others
- Conduct oneself in a responsible manner
- Report threats to the safety of other students, teachers, and staff members
- Cooperate with staff members in the investigation of disciplinary matters
- Use technology and computers appropriately.

CLASSROOM RULES

Each classroom teacher creates their own set of classroom rules appropriate for their specific classroom needs. *Students are not to be in any classroom before school, after school, or during lunch without supervision.* Students are not to be in any classroom that is not supervised by school personnel.

STUDENT APPEARANCE (DRESS AND GROOMING)

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. Even though the district does not want to attempt to regulate style or taste, all students are expected to respect the school community by dressing appropriately for an educational environment. Students at Freeburg CCSD #70 are expected to be neat and clean in appearance and clothing is expected to be appropriate while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption to the school environment.

The following guidelines are to be adhered to:

1. Shirts/tops must have sleeves. Tube tops, tank tops, camis, spaghetti straps, racerback T's, double or single strapless tops or dresses must have a cover up.
2. The length of shorts or skirts must be appropriate for the school environment.
3. Pajamas, housecoats, blankets, and other forms of nightwear are not permitted.
4. Appropriate footwear must be worn at all times.
5. Headgear, including hats, hoodies and caps are not allowed unless permitted for religious, medical, or other reasons by school administration.

Additional Requirements:

- Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, marijuana or other controlled substances.
- Clothing may not depict or imply pornography, nudity, or sexual acts.
- Clothing may not display or imply vulgar, discriminatory, or obscene language or images.
- Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
- Sunglasses may not be worn inside the building.
- Clothing and accessories that endanger student or staff safety may not be worn.
- Apparel, jewelry, accessories, tattoos, or manner of grooming that, by virtue of its color, arrangement, trademark or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior is prohibited.

The administration reserves the right to determine what constitutes appropriate dress. Students who do not follow these guidelines will not be allowed to attend class. Parents/guardians will be contacted if school appropriate clothing is not available or the student refuses dress-code appropriate clothing.

Elementary Requirements Grades 6-8: Grade students must wear PE clothing (tee shirt, shorts, socks, and tennis shoes) during PE class. All other students must wear tennis shoes in the gym. If your child wears anything besides tennis shoes to school, they will need to change their shoes for gym.

GLASS CONTAINERS

There are to be no glass containers, which includes but is not limited to water bottles and perfume bottles, in the school building or on school grounds at any time during the school day or at school-related activities for safety reasons.

GUM

Students are prohibited from chewing gum in the school building or on school grounds at any time during the school day. Students may chew gum if it is in their IEP/504 accommodations.

GYM FLOOR

Street shoes and shoes worn outside are allowed to be worn on the gym floor. When walking through the gym, please do so along the sidelines. Food and drinks are not allowed in the gym unless given specific permission by the staff or administration.

LOCKERS AND DESKS

Hallway lockers, PE lockers, and student desks are provided for student use. It is recommended that valuables and money not be kept in unlocked lockers. The district is not responsible for any lost, stolen, or missing items from a school locker or desk.

Elementary Students- Students are expected to keep their personal possessions and books in the hallway lockers and their PE clothing in locker room lockers. Opened drinks and opened food are not to be kept in student lockers. Students may have bottled water in their lockers. It is the responsibility of the student if items in their locker are damaged. The water must have a cap or lid. It is the responsibility of the student to keep their locker in good order. Periodic locker inspections may be held without prior notice. School locks are provided for your use. No outside locks are to be used. Unauthorized locks will be removed at student's expense.

SEARCH AND SEIZURE NOTICE:

Student lockers and desks are considered property of the school and are subject to search by school officials at any time.

CAFETERIA RULES

- Cell phone use is not permitted during breakfast or lunch and should be off during the school day.
- When students are finished eating, they shall clean the area in which they are seated, dispose of any trash in the appropriate receptacle, and exit the cafeteria when dismissed.
- All food and drinks (without lids) must remain in the cafeteria.
- Students shall remain seated while in the cafeteria except to return to the lunch line or return trays.
- Students shall follow the instructions of the lunchroom aides and show proper respect toward all cafeteria staff.
- Misbehavior will result in disciplinary action. Disciplinary actions may include, but are not limited to: verbal warning, assigned seating, removal from the cafeteria, or office referral for further consequences.

FIELD TRIPS

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; Attendance concerns; Denial of permission from administration; Other reasons as determined by the school.

Parents/guardians may sign out their student with the teacher at the conclusion of the field trip.

8.2 SAFETY, HARASSMENT, & BEHAVIORAL POLICIES

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:
 - Any illegal drug, controlled substance, or cannabis.
 - Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
 - 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.
 - 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.
 - Any inhalant, regardless of whether it contains an illegal drug or controlled substance.
 - "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.
 - 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.
 - 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.
 - Using, possessing, controlling or transferring a "weapon" or violating the procedures listed below under the Weapons Prohibition section of this handbook procedure.
 - Using or possessing an electronic paging device.

- 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.
- 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 needed in an emergency that threatens the safety of students, staff, or other individuals.
- Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
- 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.
- 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.
- 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.
- Engaging in excessive displays of affection, sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault.
- Engaging in teen dating violence.
- Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.
- Entering school property or a school facility without proper authorization.
- 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.
- Being absent without a recognized excuse.
- Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
- Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing.
- 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.
- 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.
- 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.
- 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. 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.

When and Where Conduct Rules Apply

The grounds for disciplinary action apply whenever the student’s conduct is reasonably related to school or school activities, including but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any time.
- Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school
- Traveling to or from school or a school activity, function, or event.
- 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 during periods of remote learning.

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.

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:

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

- A knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including “Look-Alikes” of any firearm as defined above.

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

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.

The District wishes to create a climate that encourages sharing any information about a safety concern with a trusted adult who can help. 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/).

PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT

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 from military service, sex, sexual orientation, gender orientation, gender-related identity or expression, ancestry, age, religion, physical or mental disability, physical appearance, socioeconomic status, academic status, order of protection status, homelessness, actual or marital status, parenting status, 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.

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, 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. 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 Coordinators: Dr. Mark Bearley, or the Complaint Manager: Mrs. Cara Brown, or Mr. Mark Janssen, 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:

Reduce or remove, to the extent practicable, barriers to reporting discrimination, harassment, and retaliation; 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 who complies with the District's policies and rules; Permit anonymous reporting, except that an anonymous report may not be the sole basis of any disciplinary action; Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis; 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 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.

HARASSMENT PROHIBITED

No person, including a school district employee, agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identity; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; physical appearance; socioeconomic status; academic status; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment.

Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

SEXUAL HARASSMENT PROHIBITED (Title IX)

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

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or
3. Sexual assault as defined in or stalking as defined in District policy and federal law.

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

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 incidents of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Title IX Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the student is comfortable speaking.

8.3 DISCIPLINARY CONSEQUENCES AND PROCEDURES

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. After-school study or Saturday study provided the student's parent/guardian has been notified. (If transportation arrangements cannot be made in advance, an alternative disciplinary measure will be assigned to the student.)
8. Community service.
9. Seizure of contraband; confiscation and temporary retention of the personal property that was used to violate school rules.
10. Suspension of bus riding privileges.
11. Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.
12. 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.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for transfer under State law.
14. 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.

DETENTION

Detention is a period of time when a student is assigned to stay before, during, or after school for unacceptable behavior. Students are expected to serve detentions on the date and time assigned. If a student has an excused absence from school on the day of an assigned detention, the detention will be assigned for the following regularly scheduled detention day.

Participation in extracurricular activities is not an accepted excuse for missing detention. Students will bring school related materials to study during this time. Detention periods range in minutes according to the offense. The severity and frequency of the behavior will be determining factors in the length of administrative assigned detentions.

IN-SCHOOL SUSPENSION

Students will be removed from regular classes and assigned to the ISS for a designated number of days. Students may receive 100% of their earned grade for work completed and turned into the ISS supervisor on the day(s) they are assigned to In-school Supervision. Failure to complete assigned work while in ISS may result in receiving a "0" for the day's assignment.

OUT-OF-SCHOOL SUSPENSIONS

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

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before they may be suspended.
2. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. An attempted phone call to the student's parent(s)/guardian(s).
4. A written notice of the suspension to the parent(s)/guardian(s) and the student, which shall:
 - a. Provide notice to the parent(s)/guardian(s) of their child's right to a review of the suspension;

- b. Include information about an opportunity to make up work missed during the suspension for equivalent academic credit;
- c. Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
- d. Provide rationale or an explanation of how the chosen number of suspension days will address the threat or disruption posed by the student or his or her act of gross disobedience or misconduct; and
- e. Depending upon the length of the out-of-school suspension, include the following applicable information:
 - i. For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose:
 - A threat to school safety, or
 - A disruption to other students' learning opportunities.
 - ii. For a suspension of 4 or more school days, an explanation:
 - a. That other appropriate and available behavioral and disciplinary interventions have been exhausted;
 - b. As to whether school officials attempted other interventions or determined that no other interventions were available for the student, and
 - c. That the student's continuing presence in school would either:
 - i. Pose a threat to the safety of other students, staff, or members of the school community, or
 - ii. Substantially disrupt, impede, or interfere with the operation of the school.
- 5. For a suspension of 5 or more school days, the information listed in section 4.e.ii., above, along with documentation by the Superintendent or designee determining what, if any, appropriate and available support services will be provided to the student during the length of his or her suspension.
- 6. A summary of the notice, including the reason for the suspension and the suspension length, must be given to the Board by the Superintendent or designee.
- 7. Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. Whenever there is evidence that mental illness may be the cause for the suspension, the Superintendent or designee shall invite a representative from a local mental health agency to consult with the Board. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate. If the suspension is upheld, the Board's written suspension decision shall specifically detail items (a) and (e) in number 4, above.

Any student suspended will be accorded a re-engagement meeting that will involve the building principal or designee who shall meet with a student returning to school to ensure the student's transition following a period of exclusion and shall provide an opportunity for the student to review make-up missed work for equivalent academic credit and determine any necessary supports required for future success.

EXPULSION

Expulsion is the prohibition of a student from attending school during a semester or a school year. Expulsion is the most severe penalty that can be imposed on a student. A student who is expelled will not receive any credit for the semester or school year in which the expulsion occurs. Students guilty of gross disobedience or misconduct may be expelled for a period of time ranging from in excess of ten days to a definite period of time not to exceed 2 school years. (Illinois School Code, section 5/10-22.6)

In expulsion cases, the following procedures shall be used:

1. Before a student may be expelled, the student and his or her parent(s)/guardian(s) shall be provided a written request to appear at a hearing to determine whether the student should be expelled. The request shall be sent by registered or certified mail, return receipt requested. The request shall:
 - a. Include the time, date, and place for the hearing.
 1. Briefly describe what will happen during the hearing.
 2. Detail the specific act of gross disobedience or misconduct resulting in the decision to recommend

expulsion.

3. List the student's prior suspension(s).
 4. State that the School Code allows the School Board to expel a student for a definite period of time not to exceed 2 calendar years, as determined on a case-by-case basis.
 5. Ask that the student or parent(s)/guardian(s) or attorney inform the Superintendent or Board Attorney if the student will be represented by an attorney and, if so, the attorney's name and contact information.
- Unless the student and parent(s)/guardian(s) indicate that they do not want a hearing or fail to appear at the designated time and place, the hearing will proceed. It shall be conducted by the Board or a hearing officer appointed by it. If a hearing officer is appointed, they shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate. Whenever there is evidence that mental illness may be the cause for the recommended expulsion, the Superintendent or designee shall invite a representative from a local mental health agency to consult with the Board.
 - During the expulsion hearing, the Board or hearing officer shall hear evidence concerning whether the student is guilty of the gross disobedience or misconduct as charged. School officials must provide: (1) testimony of any other interventions attempted and exhausted or of their determination that no other appropriate and available interventions were available for the student, and (2) evidence of the threat or disruption posed by the student. The student and his or her parent(s)/guardian(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified, and otherwise present reasons why the student should not be expelled. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.
 - If the Board acts to expel the student, its written expulsion decision shall:
 - o Detail the specific reason why removing the student from his or her learning environment is in the best interest of the school.
 - o Provide a rationale for the specific duration of the recommended expulsion.
 - o Document how school officials determined that all behavioral and disciplinary interventions have been exhausted by specifying which interventions were attempted or whether school officials determined that no other appropriate and available interventions existed for the student.
 - o Document how the student's continuing presence in school would (1) pose a threat to the safety of other students, staff, or members of the school community, or (2) substantially disrupt, impede, or interfere with the operation of the school.
 - Upon expulsion, the District may refer the student to appropriate and available support services.

EXPULSION PROCEDURES FOR SPECIAL EDUCATION STUDENTS

The following procedures shall be used in expulsion cases involving special education students:

- a) The school district may expel students from school for gross disobedience and misconduct. An expulsion may be for a period in excess of ten (10) days, but not beyond the remainder of the school term.
- b) An expulsion shall occur only after the student's parents/guardians have been afforded the right to a hearing before the School Board or a hearing officer appointed by it. The parents shall be notified of the hearing by certified mail, and the notification shall state the time, place, and purpose of the hearing.
- c) Prior to the expulsion of a special education student, the school district shall determine if the misconduct is the result of the student's handicapping condition as defined by the Rules and Regulations to Govern the Administration and Operation of Special Education. Such determination shall be made by the local district staff and with Belleville Area Special Services Cooperative (BASSC) staff familiar with the student's handicapping condition and educational program in a conference with the student's parents/guardians. If the misconduct is not determined to be the result of the student's handicapping condition, the local school district staff may choose to expel the student. Procedures required by the Rules and Regulations regarding changes in educational placement shall be followed prior to implementing any expulsion, including advising parents of their rights to a due process hearing.
- d) If the misconduct is the result of the student's handicapping condition, they shall not be expelled. In such

cases the student's program shall be reviewed in a multidisciplinary staff conference, and if necessary, altered to reduce or eliminate the misconduct. Parental participation in this process shall be encouraged. The Rules and Regulations shall also be followed.

- e) The school district may seek a court order to change the student's placement or expel the student if their behavior poses a continuing danger to himself/herself or others in the school.

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.

8.4 RESTRICTED PHYSICAL PRACTICES & PROHIBITED DISCIPLINE

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 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.

CHAPTER 9: SEARCH AND SEIZURE

SEARCH AND SEIZURE

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.

CHAPTER 10: EXTRACURRICULAR AND ATHLETIC ACTIVITIES

Students are expected to adhere to the standards of conduct outlined in this Student Handbook when attending or participating in any extra-curricular activities or school-sponsored events. Failure to do so may result in disciplinary action.

EXTRA-CURRICULAR OPPORTUNITIES- ELEMENTARY SCHOOL:

Clubs/Organizations: Chess Club, Scholar Bowl, Student Council, Yearbook, Band & Chorus,
National Junior Honor Society

Athletics: Boys baseball, Girls Softball, Cross Country, Boys basketball, Girls Basketball, Boys Volleyball, Girls Volleyball, Cheerleading, Track

School Attendance

Athletes and Club Members will be expected to exhibit exemplary student behavior in regard to attendance. Whenever possible, contests will be scheduled so as not to conflict with classes. The athlete must be in attendance at least the last 1/2 of the day (By 11:30 am) on the day of a contest to be eligible, unless authorized by the Administration. If a student has a doctor's appointment, they may bring a note to be excused. If a student misses school on a Friday, participation in contests and/or extra-curricular events will not be allowed on the weekend of the absence unless authorized by the Administration.

The head coach will insist upon attendance in all academic classes. Any missed class work should be requested before leaving for the contest and returned the day the student returns to school.

ELIGIBILITY/GRADES

Eligibility will be checked on a weekly basis. Students may not participate in an athletic contest/school activity if they have any failing grades during a weekly grade check. These grade checks will be done every Friday, starting the third week of the quarter. Eligibility will run from Sunday through the following Saturday.

SCHOOL SPONSORED ACTIVITIES

Students who are on the ineligibility list due to grades or behavior are unable to attend school dances, games, and functions during the period they are on the ineligibility list.

All rules and regulations regarding student behavior during the school day will be in effect for all school dances. The following rules also apply to school dances:

- If a student leaves a dance early, they will not be readmitted. Parents will be notified, and students signed out.
- Outside guest attendance into school dances are based on criteria set forth by the organization who is sponsoring the event.
- Appropriate dress will be required for admission to dances and school events.

SPORTS FEE

Students who elect to participate in sports are assessed a fee of \$40 per sport per child. Some students may qualify for fee waiver or reduction. Contact the district office for more information. All required fees and all equipment must be paid for in full before a student is allowed to participate in any event.

PARTICIPATION

Participation in athletics is available to all students. Every athlete is expected to attend each practice unless excused by the coach **in advance**, or except in emergency. The student agrees that participation in school sports will be first priority. Practices and games will not be missed for other outside activities without prior approval from the coach.

Promptness is also imperative if a person is to succeed as an athlete. The attitude and conduct of the athlete must coincide with the rules and regulations set forth and should be above reproach.

CONCUSSION

Any athlete suspected of suffering a concussion should be removed from the contest or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical assistance. A student athlete who has been removed from an interscholastic contest for possible concussion or head injury may not return to that contest unless cleared to do so by a physician or certified athletic trainer. If not cleared to return to that contest, the student athlete may not return to play or practice until cleared *in writing* by a medical professional. At which time, the student athlete will follow *the RTP/RTL* policy.

INSURANCE

It is mandatory for any student participating in interscholastic athletics to provide proof of health insurance (e.g. private health insurance, Medicaid coverage, school accident insurance) before participating in district extra-curricular activities. Participation in school district sporting events will ***not*** be allowed until proof of primary insurance is provided.

ATHLETIC/EXTRA-CURRICULAR CODE OF CONDUCT

Freeburg Community Consolidated District #70 students will follow the athletic code and procedures set forth by the Freeburg CCSD #70 Board of Education while participating in contests and practices. All students will further be expected to follow policies set forth by each individual coach while participating in the sports program.

The following rules are automatic violations of the Code of Conduct and consequences will apply.

- 1. Use or possession of all forms of tobacco, vapes, e-cigs and tobacco products by a student-athlete or participant.**
- 2. Use or possession of alcohol, drugs, drug paraphernalia, or look alike drugs by a student or participant.**
- 3. Possession or use of a weapon.**
- 4. Participation in criminal activity resulting in arrest.**
- 5. Hazing or intentional bullying of teammates.**

SPORTSMANSHIP

Freeburg CCSD #70 believes that sportsmanship is a core value and its promotion and practice are essential. One of the missions of co-curricular school activities is to serve as an extension of the classroom. There are strong lessons to be learned in athletics. One of those lessons is to set and maintain high standards of sportsmanship, ethics, and integrity in our schools and our society. It is up to us to provide the direction and constant vigilance under which good sportsmanship can prosper and have a positive impact on our children, the leaders of tomorrow, and ourselves. We are asking for your support in this effort by emphasizing your sportsmanship at athletic events. After all, such events are an extension of the school day and we should expect the same type of respectful behavior exhibited in athletics as we do in the classroom.

In order to promote sportsmanship at Freeburg CCSD #70, the following procedures will be implemented for spectators that are ejected from any Freeburg CCSD #70 athletic events, home or away.

1st Offense – the spectator will be suspended for the next home athletic event within the sport that they were ejected.

2nd Offense – the spectator will be suspended for the next five (5) home athletic events within the sport that they were ejected.

3rd Offense – the spectator will be suspended from all home athletic events for one calendar year.

CHAPTER 11: EDUCATION OF CHILDREN WITH DISABILITIES

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.

For further information, please contact:

Mrs. Amanda Hargan- Director of Student Services, 618-539-3188, Freeburg Elementary

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.

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 effective 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.

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.