

Selma

C.C.S.D. #10

2019-2020

Student-Parent
Handbook



*Home of the
Rockets*

2019-2020
SELMAVILLE SCHOOL CALENDAR

AUGUST 15:	TEACHERS WORKSHOP
AUGUST 15:	OPEN HOUSE 6:00 – 7:00 P.M.
AUGUST 16:	FIRST STUDENT DAY! (FULL DAY)
SEPTEMBER 2:	NO SCHOOL - LABOR DAY
SEPTEMBER 13:	MID-TERM 1 ST QUARTER
OCTOBER 14:	NO SCHOOL – COLUMBUS DAY
OCTOBER 18:	END OF 1 ST QUARTER
OCTOBER 23:	EARLY DISMISSAL 2:30 P.M.
OCTOBER 24:	NO SCHOOL – PARENT/TEACHER CONFERENCE
OCTOBER 25:	NO SCHOOL – TEACHERS WORKSHOP
NOVEMBER 11:	NO SCHOOL - VETERANS DAY!
NOVEMBER 22:	MID-TERM 2 ND QUARTER
NOVEMBER 26:	EARLY DISMISSAL 2:30 P.M.
NOVEMBER 27:	NO SCHOOL
NOVEMBER 28:	NO SCHOOL – THANKSGIVING
NOVEMBER 29:	NO SCHOOL – THANKSGIVING HOLIDAY
DECEMBER 20:	END OF 2 ND QUARTER
DECEMBER 20:	EARLY DISMISSAL 11:30 A.M.
DECEMBER 23:	CHRISTMAS BREAK DEC.23 – JAN. 3
JANUARY 06:	SCHOOL RESUMES
JANUARY 20:	NO SCHOOL – MARTIN LUTHER KING JR. DAY
FEBRUARY 07:	MID-TERM 3 RD QUARTER
FEBRUARY 13:	EARLY DISMISSAL 2:30 P.M.
FEBRUARY 14:	NO SCHOOL -TEACHERS WORKSHOP
FEBRUARY 17:	NO SCHOOL – PRESIDENTS’ DAY
MARCH 13:	END OF 3 RD QUARTER
APRIL 03:	EARLY DISMISSAL 2:30 P.M.
APRIL 6 - 10:	EASTER BREAK
APRIL 13:	SCHOOL RESUMES
APRIL 17:	MID-TERM 4 TH QUARTER

BOARD OF EDUCATION

The authority for the Administration of Selmaville Community Consolidated School District #10 is vested in the seven members of the Board of Education. Regular Board Meetings are held on the third Monday of each month.

Dale Helpingstine	President
Tom Tate	Vice President
Kyle Kell	Secretary
Larry Maxey	Board Member
TJ Burge	Board Member
Danny Shuler	Board Member
Wm. Brant Blackburn	Board Member

ADMINISTRATION and FACULTY

Robin E. Brooks	Superintendent
Laura Crain	Kindergarten
Chelsie Howe	Kindergarten
Kalie Smith	First Grade
Sandie Bushue	First Grade
Danette Wolfe	Second Grade
Bethany Quandt	Second Grade
Donna Bailey	Third Grade
Stephanie Brooks	Fourth Grade
	Fourth Grade
Elizabeth Shuler	Fifth Grade
Mitchell Martin	Sixth Grade
Dawn Jayne	Fifth/Sixth Grade
Nicole Rexilius	Seventh Grade
Stephanie Clark	Eighth Grade
Kris Pea	Art
Denise McCormack	LD, K – 4
Kristi Consolino	LD, 5 – 8
Amanda Litteken	PE
Christopher Smith	Music/Band
Denise Phillips	Guidance/Computers

1.10	General Handbook Information	6.10	General Building Conduct
1.20	Visitors	6.20	School Dress Code & Student Appearance
1.30	Equal Opportunity and Sex Equity	6.30	Student Behavior
1.40	School Volunteers	6.40	Disciplinary Measures
1.50	Invitations and Gifts	6.50	Prevention of and Response to Bullying, Intimidation, and Harassment
1.60	Treats and Snacks	6.60	Teen Dating Violence Prohibited
1.70	Emergency School Closings	6.70	Cafeteria Rules
1.80	Video and Audio Monitoring Systems	6.80	Field Trips
2.10	Attendance	6.90	Access to Student Social Networking Passwords & Websites
2.20	Student Absences	6.100	Student Use of Electronic Devices
2:30	Tardies	7.10	Internet Acceptable Use
2.40	Truancy	8.10	Search and Seizure
2.50	Make-Up Work	9.10	Student Athlete Concussions and Head Injuries
2.60	Grading and Promotion	9.20	Eligibility Requirements
2:70	Class Rank	9.30	Special Programs
2:80	Honor Roll	10.10	Education of Children with Disabilities
2.90	Homework	10.20	Standardized Testing
3.10	Fees, Fines & Charges	10.30	Homeless Child's Right to Education
3.20	School Lunch Program	10.40	Pesticide Application Notice
4.10	Bus Transportation	10.50	Mandated Reporter
4.20	Bus Policy & Conduct	10.60	Sex Offender Notification Law
5.10	Immunization, Health, Eye & Dental Examination	10.70	Stevenson Ammendment
5.20	Student Medication	10:80	Title I Information
5.30	Guidance & Counseling	10.90	Library Materials
5.40	Safety Drill Procedures and Conduct		
5.50	Communicable Disease		
5.60	Head Lice		

- 1.10 General Handbook Information
- 1.20 Visitors
- 1.30 Equal Opportunity and Sex Equity
- 1.40 School Volunteers
- 1.50 Invitations and Gifts
- 1.60 Treats and Snacks
- 1.70 Emergency School Closings
- 1.80 Video and Audio Monitoring Systems

1.10

General Handbook Information

This handbook is a summary of the school's rules and expectations, and is not a comprehensive statement of school procedures.

1.20

Visitors

All visitors, including parents and siblings, are required to enter through the Jr. High entrance of the building and proceed immediately to the main office. Visitors should identify themselves and inform office personnel of their reason for being at school.

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

Visitors are expected to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself in a manner that is appropriate will be asked to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.

1.30

Equal Opportunity and Sex Equity

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, or status as homeless.

No student shall, based on sex 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.

1.40

School Volunteers

All school volunteers must be approved by the building principal prior to assisting at the school. Some teachers utilize parent volunteers in the classroom. The individual teachers make this

decision. Teachers who desire parent volunteers will notify parents. For school-wide volunteer opportunities, please contact the school.

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

1.50

Invitations & Gifts

Party invitations or gifts for classmates should only be brought if they are inclusive of the entire class, otherwise they should not be brought to school to be distributed. Items that don't include the entire class are of a personal nature and should be mailed home using the list in the school directory. The office is unable to release addresses and phone numbers of students who are not listed in the school directory.

1.60

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 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.

1.70

Emergency School Closings & Emergency School Dismissals

In cases of bad weather and other local emergencies, we will use our School Reach Messaging System and you can listen to WJBD Radio to be advised of unscheduled early dismissals. School closings for any reason will be announced on WJBD Radio, KSDK, KMOV and KTVI along with our School Reach Messaging system.

1.80

Video & Audio Monitoring Systems

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

2.10	Attendance
2.20	Student Absences
2:30	Tardies
2.40	Truancy
2.50	Make-Up Work
2.60	Grading and Promotion
2:70	Class Rank
2:80	Honor Roll
2.90	Homework

2.10

Attendance

Illinois law requires that whoever has custody or control of any school age child shall assure that the child attends school in the district in which he or she resides, during the entire time school is in session. 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.

2.20

Student Absences

There are two types of absences: excused and unexcused. Excused absences include: illness, death in the immediate family, family emergency, or situations beyond the control of the student or other reason as approved by the building principal.

Students shall be permitted no more than five excused absences per semester based upon parental confirmation for the reason of the absence. After the student has been excused five times during a semester, additional excused absences for illness may only be verified through a written medical statement from a physician. All written medical statements from a physician are due within 48 hours of the visit to the physician. After the five excused absences, the school will notify the parent/guardian by mail. If a student absence is verified by a doctor's excuse before the student has reached the limit of five days of excused absences, the absence will not count toward the five days permitted by this section. Should a student be absent a parent is encouraged to call the attendance office between 8:00 a.m. and 9:00 a.m. on the day of the absence at 548-2416. Homework requests should be made during this absence call in. If it is impossible to call the office, the student must submit an excuse written by his/her parent to the office on the day he/she returns to school. Failure to call or write an excuse may result in an unexcused absence. If no contact is made with the office we are required by law to call and check on those students who are absent from school and have made no contact with the school.

Usually a student will have one day for every day absent to make up work following an excused absence. However, if a student is absent from class on the day of an announced test, quiz, assignment, or project, then he/she shall make up that test or turn in the assignment that was due on the same day that he/she returns to school.

For pre-planned family vacations, written notification must be made in the form of our "Parental Request for Pre-Planned Absence" document at least one week prior to the absences. These pre-arranged homework assignments are due upon returning to school.

All other absences are considered unexcused. Pre-arranged excused absences must be approved by the building principal.

2.30

Tardies

Students will be required to be in their seats ready for class when the first hour bell rings. After three tardies within a grading period a Parent/Teacher Conference will be held. Students will be required to serve a noon detention upon receiving their fourth tardy within a grading period. An after school detention will also be given for the fifth tardy. The sixth tardy in a grading period would result in an In-School Classroom Assignment. A parent conference with the principal will be held and an appropriate disciplinary action will be issued after the seventh tardy is received during a grading period.

2.40

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.

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.

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

2.50

Make-Up Work

If a student's absence is excused or if a student is suspended from school, he/she will be permitted to make up all missed work, including homework and tests, for equivalent academic credit. Students whose work comes from days they are unexcused from school will not count for credit.

2.60

Grading and Promotion

School report cards are issued to students on a quarterly basis. For questions regarding grades, please contact the classroom teacher.

Selmaville Grading Scale

A+ = 100%	C+ = 85%	E = Below 70%
A = 95-99%	C = 78-84%	S = Satisfactory
A- = 94%	C- = 77%	N = Needs Improvement
B+ = 93%	D+ = 76%	U = Unsatisfactory
B = 87-92%	D = 71-75%	
B- = 86%	D- = 70%	

Students are expected to satisfactorily complete fourteen of the twenty quarters in the five core subjects. The decision to promote a student to the next grade level is based on successful completion of the curriculum (as listed in the first sentence), attendance, performance on standardized tests and other testing. Parents and teachers will be consulted by the principal before any such action is taken.

A student will not be promoted based upon age or any other social reason not related to academic performance.

2.70

Class Rank

Selmaville students will be ranked according to their academic performance. These rankings will be based upon work completed in core subject areas in which students in grades 5 – 8 are working at grade level. From these ranking valedictorian and salutatorian will be determined.

2.80

Honor Roll

To be on the High Honor Roll students will receive a minimum of four “A’s” and one “B” in their five core subjects. To be on the Honor Roll students will receive a minimum of all “B’s” in their five core subjects.

2.90

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.

- 3.10 – Fees, Fines & Charges; Waiver of Student Fees
- 3.20 – School Lunch Program

3.10

Fees, Fines & Charges

Book fees for Selmaville School students will be \$40.00 per student.

The fees for lost library materials are as follows: \$5 for each magazine, \$10 for each paperback book, and \$25 for each book not returned.

3.20

School Lunch Program

The cost of breakfast will be \$1.00, lunch \$2.30 and extra milk \$.35. Reduced breakfast will be \$.30 and lunch is \$.40. Adult lunches will be \$2.75. Applications for lunch fee waivers will be available at registration or in the main office throughout the school year.

- 4.10 Bus Transportation
- 4.20 Bus Policy & Conduct

4.10

Bus Transportation

Students are not permitted to ride a bus other than the bus to which they are assigned without written permission from student's parent/guardian.

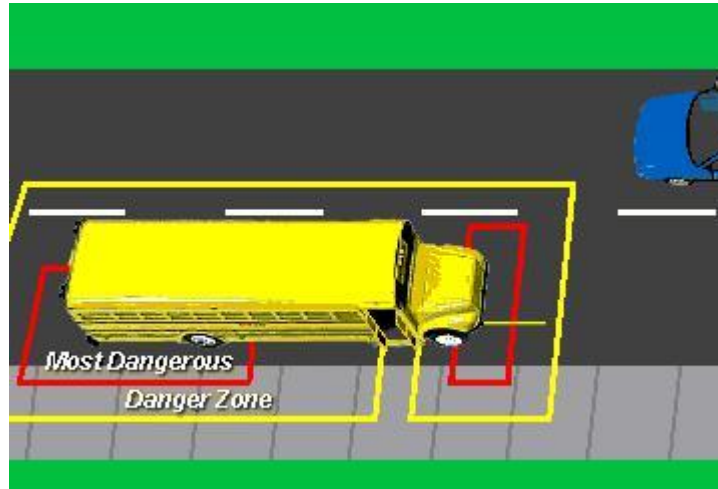
While students are on the bus, they are under the supervision of the bus driver. In most cases, bus discipline problems can be handled by the bus driver. In the case of a written disciplinary referral, student bus problems will be investigated and handled by the building principal.

Students are expected to follow all school rules while on the bus. Students may be suspended from riding the school bus for violating school rules or for engaging in other gross disobedience or misconduct.

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

1. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles.
2. Arrive on time at the bus stop, and stay away from the street while waiting for the bus.
3. 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.
4. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus.
5. Talk quietly on the bus. No shouting or creating loud noises that may distract the driver.
6. Help keep the bus neat and clean. Keep belongings out of the aisle and away from emergency exits. Eating and drinking are not allowed on the bus.
7. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that would distract the driver or bother other passengers. Remain seated, keeping your hands, arms, and head inside the bus at all times.
8. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus.
9. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take five giant steps away from the bus and out of the danger zone, until you can see the driver and the driver sees you. Never crawl under a bus.

10. 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.
11. Never run back to the bus, even if you dropped or forgot something.



4.20

Bus Policy & Conduct

The district provides free bus transportation and this transportation is a privilege for all students. At times, special steps have to be taken for those students who do not follow the rules. All will agree that bus drivers have a great responsibility in providing safe transportation for our school children. Neither the bus driver nor anyone else who is interested and concerned about the safe transportation of students can tolerate any disturbance or distractions on the bus, which in any way would jeopardize the safety of students.

The bus driver will give a written report to the principal that explains the infraction. Students who fail to follow bus rules will be dealt with by the principal. The various penalties for misconduct on the bus are:

1. Verbal warning.
2. Denial of privileges with noon detention.
3. Parent notice.
4. Suspension of bus privileges.
5. Crisis room.
6. Discipline determined at the discretion of the administration after parent conference.

Should any of these behaviors be determined to be Gross Disobedience or Misconduct the pupil will be subject to expulsion, suspension or alternative placement.

The district reserves the right to provide assigned seating if required.

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

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

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

- 5.10 Immunization, Health, Eye & Dental Examination
- 5.20 Student Medication
- 5.30 Guidance & Counseling
- 5.40 Safety Drill Procedures and Conduct
- 5.50 Communicable Disease
- 5.60 Head Lice

5.10

Immunization, Health, Eye and Dental Examinations

Required Health Examinations and Immunizations

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

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

Proof of immunization against meningococcal disease is required for students in grades 6. Students between the age of one and seven must provide a statement from a physician assuring that the student was "risk-assessed" or screened for lead poisoning. Beginning with the 2017-2018 school year, an age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination.

Failure to comply with the above requirements by October 15 of the current school year¹ will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.

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

Eye Examination

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

Dental Examination

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

Exemptions

A student will be exempted from the above requirements for:

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

5.20

Student Medication

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

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

5.30

Guidance & Counseling

The school provides a guidance and counseling program for students. The school's counselors are available to those students who require additional assistance.

Safety Drill Procedures and Conduct

Safety drills will occur at times established by the school board. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement drill to address an active shooter incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. Drills will not be preceded by a warning to the students.

Communicable Diseases

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

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

Head Lice

The school will observe the following procedures regarding head lice.

1. Parents are required to notify the school nurse if they suspect their child has head lice.
2. Infested students will be sent home following notification of the parent or guardian.
3. The school will provide written instructions to parent or guardian regarding appropriate treatment for the infestation.
4. A student excluded because of head lice will be permitted to return to school only when the parent or guardian brings the student to school to be checked by the school nurse or building principal and the child is determined to be free of the head lice and eggs (nits). Infested children are prohibited from riding the bus to school to be checked for head lice.

- 6.10 General Building Conduct
- 6.20 School Dress Code & Student Appearance
- 6.30 Student Behavior
- 6.40 Disciplinary Measures
- 6.50 Prevention of and Response to Bullying, Intimidation, and Harassment
- 6.60 Teen Dating Violence Prohibited
- 6.70 Cafeteria Rules
- 6.80 Field Trips
- 6.90 Access to Student Social Networking Passwords & Websites
- 6.100 Student Use of Electronic Devices

6.10

General Building Conduct

Students shall not arrive at school before 7:30 a.m. and classes begin at 8:10 a.m. and students are dismissed by 3:10 p.m. each day. The following rules shall apply, and failure to abide by the rules may result in discipline:

- Hats and bandanas shall not be worn in the building. Any hat brought to school shall be removed before entering.
- Students shall not run, talk loudly or yell in the hallways nor shall they push, shove or hit others.
- Students shall not write on walls, desks or deface or destroy school property.
- Chewing of gum is not permitted in the school building.
- Water bottles are not allowed in classrooms. With a Dr. note regarding the need for constant water access a student may carry water to class.
- Students will not keep food or drinks in their lockers.
- Water guns, play guns, and/or real guns are not permitted at school.
- No radios, tape players, CD players, cameras are permitted without permission from the principal.

6.20

School Dress Code / Student Appearance

Students are expected to wear clothing in a neat, clean, and well fitting manner 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 in the school environment.

- Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.
- Hats, coats, bandannas, sweat bands, and sun glasses may not be worn in the building during the school day.
- Pants worn below the waist are not permitted.
- Clothing with holes, rips, tears, and clothing that is otherwise poorly fitting, showing skin and/or undergarments may not be worn at school.

- Bare midriffs/tube tops/spaghetti string tops (smaller than 1 ¼ inch), halter tops, open sport shirts, and revealing clothing are not to be worn at school.
- The length of dresses, shorts or skirts must be at least finger tip in length.
- Leggings must be worn with garments as described in #9.
- Appropriate footwear must be worn at all times.
- If there is any doubt about dress and appearance, the building principal will make the final decision.
- Student whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject discipline.

6.30

Student Behavior

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 for sale tobacco or nicotine materials, including electronic cigarettes or e-cigarettes.
2. Using, possessing, distributing, purchasing, selling or offering for sale:
 - a. Any illegal drug or controlled substance.
 - b. 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.
 - c. "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.
 - d. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject controlled substances into the body; and (b) grow, process, store, or conceal controlled substances.
3. Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they have the prohibited substance, as applicable, in their possession.
4. Using, possessing, controlling or transferring a "weapon" or violating the procedures listed below under the Weapons Prohibition section of this handbook procedure.
5. Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating and sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting." Unless otherwise banned under this policy or by the building principal, all cellular phones, smartphones and other electronic

- devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) it is needed in an emergency that threatens the safety of students, staff, or other individuals..
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
 7. Disobeying rules of student conduct or directives from staff members or school officials.
 8. Engaging in academic dishonesty, including cheating, wrongfully giving or receiving help during an academic examination, altering report cards and wrongfully obtaining test copies or scores.
 9. Plagiarism is the act of using someone else's words as your own. Plagiarized work will not be accepted. Consult your teacher for classroom consequences which may include but is not limited to receiving no credit for the assignment. When resources are used students will be required to give proper credit to all sources used in their assignments, whether quoted or summarized.
 10. Engaging in bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network or other comparable conduct.
 11. Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.
 12. Entering school property or a school facility without proper authorization.
 13. Being absent without a recognized excuse.
 14. Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
 15. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if 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.

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, or backpack; (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 also apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

1. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;

2. Traveling to or from school or a school activity, function, or event; or
3. 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.

6.40

Disciplinary Measures

Student Discipline

Many discipline problems can be avoided by cooperation between parents and school personnel. In spite of this, discipline problems do arise and teachers will deal with normal discipline problems in their own classrooms. Where serious breaches of conduct occur, teachers are instructed to notify an Administrator, in which case, the parent may also be notified. Each violation will be dealt with on an individual basis and punishment will be assessed as required. Every effort will be made to keep parents informed of necessary discipline procedures.

Classroom discipline at the Selmaville Grade School will be conducted under the premises that the teacher has:

1. The right and responsibility to establish a classroom structure and routine that provides the optimal learning environment for all students.
2. The right to determine and request appropriate behavior from the student which meets all needs and encourages the positive social and educational development of each child.
3. The right to ask for assistance from parents, the Administration, or Support Personnel when assistance is needed with the student.

Discipline will also be conducted under the premise that each child has the right to:

1. When appropriate have a teacher who will help the child limit his/her inappropriate behavior.
2. When appropriate have a teacher provide the child with positive support for his/her appropriate behavior, and guidance on how to choose appropriate behavior and know the consequences that will follow.

The basic concept of student behavior at Selmaville Grade School is the concept of common courtesy. The student who is courteous does not create noise, which would interfere with the learning of other students, classes, or teacher. The courteous student does not run in the hallway, or bump or shove other students. The courteous student does not interrupt his/her teacher or other students.

The student who is courteous does not become obstinate with his/her teacher. The courteous student can expect to be treated courteously as well.

It is the policy of the administration, faculty and the Selmaville Board of Education to maintain in the school an environment conducive to learning and the educational process. Well-disciplined students direct their efforts and abilities toward greater achievement in the school setting.

A student's conduct is largely a personal matter that should be maintained within a range of acceptability. However, the administration and faculty have an important responsibility when a student's conduct intrudes upon and endangers the rights of other students to learn. Therefore, whenever it is in the best interest of the student, the school, or other students, a system of penalties has been implemented.

Selmaville will follow the following assertive plan on a monthly basis:

1. Verbal warning.
2. Denial of privileges with noon detention.
3. Parent notice.
4. Parent notice with after school detention.
5. Parent notice with alternate placement in the crisis room.
6. Parent notice with Saturday detention from 8:00 am until 12:00 noon.
7. Discipline determined at the discretion of the administration after parent conference.

The following behaviors based upon the staff's evaluation of conditions may be termed as gross disobedience and misconduct and include, but are not limited to:

1. The willful refusal to obey the policies, rules and regulations of the Board of Education.
2. The willful refusal to obey all reasonable written or oral instructions of any member of the teaching staff, designated non-certified supervisory personnel, or bus driver.
3. The willful refusal to obey all reasonable written or oral instructions of a member of the administrative staff.
4. Willful behavior which interrupts the orderly process of school affairs.
5. Conduct which is or may be physically injurious to persons or property.
6. Truancy subject to Section 26-12 of the Illinois School Code.
7. Repeated minor incidents of misbehavior, which other disciplinary measures have failed to deter.
8. Behavior which violated or attempts to violate a Board of Education policy, rule or regulation.
9. Possession, use, delivery, sale, or transmittal of any alcohol, drug or unauthorized controlled substance or "look alike" substances as defined in the policy of the Board of Education "Drug Abuse Policy". This includes any look alike materials, which are represented by the student, or the student believes to be any of those substances regardless of their true nature, or the appearance of the substance.
10. Being under the influence of any of the substances listed in the paragraph above other than those prescribed by a licensed practitioner for medical purposes.
11. Excessive tardiness to classes.
12. Behavior, which constitutes gross disrespect for the property or rights of other students, teaching staff, administrative personnel, non-certified staff, and/or school bus drivers.
13. Use of tobacco products.
14. Possession or use of firearms, matches, knives, explosives (including fireworks of all types and kinds), any item used as a weapon or other weapon-like materials on a school bus, at a school related activity or when under the supervision of the school. (inclusive of regular day).

Should any of these behaviors be determined to be Gross Disobedience or Misconduct the pupil will be subject to expulsion, suspension or alternative placement.

Parents are encouraged to follow the chain of command.

1. Meet with staff
2. Staff and Principal
3. Staff, Principal and Superintendent

Weapons Prohibition

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

(1) A firearm, meaning any gun, rifle, shotgun, weapon as defined by Section 921 of Title 18 of the 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 expulsion period may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

(2) A knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including "look 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.

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.

6.50

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, immigration status, military status, unfavorable discharge status from the military service, sex, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, 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 (bullying through the use of technology or any electronic communication) and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

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

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.

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 to the district complaint manager or any staff member. Anonymous reports are also accepted by phone call or in writing.

A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.

A student will not be punished for reporting bullying or supplying information, even if the school's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.

Teen Dating Violence

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 purpose 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.

Anyone with information about incidents of teen dating violence should report them to any school staff member including, but not limited to teachers, support staff, and/or district administration. School staff shall respond to incidents of teen dating violence by following the district's established procedures for the prevention, identification, investigation, and response to bullying and school violence.

Cafeteria Rules

1. Students shall not save seats for other students.
2. Students shall walk to lunch and shall be orderly and quiet during lunch.
3. Trays shall be stacked neatly after placing silverware in its proper container. No food shall leave the cafeteria.
4. Loud talking, yelling, screaming, and other disruptions are prohibited.
5. Students shall not throw food, milk cartons or other items.
6. Students shall not trade food.
7. Students shall follow the instructions of the lunchroom aides and show proper respect toward all cafeteria personnel.
8. Students shall remain seated while in the cafeteria except to return to the lunch line or return trays.
9. Students shall immediately become silent when staff or presenters make announcements in the cafeteria.
10. Students shall report spills and broken containers to cafeteria staff immediately.
11. Students shall be dismissed from the cafeteria by the lunch room supervisor.

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

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

6.90

Access to Student Social Networking Passwords & Websites

School authorities may not require a student or his parent or guardian to provide a password or other related account information in order to gain access to the student's account or profile on a social networking website even if school authorities have reasonable cause to believe that a student's account on a social networking website contains evidence that a student has violated a school disciplinary rule of procedure.

6.100

Student Use of Electronic Devices

The use of electronic devices and other technology at school is a privilege, not a right. Students are prohibited from using electronic devices, except as provided herein. An electronic device includes, but is not limited to, the following: cell phone, smart phone, audio or video recording device, personal digital assistant (PDA), ipod®, ipad®, laptop computer, tablet computer or other similar electronic device. Pocket pagers and other paging devices are not allowed on school property at any time, except with the express permission of the building principal.

During instructional time, which includes class periods and passing periods, electronic devices must be kept powered-off and in the student's locker unless: (a) permission is granted by an administrator, teacher or school staff member; (b) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Electronic devices may never be used in any manner that disrupts the educational environment, violates student conduct rules or violates the rights of others. This includes, but is not limited to, the following: (1) using the device to take photographs in locker rooms or bathrooms; (2) cheating; and (3) creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction or non-consensual dissemination of private sexual images (i.e., sexting).

The school is not responsible for the loss, theft or damage to any electronic device brought to school.

Students in violation of this procedure are subject to the following consequences:

1. First offense – The device will be confiscated by school personnel. A verbal warning will be assigned. The student will receive the device back at the end of the day in the school office.
2. Second offense – The device will be confiscated. A detention will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office.
3. Third offense – The device will be confiscated. A detention will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office.

Additionally, the student will be prohibited from bringing the device to school for the next 10 school days. If the student is found in possession of the device during this 10-day period, the student will be prohibited from bringing the device to school for the remainder of the school year. The student will also face consequences for insubordination.

4. Fourth and subsequent offense – The device will be confiscated. The student will be assigned a detention and will be prohibited from bringing the device to school for the remainder of the school year. The student's parent/guardian will be notified and required to pick up the device in the school office. The student will also face consequences for insubordination.

School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

Internet Acceptable Use

All use of electronic network use must be consistent with the school's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. **The failure of any user to follow these rules will result in the loss of privileges, disciplinary action, and/or appropriate legal action.**

Acceptable Use - Access to the electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use.

Privileges - The use of the electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator or Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. His or her decision is final.

Unacceptable Use - The user is responsible for his or her actions and activities involving the network. Some examples of unacceptable uses are:

- a. Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any State or federal law;
- b. Unauthorized downloading of software, regardless of whether it is copyrighted or de-licensed;
- c. Downloading of copyrighted material for other than personal use;
- d. Using the network for private financial or commercial gain;
- e. Wastefully using resources, such as file space;
- f. Hacking or gaining unauthorized access to files, resources, or entities;
- g. Invading the privacy of individuals, that includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature including a photograph;
- h. Using another user's account or password;
- i. Posting material authored or created by another without his/her consent;
- j. Posting anonymous messages;
- k. Using the network for commercial or private advertising;
- l. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and
- m. Using the network while access privileges are suspended or revoked.

Network Etiquette - The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- a. Be polite. Do not become abusive in messages to others.
- b. Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.

- c. Do not reveal personal information, including the addresses or telephone numbers, of students or colleagues.
- d. Recognize that email is not private. People who operate the system have access to all email. Messages relating to or in support of illegal activities may be reported to the authorities.
- e. Do not use the network in any way that would disrupt its use by other users.
- f. Consider all communications and information accessible via the network to be private property.

No Warranties - The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Indemnification - The user agrees to indemnify the School District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Security - Network security is a high priority. If the user can identify a security problem on the Internet, the user must notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.

Vandalism - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

Telephone Charges - The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Copyright Web Publishing Rules - Copyright law and District policy prohibit the re-publishing of text or graphics found on the web or on District websites or file servers without explicit written permission.

- a. For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.
- b. Students engaged in producing web pages must provide library media specialists with email or hard copy permissions before the web pages are published. Printed evidence of the status of "public domain" documents must be provided.

- c. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.

Use of Email - The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the School District. The School District provides email to aid students as an education tool.

- a. 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.
- b. Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum.
- c. Electronic messages transmitted via the School District's Internet gateway carry with them an identification of the user's Internet *domain*. This domain is a registered name and identifies the author as being with the School District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the School District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients.
- d. Any message received from an unknown sender via the Internet should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.
- e. Use of the School District's email system constitutes consent to these regulations.

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 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, and desks), 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, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the 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.

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.

- 9.10 Student Athlete Concussions and Head Injuries
- 9.20 Eligibility Requirements
- 9.30 Special Programs

9.10

Student Athlete Concussions and Head Injuries

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

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

9.20

Eligibility Requirements

Students are to keep a passing grade (A through D-) in all core subject areas to be eligible to participate in special programs offered at Selmaville School which include: (sports, band, chorus, scholar bowl, special events)

Eligibility to participate in these special activities/organizations will be determined every two weeks. A list of ineligible students will be completed by noon on Thursday of the week being checked in order to notify parents. If determined to be ineligible the student will be rechecked the following week. Ineligibility will be from Monday through the next Sunday.

Sports/Cheerleading/Band/Choir/Scholar Bowl : Students who are not eligible:

1. Will not be allowed to participate in practice while ineligible
2. Will not be allowed to dress in uniform or participate in games while ineligible

9.30

Special Programs

Special Education

Selmaville Grade School participates in the Kaskaskia Special Education Cooperative (KSED). Special help is available to students with speech problems, learning disabilities, physical handicaps and mental handicaps.

Except for speech therapy, students must be referred to KSED for evaluation by a school psychologist. Upon completion of the evaluation, a staffing is held. Generally the student's parents, teacher, superintendent, the psychologist, and the special education teacher are included in this staffing. This group decides if a specific program and which

program is appropriate for the student. Individual Education Programs (IEPs) and Behavior Intervention Plans (BIP) are developed at this meeting for the student. Services may include individual assistance, as well as inclusion.

Challenge Program

At Selmaville Grade School gifted and talented students will be identified in the fundamental areas of learning. All students will be screened based upon the following measures: achievement test scores (90% composite), teacher recommendations, past performance, classroom achievement and local tests. During the selection procedure criteria and cut-offs will be determined for all areas of learning in order to identify the students achieving the top 10% of scores. Services may include in class and pull out activities.

Scholar Bowl

Selmaville Grade School offers students the opportunity to participate in Scholar Bowl. This special academic program involves regular attendance at practices, all district academic/behavior requirements, and sponsor approval. The team will attend scheduled games and tournaments.

Beta Club

The Jr. Beta Club is a service oriented organization. The motto says it very appropriately: "Let us Lead by Serving Others." Club membership is attained by achieving and maintaining honor roll status while working at grade level. Our club bylaws require a student to make the honor roll two consecutive quarters beginning with the last semester of the sixth grade year. These students will then be considered for membership beginning their seventh grade year. Students who have reached this goal are given a petition for membership which requires faculty signatures and recommendations based on, not only grade achievement, but also, good citizenship qualities, and dedication to being a service oriented person. They must also have attainable goals for their present and future status in life or be working on such goals. Upon completion of this petition and submission of National dues (a one time payment for as long as the student remains in the school, presently \$15.00) the student will become a member of the club. An induction ceremony will be held each year for these members and a slate of officers elected each year from the present and new membership. Seventh and eighth grade students may join once they achieve honor roll status for the two consecutive quarters and maintain that achievement while working at grade level. Transfer students coming into the district are also eligible if their grades meet the requirements. Probationary status is attained if a student fails to make the honor roll one quarter. He/she must make it the next quarter or go on ineligibility status. If a student becomes ineligible and returns to the honor roll after failing to make it two quarters, they may ask or petition to be reinstated. All members are expected to meet the membership guidelines as provided by the sponsor.

Music/Band

The Selmaville Music Department offers many opportunities for students. Students begin their instrumental experience in the 4th Grade when they are given the opportunity to join Beginning Band. Concert Band, which has received 1st Place ratings at contest for many years, and Marching Band, which has also received Superior Ratings, include students from grades 5 through 8. Jr. High students are given the opportunity to audition for a spot in the Flag Corp as well. Students in Jr. High also have the opportunity to be involved with the Selmaville Chorus. Once a student joins band or choir they will remain in said course until the semester concludes.

The students from the music department are also given the opportunity to participate in District and State Solo and Ensemble Contests. Many students have performed extremely well in these events. The Christmas Program, held in December, is an all-school event which includes singing, acting, experience in lighting, sound and scene design.

- 10.10 Education of Children with Disabilities
- 10.20 Standardized Testing
- 10.30 Homeless Child’s Right to Education
- 10.40 Pesticide Application Notice
- 10.50 Mandated Reporter
- 10.60 Sex Offender Notification Law
- 10.70 Stevenson Ammendment
- 10:80 Title I Information
- 10.90 Library Materials

10.10

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. 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:

Selmaville School
618-548-2416

10.20

Standardized Testing

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

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

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

10.30

Homeless Child's Right to Education

When a child loses permanent housing and becomes a homeless person as defined at law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either:

- (1) continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
- (2) enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

10.40

Pesticide Application Notice

The district maintains a registry of parents/guardians of students who have registered to receive written or telephone notification prior to the application of pesticides to school grounds. To be added to the list, please contact the school at 548-2416.

10.50

Mandated Reporters

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

10.60

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) with a prior phone call to the superintendent indicating their intent to be on school property:

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

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

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

A violation of this law is a Class 4 felony.

10.70

Stevenson Amendment

Selmaville C.C.S.D. #10 uses Federal Funds to purchase materials used in classes.

10.80

Title I Information

As a parent/guardian of a student attending a Title I school you may request information regarding the professional qualifications of the student's classroom teachers. Any such inquiries should be directed to the school administration.

10.90

Library Materials

All library materials are previewed by the school librarian and reviewed by the American Library Association.