

2020 - 2021 STUDENT HANDBOOK



School Colors: Red & White

Mascot: Chief

School Song

To "Northwestern Fight Song"
We're with you Dee-Mack, men of courage true,
We've got the might, we've got the fight
To win this game tonight. Rah! Rah! Rah!
Raise high our colors, Dee-Mack's red and white.
Now let us pledge our loyalty
And cheer the team to victory.
Go! Dee-Mack Go! Fight! Dee-Mack Fight!

TABLE OF CONTENTS

Welcome	6
General School Information	6
District #701 Mission	7
District #701 Vision Statement	7
Frequently Called Telephone Numbers	7
Equal Opportunity and Sex Equity	8
School Safety Tip Line	8
Registration	8
High School Registration/Technology Fees	8
Participation Fees	9
Cell Phone Policy	9
Visitors	9
Lunch Program	10
Bus Transportation/Conduct	10
Arrival and Dismissal Procedures	11
School Closures/Revised Length of School Day	12
School Operations During a Pandemic or Other Health Emergency	12
Early Dismissal Days	13
Fast Fridays	13
Attendance	14
Pre-Arranged Absences	16
Early Release	16
Tardiness	17
Academic Expectations	17
Eligibility	17
Grade Reporting	18

Final Exams	18
Academic Promotion	18
School Counseling Services	18
Honors Classes	19
DCMHS College and Career Credit Opportunities	20
Driver Education Fees and Requirements	23
Physical Education	23
Physical Education Exemption	24
Early Graduation	25
Correspondence Classes And Summer School Classes	25
Graduation Recognition/Procedures	26
Local Scholarships (For Seniors)	26
Dee-Mack High School’s Media Center Policies	26
Home and Hospital Instruction	28
Medication Policy	28
Extracurricular Activities	29
Sportsmanship	29
Attendance at games	30
Transportation	30
Uniforms	30
Extracurricular experiences offered at Dee-Mack:	30
Weekly Eligibility	31
Violations Of Extracurricular Code	32
Music Performances	32
RESPONSE TO INTERVENTION (RTI)	33
What if my child is referred to the school’s “problem-solving team”?	33
Education of Homeless Children	34

Tazewell County Regional Safe School Program	34
The Tazewell County Academy	34
Student Records, Notification Of Parents, And Student Rights	35
Notice for Directory Information	35
Pest Management Plan	37
Ahera Management Plan	37
Behavioral Expectations	37
Prevention of and Response to Bullying, Intimidation, and Harassment	39
Sexual Harassment	40
Dance Dress Code	41
Dance Rules	41
Search and Seizure	42
School Dress Code / Student Appearance	43
Cafeteria Procedures	43
Driving/Parking	44
Lockers	45
General Discipline Guidelines & Consequences	45
Student Behavior	46
Prohibited Student Conduct	46
When and Where Conduct Rules Apply	49
Disciplinary Measures	49
Corporal Punishment	50
Weapons Prohibition	50
Gang & Gang Activity Prohibited	51
Re-Engagement of Returning Students	51
Discipline - Offenses / Actions	52
Bell Schedules	73

Welcome

Welcome to the 2020-2021 school year at Dee-Mack High School. We anticipate an exciting year filled with new challenges, experiences and much success. It is our goal to help each child develop the confidence and skills to navigate a 21st century world. We continually strive to provide a safe, supportive, and challenging environment for learning with clear goals and high expectations for student achievement.

General School Information

This handbook is a **summary** of the school's rules and expectations, and is **not** a comprehensive statement of school procedures. The Board's comprehensive policy manual is available for public inspection through the District's website (www.deemack.org) or at the Board office, located at:

Deer Creek-Mackinaw CUSD #701
401 E. 5th Street
Mackinaw, IL 61755

The School Board governs the school district, and is elected by the community. Current School Board members are:

President	Stephen Yarnall
Vice President	Kelly Burmaster
Secretary	Julie Burr
Member	Sheryl Davis
Member	Brett Grimm
Member	Aaron Schlupp
Member	Steve Stimson Jr.

The School Board has hired the following administrative staff to operate the school:

Michele Jacobs, Superintendent
Mary Lanier, Principal
Mitch Holmgren, Assistant Principal/Athletic Director
Ron Panner, Guidance Counselor
James Lines, Special Education Director

District #701 Mission

Students are the first concern of the Deer Creek-Mackinaw School District. All policies and actions of the Board of Education and of the faculty/staff should be directed toward promoting the educational welfare of students. Our goal is to help each child chart a path of self-realization, to discover who they are, and to become their best self. To this end, the Board of Education and the faculty/staff of Deer Creek-Mackinaw High School shall work together to:

- Meet and challenge all students at their level
- Apply real life applications
- Utilize a data driven decision-making process
- Embrace individual differences
- Increase student growth

District #701 Vision Statement

The Deer Creek-Mackinaw CUSD #701 believes in “Doing What’s Best for Kids!”

Frequently Called Telephone Numbers

Dee-Mack High Office	(309) 359-4421
Superintendent’s Office	(309) 359-8965
Dee-Mack Primary – Junior High	(309) 359-4321
Dee-Mack Intermediate School	(309) 447-6226
Special Education Office	(309) 359-5480
Food Service Direct Line	(309) 359-3172
Absence Report Lines	(309) 359-3049

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, status as homeless, or actual or potential marital or parental status, including pregnancy.

No student shall, based on sex or sexual orientation, 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: Mary Lanier, Principal.

School Safety Tip Line

Dee-Mack High School has a safety system called crisis go. This system allows all students to have a safe learning environment enabling them to send and receive real-time information about incidents. Students can download the Safe2SpeakUp App. In this app students will be able to report any safety concerns. Information regarding this app is provided to students at the beginning of each school year and is available on the school website www.deemack.org.

Registration

Parents are required to enroll each student prior to the first day of attendance. To complete the registration process, parents must complete online registration forms and pay all fees for each student. The information contained on the pupil information form is for emergency use and should be filled out completely. Parents should provide the school with any pertinent medication information that may impact a student's school performance. Please contact the school office, as information needs to be updated throughout the school year.

High School Registration/Technology Fees

The Board of Education has established a fee of \$200.00 for students in grades 9-12 to cover the expenses of all materials and technology use. Students are expected to maintain school materials and technology in a reasonable condition and will be charged replacement costs as determined necessary. A full list of fees will be available at the time of student registration.

Participation Fees

Students wishing to participate in extracurricular school activities are required to pay participation fees. The Board of Education has set participation fees for the next school-year are \$65.00 for athletic participation and \$35.00 for non-athletic participation with a max per student of \$100.00 for sports and clubs.

Fee payment is required before beginning the activity. All of the fees may be waived for those students who are eligible and are approved by the building principal for a waiver of fees. It is the parents' responsibility to apply for a waiver by completing the *Application for Fee Waiver* form.

Cell Phone Policy

Students will be allowed to carry cell phones with them at all times. Phones must remain in the students pocket and out of sight during class unless otherwise directed by the teacher. **Cell phones are prohibited in the hallways during class periods, restrooms and the locker rooms.** Taking photos or videos with a cell phone is prohibited and subject to disciplinary consequences.

Inappropriate texts, pictures, etc. that are on students cell phones will result in the loss of cell phone privileges and be subject to additional punishments as seen fit by the administrative staff. If needed, the appropriate law enforcement team will be called in to address the problem.

As a note, wearable technology (smart watches, earbuds, headphones, etc.) will be subject to the same policies as stated above.

The Administration at Dee Mack H.S. still feels the safest and most appropriate place for the students to have their cell phones and other personal technology devices is turned off and in their lockers.

Visitors

All visitors entering the building for whatever reason must register with the school office upon entering the school building. To assure the security of all students and staff, doors will be secured when students are in the building. Entrance may be gained from the main doors, located on the north side of the building. A badge, indicating that they are a visitor, shall be supplied and must be worn during the time they are present in the building. **Students may not have friends or peers visit with them at school or attend class without permission from the high school principal.**

Lunch Program

No student will be allowed to leave the school building for lunch. All students are expected to bring a cold lunch or eat a hot lunch offered by the school cafeteria. The cafeteria is operated for the convenience of the students. A nutritious lunch is prepared every day for those parents who desire a hot lunch for their children. A monthly menu can be found on the website. The menu is subject to change without notice.

Bus Transportation/Conduct

The district provides bus transportation to and from school for all students living 1.5 miles or more from the school. A list of bus stops will be published at the beginning of the school year before student registration. Parents must, at the beginning of the school year, select one bus stop at which a student is to be picked up, and one stop at which a student is to be dropped off. Students are not permitted to ride a bus other than the bus to which they are assigned. Exceptions must be approved in advance by the building principal.

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

Students are expected to follow all school rules while on the bus. Students may be suspended from riding the school bus for up to 10 consecutive school days for violating school rules or for engaging in other gross disobedience or misconduct. The school board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

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

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

1. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles.
2. Arrive on time at the bus stop, and stay away from the street while waiting for the bus.
3. 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. Tablets, iPods®, iPads®, smart phones, and other electronic devices must be silenced on the bus unless a student uses headphones.
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. 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.
7. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus.
8. 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.
9. 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.
10. Never run back to the bus, even if you dropped or forgot something.

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

For questions regarding school transportation issues, contact the Superintendent's Office.

Arrival and Dismissal Procedures

The High School will open at 7:00 a.m. Until 7:55 a.m., students may only be in the assigned supervision area. Hallways are off limits until the 7:55 a.m. bell rings unless participating in an approved activity.

Students should report to their assigned areas upon arrival. First hour begins at 8:10 a.m. Students arriving after 8:10 must check in at the high school office and receive a pass to their 1st hour class. Students arriving to school between 8:10 and 8:20 will be marked tardy, students arriving to school between 8:21 and 9:00 will be marked as late to school unexcused unless they have an excused reason. The school day ends at 3:10 p.m. *Any students leaving before the end of the school day must have parental permission and sign out in the high school office.*

School Closures/Revised Length of School Day

There are occasions when, due to inclement weather, unforeseen emergencies, and or other student safety concerns, the school day may need to be cancelled, lengthened, or shortened. In these situations, student safety is always our top priority. In the event of a school closure or late start, parents will be notified via school reach, website, and local news outlets. If the announcement calls for a one hour late start, school would begin at 9:00 am. All buses would run exactly one hour after they normally would. Bus pick-up for out of district schools will run one hour late as well. Even with a late start, school dismissal will still occur at the normal time with buses running on the normal schedule.

School Operations During a Pandemic or Other Health Emergency

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

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

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption on in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Illinois Department of Public Health, local health department, emergency management agencies, and/or Regional Office of Education.
2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child to attend school on a modified schedule.
3. Students will be expected to participate in blended and remote instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in blended or remote learning will be considered truant.
4. All school disciplinary rules remain in effect during the interruption of in-person learning. Students are subject to discipline for disrupting the remote learning

environment to the same extent that discipline would be imposed for disruption of the traditional classroom.

5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.
6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.
7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.
8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.
9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.
10. In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.
11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.
12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

Early Dismissal Days

District #701 will have early dismissal days and pre-planned school improvement (SIP) days as marked on the school calendar. The early dismissals are for staff development activities. Buses will run at the time of the early dismissal at 11:30 a.m or 1:30. No students will be allowed on school property after bus routes have left. Teachers are in meetings, and there will be no supervision after the buses have left. No lunches are served on the early dismissal days when students are released at 11:30. Lunch is provided on SIP days when students are dismissed at 1:30.

Fast Fridays

Fast Friday is a positive behavior incentive program intended to reward students who are already exhibiting good grades and attendance while also motivating students who need improvement in these areas. Fast Fridays also provide interventions and teacher supports to students during the regular school day rather than require students to stay after school or come in early.

How It Works

At the beginning of each semester, students and parents will receive notice of the specified Fast Fridays dates. On those dates, the high school will be on a 1:30 PM bell schedule. At 1:30 PM, all students who are passing their classes with a C or better AND have no unexcused absences from the previous week will be dismissed. Other district buildings and ALL buses will still run on the regular dismissal schedule. If students ride the bus and do not have a ride at 1:30, they will be able to stay and go to the gym or the library until buses arrive at 3:10 PM. If students do not ride the bus or have a ride, they are free to leave (only students with practices or other extracurricular meetings will be allowed to re-enter the building).

Students with D's, F's, OR an unexcused absence from the previous week will be required to stay until the normal 3:10 PM dismissal time. From 1:30 to 3:10 pm, students will meet with content area teachers in order to improve their grades or be assigned to a FF study hall. The intervention times will provide students with the opportunity to work on missing assignments, test corrections and retakes, makeup work, test prep, and extra practice.

Notification

The names of students who qualify for dismissal will be posted on the Fast Friday List by Wednesday of each week. The Fast Friday list will be available on the Dee-Mack High School website <http://deemack-hs.ss18.sharpschool.com/> and Facebook page as well as posted in designated spots throughout the high school building.

Attendance

At Deer Creek-Mackinaw CUSD 701, we believe attendance is crucial to student achievement and success. A missed school day is a lost opportunity for students to learn. Research shows that students are more successful when in attendance and that every day of attendance matters for every student and their families. If absences become a pattern, the negative impacts quickly add up and those days of lost learning can lead to years of academic struggles, as well as challenges beyond the classroom.

Parents are required to verify each absence by phone before 10:00 am on the day of absence. In the event that a phone call is not made or failure to provide written note will result in the student being declared truant. If the school doesn't is not notified, then a phone call will be made to check on the students absence.

Per the State of Illinois there are 8 **Valid Causes** for a student being absent from school.

- 1. Student Illness**
- 2. Observance of a religious holiday**
- 3. Death in the immediate family**
- 4. Family emergency**

5. **Other situations determined by the school board**
6. **Other circumstances which cause reasonable concern to the parent for the safety or health of the student.**
7. **Deployment or leave of military parent (up to 5 days)**
8. **To sound TAPS (grades 6-12)**

Recording absences

When a student is absent for part of or an entire class, there will be three options for administrative recording purposes.

T will stand for tardy and will be given to any student deemed to be late for the class.

A will stand for absent and will be given to any student that misses an entire class or day for one of the valid causes listed above.

U will stand for unexcused and will be given to any student that misses an entire class or day without valid cause

Chronic Absenteeism

Students who miss a defined number of school days, 18 days for grades K-8 and 15 days for grades 9th-12th, for any reason, are considered chronically absent. Chronic absence is measured differently from other attendance, in that it counts **all** lost instructional days out of a school year, **whether or not it is for a valid cause**. An absence due to one of the valid causes will be considered excused, but will still count towards considering a student chronically absent. Per the State of Illinois, schools are required to collect and review chronic absence data and engage students and families showing a trend of regular absence. In order to engage parents and students in this discussion, multiple interventions will take place. Written communication of absences will occur at 8 absences, 10 absences, 12 absences, and 15 absences. During this process, a conference to determine a way to increase attendance may be scheduled with the parents, students, and administration.

Tuancy and Chronic Tuancy

A student is considered truant if they are absent from school without valid cause (listed above) for more than 1% but less than 5% of the prior 180 school days (2 - 9 days). After 5% or 10 days a student will be labeled as chronically truant. Days missed without valid cause will count towards a student's chronic absenteeism total, but will also result in referral to the Tazewell County Tuancy Officer.

Consequences for Absences

In addition to these interventions for chronic absenteeism and referrals for truancy, students will certainly suffer natural consequences for multiple absences. As stated before, research shows that students are more successful when they attend every day. A student is allowed to make up work when the absence is for valid cause, but lost instruction time and work time may not be

possible. In addition to interventions and natural consequences, each individual school within Deer Creek Mackinaw District #701 may implement various programs designed to either reward good attendance or discourage chronic absenteeism. These may include, but not be limited to, such things as reduction in the number of final exams taken, denied attendance to dances or other social functions, denied attendance to field trips/field days, or removal from the Fast Friday List.

Other Attendance Procedures

Students not in attendance for at least 4 class periods will not be allowed to participate in extracurricular events scheduled for that particular day. Special permission may be granted by the administration for extenuating circumstances.

Pre-Arranged Absences

Deer Creek-Mackinaw CUSD #701 Schools recognize that on occasion students may miss school for extenuating circumstances, other than illness or a death in the immediate family. Pre-arranged absences will be granted under the following guidelines:

1. The **REQUEST FOR PRE-ARRANGED ABSENCE** form is completed and returned to the office at least 2 days prior to the absence.
2. No more than two (2) requests and a limit of a five (5) day total for the school year. Previously assigned work that is due on the day of the absence is due to the teacher on or before the day of the absence.
3. All work sent with the student is due on the day of the return of the student.
4. Tests covering assignments completed during the period of absence must be schedule with their teacher upon their return.

Pre-arranged absences are other absences approved by the principal. Examples include vacations, college days, field trips, or school sponsored activities.

College Day Visits

Juniors are allowed 1 college day visit and seniors are allowed 2 college day visits each year. Forms are available in the counselor's office. The college will be required to sign off on the college visit form provided by the counselor's office. **College days do not count as an absence towards final exam exemption for seniors.** All college days must be pre-arranged and have the form submitted two full days prior to the visit.

No college days or pre-excused days will be permitted during final exam week.

Early Release

Only students enrolled in Co-op work training or seniors in Early Bird Physical Education are eligible for early release. Students leaving must leave the building immediately. They may not remain at school to socialize.

Tardiness

High School students are expected to attend classes on time. There is ample time to go from one class to another if a student does not loiter in the halls. Consequences will be assigned for repeated tardiness.

- Tardies to each class per semester will result in discipline. See Discipline section.
- A student who is tardy to 1st hour more than 10 minutes is considered “Late to School” and will be assigned discipline. See Discipline section.

Academic Expectations

The purpose of the schools of Deer Creek-Mackinaw District #701 is to assure that students achieve at their maximum potential. In order to assure that this standard is met, expectations for behavior and academics have been established by the faculty, staff, administration, and the Board of Education. Students are expected to arrive at class prepared to learn with all the necessary materials. All students are expected to complete their assignments on time and to the satisfaction of the teacher. Any incomplete, late, or unacceptable assignments could result in the student receiving a failing grade on that assignment. To receive credit for the missing assignment(s) due to excused absences, the student is responsible for bringing in the work completed to the satisfaction of the teacher. For those students who desire additional help, teachers will be available in the morning before school beginning at 7:45 a.m., and after school. Students should make prior arrangements with the teacher. Students who fail semester classes will put their graduation in jeopardy.

Eligibility

All students at Deer Creek-Mackinaw High School are subject to eligibility for participation in any Illinois High School Association (IHSA) extracurricular or special activity. These activities include competitive athletics, Scholastic Bowl, Student Council, and Band/Vocal solo and ensemble contests, and other clubs. In accordance with the IHSA guidelines, student achievement will be monitored weekly by the school office. Each week, sponsors will be notified of students who are failing any subject. Students who are failing each week will be ineligible for participation in extracurricular activities for the following week as described in the Activities Handbook.

School activities that are subject to eligibility may include attendance and/or participation in athletic events, parties, field trips, and any similar activity as determined by the faculty.

Grade Reporting

Grades will be reported as a cumulative grade earned over the entire semester. Questions regarding grades should be referred to the classroom teacher. Parents may also check grades in the Skyward parent access link found on the district web site at: www.deemack.org.

The following grading scale will be used when assigning all grades:

100-93% = A

92-85% = B

84-78% = C

77-70% = D

69-0% = F

Final Exams

Due to the need to assess curriculum and student achievement final exams are required for all courses. *Semester Exams will be weighted at 10% of the students overall semester grade.

Seniors will be excused from all second semester (May) final exams, also any Senior that is graduating early will be excused from all first semester final exams in December.

Vacations during final exams will not be approved except under **extremely extenuating circumstances**. **No exams will be given early.**

Missing a final exam due to an unexcused absence will result in failure for the class.

Academic Promotion

Students who do not pass two semesters of required English and math courses each year or those who do not earn a minimum of 6.5 credits per year will not be promoted to the next grade. Example: A sophomore who fails 2nd semester English will remain a sophomore until the course is successfully passed. Consequences could include social restrictions (inability to attend Junior Prom or enjoy parking privileges) or graduation delays.

School Counseling Services

Students are urged to make extensive use of the school counseling services available at the high school through the HS counselors office. Some of these services include:

- planning of the high school academic program to meet post-high school educational needs
- assisting with scheduling of classes
- help in adjusting to the school environment
- interpreting standardized test scores
- developing personal characteristics that contribute to success in a variety of settings
- choosing a tentative field of occupational interest
- choosing a school to continue education beyond high school
- obtaining scholarships and financial aid
- obtaining information about employment
- counseling on any personal problem

In accordance with federal law, Dee-Mack High School must provide directory information to military recruiters and post-secondary educational institutions when requested. Parents/guardians who do not wish to have their student's information released must notify the school in writing. The school will provide a form for this purpose, and make it available during the start of the school.

Students should make an appointment in the Main HS Office or email the counselor directly in order to obtain services. In an emergency, the counselor is available at any time!

Honors Classes

Honors classes will carry extra credit for successful completion. For example, an "A" in a class would normally result in four grade points, but an "A" in an Honors class will result in five grade points, a "B" will result in four grade points. Failure in an Honors class will result in no credit for the class. The following courses qualify as Honors Classes:

- Accounting
- AP Biology
- AP Calculus
- AP Computer Science
- AP English 12
- Chemistry 2
- Physics
- Spanish 3
- Spanish 4
- All Pre-Approved Transferable ICC Coursework

DCMHS College and Career Credit Opportunities

Dee-Mack High School offers a variety of college and/or career credit options. These classes are offered as Senior student exclusives. Underclassmen may request advanced placement classes but must meet all prerequisites, and be approved by staff teaching the course, as well as administration.

- Advanced Placement Courses and Testing
- ICC - Early College - Online College Courses
- ICC – Early College - Work-Based Learning/Health Occupations (CNA) Program
- ICC – Early College - Work-Based Learning/EMS Program
- ICC – ICC - Work-Based Learning/Welding Program

Advanced Placement Courses and Exams

DMHS offers 4 AP courses. Students have the potential to earn college credit by taking AP exam(s) and showing college level proficiency, typically a 3-5 score on the AP exam.

AP courses offered include:

- AP Bio
- AP Calculus AB
- AP Computer Science
- AP English Language

Early College/Dual Credit - ICC Online Courses

Dee-Mack High School and Illinois Central College have an agreement to extend access to affordable higher education to high school junior and seniors, giving them a jump-start in their pursuit of a college degree and/or a living wage career. Through the **Early College Program**, students can earn college credit before graduating from high school. Dee-Mack offers this dual credit through ICC online courses and several work-based learning programs.

In order for Senior students to be considered for dual credit, they must request and be approved through the HS guidance office during the Spring registration process of their Junior year.

Students must also meet ICC admissions and enrollment standards.

Dual credit courses are transferable to many other colleges and universities. However, due to differing admission standards, students and parents are responsible for ensuring their dual credit classes will transfer from ICC to another school.

Students will be charged for online ICC courses at a reduced rate based on the ICC rate and overall enrollment in the course. Fees will be paid to Dee-Mack High School and must be paid prior to receiving the dual credit on their transcript.

Tuition for the Work-Based Learning Programs will be paid by DCMHS if the student receives a grade of “C” or better. If they do not receive at least a “C”, the student will be charged for the cost of the course payable to DCMHS. Also note that a grade of “D” or below may not count as college credit according to college standards.

DCMHS and ICC are in a contractual agreement to offer certain online classes as dual credit courses. The courses must be taken during school hours, in the building, on a computer.

Online ICC courses included:

- English 110
- English 111
- PSY 110
- SOC 110

Students who sign up for ICC courses outside of the contracted agreed classes, or outside of DCMHS open hours may still take classes for college credit, but will not be awarded high school credit.

ICC’s Work-Based Learning/Dual Credit Health Occupations Program

This is a one-semester program completed during either the Fall or Spring semester senior year. It will meet from 7am - 10am, Monday through Friday. Students will be taking 7.5 credit hours including HLTH 112 (CNA), HLTH 116 (Alzheimer’s), HLTH 041 (CPR), and ICC 104 (Health Careers Exploration). ICC hosts Dee-Mack Students at the ICC South Campus in Pekin or East Peoria.

Students will exit the program with eligibility to sit for the Nursing Assistant State Exam, CPR Certification, and 7.5 college credits.

Interested students should request an application through the HS guidance office during registration. ICC staff screens these applications and students may then be scheduled for an interview. Selection for this program is based on availability, attendance records, grades, work ethic, and discipline reports.

ICC’s Work-Based Learning/Dual Credit EMS Program

The Emergency Services Program at ICC – Pekin Campus is a joint effort between the EMS program at ICC, local fire departments/EMS Services, as well as a number of local high schools. The goal of this program is to give high school seniors the opportunity to learn about emergency services in general, and to gain valuable skills and knowledge to aid them in their careers after high school.

Students will earn both high school and college credit for their coursework, and will also earn the opportunity to test for licensure through the Illinois Department of Public Health (IDPH) as an Emergency Medical Responder (EMR) at the end of the fall semester and to test for licensure as an Emergency Medical Technician (EMT) at the end of the academic year.

Students will be in “class” for this program Monday through Friday mornings, but their time will be split between classroom/simulations and field/clinical time. Students will participate in three different programs/courses in the 2020/2021 academic year. First, students will complete the American Heart Association BLS Provider HLTH 041 (CPR) course and will receive their AHA CPR certification (required for EMT’s) at the end of that course. Next, students will complete the Emergency Medical Responder (EMS 112 EMR) course, which upon successful completion will earn them the opportunity to challenge the Illinois Department of Public Health Emergency Medical Responder licensure exam. Lastly, students will complete the Emergency Medical Technician (EMS 114 EMT) course, earning them the opportunity to challenge either the Illinois Department of Health EMT licensing exam or the National Registry of Emergency Medical Technician EMT certification exam (upon turning 18 and after completion of high school graduation requirements).

Interested students should request an application through the high school Guidance Office during registration. ICC staff screens these applications and students may then be scheduled for an interview. Selection for this program is based on availability, attendance records, grades, work ethic, and discipline reports.

ICC Work-Based Learning/Dual Credit Welding Program

The mission of the Production Welder certificate program is to prepare students with the knowledge and skills pertaining to gas metal arc welding processes for employment as an entry-level welder. This certification program provides minimum coursework and laboratory practice for individuals gaining MIG (GMAW) welding skills required by local employers for entry-level production welding skills. Students focus on the theory and practice associated with production welding in a manufacturing setting. Required program courses include: Blueprint Reading (WELD 111), Theory (WELD 113), Semi-Automatic ARC (WELD 131), Advanced Industrial GMAW (WELD 135), and Certification Preparation and Testing (WELD 150). Students will be required to provide their own personal safety equipment and welding hood.

Interested students should request an application through the high school Guidance Office during registration. ICC staff screens these applications and students may then be scheduled for an interview. Selection for this program is based on availability, attendance records, grades, work ethic, and discipline reports.

Additional Career and Work Based Learning Option - (Not for College Credit)

Work Based Learning/Construction Trades

This competency-based Construction program exposes students to a variety of high-skill, high-wage construction industry careers. Students participate in specialized hands-on training,

classroom instruction and internships at various locations, including apprenticeship schools and local construction job sites. Instruction includes a focus on safety and the skills necessary to succeed in various construction careers, from skilled trades to project management.

Dee-Mack High School is fortunate to be able to offer this program to our students through Peoria Educational Region For Employment and Career Training (P.E.R.F.E.C.T). Because the program is out of our local region, space is limited and we cannot be guaranteed spots for every student that may apply.

The program lasts for one academic year and students attend Monday through Friday at various apprenticeship schools and local union businesses. No college credit is received.

Interested students should request an application through the high school Guidance Office during registration. P.E.R.F.E.C.T. staff screens these applications and students may then be scheduled for an interview. Selection for this program is based on availability, attendance records, grades, work ethic, and discipline reports.

Driver Education Fees and Requirements

Driver's Education is not a required course at Dee-Mack High School. It is offered to students who are 15 years of age by the designated cut-off date. There is a fee of \$250.00 to register for this course and an additional \$20 fee for the Illinois Secretary of State to issue a driving permit at the beginning of the class. By State law, students enrolling in driver's education must have passed at least eight academic classes during the previous two semesters to be eligible. Physical Education and any non-academic assignments may not be counted towards the eight classes.

Physical Education

In accordance with the Illinois School Code, all students are required to take physical education unless they have a written medical excuse from class. A doctor's excuse will be required for any absence from physical education class exceeding one day. Doctors' excuses should specify the limitations and duration of the limitations. Students excused from physical activity will not be allowed to participate in extracurricular activities.

Students are required to wear the regulation physical education uniform, consisting of a Dee-Mack shirt and red Dee-Mack shorts. Students must have tennis shoes. A torn uniform must be repaired or replaced. Appropriate shoes are required. It is the responsibility of the students to have their uniform and be dressed for class each day. If students do not have their regulation uniform, they may participate, but will receive a NO DRESS for that day and the grade will be lowered. Rental uniforms may be used if available, at a small cost.

Grades will be determined by assessing students skill/fitness, attitude /participation, and written tests.

Physical Education Exemption

Students in all grades may be exempted from physical education for medical or religious reasons. All medical reasons must be confirmed in a letter from a licensed medical doctor. Section 27-6 of the School Code provides circumstances by which school districts can authorize student exemption from the physical education program. In this regard exemptions from physical education at the 11th and 12th grade levels may be granted for those students in the following situations:

1. Any 11th or 12th grade student who participates in interscholastic athletic programs. This includes football, volleyball, cross country and marching band during the 1st semester and basketball, wrestling, track, softball and baseball during the second semester. It does not include cheers, pompons, or scholastic bowl.
 - a. A student athlete may take a class in place of physical education. If the class lasts for the full year, the student may be excused from physical education for the entire year regardless of whether the interscholastic sport covers less than that time period.
 - b. Should the student athlete cease to be a member of the team prior to the conclusion of the season, or does not participate in a sport after being exempted, he/she will immediately be assigned to a physical education class and must drop one class from their schedule, receiving no credit for either the physical education class or the class they choose to drop.
2. Any 11th or 12th grade student who, in order to be granted admission to a specific institution of higher learning, must complete a specific academic course not included in existing state or local graduation standards.
 - a. Under this exemption, the student must provide official documentation from the college/university indicating the specific course work required for admission (letter, catalog, etc.)
 - b. Exemptions cannot be given for college prep course work, honors courses, etc.
 - c. Note: An exemption for #2 will be granted only when physical education cannot be scheduled by dropping elective classes, which are not required for college entrance or graduation.
3. Any 11th or 12th grade student who lacks sufficient course credit or lacks one or more specific courses in order to meet state and/or local graduation requirements.
 - a. Note: An exemption for #3 will be granted only when a student is not behind in physical education credits due to failure, and/or when the student is scheduling for classes beyond the eighth semester.

Early Graduation

Dee-Mack High School Board Policy permits students to graduate after completion of seven semesters of school attendance if all graduation requirements are met. Students interested in early graduation are required to submit a completed Early Graduation Request Form which can be obtained from the school counselor. Early Graduation will not be approved without a signed consent on the form from the student's parent(s) or guardian(s). Students are required to present their request to the school board personally at a scheduled meeting **no later than December of Junior year.** Students are reminded that many colleges and universities maintain core course requirements for admission beyond the minimum requirements needed to graduate from Dee-Mack High School. Students and parents should check with the school counselor or the particular college about college requirements before application for early graduation.

Early graduates:

- Will not be allowed to hold a position of office in any extra-curricular activity for the entire year, if graduating mid-term. Students may still receive awards they have earned on their own merit, including Summa Cum Laude or Cum Laude.
- Relinquish all rights and privileges to attend all school activities and functions as a Dee-Mack student once they graduate or leave school. (Games, dances, parties, etc.) This rule does not apply to the graduation ceremony.
- May use no more than 1 ½ credits from summer school, ICC, correspondence classes, etc., towards early graduation. All classes taken outside of Dee-Mack H.S. must have prior approval to be counted towards graduation, and cannot be used until the junior year has been completed.
 - ICC credits are counted as follows:
1 hr. class = 1/8 credit, 2 hr. class = ¼ credit, 3 hr. class = ½ credit, 4 hr. class = ¾ credit, 5 hr. class = 1 credit
- Early Graduates can still perform with the band and choir at Baccalaureate and Graduation with permission from their teacher.

Correspondence Classes And Summer School Classes

The main purpose of correspondence courses and summer school is credit recovery.

- The school must approve all correspondence courses prior to enrollment in the course.
- A maximum of three correspondence courses will be approved towards graduation. (Exceptions will be considered for extenuating circumstances such as illness, accident.)
- Any course required for graduation may not be taken unless the student has failed the course previously. (4 unit class = 1/2 credit, 8 unit class = 1 credit) A course cannot be

taken which earns less than 4 units. ICC online classes may be counted towards graduation credits, and may be on the student's daily on-campus schedule, if approved.

- All expenses relating to correspondence courses and summer school will be the responsibility of the student. The school assumes no form of liability for these courses.
- For any course to be considered for credit the final grade for the course must be received at least two weeks prior to graduation practice.
- Please consult the counselor for information.

Graduation Recognition/Procedures

- Top Honors of the graduating class will not be announced until the 8th semester.
- Top Honors will be recognized by Cum Laude (GPA of 3.5-3.799) and Summa Cum Laude (GPA of 3.80+). Individual rankings will not be published.
- In order to participate in the Graduation Ceremony, senior students must have fulfilled **ALL** requirements prior to the date of graduation. Seniors who need to finish their requirements through summer school may **NOT** participate in the current year's graduation ceremony. However, they may participate in the ceremonies the following year once all requirements have been met.

Local Scholarships (For Seniors)

Dee-Mack High School awards a number of local scholarships, all of which are donated by local business, civic organizations, and individuals. A student could be awarded more than one of these scholarships. This list is subject to change during the year and is available on the district website (www.deemack.org). Applications are posted after the start of the second semester.

Dee-Mack High School's Media Center Policies

Availability: The media center is located next to the front office in room 137 and is open from 7:45 - 3:45 Monday through Friday when school is in session. The library is closed during B lunch.

Media Center Resources:

- Dee-Mack staff and students may search the Media center's collection of over 4,000 books using RSA Cat, the online "card catalog". <http://rsacat.alsrsa.org/>
- Students may **fill out a hold request at the front desk for books not available in the DCMHS library. The requested book will be sent from another library (usually delivered by the following Mon p.m. or Wed p.m.) and the student will be notified when the book has arrived.**
- The media center also offers magazines, newspapers, the school store, and eight student computers.

- Teachers can sign up to use the 30-computer lab, loft area, conference room, or digital cameras and camcorders to use with their classes.
- Students and staff are encouraged to recommend or donate used books to add to the collection.

Library Use Guidelines:

- All students should consider the use of the library as a privilege and, in doing so, their conduct and activities should reflect its purpose and objectives. **Student can lose their privileges if the rules are not followed.**
- Students are only permitted in the media center when a staff member is present. Students must be accompanied by a staff member when going into the lab or up to the loft.
- Passes: All students must present a pass when entering the Media Center during the school day. Students should ask for their pass to be signed before returning to class.
- All library users are asked to keep the media center a quiet and orderly place.

Computers and Printing Guidelines for Students:

The media center has eight HP computers available for student use before, during, and after school. During the school day computers are for educational use only (no computer games, social networking, etc.). Before and after school students may use computers for personal use, however, students with school work get first priority if computers are all being used.

- Printing Guidelines:
 - (1) For educational purposes only
 - (2) Reduce pages to as few as possible
- Internet access requires a signed "Internet Agreement Form" on file. Students who do not follow the Internet appropriate use policy will lose internet privileges.

Online Resources: View the media center's website for additional information and links.

- **EBSCO Host:** Username: deemack701, Password: chief
- **FirstSearch:** <http://www.firstsearch.org>, Username: 100107802, Password: each\$swab
- **Worldbook Encyclopedia:** <http://worldbook.com>, Username: deemack701, Password: chief

Circulation Policies & Services

- Students may have three books checked out at the same time for two weeks.
- Students may renew items for an additional two weeks on or before the due date.
- Students may check out audio-books (CD or Playaway) with the permission of their English teacher.
- Students may check out back-issues of magazines.
- Reference Books and current issues of newspapers and magazines are for library use only.

Overdue Item Policy:

- All fines collected for overdue or lost items will go towards buying new library books.
- Students will pay a 5 cent fine per item for each school-day overdue with a maximum fine of \$2.00 per item. There is a two-day grace period after the due date. All fines are due by the end of each quarter.
- Students are responsible for returning or renewing books by the due date, however, overdue notices are distributed every other week through English teachers to serve as a reminder.
- Students with a lost or damaged book will be expected to pay the replacement cost before the end of the semester. A payment plan may be set up if needed. Lost/damaged magazine fine is \$3.00.

Lost/Damaged Policy:

- Students will receive overdue notices and will be reminded to pay overdue fines. Students who do not pay fines by the end of the semester will have one week to pay their fine or they will be assigned a detention the following Monday.
- All library fines must be paid in order to graduate (seniors) or before they will receive their schedule for the new semester or year.

Home and Hospital Instruction

A student who is absent from school, 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, 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.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction before (1) the birth of the child when the student's physician, physician assistant, or licensed advanced practice nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage.

For information on home or hospital instruction, contact the building principal.

Medication Policy

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

medication during school hours, they must request that the school dispense the medication to their child/ward and otherwise follow the District's procedures on dispensing medication. No school district employee shall administer to any student, or supervise self-administration or, any prescription or non-prescription medication until a completed and signed "School Medication Authorization Form" is submitted by the student's parent(s)/guardian(s). No student shall 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 policy and its implementing procedures. A student may possess medication prescribed for asthma or diabetes for immediate use at the student's discretion, provided the student's parent(s)/guardian(s) have completed and signed a "School Medication Authorization Form". The sharing of medication is strictly prohibited. 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 or the medication's storage by school personnel. Parent(s)/guardian(s) must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of medication or storage of the medication by school personnel.

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

Extracurricular Activities

Any student participating in extracurricular activities shall be subject to the extracurricular code while enrolled in Deer Creek-Mackinaw District #701 schools.

Prior to participation in interscholastic athletics, all students are required to have a physical examination completed within the year of participation and have a birth certificate on file in the school office.

In accordance with IHSA regulations, students must be passing appropriate subjects to participate.

A parent meeting will be held to review student expectations for participation.

Sportsmanship

Schools exist for educational purposes, and interscholastic activities should be administered based on educational values. At Deer Creek-Mackinaw High School, we believe interscholastic activities are part of the school's total curriculum. Interscholastic activities help establish standards of behavior that represent the best in good citizenship. Interscholastic activities

should stress winning, but they also stress such virtues as courtesy, truthfulness, fair play, honesty, modesty, self-discipline, courage, and loyalty.

Our aim, as a school, is to develop highly competitive interscholastic activities and promote a fine school morale. **Parents should be role models when attending these events.** The crowd should show their support to the team/group whether they win or lose. Verbal comments will not be tolerated to coaches/sponsors, referees, and participants. No fan should ever verbally assault others or be obnoxious. Crowd members should respect the decision made by the officials. **Remember: Be a Sport, Be a Fan, Not a Fanatic.**

Attendance at games

School rules apply to all extracurricular activities. Refreshments will be available at most home athletic events. Students will be expected to stay on school grounds during these events.

Transportation

All participants must ride the team bus to and from away games. Students may only leave the game with their parents after the game if prior approval from the Principal and Athletic Director has been given. No student may leave with another student or another student's parents. Participants not leaving with their parents must ride the team bus back to the school.

Uniforms

Uniforms will be given out if the activity requires them. Uniforms are the property of School District #701. The upkeep and cleaning of the uniform will be the responsibility of the student. Any abuse or damage will be at the student's expense. For certain activities, special wearing apparel (shoes, etc.) is required. These items are paid for by the student. Until the season ends, wearing of these articles is restricted to only the activity.

Note: (Please refer to the activity handbook for specific information relating to athletics.)

Extracurricular experiences offered at Dee-Mack:

- Art Club
- Band
- Baseball
- Bass Fishing
- Beta Club
- Boys Basketball
- Cheerleading

Choir
Class Officers
Cross Country
Dance Team
Drama
FBLA
FCCLA
Football
Girls Basketball
Scholastic Bowl
Softball
Student Council
Technology Club
Track
Volleyball
Wrestling
WYSE

Students are expected to remain at after-school activities until completion. Once a student leaves an activity, there will be no re-admittance. (i.e. games, dances, parties, etc.)

Participation in all extracurricular activities requires adherence to the prescribed codes covering athletic and non-athletic activities. The athletic code is printed in the activity handbook and requires athlete and parent signatures. This code will be in force starting with the graduation from eighth grade and continues throughout the school year and summer.

There are some activities restricted to only High School age students and above (i.e. Prom & Homecoming and other dances.) Please contact the high school office concerning these restrictions.

Selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Participation in extracurricular activities is dependent upon course selection and successful progress in those courses.

Any student participating in extracurricular activities shall be subject to the policy governing these activities while enrolled in District #701 school.

Weekly Eligibility

Any student failing to meet these academic criteria shall be suspended for participation for **the following Monday through Saturday activities**. His/her coach will notify the student; and the parents will be notified by letter concerning the conditions of the suspension.

Any student passing four academic classes but failing only one (1) academic class may avoid being declared ineligible by attending morning study time from 7:30 – 8:00 a.m. during that following week, starting Monday through Friday. Failure to attend all study sessions will result in the student being declared ineligible immediately for that following week. Any student not arriving by 7:30 a.m. will counted as tardy. Being tardy more than 10 minutes will be considered as failure to attend morning study hall, and the student will be declared ineligible.

Any student failing two or more classes will be declared ineligible to play that following week, but can maintain team membership by coming to 7:30 - 8:00 a.m. study hall on a daily basis. Being ineligible three times during the fall and spring seasons will result in dismissal from all team. During the longer winter season, four times of ineligibility will result in dismissal.

A student who fails two subjects or does not maintain a 1.0 GPA at the end of a semester will be declared ineligible for the entire upcoming/next semester.

Violations Of Extracurricular Code

All violations involving alcohol, tobacco/nicotine, drugs, and the Illinois Criminal Code shall result in a suspension from all activities. See the Activity Code for details. Students who violate the extracurricular policy of behavior will not be eligible to serve in a position of leadership for the remainder of the year. This would include, but not be limited to Homecoming and Prom courts, elected positions in clubs and activities, or positions where they are representing Dee-Mack High School outside of the school setting the remainder of the school year. Suspensions in this area will carry over into next semester if there are no resulting consequences during the semester the infraction occurs. For the specific areas of prom and homecoming courts, a student will be suspended for no more or less than one of those two activities for a single infraction. (Example: a student who violates the extracurricular code in the spring of their junior year would not be eligible to be on the Homecoming Court their senior year.)

Music Performances

Choir and Band are subject to extracurricular codes and rules, but since they meet during the school day and academic credit is given, Choir and Band are considered academic classes. The Band and Choir groups participate in such activities as local and state contests, music festivals, and winter and spring concerts. Students are expected to perform in these events if they participate in either Band or Choir. An unexcused absence from required performances could result in a grade reduction. Solo and Ensemble Contest is optional, but strongly recommended. In accordance with IHSA regulations, students must be passing appropriate subjects to participate in Solo and Ensemble Contests. If a student commits to such a

performance but does not participate, they may be responsible to reimburse the school for any fees, depending on circumstances.

RESPONSE TO INTERVENTION (RTI)

INTRODUCTION

Changes in federal and state laws have directed schools to focus more on helping all children learn by addressing problems earlier within the general education setting. These new laws emphasize the importance of providing high quality, scientifically-based instruction and interventions, and hold schools accountable for the adequate yearly progress of all students. This new process of providing interventions to students who are at risk for academic or behavioral problems is called Rtl (Response to Intervention).

WHAT IS RTI?

Rtl is a process designed to help schools focus on high quality interventions that are matched to student needs and monitored on a frequent basis. The information gained from an Rtl process is used by school personnel and parents to adapt instruction and to make decisions regarding the student's educational program.

WHAT ARE THE BENEFITS?

Perhaps the greatest benefit of an RTI approach is that it eliminates a "wait to fail" situation because students get help promptly within the general education setting. As soon as assessment data indicates a problem area for a student or a group of students, interventions are put into place to address these concerns. While the interventions are taking place, school staff monitors any progress that these students are making in their problem areas. These progress monitoring techniques used within the Rtl process provide information that allows teachers to better evaluate student needs and match instruction, resources and interventions appropriately.

WHAT IS THE RTI PROCESS?

Most RTI systems are divided into a three-tier intervention model to identify and provide early intervention to struggling students. Each tier provides additional support beyond the core curriculum. Tier 3 is a high intensity intervention, Tier 2 is a moderate intensity intervention, and Tier 1 is low intensity, monitored in the classroom. The tiered approach is illustrated in the model below :

What if my child is referred to the school's "problem-solving team"?

- Attend team meetings. Remember, you are the expert of your child!
- Ask what interventions are being used for academic and/or behavioral problems.

- Ask what techniques are being used to monitor student progress and the effectiveness of the implemented interventions.
- Ask your school to provide you with regular progress monitoring reports.
- Praise your child for any progress or general improvement in the area(s) of concern.
- Implement or reinforce any strategies or interventions at home.
- When possible, make suggestions for strategies or interventions based on what you know works well at home.
- Always ask questions when things are not clear!

Education of Homeless Children

Each child of a homeless individual and each homeless youth have equal access to the same free, appropriate public education, as provided to other children and youth, including a public pre-school education. A “homeless child” is defined as provided in the McKinney Homeless Assistance act and state law. Mrs. Maggie Stephens shall act as Liaison for Homeless Children to coordinate this policy’s implementation. A homeless child may attend the District school that the child attended when permanently housed or in which the child was last enrolled. A homeless child living in any District school’s attendance area may attend that school. The Superintendent shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. This may include consideration to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Transportation shall be provided in accordance with the McKinney Homeless Assistance Act and state law. Special attention will be given to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school.

Tazewell County Regional Safe School Program

This alternative school is available for students in grades 6-12 who are being considered for expulsion. The building principal will make this recommendation, after parents have been notified. The purpose of the program is to allow students who have been deemed disruptive or dangerous to continue their education, after being expelled from school. District #701 provides the transportation to and from the program. There is no cost to the parents while attending this school.

The Tazewell County Academy

The Tazewell County Academy is an alternative education program available to all Dee-Mack students who need a different structure than the typical high school setting. Classes are taken at the Academy with the goal of graduating from high school. The Academy and Dee-Mack work together with the student to develop an appropriate individual education program. Students

receive a Dee-Mack diploma upon successful completion of the program. Please contact the counselor at the high school for full details.

Student Records, Notification Of Parents, And Student Rights

The student permanent record consists of basic identifying information, academic transcript, attendance record, accident reports and health record, record of release of permanent information, and other basic information.

The student temporary record consists of all information not required to be in the student record, including family background information, test scores, psychological evaluation, special education files, teacher anecdotal records, and disciplinary information.

Local, state, and federal education officials have access to student records for educational and administrative purposes without parental consent. Student records shall also be released without parental consent pursuant to a court order subpoena or in connection with an emergency where the records are needed by law enforcement or medical officials to meet a threat to the health and safety of the student or other persons.

The following is designated as public information and shall be released to the general public unless the parent designates otherwise [20 U.S.C. 1232g(b)(1)]:

- Student's name and address
- Grade level
- Birth date and place
- Parent name and address
- Period of attendance at school

A parent or student may not be forced by any person or agency to release information from the temporary record to secure any right, privilege or benefit, including employment, credit, or insurance.

Full and complete copies of the laws, rules, and regulations of the student records are on file with the Superintendent of the District.

Notice for Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Deer Creek-Mackinaw Community Unit School District No. 701 (District 701), with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, District 701 may disclose appropriately designated "directory information" without written consent, unless you have advised District 701 to the

contrary in accordance with district procedures. The primary purpose of directory information is to allow District 701 to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories—names, addresses and telephone listings—unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. (1)

If you do not want Deer Creek-Mackinaw Community Unit School District No. 701 to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing annually by September 1st. District 701 has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or in part, cannot be used for this purpose.)

Footnotes: 1. These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908), as amended, and 10 U.S.C. § 503(c), as amended.

Pest Management Plan

Deer Creek-Mackinaw schools maintain an Integrated Pest Management Plan for all District #701 buildings. This plan seeks to maintain a pest free environment by the least invasive means possible, such as preventative and mechanical measures. From time to time, however, it may become necessary to control pests by chemical treatment by competent pest control professionals. District #701 in compliance with state law, maintains a list of all parents who wish to be notified prior to any chemical treatment of student area. If you wish to be included on this list, please provide written notification of your request to your young person's building principal.

Ahera Management Plan

Re-inspection Plan And Periodic Surveillance Activities

Periodic surveillance activities are completed as necessary. All workers and building occupants, or their legal guardians, are informed at least once each school year about inspections, response actions, or post-response actions activities, including periodic re-inspection and surveillance activities that are planned or in progress. Plans are available at each school office.

Behavioral Expectations

All teachers at Deer Creek-Mackinaw High School have individual classroom expectations that are clearly communicated. These expectations are accompanied by consequences upon violation. If redirection from the staff does not successfully modify the behavior, the student will be referred to the building principal.

In order to maintain safety, order, & discipline, the standards for appropriate behavior at Deer Creek-Mackinaw High School, will include several types of disciplinary actions. No corporal punishment will be administered at Deer Creek-Mackinaw High School. When necessary, parents will be called upon to participate in developing a successful plan for modifying the behaviors of students. The text that follows is representative of the actions to be used. These actions are not meant to be all-inclusive and are not listed in any particular order.

- Positive reinforcement: Students will be encouraged to maintain behavioral expectations through the use of positive reinforcement, such as praise, awards, and tangible reinforcers.
- Natural and logical consequences: At times, students will be exposed to the natural and logical consequences for their behavioral choices. For example, students who do not study for a test may fail (natural consequence). Students who fail may have to spend time after school for extra study time (logical consequence).

- Isolation/exclusion: Various forms of isolation from peers (detention/In School Suspension (ISS)/Saturday Morning Detention (SMD)/Out of School Suspension (OSS) and exclusion from activities (loss of privileges), or classes (including permanent removal from academic classes) will be used in accordance with the nature of the behavioral standard that has been abused. There will be no use of any isolated time out that restricts the student's exit from the isolated situation.
- Detentions: Students who fail to maintain behavioral standards may be assigned staff-supervised detentions before or after school. The length of time to be served varies in accordance with the nature of the behavioral standard that has been abused. Students will not be excused from detentions for work or extracurricular activities. It is the responsibility of the parents to provide transportation for their child who is being detained. District #701 WILL NOT provide transportation for students in detention. Students who are unwilling or unable to serve detention time will be assigned an ISS/SMD. After a student's fifth assignment of detention for disciplinary reasons, or if a student misses a detention two or more times, ISS/SMD could be assigned thereafter in lieu of detentions.
- ISS/SMD: In cases of severe or repeated violations of expected behavioral standards, offending students will be assigned staff-supervised ISS/SMD. Parents will be notified by phone or in writing. Students will be given credit for any work completed in ISS. After the fifth assignment of ISS/SMD for the year, Out of School Suspension (OSS) will be assigned. Students who are not fully prepared for ISS/SMD, including gathering all classroom assignments for the day, will be suspended out-of-school.
- Out of School Suspension (OSS): When offending students threaten the safety and well-being of faculty, staff, students, or themselves, or they have exhausted other forms of school-based discipline, OSS will be assigned. Parents will be notified by phone or in writing. Suspended students will be allowed to make up work for 100% credit. These assignments are due immediately upon the students' return to school. Special/Major assignments that have a due date during the OSS should be submitted promptly, either by parent, friend, or via email, and it is the responsibility of the student for submission of this work. Students will not be allowed to attend school functions on the same day(s) as the Out of School Suspension. Assignments not turned in upon return will be graded for partial credit.
- Expulsion: In cases of severe violations of expected behavior standards, a hearing before the Board of Education could be held for the purpose of expulsion. Offenses which could result in expulsion are:
 1. The fifth Out of School Suspension
 2. Physical/verbal aggression against staff or students
 3. Major acts of vandalism (costing more than one hundred dollars)
 4. Immoral or indecent acts
 5. Gang-related activity, including but not limited to talking, clothing, writing/graffiti, etc.
 6. Possession of a weapon or a object used as a weapon
 7. Sexual Harassment

8. Use of racial or ethnic slurs in any form and/or involvement in any event which can be construed as racial/ethnic motivated
9. Using, possessing, distributing, or being under the influence of behavior altering substances. Behavior altering substances include, but are not limited to alcohol, illegal drugs, controlled substances, "Look-a-like" drugs (those substances intended to appear to be contraband), drug paraphernalia, or substances as described in the Intoxicating Compounds Act (i.e. inhalants).

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 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, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school.

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 district complaint manager or any staff member with whom the student is comfortable speaking. 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.

Complaint Managers:

Name:	Mary Lanier	Mitch Holmgren
E-mail:	mianier@deemack.org	mholmgre@deemack.org
Address:	401 E 5 th Street	401 E 5 th Street
Phone:	(309) 359-4421	(309) 359-4421

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.

Students and parents/guardians are also encouraged to read the following school district policies: 7:20, *Harassment of Students Prohibited* and :180, *Prevention of and Response to Bullying, Intimidation and Harassment*.^[2]

Sexual Harassment

Sexual harassment is illegal and against the Board policy of this district. Sexual harassment may include verbal or non-verbal physical conduct or communications. Sexual harassment may involve, but is not limited to, unwelcome sexual advances, verbal or physical conduct of a

sexual nature towards another student, or creating an intimidating environment by such conduct. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics and spreading rumors related to a person's alleged sexual activities.

Any student who believes he or she has been the subject of sexual harassment should report the alleged conduct immediately to the school principal or other school official. An investigation of any such complaints will be kept confidential to the extent possible.

Students who engage in sexual harassment are subject to disciplinary action. Conversely, students who make false allegations or sexual harassment may also be subject to disciplinary action.

Dance Dress Code

Prom is a formal dance (Black Tie Attire). No informal attire is permitted.

Homecoming is a semi-formal dance:

- NO jeans/denim or shorts permitted
- NO printed t-shirts or tanks
- Fingertip rule for dresses/skirts
- NO immodest attire permitted (bare or displayed stomachs, low cut fronts and backs, or displayed undergarments)

After-game dances or similar events may be designated as 'informal', thus allowing jeans or shorts.

Dance Rules

- **Dance Behavior:** When buying tickets students are aware that he/she is aware of the rules and may need to provide parent contact information.
- **Inappropriate Behavior:** Failure to follow school rules or engaging in lewd or inappropriate behavior: First warning - student will leave dance floor for a conference. Second warning - the parent will be called, the student will be sent home, and the student will have a social suspension from next dance, with possible school discipline, also.
- School behavior rules still apply at dances.
- Students must enter the dance within an hour of the start time unless they have prior approval from administration for late entry.
- **Music:** DJ will be under contract to play appropriate songs and to stop the music if inappropriate dancing/behavior is observed.

- **Lights:** Inappropriate behavior will result in lights being turned on.
- **Non-School Guests:** must be approved, in writing, prior to the dance, including providing a photo ID with the application.
- **Junior High Students:** are strictly prohibited from attending high school dances.

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

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.

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. Students may be asked to change into appropriate attire, including PE clothes, if necessary.

- 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 sunglasses may not be worn in the building during the school day.
- Hair styles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education.
- Clothing with holes, rips, tears, and clothing that is otherwise poorly fitting, showing skin and/or undergarments may not be worn at school.
- The length of shorts or skirts must be appropriate for the school environment.
- 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.

Cafeteria Procedures

Students must remain in designated areas during lunch-time (cafeteria and foyer). Students are not allowed to be in the hallways, locker rooms, or leave campus.

Hot lunch and A-La-Carte program is available and may be purchased in the cafeteria. All food is to be consumed in the cafeteria.

This is a school community where we all need to work together to be successful. Students may be asked to help to clean up a lunch area that they have visited. Students may also be asked to have their area clean before the end of the lunch period.

Students are expected to leave their eating area in a neat and orderly fashion.

No food or drink is to be purchased during the school day from the cafeteria except during your own lunch period. No food or soft drinks are allowed in the halls or lockers at any time during the day. No food/drinks are allowed in the gym.

Driving/Parking

Students are encouraged to drive safely at all times, but especially around the three buildings in the district. Students who drive in a manner considered unsafe could lose their driving and parking privileges for a period of 10 days on the first offense and for the remainder of the year on the second offense. Serious first offenses may result in loss of driving privileges for the entire year.

Students who use the high school parking areas during the school day must register their vehicle(s) in the high school office and must display their registration tag. Parking registration tags are available from the office for a \$20 fee per year (\$10 for 2nd semester only). There will be no refunds of parking registration fees.

The parking lot is well marked to allow for proper parking. Parking in restricted zones, or improperly parking will result in the loss of parking privileges for ten days on the first offense and for the remainder of the school year on the second offense. Disregard of the parking and driving policy could result in a student's car being towed, at their expense.

- Your help in keeping the parking lot clean, neat, and orderly will be greatly appreciated.
- The parking lot is one-way entering from Fifth St. and one-way exiting onto Kirlin St.

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

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

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

Lockers

All students are assigned lockers for storage of books and personal belongings. It is the student's responsibility to ensure that the locker is properly locked and remains in proper working order.

Two of the biggest reasons for theft are sharing a locker and leaving a locker unlocked. The school is not responsible for items, money etc., stolen from lockers.

Students should not share or exchange lockers without authorization from the office and they are responsible for the contents within their lockers.

General Discipline Guidelines & Consequences

Certain misconduct such as the following list of offenses is unacceptable at any time during the school day, while a student is on school property or attending a school related function (home or away) in which Dee-Mack High School is a participant. These guidelines also apply to students who are passengers on school transportation vehicles. Obviously, no student handbook can contain every conceivable offense which may be committed. The administration reserves the right to determine appropriate disciplinary action for offenses which are not contained in the following list. **Similarly, the administration reserves the right on a case-by-case basis to deviate from the specified disciplinary actions when such deviation is determined to be necessary for the proper and efficient operation of the school.**

Students who present repeated disciplinary/distracting behaviors in the classroom may face removal from the class.

Definitions and Explanations

- **Insubordination:** Students are expected to adhere to the standards and requests made by faculty and staff. Any faculty or staff member may discipline a student in any part of the building or on the school grounds.
- **Inappropriate Materials:** Any materials deemed inappropriate or illicit by the faculty and staff at Deer Creek-Mackinaw High School, or materials being used inappropriately, will be confiscated. Items that are confiscated may be returned to the parents at a conference. There will be no buying, selling, or trading of personal property on the school grounds. Skateboards and scooters are not allowed to be used on school property. The School District will not assume responsibility for any of these items.
- **Respect for Others:** Disrespect to any student, staff, or faculty member will not be tolerated. Name calling, threats, inappropriate remarks toward faculty, staff members, and other students will not be tolerated. Public display of affection is not permitted. No form of sexual harassment will be tolerated.

- **Fighting, Threatening, Disrespect, Vandalism:** Physical aggression of any kind will not be tolerated. Students who engage in fighting will be removed from the school setting immediately and placed on an Out of School Suspension.
- **Respect for Property:** Students are responsible for reasonably maintaining all school property in their possession. No abuse to school and/or personal property will be tolerated. Only approved shoes will be permitted on the gym floor. Damage resulting from abuse of school and/or personal property could result in the responsible student paying restitution.

Student Behavior

Copies of all School District policies on student behavior are available online through the School District's website or in the district office.

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, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling or offering for sale:
 - a. Any illegal drug, controlled substance, or cannabis (including marijuana, medical cannabis and hashish).
 - b. Any anabolic steroid unless it is being administered in accordance with a physician or licensed practitioner prescription.
 - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician or licensed practitioner prescription.
 - d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician or licensed practitioner's instructions.
 - e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The

prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.

- f. "Look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance or other substance that is prohibited by this policy.
 - g. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.
 - h. Any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered form.
 - i. Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they have the prohibited substance, as applicable, in their possession.
4. Using, possessing, controlling or transferring a "weapon" or violating the procedures listed below under the Weapons Prohibition section of this handbook procedure.
 5. Using or possessing an electronic paging device.
 6. Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating and sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting." Unless otherwise banned under this policy or by the building principal, all cellular phones, smartphones and other electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period; or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
 7. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
 8. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a staff member's request to stop, present school identification or submit to a search.
 9. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards and wrongfully obtaining test copies or scores.

10. Engaging in bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network or other comparable conduct.
11. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault.
12. Engaging in teen dating violence.
13. Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.
14. Entering school property or a school facility without proper authorization.
15. In the absence of a reasonable belief that an emergency exists, calling emergency responders (calling 9-1-1); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus or at any school activity.
16. Being absent without a recognized excuse.
17. Being involved with any public school fraternity, sorority, or secret society.
18. Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
19. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing.
20. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.
21. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
22. Operating an unarmed aircraft system (AUS) or drone for any purpose on school grounds or at any school event unless granted permission by the building principal.

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

school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person.

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

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

When and Where Conduct Rules Apply

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

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

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 dropout 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.

Corporal Punishment

Corporal punishment is illegal and will not be used. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

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;
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. Incite other students to act with physical violence upon any other person.

Re-Engagement of Returning Students

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

Discipline - Offenses / Actions

Offense	Disciplinary Action(s)
Academic Integrity	
A. Cheating	<ul style="list-style-type: none">● Academic referral by teacher● Parent contact● Possible grade reduction● Detentions to ISS depending on seriousness of the offense
B. Plagiarism is strictly prohibited including copying, “cut & paste” or representing student work, ideas, graphs, or ideas that are not original without crediting the source.	<ul style="list-style-type: none">● Academic referral by teacher● Parent contact● Severe grade reduction● 1st offense: 1 detention, loss of credit● 2nd offense: 3 detentions, loss of credit
Affection	
A. Inappropriate display	<ul style="list-style-type: none">● 1st offense: warning● 2nd offense: 2 detentions, parental notification● Subsequent offences: ISS/SMD

Attendance

- | | |
|---|---|
| A. Chronic Absences | <ul style="list-style-type: none">● Must Stay for Fast Friday● May not attend Social Events● Reduced Exam Exemptions● Denied attendance to field trip/field days |
| B. Unexcused Absence | <ul style="list-style-type: none">● 1st offense – 2 HR SMD● 2nd offense – 4HR SMD● 3rd offense – 4 HR SMD 4th offense - ISS and possible truancy referral |
| C. Truancy (No Call No Show) | <ul style="list-style-type: none">● Truancy Referral to ROE |
| D. Class Cut or Leaving without Permission | <ul style="list-style-type: none">● 1st offense–1 detention● 2nd offense – 2 detentions● 3rd offense – 2HR SMD● 4th & Subsequent offenses – 4 HR SMD |
| E. Leaving Class/field trip/school without Permission | <ul style="list-style-type: none">● 1st offense – SMD/ISS & loss of phone privileges● 2nd offense – SMD/ISS & loss of phone privileges● Subsequent offenses – TBD by Administration |

Attire

- | | |
|---|--|
| A. Wearing of inappropriate clothing or apparel to school | <ul style="list-style-type: none">● 1st offense – parent contact, change of clothes, unexcused admit to class. Warning. |
|---|--|

B. Wearing of apparel or jewelry depicting alcohol, drugs, tobacco, sexual connotations, obscenities, violence, ethnic or racial slurs.

- 2nd offense – change of clothes, one (1) detention, parent contact
- 3rd offense – Saturday School
- 4th offense - OSS
- Students who refuse to modify attire may face immediate ISS/SMD
- Subsequent offenses – In School Class

- 1st offense – warning, phone call home, change article of clothing
- 2nd offense – 1 detention, phone call home, change article of clothing
- 3rd offense - 3 detentions, phone call home, change article of clothing
- 4th & subsequent offenses - SMD, phone call home, change article of clothing

Battery

A. Toward a student

- Ten (10) days external suspension; police referral.

B. Toward staff/school board member.

- Ten (10) days external suspension and expulsion proceedings; Police referral

Bomb Threats

- External suspension and/or expulsion proceedings based upon investigation; police referral.

Book bags, backpacks, oversized purses

- A. Must be kept in locker
- 1st offense - one (1) detention.
 - 2nd offense – three (3) detentions
 - Subsequent offenses – ISS/SMD

Bullying/Harassment

- A. Verbal or written bullying, teasing, threatening, or harassment to another student
- Detentions, SMD, ISS, OSS or possible expulsion based on the severity of the offense and any prior such incidents, and may include possible police referral.
- B. Racial, ethnic, harassment; including derogatory slurs or satanic writings or gestures.
- Detentions, SMD, ISS, OSS or possible expulsion based on the severity of the offense and any prior such incidents, and may include possible police referral.
- C. Physical or sexual/sexuality harassment; including intimidation, threats of harm, or lewd gestures/displays or assault.
- Detentions, SMD, ISS, OSS or possible expulsion based on the severity of the offense and any prior such incident, and may include possible police referral.

Bus Disturbances

- 1st Offense - warning, assigned seating, contact parents.
- 2nd Offense – Sent to Principal, one (1) detention, parent contact.
- 3rd Offense - suspension from riding the bus for one school day.
- 4th Offense - suspension from riding the bus for (3) three (3) days.
- 5th Offense - suspension from riding the bus for the remainder of the school year.

Cafeteria Procedures

- | | |
|--|--|
| A. Refusing to comply with supervisor's requests | ● The penalty may range from detention to suspension on based the seriousness of the offense. |
| B. No food or beverages are to be taken out of the cafeteria or commons area | ● 1 st offense - one (1) detention
● Subsequent offenses - three (3) detentions |
| C. Vandalism of Cafeteria Trays and/or Utensils | ● 1 st offense – 1 detention
● 2 nd offense – 3 detentions
● 3 rd offense – SMD/ISS
● Subsequent offense TBD by Administration |

D. Throwing of food

- Clean up area; detentions to suspension based upon the seriousness of situation.

E. Taking food or drink without paying

- 1st offense – 3 detentions and remit payment for items
- 2nd offense – 2 hour SMD and remit payment for items
- 3rd offense – ISS and remit payment for items
- Subsequent Offenses – TBD by Administration

Cell Phone

A. Cell Phone violation, use without permission and taking photos or videos during school hours.

- 1st offense– 1 Detention/loss of cell phone privileges
- 2nd offense – 2 Detentions/loss of cell phone privileges
- 3rd offense - 2 Hr SMD/loss of cell phone privileges
- 4th offense - 2 Hr SMD/loss of cell phone privileges
- 5th & subsequent offenses - 4 Hr SMD/loss of cell phone privileges

B. Inappropriate Cell Phone Use/ Locker Room

- Detentions-OSS depending on severity of the action

C. Any Use of Cell Phone that disrupts/impedes the learning environment.

- Detentions-OSS depending on the severity of the offense and any prior such incidents.

Computer/Internet Policy

- | | |
|--|--|
| <p>A. Academic Integrity Violation-the copyright laws.</p> | <ul style="list-style-type: none">● Academic referral by teacher, parent contact; grade reduction;● 1st offense - ISS/SMD.● 2nd offense - ISS/SMD & loss of internet privileges for remainder of semester. |
| <p>B. Forgery - Misrepresenting themselves or others.</p> | <ul style="list-style-type: none">● 1st offense - Three (3) detentions● Subsequent offenses- ISS/SMD |
| <p>C. Intimidation / Harassing other users</p> | <ul style="list-style-type: none">● ISS/SMD, suspension to expulsion based on the seriousness of the offense |
| <p>D. Misuse</p> <ol style="list-style-type: none">1. Using the account of another student2. Violation of the rights of others or their privacy3. Using the network for personal business or financial4. Degrading or disrupting systems and/or equipment5. Gaining unauthorized access to resources or entities | <ul style="list-style-type: none">● 1st offense - detention to external suspension based on the seriousness of offense● 1st offense - discipline plus loss of internet privileges for remainder of semester |

6. Using unauthorized databases

7. Accessing, downloading, and/or creating pornography or other inappropriate material/content

8. Using or conspiring to use the network for illegal activities such as "crashing databases.

9. Using a school device and/or school account to harass, threaten, intimidate, and/or bully another student or staff member.

- 1st offense - ISS/SMD, or external suspension depending on severity and loss of internet privileges
- 1st offense - 5 days external suspension and loss of internet privileges for the year
- Detentions - OSS and possible expulsion depending on the severity of the consequence and any prior such incidents.

E. Vandalism or conspiring to vandalize

- ISS/SMD or external suspension to expulsion proceeding based upon the seriousness of the incident, referral to police, restitution, and loss of internet privileges for the remainder of year

1. Vandalizing data, programs and/or networks

2. Damaging technology hardware and/or software

3. Spreading computer viruses

4. Possessing programs, files or other tools used to gain, or attempt to gain, unauthorized access to other computers, files or program

F. Vulgarity

1. Using obscenities or inflammatory speech

- 1st offense - ISS/SMD
- 2nd offense - ISS/SMD and loss of internet privileges for the remainder of the semester or equivalent time

Defiance/Disrespect/Insubordination

- A. Refusing to comply with a reasonable request by a staff member.

- 1st offense - 1 detentions
- 2nd offense – 2 detentions
- 3rd offense – 3 detentions
- 4th & subsequent offenses – SMD/ISS and possible alternate/removal from class. With each offense discipline will progress as determined by the administrator.

- B. Inappropriate comments and/or gestures towards staff or peers

- All offenses - detentions to OSS depending on the severity of the actions. With each offense discipline will progress as determined by the administration.

- B. Providing false, misleading testimony or evidence

- 1st offense – SMD
- 2nd offense – SMD or ISS

- C. Removal from class

- 1st offense – Loss of Phone Privilege and 1 detention
- 2nd offense – Loss of Phone Privilege and 3 detentions
- 3rd offense – Loss of Phone Privilege and SMD/ISS

Disruptive Behavior

- | | |
|--|---|
| A. Classroom: Non-compliance with classroom rules | <ul style="list-style-type: none">● 1st offense - 1 detention● 2nd offense - 3 detentions● 3rd offense - ISS/SMD with permanent removal from class |
| B. Possession of items brought on campus for non-academic purpose | <ul style="list-style-type: none">● 1st offense - one (1) detention and confiscation● 2nd offense - three (3) detentions; parent contact and confiscation |
| C. Students engaged in disruptive behavior at lockers or in hallways | <ul style="list-style-type: none">● The penalty may range from detention to external suspension the seriousness of the offense |
| D. Cafeteria | <ul style="list-style-type: none">● Detentions to ISS based upon seriousness of offense |
| E. Assemblies | <ul style="list-style-type: none">● Detentions to ISS based upon seriousness of offense. Suspended from further assemblies |
| F. Inappropriate comments (Ex. "This sucks...") | <ul style="list-style-type: none">● All offenses - detentions to OSS depending on the severity of the actions. With each offense discipline will progress as determined by the administration. |

Extortion

- | | |
|---|---|
| A. Demanding or accepting money, property or services by threat or intimidation | <ul style="list-style-type: none">● 1st offense - ISS/SMD to OSS; depending upon severity of the situation; police referral● 2nd offense – OSS to expulsion; police referral |
|---|---|

Failure to Serve

- | | |
|----------------------|--|
| A. Teacher Detention | <ul style="list-style-type: none">● SMD-ISS |
| B. Office Detention | <ul style="list-style-type: none">● 1st offense - ISS/SMD● 2nd offense - ISS/SMD● Subsequent Offenses - Two (2)days ISS/SMD |
| C. ISS/SMD | <ul style="list-style-type: none">● 1st offense – Extra 2HR SMD● 2nd offense – Extra 4HR SMD● 3rd offense – Extra SMD/ISS |

False Fire Alarms or 9-1-1 calls or Theft or Vandalism of A.E.D./Life Safety Equipment

- 1st Offense-ten (10) days external suspension; final warning; police referral
- 2nd Offense-expulsion hearing

Fighting - Physical Contact

- | | |
|---------------------|---|
| A. Fighting | <ul style="list-style-type: none">● 1st offense – ISS-OSS● 2nd offense - ISS-OSS |
| B. Physical Contact | <ul style="list-style-type: none">● 1st offense – Detention-OSS With each offense discipline will progress as determined by the Administration● ISS/SMD or OSS Zero - five (5) days for non-provoker or the students who defend themselves● When the provoker cannot be determined, each person will be externally suspended.● 2nd offense - five (5) days external suspension● 3rd offense - ten (10) days external suspension. Final warning |

Fireworks, Smoke Bombs, Stink Bombs or Similar Devices

- | | |
|--|--|
| A. Possession of Fireworks (including smoke bombs) | <ul style="list-style-type: none">● ISS-OSS● External suspension pending parent conference |
| B. Use of Fireworks (including smoke bombs) | <ul style="list-style-type: none">● External suspension to expulsion proceedings based upon seriousness of situation |
| C. Stink Bombs | <ul style="list-style-type: none">● 1st offense – 3 detentions● 2nd offense – 3 SMD-ISS |

- 3rd Offense- ISS to possible OSS

Forgery of passes and/or documents (including fake attendance phone calls)

- 1st offense - 3 detentions or ISS/SMD
- Subsequent offenses – ISS/SMD

Gang Related or Cult Activity

- | | |
|---|--|
| <p>A. Use of apparel, symbols, drawings, graffiti, jewelry, etc. which are gang related while at school, on school grounds, on school conveyances, or while attending/ participating in any school sponsored activity</p> | <ul style="list-style-type: none"> ● 1st offense – ISS-OSS; police liaison referral ● 2nd offense ISS-OSS |
| <p>B. Coercion of others to join groups or participate in gang activities while at school, on school grounds, on school conveyances, or while attending/participating in any school sponsored activity</p> | <ul style="list-style-type: none"> ● 1st offense -ten (10) days external suspension; final warning; police liaison referral ● 2nd offense –expulsion proceedings |

Graffiti

- | | |
|--|--|
| <p>A. Non-academic writing/drawings in notebooks, texts, or on school property</p> | <ul style="list-style-type: none"> ● 1st offense - one (1) detention; clean area ● 2nd offense - three (3) detentions; clean area ● Subsequent offenses - ISS/SMD; clean area |
|--|--|

B. Any drawing/sketch involving physical violence or damage to property

- Conferences to external suspension based upon the seriousness of the situation

Hall Passes

A. Unauthorized area and students without hall passes

- 1st offense - 1 detention
- 2nd offense - 3 detentions or ISS/SMD
- 3rd offense - ISS/SMD
- Subsequent offenses - ISS/SMD

B. Misuse of pass

- 1st offense - 1 detention
- 2nd offense - no pass list; ISS/SMD
- Subsequent offenses - ISS/SMD

Horseplay – Aggressive

- All offenses - detentions to OSS depending on severity of actions. With each offense discipline will progress as determined by the administration

Illegal (Controlled) Substances: Possession, Consumption, or Distribution -

While at school, on school grounds, on school conveyances, or while attending/participating in any school sponsored activity.

- | | |
|---|---|
| <p>A. Prohibited activities, possession, consumption, or being under the influence of alcohol, controlled substances including nicotine products; drug paraphernalia or “look alike” substance, chemically designed substances, E-Cig, vape pen with nicotine and/or THC, or inhalants.</p> | <ul style="list-style-type: none">● 1-10 days OSS● Police referral● Possible Expulsion |
| <p>B. Students who encourage, sell, or provide alcohol/drugs/nicotine/inhalants/look-alike chemically designed substances, E-Cig, vape pen with nicotine or THC, or inhalants to other students.</p> | <ul style="list-style-type: none">● 1st offense – ten (10) days external suspension & expulsion proceeding & police referral |
| <p>C. Possession of cough, cold, or flu medication, diet pills, caffeine pills, or other over-the-counter non-analgesics is STRICTLY FORBIDDEN.</p> | <ul style="list-style-type: none">● Conferences to ISS/SMD based on the seriousness of the situation |
| <p>D. It is not permissible for a student to sell or provide over-the-counter medications listed in Item c to other students.</p> | <ul style="list-style-type: none">● Conferences, ISS/SMD to suspension based upon seriousness of the situation |
| <p>E. Possession of empty alcohol or empty controlled substance related containers.</p> | <ul style="list-style-type: none">● Detentions to OSS based upon seriousness of the situation and nature of the substance in the container. |

Late to School

- **LOSS OF PHONE PRIVILEGES FOR THE DAY AND**
- 1st offense - warning
- 2nd offense - 2 detentions
- 3rd offense - 3 detentions
- 4th offense - 2 hour SMD
- Subsequent Offenses - ISS/SMD

Littering / School Building

- 1st offense - one (1) detention, clean up grounds
- 2nd offense - three (3) detentions, clean up
- Subsequent offenses - ISS/SMD and clean up

Loitering in the Halls, on School Grounds, or Adjacent Property

- 1st offense - two (2) detentions
- 2nd offense - Three (3) detentions or ISS/SMD
- Subsequent offenses - ISS/SMD

Misuse of School Equipment or Property

- Detentions to external suspension based on seriousness of offense.

Mob Action

- | | |
|--|---|
| <p>A. While at school, on school grounds, on school conveyances, or while attending/ participating in any school sponsored activity.</p> | <ul style="list-style-type: none">● 1st offense - ten (10) days of external suspension and/or expulsion proceedings, and/or police referral. |
|--|---|

Parking

- | | |
|---|--|
| <p>A. Blocking vehicles or entrances</p> | <ul style="list-style-type: none">● 1st offense - move car, unexcused admit to class; one (1) detention● 2nd offense - move car, three (3) detentions, unexcused admit to class● Subsequent offenses - tow of vehicle at owner's expense. Denial of parking privileges |
| <p>B. Parking in teacher's area or unauthorized areas</p> | <ul style="list-style-type: none">● 1st offense – 1 warning & move● 2nd offense – 1 detention & move car● 3rd offense - ISS/SMD, Denial of parking privileges● Subsequent offenses – Denial of parking and tow at owner's expense |
| <p>C. Reckless Driving</p> | <ul style="list-style-type: none">● 1st offense - ISS/SMD and removal from parking areas until further notice & Police Referral.● 2nd offense - ISS/SMD● Subsequent Offenses - external suspension and police referral |

Pranks

A. Any action disrupting and/or damaging school facilities

- Detentions, suspension to expulsion proceedings based upon the seriousness of the situation. Restitution for damages.

Safety Rules

A. Violation of shop, laboratory, gymnasium, safety rules.

- Detentions to OSS depending on the severity of the actions. With each offense, discipline will progress as determined by the administrator.

Tardy

A. To class/school

- 1st tardy - teacher warning.
- 2nd tardy - teacher warning.
- 3rd tardy – 1 detention.
- 4th tardy – 2 detentions
- 5th tardy - 3 detentions
- 6th & Subsequent – SMD/ISS

Theft and/or Possession of Stolen Property

- Suspension to expulsion proceedings based upon seriousness of situation; restitution.

Throwing of Objects

- All offenses - detentions - OSS depending on the severity of the actions. With each offense discipline will progress as determined by the administration.

Unauthorized Use of School Equipment or Property, or Unauthorized Entry into the Building of Classroom

- ISS/SMD to expulsion proceedings based on seriousness of offense.

Vandalism of School Property (or Private Property on School Premises)

- ISS/SMD; or suspension to expulsion proceedings based upon the seriousness of the incident; referral to police; Restitution.

Verbal or Written Threats Directed Toward a Staff or School Board Members

- All offenses - detentions to OSS depending on severity of actions. With each offense discipline will progress as determined by the administration. Possible police referral.

Vulgar or Obscene Language / Indecent Exposure

A. Of the body, or engaging in acts of sexual nature. Also gestures including belching, passing gas, spitting, etc.

- All offenses - detentions to OSS depending on severity of actions. With each offense discipline will progress as determined by the administration.

Vulgar or Obscene Language / Gestures Directed Toward a Staff Member or School Board Member

- All offenses - detentions to OSS depending on severity of actions. With each offense discipline will progress as determined by the administration.

Weapons / Explosive Devices

A. Possession of firearms or explosives, or intent to use explosives or the use of any object with the intention to inflict bodily harm while at school, on school grounds, or while attending/participating in any school sponsored activity.

- 10 days OSS, Expulsion proceedings, police referral

Weapons

A. Possession of objects intended to be used as weapons or could be used as weapons while at school, on school grounds, on school conveyances, in a building/facility, or while attending/participating in any school sponsored activity.

- 1st offense – 1 - 10 days external suspension depending upon the seriousness of the situation; police referral; expulsion may be considered.
- 2nd offense - expulsion proceedings; police referral

Bell Schedules

2020-2021

Block Schedule

Block 1	8:10 – 9:31	(81)
Block 2	9:36 – 10:54	(78)
Block 3	10:54 – 11:24 A Lunch	
	11:29 – 12:47 Class	(78)
	10:59 – 11:36 Class	(37)
	11:36 – 12:06 Lunch	
	12:11 – 12:47 Class	(36)
	10:59 – 12:17 Class	(78)
	12:17 – 12:47 Lunch	
Block 4	12:52 – 2:10	(78)

***** 5 minute passing periods**

***** 30 minute lunches**

Regular Schedule

Period 1	8:10 - 9:00	(50)
Period 2	9:04 - 9:49	(45)
Period 3	9:53 - 10:38	(45)
Period 4	10:42 - 11:27	(45)
Period 5		
5A Lunch	11:27 - 11:53	
5A Class	11:57 - 12:43	
5B Class	11:31 - 12:17	
5B Lunch	12:17 - 12:43	
Period 6	12:47 - 1:32	(45)
Period 7	1:36 - 2:21	(45)
Period 8	2:25 - 3:10	(45)

1:30 Dismissal/Assembly Schedule/Fast Friday

Period 1	8:10 - 8:44	(34)
Period 2	8:48 - 9:20	(32)
Period 3	9:24 - 9:56	(32)
Period 4	10:00 - 10:32	(32)
<u>Period 6*</u>	10:36 - 11:08	(32)
Period 5		
5A Lunch	11:08 - 11:34	
5A Class	11:38 - 12:18	(40)
5B Class	11:12 - 11:52	(40)
5B Lunch	11:52 - 12:18	
Period 7	12:22 - 12:54	(32)
Period 8	12:58 - 1:30	(32)
Assembly/Dismissal	1:35 - 3:10	or
Intervention 1 st	1:44 - 2:25	
Intervention 2 nd	2:29 - 3:10	

2:30 Assembly Schedule

Period 1	8:10 - 8:50	(40)
Period 2	8:54 - 9:34	(40)
Period 3	9:38 - 10:18	(40)
Period 4	10:22 - 11:02	(40)
Period 5		
5A Lunch	11:02 - 11:28	
5A Class	11:32 - 12:17	(45)
5B Class	11:06 - 11:51	(45)
5B Lunch	11:51 - 12:17	
Period 6	12:21 - 1:01	(40)
Period 7	1:05 - 1:45	(40)
Period 8	1:49 - 2:30	(40)
Assembly	2:30 - 3:10	(40)

11:30 Dismissal Schedule *No lunches served. Buses run at 11:30*

Period 1	8:10 - 8:33	(23)
Period 2	8:37 - 8:58	(21)
Period 3	9:02 - 9:23	(21)
Period 4	9:27 - 9:48	(21)
Period 5	9:52 - 10:13	(21)
Period 6	10:17 - 10:38	(21)
Period 7	10:42 - 11:03	(21)
Period 8	11:07 - 11:30	(22)