



2018/2019

Parent & Student Handbook



SPEED S.E.J.A. District 802 | 2018-2019 CALENDAR

- No School
- ½ Day – 11:10 Dismissal
- Early Dismissal at 1:10

SPEED Phone Numbers

ELC - 708-481-6101
 PAL - 708-481-6102
 IND - 708-481-6103
 ALL - 708-481-0505

| JANUARY 2019 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

- 1-4 Winter Break – No School
- 7 School Resumes
- 11 Records Day 1:10 Dismissal
End of 2nd Quarter
- 21 M.L. King Day – No School
- 25 Half Day - 11:10 Dismissal

- 16 Teacher Institute-No School
- 17 Teacher Institute-No School
- 20 First Day of School

| AUGUST 2018 | | | | | | |
|-------------|----|----|----|----|----|----|
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| 26 | 27 | 28 | 29 | 30 | 31 | |

| FEBRUARY 2019 | | | | | | |
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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | | |

- 8 Teacher Institute–No School
- 18 Presidents’ Day-No School

- 3 Labor Day – No School
- 28 Half Day - 11:10 Dismissal

| SEPTEMBER 2018 | | | | | | |
|----------------|----|----|----|----|----|----|
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| MARCH 2019 | | | | | | |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

- 4 Casimir Pulaski Day-No School
- 8 Half Day - 11:10 Dismissal
- 22 Records Day 1:10 Dismissal
End of 3rd Quarter

- 5 Teacher Institute-No School
- 8 Columbus Day – No School
- 19 Records Day 1:10 Dismissal
End of 1st Quarter
- 26 Half Day - 11:10 Dismissal

| OCTOBER 2018 | | | | | | |
|--------------|----|----|----|----|----|----|
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| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| APRIL 2019 | | | | | | |
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| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

- 19-26 Spring Break – No School
- 29 School Resumes

- 9 Parent/Teacher Conference – No School
- 12 Veterans Day Observed
No School
- 21-23 Thanksgiving Holiday
No School
- 30 Half Day - 11:10 Dismissal

| NOVEMBER 2018 | | | | | | |
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| MAY 2019 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

- 24 Records Day 1:10 Dismissal
- 27 Memorial’s Day-No School
- 30 Last Day of School if no
Emergency Days Used
1:10 Dismissal

- 24-31 Winter Break
No School

| DECEMBER 2018 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| JUNE 2019 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

- 6 Last Day of School if All
Emergency Days Used

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This handbook, issued 7/31/2018, is intended to be an informative guide for students attending SPEED District #802 schools and programs and their parents. We have included what we believe to be useful and necessary information along with legally required notifications. It is not all inclusive. Throughout the year, updates may be provided from the schools. Additional information can be found at www.speed802.org Should you have any questions, please don't hesitate to contact your child's teacher or school principal.

ABOUT SPEED S.E.J.A. DISTRICT #802

SPEED Special Education Joint Agreement District #802 is a cooperative of fifteen public school districts in South Cook County, Illinois. First established in 1957, SPEED provides specialized instruction and services to meet the individual needs of students with a wide range of disabilities that are eligible for special education. We serve students ages 0-22, their families and their school districts.

Schools:

Independence Elementary School
Independence High School
SPEED Early Learning Center
SPEED Program for Adaptive Learning
SPEED Academy for Life Long Learning

In addition to our schools, SPEED also has 'satellite' classrooms based in several of our member district schools, for students needing more inclusive settings. SPEED also provides teachers to our member districts to serve students with visual or hearing impairments, and occupational and physical therapy.

Technical assistance, consultation and professional development are services provided to our member districts. Each year, more than 300 local educators take part in training provided by SPEED.

What is a SEJA, Special Education Joint Agreement?

Most school districts in Illinois belong to a joint agreement cooperative like this to pool their resources and provide high quality services to students with special needs. SPEED is funded by tuition paid by member districts and some state and federal grants and reimbursements. While most of our students are referred by our member districts, we also welcome students from other local public school districts. As a legal public entity, SPEED is governed by an operating committee composed of 15 school district superintendents, and a governing board of fifteen elected school board members representing each school district.

SPEED MEMBER DISTRICTS

| | | |
|--|---|---|
| Prairie-Hills – District 144 3015 W. 163 rd Street Markham, IL 60428 210-2888 (FAX) 210-9925 | Brookwood-Glenwood – District 167 201 Glenwood-Dyer Road Glenwood, IL 60425 758-5190 (FAX) 757-2104 | Steger – District 194 3753 Park Avenue Steger, IL 60475 755-0022 (FAX) 755-9512 |
| Homewood – District 153 18205 Aberdeen Avenue Homewood, IL 60430 799-5661 (FAX) 647-2367 | Sauk Village – District 168 21899 S. Torrence Sauk Village, IL 60411 758-1610 (FAX) 758-5929 | Crete-Monee – District 201-U 1500 Sangamon Crete, IL 60417 367-8350 (FAX) 672-2698 |
| Flossmoor – District 161 41 East Elmwood Chicago Heights, IL 60411 647-7000 (FAX) 754-2153 | Ford Heights – District 169 910 Woodlawn Avenue Ford Heights, IL 60411 758-1370 (FAX) 758-1372 | Bloom Township H.S. – District 206 100 West 10 th St. Chicago Heights, IL 60411 755-7010 (FAX) 755-6859 |
| Matteson – District 162 4601 Sauk Trail Richton Park, IL 60471 833-4121 (FAX) 748-7036 | Chicago Heights - District 170 30 West 16 th Street Chicago Heights, IL 60411 756-4165 (FAX) 756-4164 | Rich Township H.S. – District 227 20550 South Cicero Matteson, IL 60443 679-5800 (FAX) 679-5733 |
| Park Forest – District 163 242 South Orchard Drive Park Forest, IL 60466 668-9400 (FAX) 748-9359 | Sandridge – District 172 2950 Glenwood-Dyer Road Chicago Heights, IL 60411 895-2450 (FAX) 895-2451 | Homewood/Flossmoor District 233 999 Kedzie Avenue Flossmoor, IL 60422 799-3000 (FAX) 799-8552 |

Don't see your resident School District?

Here's why:

Several local school districts who are not members of SPEED are welcome, for an additional fee, to enroll students in SPEED schools and programs. These school districts usually belong to other special education joint agreements or cooperatives.

SPEED SCHOOLS & PROGRAMS

SPEED Early Learning Center (ELC) serves pre-school through elementary level children with a variety of cognitive, physical and developmental disabilities. Students participate in lessons to enhance academic, social and independent living skills both in school and the community. Teachers, therapists and paraprofessionals use a variety of research-based practices and cutting edge technologies to help students meet their individualized goals. The school emphasizes the importance of the home-school connection and works to foster positive relationships with students, families and community members.

SPEED Program for Adaptive Learning (PAL) serves students in grades 6-12, who have intellectual, developmental and multiple disabilities. Instruction focuses on functional academics, communication, socialization, daily living skills, mobility, and pre-vocational activities. Students engage in activities using our instructional kitchen, therapy pool, iPads and Smartboards. Self-determination and developing independence are encouraged through all activities both at school and in the community

SPEED Connections Program

SPEED Connections is a dedicated program that addresses the unique needs of students on the Autism spectrum and similar cognitive, behavioral and social impairments. A multi-disciplinary team works together using evidence-based instructional methodologies and strategies which include but are not limited to visual schedules, social stories, behavior analyses, discrete trial training and picture communication using a variety of tools and technologies. Classrooms are located in ELC and PAL.

Independence Elementary and High Schools (IND)

The staff at Independence is committed to providing excellence in education to students that range in age from Kindergarten through High School. Most students referred to the Independence school have difficulty with self-regulation of behavior due to their emotional/behavioral disability, which adversely impacts their academic and social development. We provide individualized educational services that allow students to demonstrate individual mastery of academic and vocational skills as well as conflict resolution and personal responsibility. We encourage community and parental involvement. Transition planning, vocational counseling and job training opportunities are available and part of the high school academic curriculum. Extracurricular activities are also available and participation is encouraged. Student success is recognized through a variety of incentive programs and award assemblies.

SPEED Academy for Lifelong Learning (ALL)

The Academy helps prepare 18-22 year old students for adult living at the highest level of independence possible. Students learn functional literacy, social skills, communication strategies, independent living skills and community access through hands-on activities that are meaningful and relevant to their lives and interests. Community and job training activities include sheltered workshop experience and/or community-based vocational training. Some students also take classes and participate in activities at the local community college. The purpose of the school is to prepare students for adulthood in the areas of employment, postsecondary education/vocational training, and independent living.

CONTACT SPEED

Early Learning Center (ELC)

Office Hours 7:30 am – 4:00 pm
Student Hours 8:10 am – 2:10 pm

Early Childhood am 8:10 am – 10:50 am
Early Childhood pm 11:30 am – 2:10 pm

Phone: 708/481-6101
Fax: 708/503-4101

Principal – Linda Wilson
Assistant Principal – Kellie Clark
Student Secretary – Mary Dominiak

Independence Elementary & High School

Office Hours 7:30 am – 4:00 pm
Student Hours 8:10 am – 2:10 pm

Phone: 708-481-6103
Fax: 708-503-4104

Principal – Amina Payne
Assistant Principal – TBD
Student Secretary – Takala Kelley

SPEED Central Office

Office Hours: 8:00 am – 4:00 pm

Phone: 708-481-6100
Fax: 708-481-5713

Dr. Tina Halliman – Executive Director
TBD – Director of Programs & Service
Kevin Slattery – Director of Business & Finance
Sharon Curry – Director of Human Resources

Program for Adaptive Learning (PAL)

Office Hours 7:30 am – 4:00 pm
Student Hours 8:10 am – 2:10 pm

Phone: 708-481-6102
Fax: 708-481-7728

Principal – April Brown
Assistant Principal – Sandra Brown
Student Secretary – LoDonna Fleming

Academy for Lifelong Learning

Office Hours 8:00 am – 4:00 pm
Student Hours 8:10 am – 2:10 pm

Phone: 708-481-0505
Fax: 708-754-9314

Principal – Nicole Taylor
Student Secretary – Shaquita Johnson

VISITING OUR SCHOOLS

All visitors must report to the main office to secure a visitor's pass by providing a valid state-issued ID which will be scanned by the security system. SPEED utilizes a security system to track visitors, students, faculty, contractors and volunteers, thus providing a safer environment for all. The system has the ability to provide information about people who may need to be excluded from entry to the campus. No one will be allowed to remain on school property or into the school buildings without being screened by the security software system.

SPEED uses video cameras and video recording devices on school property. At any time, these devices may or may not be monitored by staff. These recordings are used by administrators and staff to ensure the safety of students and staff. The recordings are not available for public viewing.

Visitors in satellite classrooms are required to follow the visitor guidelines as outlined by the host school district.

As with all Illinois schools, SPEED schools, buildings, grounds and parking lots are designated, by law as tobacco free areas. Smoking is prohibited on all SPEED property.

Parents/Guardians

Parents and guardians are always welcome to visit. All visitors are encouraged to make an appointment with the school Principal at least 24 hours prior to the time they intend to visit. If observing classrooms, we request that you limit your observation to about 45 minutes to cause as little distraction and/or disruption to the teaching and learning as possible. Upon parent written request, third party professionals will be allowed to observe students' participation in classrooms and therapy, provided there is adequate notice and their presence is not disruptive or a distraction to the learning environment. This must be arranged with the school principal in advance.

School Visitation Rights

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

Visitation or Interview of Student at School

Outside agency personnel will make an appointment with the principal, and parents will be notified prior to visiting a student unless it is an emergency. Documentation of visits will be recorded in the student's file. When an outside agency (i.e. probation officer, DCFS, police) meets with a student in an investigation situation, a staff member will be present. Private therapy is not to be provided during the school day.

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

Accommodating Individuals with Disabilities

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

School Volunteers

All chaperones and volunteers are required to check in at the school office with their state ID and receive a visitor badge. Volunteers who are utilized on a regular basis will be required to complete an application process through the Human Resources office.

STUDENTS

Registration

Before students may begin attending school, registration must be completed annually both at the home district and at SPEED. Parents are strongly encouraged to provide an e-mail address for a variety of important communication purposes. All contact information should be updated throughout the year.

Fees and Waivers

The school establishes fees and charges to fund certain school activities. These fees support non-instructional student activities and related expenses, such as yearbooks, award celebrations, and dances. Fees are collected during registration at schools. Students will not be denied educational services or academic credit due to the inability of their parent or guardian to pay fees or certain charges. Students whose parent or guardian is unable to afford student fees may receive a fee waiver. A fee waiver does not exempt a student from charges for lost and damaged books, locks, materials, supplies, and/or equipment.

Applications for fee waivers may be submitted by a parent or guardian of a student who has been assessed a fee. A student is eligible for a fee waiver if the student currently lives in a household that meets the income guidelines, with the same limits based on the household size, that are used for the federal free meals program. If you have questions regarding the fee waiver process, you may contact the building principal.

The student fees for the current school year are:

Early Childhood ½ Day Preschool: \$60 year
Kindergarten through 8th Grade: \$75 year
High School and Older: \$100 year

Fees for Athletics: All students who participate in Special Olympics and CAAEL will be required to pay a fee in the amount of \$50.00

Student Dress Code

Independence Elementary School (IES) and **Independence High School (IHS)** have additional dress code requirements. Please refer to IES and IHS dress code guidelines included in the registration packet.

Students who attend a **satellite classroom** are required to follow the host school's dress code.

All 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. Please do not send students to school in expensive clothing that may be damaged by playground activities or art projects.

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

Daily Arrival / Dismissal

Students should not arrive at school before 8:10 a.m., and will not be admitted into the building until our staff has arrived to begin their work day. Students are dismissed at 2:10 p.m. each day.

Student Absences

There are two types of absences: excused and unexcused. Excused absences include: illness, observance of a religious holiday, death in the immediate family, family emergency, situations beyond the control of the student, circumstances that cause reasonable concern to the parent/guardian for the student's safety or health, or other reason as approved by the principal. All other absences are considered unexcused. Pre-arranged excused absences must be approved by the principal. The school may require documentation explaining the reason for the student's absence.

In the event of any absence, the student's parent or guardian is required to call the school before 8:00 a.m. to explain the reason for the absence. If a call has not been made to the school on the day of a student's absence, a school official will call the home to inquire why the student is not at school. If the parent or guardian cannot be contacted, the student will be required to submit a signed note from the parent or guardian explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent or guardian, the reason for an absence will be kept confidential.

Home and Hospital Instruction

A student who is unable to attend school for an extended time because of a medical condition may be eligible for instruction in the student's home or hospital. Parents should contact their home school district to discuss homebound educational services.

Make-Up Work

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

Emergency School Closings

In cases of severe weather or other local emergencies parents, guardians and staff will be notified via our automatic calling service. You will receive a recorded announcement via voicemail, e-mail or text message if you are unable to answer the phone.

Information may also be found at:

SPEED website www.speed802.org

SPEED Facebook page

Emergency Closing Center www.emergencyclosingcenter.com

Local radio and television stations

Students attending satellite locations will follow the satellite district schedule.

Communication

Positive partnerships between schools and parents provide the best support for student learning. Our teachers are encouraged to communicate with parents frequently. Some parents prefer daily notebooks while others ask for phone calls, emails or text messages. Please discuss your preference with your child's teachers and therapists.

Parents may request a conference to meet with individual staff members at any time. Please call the principal to arrange these meetings. IEP meetings can be requested and scheduled at any time by calling the case manager assigned to your student's school.

To ensure quality instruction with few distractions, classroom phones are turned off during instructional hours. Leave a message with the school office, and our staff will return calls at the end of the school day if possible. We aim to return calls and emails within 24 hours.

School & Classroom Directories

SPEED Schools do not issue directories. With consent from each participating parent, classroom teachers may create a directory of students and parent contact information.

Field Trips and Community Experiences

Instruction and experiences in the community are an integral part of the development of student skills. Students have the opportunity to participate in supervised learning experiences in local area stores, restaurants, schools, parks, etc. A school bus, van, public transportation or supervised walking will be used for transportation. A Community Experience Field Trip Permission Form is given to parents/guardians at registration. Separate field trip permission slips are sent home for full day field trips or field trips outside of the local area.

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

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

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

Exemption from Physical Education Requirement

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

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

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

Damage/Loss of Personal Property

Each student is expected to respect the personal property of others at all times. Students who damage school property or are in possession of stolen property are subject to the district's disciplinary rules and consequences. SPEED SEJA District 802 is not responsible for lost or stolen property.

Student Property at School

Students should not bring items of value to school or leave items of any value unattended or unsecured at school. This includes expensive clothing and accessories, jewelry, electronic devices or sums of cash. The school is not able to ensure the safety or security of student property at school and is not liable for any damage or loss of student property. SPEED schools will not accept responsibility for the loss or damage of property.

Cell Phones and Electronic Devices

All audio, video, and other electronic devices including cell phones are not to be used and/or carried during the school day. Upon entering the school building, students are to place these devices in their lockers or book bags.

At Independence Schools, students are required to give devices to personnel and check them out at the end of the school day. If found in a student's possession during the instructional day, items will be confiscated and kept in the office until released directly to a parent or guardian. Consequences for non-compliance will be issued as deemed necessary by the principal.

2018-2019 ILLINOIS STATE ASSESSMENTS

Standardized Testing

Students and parents/guardians should be aware that students in grades 3, 4, 5, 6, 7 and 8 will take PARCC tests in English/Language Arts and Math in March and April, 2019. This ISA, Illinois Science Assessment will be given to 5th and 8th graders at that time.

Illinois High School Students are required to take the SAT in 11th grade. The test will be administrated in April, 2019. High School students who have completed a Biology course will take Illinois Science Assessment during March and April, 2019.

Many of SPEED's students have testing accommodations such as small group administration, additional time and having directions read aloud listed on their IEPs. SPEED staff provides the accommodations accordingly.

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

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

Alternative Assessment

Students with IEPs that recommend alternative assessment will participate in the DLM, Dynamic Learning Maps Alternative Assessment in grades 3, 4, 5, 6, 7, 8 and 11. Throughout the months of March and April teachers collect evidence of students' skills and knowledge and enter data in a system for the State.

ACCESS for English Learners

Students of limited English-speaking ability in grades K through 12 will be assessed in English language proficiency including listening comprehension, speaking, reading, and writing skills through the administration of the ACCESS assessment in January and February 2019.

Principals and teachers will provide parents with additional information in the weeks prior to testing.

EXTRACURRICULAR AND ATHLETIC ACTIVITIES

SPEED students may participate in inter-scholastic athletic activities through our association with the Chicago Area Alternative Education League (CAAEL), Special Olympics and Special Olympic-Young Athletes Programs.

Requirements for Participation in Athletic Activities

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

1. A current certificate of physical fitness issued by a licensed physician, an advanced practice nurse or physician assistant. The preferred certificates of physical fitness are the *Illinois High School Association's Pre-Participation Physical Examination Form* or *Illinois Elementary School Association's "Pre-participation Examination Form*
2. A permission slip to participate in the specific athletic activity signed by the student's parent/guardian.
3. Proof the student is covered by medical insurance.
4. Signed documentation agreeing to comply with the School District's policies and procedures on student athletic concussions and head injuries.
5. Pay the required student fee (see page 9).

Eligibility

Selection of members or participants in extracurricular and athletic activities is at the discretion of the designated teachers, coaches and administrators.

In order to be eligible to participate in extracurricular and athletic activities, all students must meet the following criteria:

1. Demonstrated ability to follow directions and remain in designated areas.
2. Demonstrated ability to manage frustration in a manner that is safe and respectful.

In some cases, students may require individual assistance to meet the criteria and participate in extracurricular activities, at the discretion of teachers, coaches and administrators. SPEED will make every effort to provide that assistance.

INDEPENDENCE SCHOOLS

In order to be eligible to participate in extracurricular and athletic activities, Independence students must meet the following criteria:

1. Demonstrate appropriate school behavior by having obtained Level 2, and maintained that status for a minimum of five (5) consecutive days;
2. Must have completed and turned in all assigned work to date at an acceptable level of quality and accuracy as determined by their homeroom teacher, or school administrator.

Any student failing to meet these requirements will be suspended from the sport or activity until all academic and behavioral requirements are met.

Absence from School on Day of Extracurricular or Athletic Activity

A student who is absent from school after noon is ineligible for any extracurricular or athletic activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the designated teacher or coach for: 1) a pre-arranged medical absence; 2) a death in the student's family; or 3) a religious ceremony or event.

A student who has been suspended from school or has been placed in In-School Intervention is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension and/or intervention.

A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, coach or school administrator.

Travel

All students must travel to extracurricular and athletic activities and return home from such activities with his or her team by use of school approved transportation. A written waiver of this rule may be issued by the teacher or coach in charge of the extracurricular or athletic activity upon advance written request of a student's parent/guardian and provided the parent/guardian appears and accepts custody of the student. Oral requests will not be honored and oral permissions are not valid.

Code of Conduct for Extracurricular and Athletic Activities

This Code of Conduct applies to all extracurricular and athletic activities. This Code does not contain a complete list of inappropriate behaviors. Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations. A student may be excluded from extracurricular or athletic activities while the school is conducting an investigation into the student's conduct.

The student shall not:

1. Violate the school rules and School District policies on student discipline including policies and procedures on student behavior;
2. Ingest or otherwise use a beverage containing alcohol (except for religious purposes); ingest or otherwise use tobacco or nicotine in any form; ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute any product composed purely of caffeine in a loose powdered form or any illegal substance (including mood-altering and performance enhancing drugs or chemicals) or paraphernalia;
3. Ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute any object that is or could be considered a weapon or any item that is a look alike weapon. This prohibition does not prohibit legal use of weapons in cooking and in athletics, such as archery, martial arts practice, target shooting, hunting, and skeet;
4. Act in an unsportsmanlike manner;
5. Haze or bully other students;
6. Violate the written rules for the extracurricular or athletic activity;
7. Behave in a manner that is detrimental to the good of the group or school;
8. Be insubordinate or disrespectful toward the activity's sponsors or any coaching staff; or
9. Falsify any information contained on any permit or permission form required by the extracurricular or athletic activity.

Due Process Procedures

Students who are accused of violating the Code of Conduct are entitled to the following due process:

1. The student should be advised of the disciplinary infraction with which he or she is being charged.
2. The student shall be entitled to a hearing before an appropriate administrator.
3. The student will be able to respond to any charges leveled against him or her.
4. The student may provide any additional information he or she wishes for the administrator to consider.
5. The administrator, with the help of other staff members if needed, may interview material witnesses or others with evidence concerning the case.
6. If the administrator finds, after reviewing the evidence, that the violation occurred, he or she will impose sanctions on the student, consistent with the student's individual education plan (IEP) and behavior intervention plan (BIP).
7. The administrator will make a written report of his or her decision and rationale. The student may appeal the decision to the superintendent or superintendent's designee.

All students remain subject to the SPEED student discipline policy and the parent/student handbook.

Student Athlete Concussions and Head Injuries

Student athletes must comply with Illinois' Youth Sports Concussion Safety before being allowed to participate in any athletic activity, including practice or competition. A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.

TRANSPORTATION

Bus Transportation:

Transportation will be offered to all students who attend a SPEED school. Parents will see that their son/daughter is ready when the bus/van arrives in front of their home. The bus/van has been directed to wait no more than three (3) minutes for a student. Bus drivers can not alter their routes at parent's request. Parents are asked to notify the school office and bus company of any schedule changes such as a vacation, illness or parent bringing son/daughter to school, etc.

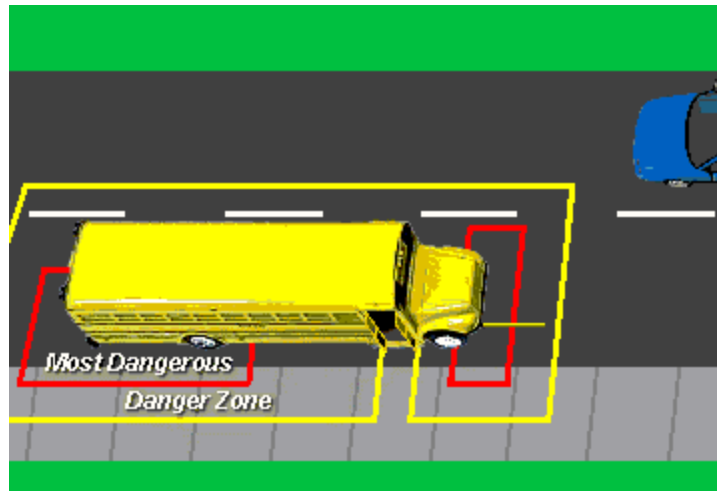
While students are on the bus, they are under the supervision of the bus driver. In most cases, bus discipline problems can be handled by the bus driver. In the case of a written disciplinary referral, student bus problems will be investigated and handled by the school principal.

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.
7. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that would distract the driver or bother other passengers. Remain seated, keeping your hands, arms, and head inside the bus at all times.
8. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus.
9. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take five giant steps away from the bus and out of the danger zone, until you can see the driver and the driver sees you. Never crawl under a bus.
10. If you must cross the street after you get off the bus, wait for the driver's signal and then cross in front of the bus. Cross the street only after checking both ways for traffic.
11. Never run back to the bus, even if you dropped or forgot something.



Wheelchairs

The following are safety guidelines for transporting students in wheelchairs:

1. Parents must ensure that the wheelchairs have working breaks and lap belt.
2. An adult is required to stand at the side of the lift and hold the wheelchair as the lift goes up or down.
3. A cleared, flat space is required for the lift to operate safely.

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. The recordings are not available for public viewing.

For questions regarding school transportation issues, contact: Ms. Linda Wilson 708-481-6100 ext. 3204

Parent –Provided Transportation:

Parents providing transportation should make sure their children are delivered and picked up during student hours. If a parent wishes to transport a student to/from school for special reasons, it will be necessary to sign him/her out in the school office or with the classroom team. The purpose of a sign-out procedure is to protect your son/daughter by verifying the identity of the designated person. We may request a copy of a picture ID or some other form of identification.

Parking

SPEED has designated visitor parking spaces including VIP parking spaces for parents. A number of spaces are also designated for drop-off and pick-up from school. Parents are encouraged to use these spaces to enhance the safety of students, families and staff. Vehicles may not be parked or located in the bus lanes or fire lanes at any time. Bus lanes and fire lanes are clearly marked. Vehicles located in these locations may be ticketed and/or towed by the police.

HEALTH AND SAFETY

Required Health Examinations and Immunizations

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

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

Proof of immunization against meningococcal disease is required for students in grades 6 and 12. A diabetes screening must be included as part of the health exam (though diabetes testing is not required). Students between the age of one and seven must provide a statement from a physician assuring that the student was "risk-assessed" or screened for lead poisoning.

Failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. New students who register mid-term have 30 days following registration to comply with the health examination and immunization requirements. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by an appropriate medical professional.

Eye Examination

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

Dental Examination

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

Exemptions

A student will be exempted from the above requirements for:

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

Student Medication

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/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No school or district employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed "School Medication Authorization Form" is submitted by the student's parent/guardian. No student 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.

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

If a student requires medication in the educational setting, the following criteria must be met:

1. All medications (prescribed or over-the-counter) require a written doctor's prescription.
2. A written authorization from the student's doctor and parent/guardian on the Medication Authorization form must be on file at school. Medications that are usually given at home, but may be required for an extended day or overnight activity, will not be given without separate written authorization from the prescribing doctor and the parent/guardian.
3. The prescribed medication must be in a bottle appropriately labeled by the pharmacy.
4. Certified staff under the direction of the school nurse will administer all medication. **Note: If there is a half-day attendance for any reason (in-service day, snow, etc.) No noon (lunchtime) medications will be given at school.**
5. When a student's medication supply is low, the school nurse will contact the parent/guardian.
6. If the dosage of a medication given in school is to be increased or decreased, a new doctor's order must be received before the adjustment will be made.
7. All doctors' orders and parent/guardian authorizations must be renewed at the start of each school year.

Self-Administration of Medication

With parent permission, a student may possess an epinephrine auto-injector (EpiPen®) and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. The School District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must indemnify and hold harmless the District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector and/or medication, or the storage of any medication by school personnel.

School District Supply of Undesignated Epinephrine Auto-Injectors

The Superintendent or designee shall implement Section 22-30(f) of the School Code and maintain a supply of undesignated epinephrine auto-injectors in the name of the District and provide or administer them as necessary according to State law.

Medical Emergencies

Medical emergency measures are initiated by the nurse, other school personnel, or Principal. This service is limited to the comfort and protection of the student. If needed, the local Emergency Medical Service (EMS) will be called and the parent/guardian notified. The student will be taken to a local hospital by the EMS unit and will be accompanied by a staff member.

Physical Fitness Facility Medical Emergency Preparedness Act

SPEED has an Automatic External Defibrillator (AED) policy and plan. AED's are located in: the PAL swimming pool, PAL gym, ELC multi-purpose room and outside of the IES gym.

Seizures

The Epilepsy Foundation recommends that the local Emergency Medical Services (EMS) be called for a first known seizure, if the seizure is followed by other seizures; the seizure lasts more than five minutes; the person sustains an injury that may require medical attention; or if the person is pregnant or has diabetes. When a time frame other than that recommended by the Epilepsy Foundation is to be followed for an individual student, a doctor's note stating the appropriate amount of time is required.

Medical Procedures/Treatments

Whenever possible, medical procedures/treatments (nebulizer, G-tube feedings, catheterization, etc.) should be given at home. If a student requires medical procedures/treatment in the educational setting, the following criteria must be met:

1. Only medical procedures/treatments prescribed by a licensed doctor/dentist will be administered at school.
2. A written authorization from the student's doctor and parent/guardian on the *Medical Procedure Authorization* form must be on file at school.
3. School personnel under the direction of the school nurse will provide all procedures/treatments.
4. Materials and supplies needed for the medical procedures/treatments are to be sent to school by the parent/guardian.
5. The parent/guardian is required to demonstrate the medical procedures/treatment to school staff on the student's initial day of school, when any changes occur in the procedures/treatment plan, and annually thereafter.

Students with Food Allergies

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules. If your student has a life-threatening allergy or life-threatening chronic illness, please notify your school principal. Federal law protects students from discrimination due to a disability that substantially limits a major life activity.

Treats & Snacks

Due to health concerns, student allergies and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought and prepackaged in individual servings. No homemade treats or snacks are allowed at school. Treats and snacks may not require refrigeration and must have a clearly printed list of ingredients on the packaging. Due to allergies to nuts, it is suggested that no snacks for the class contain nuts. We strongly encourage you to select a treat or snack with nutritional value. For further information, please contact the building principal.

Communicable Diseases

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

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

Students who are ill (fever, vomiting, diarrhea, unidentified rashes) should be kept home from school until they are symptom free for 24 hours without medication.

Head Lice

The school will observe recommendations of the Illinois Department of Public Health regarding head lice.

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

Care of Students with Diabetes

If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the building principal. Parents/guardians are responsible for and must:

1. Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child.
2. Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
3. Sign the *Diabetes Care Plan*.
4. Grant consent for and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the *Diabetes Care Plan*.

STUDENT BEHAVIOR

Expectations for Student Behavior

The following rules shall apply, and failure to abide by the rules may result in discipline:

Respect Yourself ---- Respect Others --- Respect Property – Respect the Learning Environment

- Follow directions given by school staff.
- Use respectful language, volume and tone with everyone, everyday
- Demonstrate respect for the learning environment by being calm and quiet in hallways
- Demonstrate respect for others and their belongings
- Protect safety by walking, not running in hallways
- Protect safety by keeping your hands, feet and personal belongings to yourself
- Treat all school property, including technology equipment with care and respect

Behavioral Supports & Interventions

It is our goal to manage our students' behaviors through positive means and through systematic, prescribed steps, which will largely eliminate the need for physical control. Positive behavior supports are widely recognized as an effective intervention for strengthening appropriate student behavior and weakening inappropriate behaviors. It is only when the student's behavior escalates to the point where he or she is no longer in control of their behavior that a physical restraint may be implemented.

Behavior Intervention Plans

Our students with disabilities frequently need extra supports. To that end, when a student engages in repeated behavior that is disruptive to his or her own learning and that of others, the IEP team will meet to determine the possible causes of that behavior and contributing factors and then develop a behavior intervention plan to be incorporated into the IEP. In accordance with federal law, if a student is suspended for more than 10 days or has a series of removals from the educational environment that constitutes a pattern of removal, the IEP team will meet to conduct a functional behavior analysis and develop a behavior intervention plan to become part of the IEP. These plans are positive in nature and aim to identify, support and reinforce positive replacement behaviors.

Incentives

All SPEED schools have adopted and implemented PBIS – Positive Behavior Intervention and Supports. This is a school-wide system of support that continually teaches students behavioral expectations across all school settings and reinforces this learning with recognition and rewards. These school-wide behavior interventions and supports (PBIS) encourage and incentivize appropriate, pro-social behaviors. This frequently looks like “caught you being good” rewards and privileges. Independence Schools also use a Level System where students earn additional privileges by demonstrating and maintaining good behaviors. School stores provide opportunities for students to spend tokens, points, tickets or coupons on rewards.

De-escalation / Time-Out

Isolated Time Out is not used at SPEED. A child may be removed from a classroom to serve a brief, supervised time out for disruptive behavior which interferes with other students' ability to learn.

Calming / Sensory Rooms

Students may be removed from a classroom when they are upset or overstimulated and in need of calming. Calming and Sensory rooms are available for staff to take students who need to be removed from the classroom.

In-School Intervention Rooms

Both Independence Elementary and Independence High School have established and staffed in-school intervention rooms. Students may be assigned here for a period of time in lieu of out-of-school suspension or when repeated infractions of rules have become disruptive to the learning environment. In addition to having

teachers available for continued instruction, our staff will work with students in anger management, pro-social skills, Life-Space Interviews, and Restorative Justice to help them resolve the problems leading to disruptive behaviors.

Physical Management

School staff members shall not use isolated time out and physical restraints other than as permitted in Section 10-20.33 of the Illinois School Code, State Board of Education rules, and procedures developed by the Superintendent. Neither isolated time out nor physical restraints shall be used to discipline or punish a student, but only to prevent the student from harming himself or others, or significant damage to property.

Physical restraint does not include momentary periods of physical restriction by direct person-to-person contact to prevent a student from completing an act that would result in potential physical harm to themselves or others, damaging property, or to remove a disruptive student who is unwilling to leave the area voluntarily. Teachers, other certificated and licensed educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property.

Momentary Physical Restriction (Hands On):

Definition: “momentary periods of physical restriction direct person-to-person contact...accomplished with limited force and designed to:

- prevent a student from completing an act that would result in potential physical harm to himself, herself or another or damage to property OR
- remove a disruptive student who is unwilling to leave the area voluntarily

Limitations: Cannot be used to

- Prevent a student from breaking rules
- In anticipation of an act that has not started
- In anticipation of property damage
- For students refusing to follow directions, or using profanity, or threatening others

Physical Restraint, in accordance with State Regulations, will only be employed when:

- The student poses a physical risk to himself, herself or others;
- There is no medical contraindication to its use;
- The staff applying the restraint has been trained in its safe application.
- SPEED requires that a minimum of 2 trained employees participate in restraints using approved methods as trained.

Limitations: Students shall not be subjected to physical restraint for

- Using profanity
- Verbal displays of disrespect for themselves or others
- A verbal threat shall not be considered as constituting a physical danger unless a student also demonstrates a means of or intent to carry out the threat.

When physical restraint is employed, staff will utilize a minimal amount of force necessary to control the student and to ensure the students’ safety and dignity. A child will be released from physical restraint immediately upon determination by the staff members involved that the student is no longer an imminent danger to cause physical harm to themselves or others.

A written notice of any incident of physical restraint to parents/guardians will be sent within 24 hours of the incident.

STUDENT DISCIPLINE

Copies of all school district policies on student behavior are available online through the school district's website or in the school 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's or licensed practitioner's prescription.
 - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
 - d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited.
 - e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
 - f. "Look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance or other substance that is prohibited by this policy.
 - g. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.
 - h. Any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered form. Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they have the prohibited substance, as applicable, in their possession.
4. Using, possessing, controlling or transferring a "weapon" or violating the procedures listed below under the Weapons Prohibition section of this handbook procedure.
5. Using or possessing an electronic paging device.
6. Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights

of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating and sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as “sexting.” Unless otherwise banned under this policy or by the building principal, all cellular phones, smartphones and other electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student’s individualized education program (IEP); (c) it is used during the student’s lunch period; or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

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, and 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; or (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 drop out of school voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following measures:

1. Notifying parents/guardians.
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen or damaged property.
6. In-school suspension.
7. After-school study or Saturday study provided the student’s parent/guardian has been notified. (If transportation arrangements cannot be made in advance, an alternative disciplinary measure will be assigned to the student.)
8. Community service.
9. Seizure of contraband; confiscation and temporary retention of the personal property that was used to violate school rules.
10. Suspension of bus riding privileges.
11. Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.

12. Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years. An expelled student is prohibited from being on school grounds.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for transfer under State law.
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, such as, illegal drugs (controlled substances), "look-alikes," alcohol or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

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

Delegation of Authority

Each teacher, when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated educational employees and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior. Teachers may direct paraprofessional staff to remove a student from the classroom.

The Superintendent, Director of Programs and Services, Principals, Assistant Principals and Supervisors are authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed.

Due Process Procedures

Students who are accused of violations are entitled to the following due process:

1. The student should be advised of the disciplinary infraction with which he or she is being charged.
2. The student shall be entitled to a hearing before an appropriate administrator.
3. The student will be able to respond to any charges leveled against him or her.
4. The student may provide any additional information he or she wishes for the administrator to consider.
5. The administrator, with the help of other staff members if needed, may interview material witnesses or others with evidence concerning the case.
6. If the administrator finds, after reviewing the evidence, that the violation occurred, he or she will impose sanctions on the student, consistent with the student's individual education plan (IEP) and behavior intervention plan (BIP).
7. Students may appeal out-of school suspension to the superintendent or superintendent's designee.

Make-Up Work

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

Re-Engagement of Returning Students

The school 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 of Special Education Students

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

In consultation with the home district, a student may be immediately transferred to a 45-day interim alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in Section 226 and Article 13A or 13B of the Illinois School Code.

Required Notices

A school staff member shall immediately notify the office of the School Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member.

Upon receiving such a report, the School Principal or designee shall immediately notify the local law enforcement agency, State Police, and any involved student's parent/guardian. "School grounds" includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

Vandalism

The SPEED Governing Board will seek restitution from students and their parents/guardians for vandalism or other student acts that cause damage to school property. (Board Policy 7:130)

Search and Seizure

In order to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers. Law enforcement agencies will be notified as listed above in the Required Notices section.

School Property and Equipment as well as Personal Effects Left 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. This paragraph applies to student vehicles parked on school property.

In addition, School Principals shall require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of his or her vehicle, and personal effects therein, without notice and without suspicion of wrongdoing.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

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 alike" of any firearm as defined above.

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

Gang & Gang Activity Prohibited

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

PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT

Bullying, intimidation, and harassment diminishes 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.

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.

Hazing is any humiliating or dangerous activity expected of a student to belong to a team or group, regardless of his or her willingness to participate. 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.

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 7:180, *Prevention of and Response to Bullying, Intimidation and Harassment*.

Complaint Managers:

Ms. Sharon Curry
Director of Human Resources
SPEED SEJA District 802
1125 Division St.
Chicago Heights, IL 60411
708-481-6100 ext 3113
scurry@speed802.org

Mr. Kevin Slattery
Director of Business & Finance
SPEED SEJA District 802
1125 Division St.
Chicago Heights, IL 60411
708-481-6100 ext 3108
kslattery@speed802.org

INTERNET AND TECHNOLOGY

Access to Student Social Networking Passwords & Websites

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

Internet Acceptable Use

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

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

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

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

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

STUDENT RECORDS & PRIVACY AND PARENTAL RIGHT NOTIFICATIONS

Student Privacy Protections

Surveys by Third Parties

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

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

Surveys Requesting Personal Information

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

1. Political affiliations or beliefs of the student or the student's parent/guardian.
2. Mental or psychological problems of the student or the student's family.
3. Sexual behaviors or attitudes.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine program eligibility.

The student's parent/guardian may inspect the survey or evaluation upon, and refuse to allow their child to participate in the survey. The school will not penalize any student whose parent/guardian exercised this option.

Student Records

Student records are maintained on each student at the program for which they attend. The home school district will maintain the original records. The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's school records. These federal and state laws designate the types of student records that a school must keep (permanent and temporary) and the information that must be included. Legislation also governs the use of the information kept in student records, maintenance of records, release of information, destruction of records, notification of parents/guardians, parent and student rights, as well as the procedures for examining and challenging the contents of student records.

The information contained in school student records shall be kept current, accurate, clear, relevant and confidential. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. SPEED returns copies off all records to the district upon graduation, dismissal, or relocation.

Access to Student Records

All student records may be examined by the child's parent or guardian who may also obtain copies of the records even if they are divorced or separated. If a parent wishes to read the records or obtain copies, the

coordinator of the program the child attends should be contacted and the request should be made in writing or via email. Access will be granted within fifteen days of the request. SPEED may charge for copies.

Release of Student Records

SPEED shall grant access to or release information from student records to any person possessing a written, dated consent, signed by the parent(s)/guardian(s) that specify to whom the records may be released, the information or record to be released, and the reason for the release. One copy of the consent form will be kept in the records and one copy shall be given to the parent(s)/guardian(s). SPEED may release student records or information in connection with an emergency without parental consent if the knowledge of such information is necessary to protect the health or safety of the student or other person. In addition, SPEED may release information for the following reasons:

1. SPEED may grant access to, or release information from, student records to employees or officials of the district or the Illinois State Board of Education.
2. SPEED may grant access to, or release information from, student records without parental/guardian consent or notification to any person for the purpose of research, statistical reporting, or planning, provided that no student or parent(s)/guardian(s) can be identified from the information released.
3. SPEED shall grant access to or release information from a student's records pursuant to a court order, provided that the parent(s)/guardian(s) shall be given prompt written notice upon receipt of such order of its terms, the nature and substance of the information proposed to be released, and an opportunity to inspect and copy such records and to challenge their contents.

REQUIRED NOTIFICATIONS

Attendance

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

Notification Regarding Student Accounts or Profiles on Social Networking Websites

Illinois State law requires the District to notify students and their parents/guardians that school officials may request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website. This request may be made only if there is reasonable cause to believe that the student's account contains evidence that he or she violated a school disciplinary rule or Board policy.

Requests from Military or Institutions of Higher Learning

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

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 youths, including a public pre-school education. A "homeless child" is defined as provided in the McKinney Homeless Assistance Act and State law. The Superintendent is the Homeless Student Liaison for SPEED students, and works collaboratively with the liaisons from the home districts to ensure access to the continued provision of education of homeless students.

Equal Opportunity and Gender 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 concern regarding sex equity or equal opportunity should contact: Sharon Curry, Director of Human Resources at 708-481-6100.

Sex Education Instruction

Students will not be required to take or participate in any class or course in comprehensive sex education if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology. Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

Truancy

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district. Students who miss 5% or more of the prior 180 regular school days without valid cause (a recognized excuse) are considered chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. If chronic truancy persists after support services and other resources are made available, the school will contact home school district to take further action. A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law.

Asbestos Notification:

In accordance with the Federal Asbestos Hazard Emergency Response Act (AHERA), school district #802 notifies parents, teachers, and other employees each year of the availability of Asbestos Management Plans and actions the district is taking to maintain asbestos containing materials in its building.

The district conducted an initial inspection of the school building for the purpose of identifying asbestos-containing building material in 1988 and a management plan detailing the findings of the inspection was developed. Since then, appropriate actions have been taken to ensure that asbestos containing materials are removed, repaired, encapsulated, or enclosed as necessary.

A periodic surveillance of asbestos-containing materials is conducted every six months and a complete re-inspection is conducted every three years.

The Asbestos Management Plan includes the results of each periodic surveillance and the most recent re-inspection as well as documentation of asbestos related activities. The Asbestos Management Plan is maintained and available for review in the administrative office.

If you would like additional information regarding the school district #802 Asbestos Program, contact Mr. Joe Kekelik, Building and Grounds Supervisor at (708) 481-6100.

Integrated Pest Management:

Structural and landscape pests can pose significant hazards to people, property and the environment. Pesticides can also pose hazards to people, property, and the environment. It is therefore the policy of to incorporate Integrated Pest Management procedures for control of pests. This policy has been developed to ensure the health and safety of children, teachers, staff, administration and all others using buildings and grounds.

Mandated Reporters

All school personnel, including teachers and administrators, and paraprofessionals are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services or Department of Human Services (for students over 18 years and older).

Sex Offender & Violent Offender Community Notification Laws

State law requires that all school districts provide parents/guardians with information about sex offenders and violent offenders against youth. You may find the Illinois Sex Offender Registry on the Illinois State Police's website at: <http://www.isp.state.il.us/sor/>. You may find the Illinois Statewide Child Murderer and Violent Offender Against Youth Registry on the Illinois State Police's website at: <http://www.isp.state.il.us/cmvo/>.

Medicaid Reimbursement

Medicaid reimbursement is a source of federal funds approved by Congress to help school districts maintain and improve diagnostic and therapeutic services for students. Therapy and diagnostic services provided to a student may be partially reimbursable. The reimbursement process requires SPEED to provide Medicaid with your child's name, birth date and Medicaid number. Federal law requires districts to notify parent/guardians if they intend to release student data to Medicaid even if you have already provided Medicaid with your child's information as part of your Medicaid application. Only data for Medicaid eligible students will be released to Medicaid.

If you do not object to the release of information to Medicaid, do nothing. Otherwise, you may state your objection in writing and forward it to Dr. Tina Halliman, Executive Director. You can object to the release of this data now or at any time in the future. If you deny the release of the data SPEED must continue to provide health services to your child. At no time can the district charge you for the cost of the health services.

When considering your decision, please note that this program has no impact on current or future Medicaid benefits. Under federal law, your decision to participate in the program CANNOT:

1. decrease lifetime coverage of any other public insurance benefit,
2. result in the family paying for services that would otherwise be covered by Medicaid,
3. increase your premiums or lead to discontinuation of benefits or insurance, or
4. result in loss of eligibility for home and community –based waivers.

Your consent allows the SPEED to recover a portion of the costs associated with providing health services to your child. The reimbursement supports vital special education services.

Suicide and Depression Awareness and Prevention

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

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