

Parkside Middle School

1800 Church Street, Peru, IL 61354

Phone: 815-223-7723

Fax: 815-223-0285

2012-13 Student Handbook

School Hours

Monday through Thursday

8:20AM-3:15PM

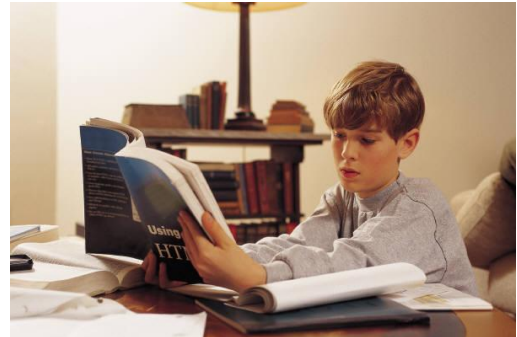
Friday

8:20AM – 2:00PM



Check us out on the Web:

<http://www.perued.net>



Forget your Assignments?

Call the Homework Hotline

815-223-2035

STUDENT HANDBOOK TABLE OF CONTENTS

2012-13

INTRODUCTION

Disclaimer.....	1
Welcome.....	1

DISTRICT INFORMATION

BOE Members and Meetings.....	1
District Mission	1
Beliefs, Goals and Objectives.....	1

ENROLLMENT INFORMATION

Immunization and Health Exams	2
Residency.....	2
Transportation	2
Statement of Good Standing	2
Student Fees	2

PARENT TEACHER CLUB

PTC Mission	2
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STUDENT RECORDS

Permanent and Temporary Records ...	3
Maintenance and Transfer.....	3
FERPA.....	3

ATTENDANCE

Reporting an Absence	4
Minimum Attendance Requirements....	4
Tardiness.....	4
Truancy.....	4
Extended Absences.....	4
Prearranged Absences.....	4
Excused and Unexcused Absences	4

EDUCATIONAL OPPORTUNITIES

Course Offerings	5
Program/Course Descriptions.....	5-6

ACADEMIC POLICY AND PROCEDURE

Grading Scale.....	7
Grades Online	7
Progress Reports and Report Cards ...	7
AAR Study Hall.....	7
Project Success.....	7

HOMEWORK

Late Work Policy	7
Make Up Work	7
Absences and Homework	7
Homework Hotline.....	7

HONORS AND AWARDS

Quarterly Honor Roll	8
End of Year Awards.....	8

STUDENT RIGHTS AND RESPONSIBILITIES

Citizenship Rights	9
Educational Process Rights	9
Student Rights Procedures	10
Equal Educational Opportunities.....	10
Student Responsibilities.....	10

RAIDER RULES FOR POSITIVE BEHAVIOR

PBIS Behavior Matrix.....	11
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DISCIPLINE POLICY / PROCEDURE

Statement of Philosophy	12
Gross Disobedience.....	12
Discipline and Special Education	12
Behavioral Consequences	13
LaSalle County Safe Schools	13
Bus Discipline	13

CLARIFICATION OF DISCIPLINARY TERMS

Bullying and Intimidation	14
Cheating	14
Drugs	15
Fighting and Self Defense.....	15
Gangs and Gang Activity	15
Insubordination	15
PBIS.....	15
Reciprocal Reporting Act	15
Search and Seizure	16
Weapons.....	16
Police and Agency Interviews	16

**SCHOOL PROCEDURES and
INFORMATION**

Accidents.....16
Asbestos.....16
Backpacks16
Bicycles16
Chewing Gum.....17
Conferences17
Dances17
Deliveries.....17
Discrimination17
Dress Code.....17
Field Trips.....17
Graduation Ceremony17
Home Instruction17
Insurance17
Lost and Found.....17
Lunch.....17
Medication18
Pest Management18
Promotion and Retention18
Response to Intervention (Rtl).....18
Safety Drills18
School Cancellation18
Security Cameras18
Sex Offender Registry18
Sex Education18
Shocking Devices18
Skateboards18
Substitutes.....18
Supervision.....18
Supplies.....18
Telephone.....18
Testing.....18
Textbooks18
Transfers18
Treats and Snacks.....18
Visitation18

EXTRA-CURRICULAR ACTIVITIES

Statement of Philosophy 19
Eligibility..... 19
Concussion policy 19
Extra Curricular Guidelines 19

TECHNOLOGY

Terms and Conditions..... 20
Acceptable Use Policy:
Access to the Internet 21
Student Permission 21

***Disclaimer** – *this handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the rules and policies.*

MESSAGE FROM THE PRINCIPAL

On behalf of the faculty and staff, I take pleasure in welcoming you to Parkside Middle School. This handbook has been designed to acquaint you with our school environment, its' policies, opportunities and expectations. You are asked to review the handbook carefully and to keep it available for reference.

Parkside School offers a well-rounded curriculum that provides academic, social and co-curricular experiences for all its' students. We support and continue to implement the basic tenets of the middle school philosophy with our focus on providing adolescents with a challenging, encouraging and collaborative learning experience. We offer a large variety of extra-curricular activities, including athletics, fine arts and academic endeavors. I urge you to become actively involved in your educational experience, including academics and the extracurricular activities Parkside offers.

DISTRICT INFORMATION

BOARD OF EDUCATION

Mr. Jim Renk, President

Mr. Mark Lamboley, V.P. Ms. Jyll Leonatti
Mrs. Cynthia Gustat Dr. C.G. Pillai
Mr. Simon Kampwerth Mr. Jeff Sheppard

Board of Education Meetings are generally scheduled on the third Wednesday of each month, and will be held at Parkside School at 6:00 PM.

District Mission Statement

To provide our students with a world class education

School District Beliefs (BP 1:30)

1. Children are why we are here, and their education, safety and well-being must always come first.
2. There is no replacement for high expectations, and we must expect our students to achieve to the absolute best of their individual ability.
3. All children can learn – even if not at the same pace or in the same way – and they must show constant growth and improvement.

4. We must remove all possible barriers to learning so that there are no limitations to what our students can achieve.
5. Reading and literacy are the foundations to learning and academic excellence.
6. A world class educational system is the cornerstone of a great community.
7. Effective education is a partnership among schools, parents, families and our local community.
8. Fiscal responsibility is critical not only so that we are accountable to our taxpayers, but also to help ensure that we can continue to provide our students with the highest quality educational programs.
9. We are accountable to our parents and community to provide our students with an excellent education.

Goals and Objectives (BP 3:10)

The Superintendent directs the administration in order to manage the School District and to facilitate the implementation of a quality educational program in alignment with School Board policy 1:30.

Specific goals and objectives are to:

1. Provide educational expertise.
2. Develop and maintain channels for communication between the school and community.
3. Develop an administrative procedures manual and handbooks for personnel and students that are in alignment with Board policy.
4. Manage the District's fiscal and business activities to ensure financial health, cost-effectiveness, and protection of the District's assets.
5. Plan, organize, implement, and evaluate educational programs that will provide for students' mastery of the Common Core State Learning Standards.
6. Meet or exceed student performance and academic improvement goals established by the Board.
7. Provide for the proper use, reasonable care, and appropriate maintenance of the District's real and personal property, including buildings, equipment, and supplies.

ENROLLMENT INFORMATION

Immunization & Health Examination Compliance

All students are required to show evidence of an Illinois physical examination and current immunization records when entering kindergarten, grade 6, or when entering the district from out of state (ILCS 5/27-8.1). The Illinois Department of Public Health has mandated dental exams for all students entering 6th grade (Public Act 093-0946). All students must be in compliance in order to enroll and attend school. Students not in compliance may not attend school until meeting the requirements. Religious exemptions are made with proper documentation (BP 7:100). Students new to the District must participate in speech and language screening.

In accordance with LaSalle County Schools policy, intermittent examinations will be made of all students to avoid the presence of head lice. Any child found to have head lice or excessive nits (eggs) will be excluded from the classroom until treatment is complete and nits are removed from the hair. A parent or guardian will be notified immediately to take the child home. For readmission to school, parent(s) must show proof of appropriate treatment (note from physician, copy of prescription, or proof-of-purchase of an over-the-counter product). All nits must also be removed from the hair prior to the student's readmission to school.

Residency

Fifth, sixth, seventh and eighth grade students whose parent lives within the district shall attend Parkside School unless exempted by attendance in an optional setting. The district does not accept non-resident students on a tuition basis, with the exception of students with disabilities from other districts participating in approved specialized programs for students with special needs (BP 7:60).

Transportation

Students who live more than 1.5 miles, or who travel across a hazardous roadway (without the assistance of a crossing guard) will qualify for free bus transportation. Shooting Park Road, Peoria Street, Routes 6 and 251 all qualify as hazardous roadways. Students will be assigned one bus stop and must board and/or disembark at this stop. Failure to follow this policy may result in a loss of riding privileges. For further information, contact the Parkside School Office.

Statement of Good Standing

Students transferring from another public school to Parkside School during the regular school term, must present a "Statement of Good Standing Form" from their previous school. The form indicates the academic status of the transferring student, and whether or not the student is currently serving a suspension or expulsion.

Student Fees

The following is a list of required and extra-curricular fees. Fee waivers or reductions, and free or reduced priced meals are available to those who qualify. Applications are available through the Superintendent's Office.

Book Fee	\$75.00/Year
Student Breakfast.....	\$1.25
Qualifying Reduced Breakfast	\$.30
Student Lunch	\$2.25
Qualifying Reduced Lunch	\$.40
Milk	\$.30
Replacement Card	\$1.00, \$3:00, \$5:00
Replacement Lanyard	\$1.00
P.E. Shirt	\$8.00
P.E. Shorts	\$10.00
Replacement PE Lock.....	\$6.00
5 th -8 th Grade Chorus Fee	\$10.00/Year
5 th Grade Band Fee.....	\$6.00/Year
6 th -8 th Grade Band Fee.....	\$30.00/Year
Band Instrument Rental	\$50.00/Year
Percussion Fee	\$15.00/Year
Concert Band Uniform Rental Fee.....	\$9.00/Year
Band-O-Rama Accompanist Fee.....	\$10.00
Yearbook (<i>approximate</i>).....	\$30.00
Student Insurance	Optional

PARENT TEACHER CLUB

All parents are encouraged to become active members of the Peru Parent Teacher Club. The PTC is endorsed by the Board of Education.

PTC Mission Statement

It is the mission of the Peru Elementary Parent Teacher Club to enrich our children's educational experience. This is accomplished by providing assemblies, field trips, programs and other activities. These provisions are funded by your generous support in PTC fundraising. The club is open to any parents, teachers or individuals interested in becoming members. Meetings are generally held monthly and are open to everyone.

STUDENT RECORDS

(BP 7:340)

Permanent Record

The student's permanent record includes the courses taken, grades, attendance record, accident reports and health records, dates of enrollment, and a record of release of permanent record information. It also includes the student and parent's names and address, telephone listing, birth date, birthplace, gender, and previous schools attended.

Temporary Record

A student's temporary record will be maintained by the district for 5 years. Temporary records include achievement test scores, school ability index scores, discipline records, birth certificates, a special services form, and special education records.

Maintenance of Records

Parents desiring to review records may submit a written request to the principal. A review shall be in the presence of the school principal or principal's designee. Student records may be made available, without parent permission, to certain state and local officials who are a part of a juvenile justice system established by state law. The disclosure must relate to the system's ability to effectively serve, prior to adjudication (105ILSC 5/10-20.14). Schools are not required to notify parents or students of the existence of a subpoena for student records (Illinois School Student Records Act, Section 6, 105 ILSC 10/6).

Transfer of Student Records

The school will send an unofficial record of student grades, a copy of the students Illinois school physical, and a Student in Good Standing form with the student at the time of withdrawal. A copy of all student permanent records will be sent when we are provided with the name and address of the receiving school and a request for records is received from this school.

A parent may not challenge grades which are on the permanent record and may not challenge any references to expulsion or out of school suspension, if the challenge is not made until the time the student's school records are forwarded to another school to which the student is transferring.

The Family Education Rights and Privacy Act

The Family Education Rights and Privacy Act (FERPA) affords parents and students over age 18 ("eligible students") the following rights with respect to the student's education records:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believe are inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, The District will notify them of the decision and advise them of their right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, or medical consultant); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another district in which a student seeks or intends to enroll. FERPA requires a school district to make a reasonable attempt to notify the student of the records request unless it states in its annual notification that it intends to forward records on request.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

ATTENDANCE

Reporting an Absence

Regular attendance and punctuality are key components in school success. Any absences should be reported to the Principal's Office by 9:00 AM each day a student will not be in attendance. Homework should be requested at that time. An answering system is available when the office is closed. If the parent does not call, The School Code of Illinois requires the school to contact the parent to verify an unreported or unexcused absence. The final responsibility to see the student is legally in school rests with the parent or guardian. Students and parents must act in compliance with the ILCS 5/26-1 and 5/26-2, which governs compulsory school attendance laws, excessive absences, and truancy.

Minimum Attendance Requirements for Creditable Pupil Attendance Days

Full-Day: 5 hours (300 or more instructional minutes)

Half: 2.5 hours (150 or more instructional minutes)

Morning Tardiness

Students who are tardy to morning homeroom three or more times per month will be assigned consequences at the end of each month. Discipline will be progressive in nature. Consequences will be assigned by administration and may include Office Detention, Saturday Detention and Disciplinary Study Program (repeat offenders). Chronic tardiness is considered truancy and may be reported to the LaSalle County Truancy officer.

Tardiness to Class

Tardiness to class (other than homeroom) is considered unexcused unless a student presents a pass from another teacher upon their arrival. Students should not be sent back to a previous teacher or the office for a hall pass. Passing periods are sufficiently long enough to enable students to get to each class on time. Students may be penalized for each tardy to class after the third offense.

Truancy

Truancy is an unexcused absence from school for all or part of the school day, as defined by Section 5/26-2a of the Illinois School Code (BP 7:70). Students are considered to be **CHRONICALLY TRUANT** if they are absent without valid cause for 5% or more of the previous 180 regular attendance days. Consequences for truancy are determined by the repetitiveness and/or nature of the truancy. Parent contact, and referrals to Peru District support systems, the LaSalle County Truancy Officer, or local law enforcement may also be made.

Extended Absence

Any absence due to illness or injury that extends beyond three consecutive school days, or any illness or injury that prohibits a student from P.E. participation for more than 3 days shall require a medical excuse issued by a physician. Special health conditions restricting physical education participation may be addressed with a physician's note at the beginning of each school term.

Prearranged Absences and Vacations

Although the school discourages vacations during the school year; we recognize that some situations make this unavoidable. A prearranged absence form should be filled out and submitted to the office prior to the absence. Classroom assignments will be collected during the absence and will be given to the student to make-up upon his/her return. Some work may be available ahead of time, but this should not be expected. Five excused absences will be allowed each school year. Any days beyond five, will be listed as an unexcused absence. **Excused absences will not be given during ISAT testing.** Students will be asked to attend Project Success until all make up work is completed.

Excused Absence

An excused absence will be given for the following reasons: up to 5 days of prearranged family absences; personal illness or injury; critical illness or death in immediate family; and school related activities. After an accumulation of 8 parental excused days for illness or injury, medical documentation will be required.

Unexcused Absence

Unexcused absence is an unauthorized absence from school, such as: prearranged family absences beyond 5 days, oversleeping, car trouble, shopping, non-medical appointments, babysitting, completing school work at home or leaving class or school grounds without permission. Students leaving school during school hours must sign out in the office and be picked up by the parent/guardian or his/her designee, unless the parent contacts the school (preferably in writing) to give permission for the child to walk home.

Students will be subject to disciplinary action (typically a Saturday Detention) after 2 days of Unexcused Absence.

EDUCATIONAL OPPORTUNITIES

Course Offerings

Grade 5

Core Courses: Reading, Math, Language Arts, Social Studies, Science

Required Expo: Physical Education and Health

Other Expo: Art, Music, Computer Apps, Study Skills

Grade 6

Core Courses: Language Arts, Literature, Math, Social Studies, Science

Required Expo: Physical Education and Health

Other Expo: Art, Music, Computer Applications, Ceramics

Grade 7

Core Courses: Language Art/Literature Block, Math, Social Studies, Science

Required Expo: Physical Education, STEM Lab

Other Expo: Art, Music, Graphic Design

Grade 8

Core Courses: Language Art/Literature Block, Math or Algebra, U.S. History, Science

Required Expo: Physical Education, STEM Lab

Other Expo: Art, Family Living, Media Studies, Stagecraft

Program and Course Descriptions

Algebra: an advanced mathematics course typically taught in high school, but offered to qualifying students in 8th grade. Eligibility requirements include an Algebra Aptitude Test, Math Test Average, and Math Computation and Concepts scores on the MAP assessment.

Art: a progressive course offered to all grade levels. In fifth grade the students will be introduced to the history and elements of art through a variety of media and studio activities. Each consecutive year will build upon these elements and principles to expand on media and processes.

Band: students may select Band regardless of musical proficiency. A two-week trial is allowed, but the director should be notified in writing to drop. Limited instrumental rental is available from Parkside. Attendance at all lessons, rehearsals, and performances is mandatory. Students must be passing all core courses to be eligible to participate.

Ceramics: a sixth grade course where students are introduced to the history and processes of Ceramics through a variety of studio activities. Students will engage in hand- built pottery techniques.

Chorus: Every student is welcome to join Chorus. Rehearsals are held at least two days a week during study hall and will be divided by grade and/or ability level. No audition is required to join Chorus, but students may elect to audition for the elite touring group, Singing Raiders.

Computer Applications: a course designed to expose students to a variety of topics, including hardware recognition and function, internet research, keyboarding and Microsoft Office skills.

Family Living: a course designed to help students develop a better understanding of parenting responsibilities. The Real Care Parenting curriculum which involves an Infant Simulation Session will be used. Students will care for the Simulated Infant for one weekend during the class. The program is intended to discourage teen pregnancy. Sex education and other health-related topics will be discussed.

Gifted Education (GATE): the philosophy of Gifted Education is to provide for the academic and social needs of those students whose mental development is accelerated beyond the average or who have demonstrated specific aptitude or talent and can profit from specifically planned educational services. These students demonstrate exceptional ability in academic studies, high-level thought processes, divergent thinking, and/or creativity.

Selection Process - students will be selected after a review by the educational team. In accordance with Illinois State Board of Education rules, gifted students will be identified using Objective Measures and Professional Judgment.

Objective Measures:

- MAP Assessment
- ISAT (Reading and Math)
- InView Test of Giftedness

Professional Judgment:

- Teacher Recommendation Checklist
- Cut off points will be established and reviewed by the educational team

Exit Policy - students may be dismissed from GATE after a parent conference, for not performing to potential, lack of task commitment, or by parent request.

Graphic Design: a seventh grade computer class that will cover a variety of areas in graphic design operations, applications, concepts, and communication. Students will use the following: Photo Impact, Microsoft Publisher, Silk Screen Process and Product Design.

Health: a required course for fifth and sixth grade which helps students understand that good health affects school performance, their friendships, their looks, and their lives. The importance of avoiding risky behaviors and guidelines on how to do so will be discussed.

Media Studies: an 8th grade course allowing students the opportunity to decipher the inner workings of the entertainment industry and question how the films, TV shows, and video games they consume impact their daily lives. Students will create their own TV and film productions using the same process and techniques as professional studios.

Physical Education is mandated daily by ILCS₁, Article 5/27-5. A written notice from a physician (specifying the duration of nonparticipation) is the only excuse accepted for exemption from P.E. (BP 7:260).

The following rules apply to physical education:

1. A parent may excuse students from P.E. for up to three days with a written note.
2. Chewing Gum is NOT allowed in PE
3. Students must use a school issued lock and all valuables should be secured in their locker.
4. Adequate care should be taken by students who wear glasses.
5. All injuries must be reported to the teacher immediately.
6. Students must wear a uniform purchased from the school, which should be laundered weekly.

QUARTERLY 'NO UNIFORM' POLICY:

- a) 3rd Offense = 15 minute teacher detention
- b) 4th Offense = 15 minute teacher detention
- c) 5th Offense = Office Referral

Stagecraft: an eighth grade course designed to help students become more comfortable, expressive, creative, and articulate when presenting in front of people. Students will learn and engage in public speaking, theatrical performance, debate, literature reading, and improvisation activities

Study Skills: a fifth grade course intended to introduce students to a variety of strategies and methods to be used for the purpose of acquiring knowledge and competence, and to prepare students for test-taking and homework completion.

STEM (Synergistics Lab): a modular curriculum program which emphasizes Science, Technology, Engineering, and Math. Each of 15 modules engages students for seven sessions of computer-assisted learning. It is designed to address many different learning styles. Content is delivered through text, graphics, video segments and hands-on activities. **Modules:** Applied Physics, Audio Broadcasting, CADD, Computer Graphics and Animation, Energy and Mechanics, Electronics, Engineering, Flight Technology, Forensic Science, Going Green, Heart Fitness, Interior Design, Practical Skills, Research and Design, and Robotics.

Special Education Programs & Services:

Parkside Middle School belongs to LaSalle County Educational Alliance for Special Education. Comprehensive special education programs and services are currently available within our local district or within the other districts of the L.E.A.S.E. special education joint agreement. Services are available for all types of disabilities and/or exceptionalities. Within the L.E.A.S.E. Cooperative all member school districts establish, maintain, or have access to special education instructional programs, resource programs, and related services which meet the educational needs of children with the following exceptional characteristics: auditory; visual; physical or other health impairments; speech/language impairments; deficits in the essential learning process of perception, conceptualization, memory, attention or motor control; deficits in intellectual development and mental capacity; emotional/behavioral disorders; due to traumatic brain injury or autism which restricts effective educational functioning.

All students enrolled in school for the first time are required to have a speech and language screening. Students identified through the screening process will be referred for a case study evaluation to determine any specific need for special educational services. Notification of the intent to initiate a case study or to provide district special education services is required for any child being considered for such services.

504 Plans: In order to fulfill an obligation under Section 504 of the Rehabilitation Act of 1973, the school district recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a disability will knowingly be permitted.

ACADEMIC POLICY AND PROCEDURE

Academic Grading Scale

A+ = 4.0	A+ = 100%
A = 4.0	A = 96 – 99%
A- = 3.7	A- = 94 – 95%
B+ = 3.4	B+ = 92 – 93%
B = 3.1	B = 89 – 91%
B- = 2.8	B- = 87 – 88%
C+ = 2.5	C+ = 83 – 86%
C = 2.0	C = 79 – 82%
C- = 1.5	C- = 75 – 78%
D+ = 1.2	D+ = 73 – 74%
D = 1.0	D = 71 – 72%
D- = .5	D- = 70%
F = 0.0	F = 0 – 69%

Grades Online

Student progress may be monitored online via a link labeled **PARENT GRADE ACCESS** on the district website, www.perued.net. Once an email address is provided, a confidential user ID and Password will be generated to allow access. The current overall grade, as well as individual tests and assignments, may be viewed. Please allow up to 3 days for grades to be posted after an assignment is due.

Progress Reports and Report Cards

Midterm Progress Reports will be sent electronically to those providing an email addresses to the office. All others will be mailed home. Quarterly Report Cards will be mailed home to all students. We encourage you to contact your child's teacher at any time for further information.

Academically At-Risk (AAR) Study Hall

Students who are failing two or more core classes at midterm or the end of a quarter, will be automatically enrolled in AAR Study Hall. Parents will be notified in writing when this occurs. AAR meets daily during study hall. A list of assignments (homework hotline) will be provided daily, and each assignment will be initialed upon completion. AAR may meet in the regular study hall or students may be moved to another location for additional help. Progress reports will be sent home with students every Friday. Students are NOT allowed to participate in Band or Chorus while they are enrolled in AAR.

Project Success

Project Success is an after school program to assist students in completing homework, organizing materials and studying for tests. The program meets Monday-Thursday until 4:10pm. Students may be removed for disruptive behavior. Project Success is mandated for ineligible students and those at risk of retention after the first semester, unless a written exemption is provided by a parent or guardian. Bus transportation is provided.

HOMEWORK

The purpose of homework is to enrich the school experience, strengthen basic skills, and improve student study habits (BP 6:290).

Late Work Policy

Homework turned in late may be penalized as follows: 10% off if turned in late, but before the end of the current school day; 20% if turned in by the next day. Work not completed by the next day could result a 0%. EXCEPTIONS - long term assignments and work collected for credit only will not be accepted late.

Make Up Work

Homework should be requested with the office by 9:00AM. The office will be open by 7:45AM. Prior to this time, requests can be left on the answering machine. Teachers will gather assignments, but it may be necessary for parents to collect books and other materials from lockers. The office is open until 4:00PM. The building will be open until 6:00PM to pick up books and other materials. Students may also call the homework hotline to obtain assignments. IN THE CASE OF ILLNESS, STUDENTS HAVE THE SAME NUMBER OF DAYS TO MAKE UP WORK AND PREPARE FOR TESTS AS WERE MISSED FROM SCHOOL. Full credit will be given for assignments completed within this time frame.

Additional time will not be given for long-term projects when absences occur between the time the project is assigned and is due.

Prearranged Absences: assignments will be collected during the absence and will be given to the student to make-up upon his/her return. Some work may be available ahead of time, but this should not be expected.

Medical Appointments / Short-term Absence: It is the student's responsibility to gather and turn-in assignments for classes missed for doctor, dental and other short term appointments.

Unexcused Absence or Suspension: Work must be completed upon return to receive credit; make up for any missed tests must be immediately arranged by the student.

Homework Hotline: A daily written copy of homework assignments is available and may be requested to the homeroom teacher by parents. Assignments may also be heard by calling the hotline at 815-223-2035 and following voice prompts for homework at each grade level.

HONORS AND AWARDS

Quarterly Honor Roll

Honor Roll – 3.1 to 3.69 Grade Point Average

High Honors – 3.7 GPA or above

Further, students must not have a 'D' or an 'F' in ANY class. Core courses will earn one full credit and Expo courses one-half credit toward the GPA. Band, chorus and citizenship grades are not included in the GPA.

End of Year Awards

Robert Alpert Outstanding Athlete: Bob Alpert is a retired Peru teacher and coach. He contributed greatly to the athletic history of Washington School. This award is selected by all 7th and 8th grade athletic team coaches using the following criteria:

1. Must be an Outstanding Athlete
2. Must participate in at least 2 sports each year
3. Demonstrates Exemplary Leadership
4. Average or above academic achievement

Attendance - students with NO ABSENCES (excused or unexcused) all year, and with no more than two unexcused tardies will receive an award for Perfect Attendance.

Brett Barry Outstanding Artist – Brett was a former student killed in an automobile accident at age 18. He was an exceptionally talented artist who enjoyed oil painting and drawing. The award was established in his honor to recognize an outstanding 8th grade art student. The recipient must have:

1. Outstanding Artistic Ability
2. Must be in 8th grade
3. Must have entered work in Art Shows
4. Good Academic Standing and Character

Jay Baznik Science – This award was established in 2009 in memory of a long-time science teacher at Washington School. It is presented to a 7th grade student that excels in science as measured by a high science grade, an outstanding Science Fair project, a high standard of work in experiments, a positive attitude, an above average advancement of knowledge in science and by showing cooperation by assisting other students in science as needed.

Austin Edwards – This award is presented in memory of one of the Illinois Valley's most outstanding professional musicians. Mr. Edwards was a world-renowned composer and taught in the area for many years. The recipient is selected using the following criteria:

1. Must be an Outstanding Musician
2. Must plan to continue Band in High School
3. Demonstrates Character, Initiative & Service

Michael Izzo – Michael was a former student who was killed in an automobile accident. He was active in Band, Chorus and Athletics. The award was established in his honor to recognize the student(s) who best epitomizes the high musical standards of Peru Schools. The recipient is selected jointly by the Band and Chorus directors using these criteria:

1. Member of Band and Chorus for 2 years
2. Outstanding Musical Achievement & Interest
3. An Inspiration to others through Leadership
4. Above Average Grades and Character

Jade Muylle Scholarship – Jade was a former Peru student who died during his eighth grade year and was awarded honors posthumously. This award was established by his family in his memory. The recipient is selected according to the following criteria:

1. Member of the 8th grade Graduating Class
2. Attended Parkside School all 4 quarters
3. Earned the Highest Cumulative GPA during

Presidential Academic Excellence –this award recognizes academic success in and out of the regular classroom. Students must show potential by scoring at or above 85% in both Reading and Math on the ISAT, and maintain a GPA of 3.5 or better during 8th grade.

Presidential Physical Fitness – students are tested in the areas of strength, speed, agility, flexibility and endurance during physical education class. Tests include Pull-ups, Curl-Ups, Shuttle Run, V-Sit and Reach, and the Mile Run. This elite group must score at or above the 85th percentile on all five fitness tests to qualify. (Students scoring above the 50th percentile qualify for the **National Fitness Award**.)

Outstanding Choral – this award is selected by the Choral director using the following criteria:

1. Three year member of Chorus
2. Prominent Role in the Spring Musical
3. Demonstrate Effort and Display Leadership
4. Good Academic Standing

Scholastic Honors: Fifth, Sixth, seventh and eighth grade students who maintain a final cumulative grade point average of 3.4 or better will receive recognition for their outstanding scholastic achievement at the annual Honors Banquet in May. Students may NOT have a 'D' or 'F' in any course to qualify. Eighth grade students who earn SH status every year in middle school will receive an additional award at the year-end awards assembly.

STUDENT RIGHTS AND RESPONSIBILITIES

Citizenship Rights

Court decisions have established that students are entitled to citizenship rights. However, these rights must be exercised with the same restraint which the courts impose upon other citizens.

1. The right of free expression is fundamental in a free society. Though the student has this right, the right must be exercised in a responsible manner so as not to interfere with the rights of others nor disrupt the educational process.

2. No student shall be deprived of an education. Those students who cannot function because of physical or mental handicaps in the traditional school setting shall have access to alternative programs of instruction.

3. Using the specified proper channels, students shall be permitted to voice their opinion on the development of school policy.

4. Fundamental to the workings of democracy is the right that no student shall be deprived their rights without due process of law. The courts have recognized that education is not a privilege but a right to which all citizens are entitled. Consistent with court decisions, the school shall follow a system of due process which is compatible with the special characteristics of the school community.

5. Educational and extracurricular programs, activities, services, and benefits will be provided to students without discrimination on the basis of sex. No student shall be limited in the exercise of any right, privilege, advantage opportunity on the basis of sex. The grievance procedure shall include a coordinator for the district who will respond to the grievance or complaint of illegal discrimination (BP 7:10).

6. Handicapped students have the right to equal educational opportunities. Individuals wishing to file a complaint alleging violation of rights accorded parents/eligible handicapped students may do so (BP 7:10).

Level I:

A student shall present the complaint in writing to the 504 Coordinator. He/she shall investigate and attempt to resolve the complaint within five working days. If solution does not occur, student may present complaint to the Superintendent who shall determine matter within five working days. If solution does not occur, student may within five working days present complaint to the Board of Education who shall consider the matter at the next regularly scheduled meeting.

Level II:

Failing to resolve complaint at Level I, student may request due process hearing to be held within guidelines set forth by Illinois Board of Education in booklet entitled "A Parent's Guide: The Education Rights of Handicapped Children.

7. A student with an infectious disease is eligible for all rights, privileges, and services provided by law and the District's policies. The District shall balance those student rights with the District's obligation to protect the health of all district students and staff.

Placement: The determination of whether the student with a communicable disease shall be permitted to attend school in a regular classroom setting or participate in school activities with other students shall be made on a case-by-case basis by a multi disciplinary team. Reporting Procedures; Placement Procedures; Case Study Evaluation; Temporary Exclusion; Placement Decision; Appeal Process; and Subsequent Evaluations are included in BP 7:280 and are available upon request.

Educational Process Rights

In no way do the following rights allow students to disrupt the educational process or to be in violation of school regulations or state law.

1. Students may wear political buttons, arm bands or any other badges of symbolic expression deemed non-disruptive and in good taste by the proper school authority.
2. Students have the right to form clubs when certified teachers agree to sponsor the activity and the activities are approved by the Board of Education.
3. Students have the right to general information concerning their permanent school records. Students have the right to due confidentiality of their records.
4. No one shall be subjected to arbitrary and unreasonable detention or suspension.
5. Students are entitled to a handbook which contains specific rules & regulations & description of general behavior expected of them by the school.
6. Pregnancy, in itself, shall not deny a student the right to an education, except in those programs or activities where there is a concern for the health and safety of the mother and the unborn child.
7. Students who meet the requirements of an organization or activity may participate in the organization or activity.
8. Lockers shall be provided for all students.

9. A student's property shall not be confiscated permanently unless required by law, or deemed disruptive or harmful by the proper school authority. The confiscation of lawful property may not extend beyond the current school year.
10. Parents will be notified prior to classroom instruction in sex education and AIDs education; the parent may request the student not participate in that content area. Alternative lessons will be provided.
11. In regard to these rights, students have the right to appeal through proper channels.

Student Rights Procedure

Explanation: A grievance is a difference of opinion raised by a student or group of students involving: (1) the meaning, interpretation or application of established policies; (2) difference of treatment; or (3) application of the legal requirements of civil rights legislation.

This procedure is not intended to limit the option of the district and a grievant(s) to resolve any grievance mutually and informally. Hearings and conferences under this procedure shall be conducted at a time and place which will afford a fair and equitable opportunity for all persons. Due process shall exist throughout the procedure with the right to (1) representation; (2) present witnesses and evidence; (3) confidentiality; (4) review relevant records; and, (5) proceed without harassment and/or retaliation.

Step I: The student(s) and/or parent(s) shall discuss the matter with the person(s) directly responsible for the grievance issue within fourteen days of the time when a reasonably alert person should have been aware of the event giving rise to a grievance. A response by the school must be made to the student/parent within five (5) days.

Step II: If the response is not satisfactory, student/parent shall within ten days request in writing a conference with the principal. A meeting must be held within five days of the request.

Step III: If a satisfactory solution is not reached, the grievant(s) may appeal the issue in writing to the office of the superintendent or designee within ten (10) days from the receipt of the response in Step II. A meeting between parties will be held within ten (10) days and a written response will be given within five (5) days of that meeting. A complete record of this meeting shall be kept and signed by both parties for future reference.

Step IV: If the issue is not satisfactorily resolved in Step III, the grievant(s) may appeal the grievance in writing to the Board of Education within five days of receiving the written response. The Board shall consider the appeal within sixty days and a written response shall be given within five days. A Board

appointed hearing officer, may hear all relevant testimony and provide the Board with a written summary of the hearing.

If the grievant has processed a grievance under Section 200 of the Sex Equity Rules for the Illinois Sex Equity in Education Law, he/she has the right to appeal the decision further to the Regional Superintendent of Schools and thereafter the State Superintendent of Education.

Equal Educational Opportunities: Sex Equity: No student shall, on the basis of his/her sex, be denied equal access to programs, activities, services, benefits, or be limited in the exercises of any right, privilege, advantage, or opportunity. (BP 7:10)

Student Responsibilities

Participation: Students have the responsibility of participating fully in the serious business of learning. Students must report to school and to ALL scheduled classes regularly and on time, remain in classes until excused, pay attention to instructions, complete assignments to the best of their ability, and request help when it is needed. They shall dress in an appropriate manner to suit the class which they are participating.

Behavior: Students must cooperate in maintaining reasonable orderliness in the school and in the classroom and take reasonable care of books and other instructional materials. Students shall care for school property; students and their parents may be charged for the damage to school property. Students must refrain from disruptive behavior and threatening or fighting with other students. Students shall respect the rights of others to pursue a course of study without undue interference.

Respect for Teachers: Students have the responsibility of showing respect for the knowledge and authority of their teachers. REMEMBER, ANY TEACHER HAS THE AUTHORITY TO CORRECT A STUDENT ON THE SPOT. Students shall recognize that the authority and duty to govern school matters rests with the Board of Education and is rightfully administered by the Principal and faculty. Students shall not defy authority. Students must use only acceptable and courteous language.

Respect for Other Students: Students have the responsibility of recognizing the rights and human dignity of fellow students. For example, students must refrain from name-calling, fighting, harassment, belittling or engaging in deliberate attempts to embarrass or harm another student.



Raider Rules for Positive Behavior

	Be Respectful	Be Responsible	Be Safe
In the Classroom	<ul style="list-style-type: none"> • Respect yourself, others & property • Use quiet voice and appropriate language • Be an active listener and participant • Have a positive attitude 	<ul style="list-style-type: none"> • Ready and Here (On time with appropriate materials) • Leave No Trace 	<ul style="list-style-type: none"> • Follow Emergency Procedures • Use Equipment and Materials appropriately
In the Hallway	<ul style="list-style-type: none"> • Respect yourself, others and property • Use quiet voice and appropriate language • Stay to the right 	<ul style="list-style-type: none"> • Keep Lockers and Hallways clean and secure • Leave No Trace • Go directly to your designated area 	<ul style="list-style-type: none"> • Follow Emergency Procedures • Report and Respond to unsafe behaviors • WALK at all times
In the Cafeteria or Outdoor Areas	<ul style="list-style-type: none"> • Respect yourself, others & property • Use quiet voice and appropriate language • Show good sportsmanship in games or activities • Move quietly to and from lunch 	<ul style="list-style-type: none"> • Ready and Here (On time with appropriate materials) • Leave No Trace 	<ul style="list-style-type: none"> • Follow Emergency Procedures • Report and Respond to unsafe behaviors • Use Equipment and Furniture appropriately
On the Bus	<ul style="list-style-type: none"> • Respect yourself, others and property • Use quiet voice and appropriate language • Obey the driver 	<ul style="list-style-type: none"> • Ready and Here (On time with appropriate materials) • Leave No Trace • Be ready for your stop 	<ul style="list-style-type: none"> • Follow Emergency Procedures • Report and Respond to unsafe behaviors • Follow Bus Safety Rules (Remain seated at all times and keep isles clear)
During Assemblies and Field Trips	<ul style="list-style-type: none"> • Respect yourself, others & property • Use quiet voice and appropriate language • Be an active listener and participant • Be a positive representative of your school 	<ul style="list-style-type: none"> • Ready and Here (On time with appropriate materials) • Leave No Trace 	<ul style="list-style-type: none"> • Follow Emergency Procedures • Follow entrance and exit procedures • Stay with assigned Teacher or Chaperone
In the Bathrooms and Locker Rooms	<ul style="list-style-type: none"> • Respect yourself, others & property • Use quiet voice and appropriate language 	<ul style="list-style-type: none"> • Use Bathroom facilities appropriately • Return to class promptly • Use proper hand washing techniques 	<ul style="list-style-type: none"> • Follow Emergency Procedures • Report and Respond to unsafe behaviors • Use Equipment and Furniture appropriately

DISCIPLINE POLICY AND PROCEDURE

Students are expected to conduct themselves at all times in such a manner as to bring credit to themselves, their family and their school. Behavior which is disruptive to the educational environment of the school, or which is dangerous to persons or property, is prohibited. The following procedures were established, within school board policy guidelines, to maintain discipline within the school. A copy of the student handbook will be furnished to parents/guardians at registration or within fifteen days of enrollment.

Rules and policies within this handbook apply to all school-sponsored events, including those occurring off campus, such as but not limited to: sporting events, field trips, fine arts activities, camps and workshops.

When breeches of school disciplinary rules and regulations occur, it is the responsibility of involved teachers and administrators to work with the student, his/her parents and other support personnel to help the student correct his/her behavior. Students will be given an opportunity to tell their side of the story prior to any disciplinary action. All disciplinary actions shall be directed toward protecting the welfare of the school community, as well as helping the student develop self-discipline. A progressive form of discipline, tempered by the conditions and circumstances of the offense, shall be followed. Corporal punishment will not be used as a means of disciplining students. A teacher is granted the right to remove a student from class for disruptive behavior. Physical contact or restraint may be appropriate when a teacher or other supervisor is required to employ it in self-defense, for the safety of students, or to help maintain control. A Crisis Response Team is trained annually in Crisis Prevention and Intervention (CPI) strategies.

Gross Misconduct, Chronic Disobedience, or insubordination, can result in a **suspension** from school for up to ten days. The parent or guardian of the suspended pupil shall be contacted and a conference may be requested to explain the rule(s) violated and the terms of the suspension. A parent may request a meeting with the Superintendent and, if desired, a hearing before the Board of Education to review the suspension. When in the opinion of the authorized administrator, a student poses an immediate threat to self, others, or school property he/she will be immediately removed from the general student population.

A pupil may be expelled only by the Board of Education on recommendation of the superintendent for gross misconduct. **Expulsion** shall take place only after parents or guardians have been requested to appear at a meeting of the board to discuss their child's behavior. Such requests shall be made by registered or certified mail, and shall state the date, time, place and purpose of the meeting.

When a student is serving an assigned out-of-school suspension, or has been expelled from school, he/she is NOT allowed to be on school property unless under the direct supervision of his/her parent or guardian. Unaccompanied students will be considered trespassers, and the proper authorities will be notified.

Gross Misconduct is a more serious or chronic type of disobedience that will most often result in suspension or expulsion (BP 7:190). Examples include, but are not limited to:

1. Bullying, Harassment and Intimidation (BP 7:20)
2. Fighting, Assault, or Battery
3. Promotion of Gangs or Gang Activity including displaying gang symbols or paraphernalia
4. Insubordination and/or Obscenity towards staff
5. Possession or Distribution of Pornography
6. Possession, Distribution or Use of Tobacco
7. Possession or Use of Matches or Lighters
8. Possession, Distribution or Consumption of Alcohol
9. Possession, Distribution or Use of Drugs
10. Possession of Drug Paraphernalia
11. Possession/Use of Explosives or Ammunition
12. Possession/Use of a Weapon or Look-Alike
13. Setting False Fire Alarms
14. Striking or Threatening a Teacher or Staff
15. Use of Electronic Shocking Devices
16. Misuse of Technology Equipment
17. Damage to School Property (BP7:170)
18. Theft or possession of stolen property
19. Sending, receiving or possessing sexually explicit pictures or images, known as "sexting"

Discipline and Special Education Students:

Special Education students are expected to abide by the regular school discipline rules. However, it is recognized that disabilities may cause inappropriate conduct which an exceptional student may not rationally be expected to control. In these cases, Parkside School will follow the strategies established by IDEA 97 and will comply with all regulations. Appropriate individualized behavior interventions will be used with disabled students when such a student is unable to conform to regular school discipline rules. Inappropriate behaviors, if repeated or deemed substantially disruptive to the educational process, will result in a review of placement (BP 7:230)

Behavioral Consequences & Expectations

Teacher Detentions: Date, time, and length of detention is determined by the issuing teacher. Written notice is given to the student in advance of the date the detention is to be served.

Consequences determined by Administration:

Lunch Detentions: students will be removed from their regular lunch with peers and will eat in an isolated area. Ala carte items will not be allowed.

Office Detentions: held after school from 3:20-4:10PM, except on Friday, 2:05-2:55pm. The Administration will attempt to call parents and a copy of the notice will also be mailed home.

Saturday Detentions: Saturday detentions are held from 8:00AM to 11:00AM. Students should report to an assigned supervisor at the main (east) entrance of the school no later than 8:00AM. Parents must call by 8:00AM to excuse a student for an emergency or illness. Failure to do so may result in further disciplinary action.

Disciplinary Study Program: DSP is the temporary removal of a student from class (usually 15-60 minutes) to provide an opportunity to de-escalate a potentially volatile situation. Students may also be referred to the social worker.

In-School Suspension: ISS is the exclusion from regular classes, lunch and peer contact with an opportunity to complete assignments for credit in an alternative setting. Students will report to the office by 8:20AM.

General Rules for Detention / ISS

1. Report to the designated room with homework and an AR or library book.
2. Remain in assigned seat; refrain from disrupting other students in any way.
3. Complete written activities as directed by the assigned supervisor.

Out-of-School Suspension: An exclusion from school, assigned by the administration, for a period of up to 10 consecutive school days per incident. Students are not allowed on school property during the duration of the OSS. The office will attempt to notify parents of all suspensions both by phone and by mail (BP 7:200).

Expulsion: A permanent exclusion from school for up to two years for serious gross misconduct. Only the Board of Education can expel a student from school (School Code 105ILCS5/10-22.6).

LaSalle County Safe Schools Program:

Students who are involved in conduct that is disruptive, serious, repetitive and/or cumulative; have been suspended multiple times; or have been arrested and remanded to court for acts related or unrelated to school activities are eligible for an Alternative School program for Disruptive Youth. Transportation is provided by the district.

Bus Transportation

Procedure and Expectations

1. Be on time.
2. Wait off the road and out of danger.
3. Board or Exit in a safe and orderly fashion.
4. Go directly to your seat.
5. Remain seated until the bus has come to a complete stop at your destination.
6. Keep your voice low.
7. Keep head, arms, and hands inside the bus at all times.
8. Public displays of affection are not permitted.
9. Keep feet and objects out of the aisles.
10. Obey and Respect the driver at all times.
11. Get on and off only at the designated stop.
12. Students who do not qualify for bus services are NOT allowed to ride the bus.
13. Comply with all Raider Rules and school regulations as stated in Student Handbook.

Bus Discipline

If misconduct occurs on the bus, the driver will make a written referral to administration. Buses may also be monitored by video surveillance, which can be accessed by administration. The following sequence of discipline will normally be followed. However, **extreme acts of misconduct on the bus endanger health and safety. Accordingly, students may be excluded from riding the bus and otherwise disciplined by suspension or expulsion for extreme misconduct** (BP 7:220).

First Referral: Counseling by administrator, written warning and parent contact.

Second Referral: Parent contract and loss of bus riding privileges for up to two (2) days.

Third Referral: Parent contract and loss of bus riding privileges for up to two weeks.

Fourth Referral: Parent contract and loss of bus riding privileges for the semester.

Fifth Referral: Parent contract and loss of bus riding privileges for remainder of the school term.

CLARIFICATION OF DISCIPLINARY TERMS

Bullying, Intimidation and (Sexual) Harassment (BP 7:20, 7:180, 7:190) : Bullying, intimidation, and (sexual) harassment are not acceptable in any form and will not be tolerated at school or any school-related activity, on school property, on school buses and transportation vehicles or through a school computer, network or other school electronic equipment. The school will protect students against retaliation for reporting incidents of bullying, intimidation, or (sexual) harassment, and will take disciplinary action against any student who participates in such conduct.

No person shall harass, intimidate or bully another based upon perceived race, color, nationality, sex, sexual orientation, gender-related identity or expression, ancestry, age, religion, creed, physical or mental disability, gender identity, order of protection status, status as homeless, or actual or potential marital or parental status, including pregnancy, unfavorable discharge from military service, association with a person or group with one or more of the aforementioned actual or perceived characteristic or any other distinguished characteristic. The school and district will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment.

Bullying is any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect of: (1) placing the student in reasonable fear of harm to the student's person or property; (2) causing a substantially detrimental effect on the student's physical or mental health; (3) substantially interferes with the student's academic performance; or (4) substantially interferes with the student's ability to participate in or benefit from the services, activities, or privileges provided by the school.

Examples of prohibited conduct include, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment (offensive acts

or comments that are sexual in nature, whether intended or not), 'sexting', public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment, or other comparable conduct.

Students who believe they are victims of bullying, intimidation or harassment or have witnessed such activities are encouraged to discuss the matter with a teacher, building administrator or other trusted adult. Students may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate.

Any student who is determined, after an investigation, to have engaged in bullying, intimidation or harassment will be subject to disciplinary consequences as provided in this handbook, including but not limited to, detention, suspension and expulsion consistent with the school and district's discipline policy. Parents of students who have engaged in the above behavior will be notified. Any student making a knowingly false accusation regarding harassment may also be subject to disciplinary consequences.

Cyber-Bullying: It is considered a parental responsibility to monitor off campus cyber activities and manage disruptions created by them. Sending or posting harmful or cruel text, images or video, directed toward students or staff, using computers, cell phones or other devices is deemed inappropriate. Off Campus Cyber-Bullying that results in a substantial disruption to the school environment (as determined by the administration) constitutes grounds for investigation, parental contact and possible discipline.

Cheating: If a student is confirmed to be engaging in academic dishonesty, including cheating, plagiarizing, wrongfully giving or receiving help on an exam or homework, and wrongfully obtaining test copies or scores, parent contact will be made by the teacher, and the student will be referred to administration for disciplinary action. The student will receive a '0' on the assignment or in the case of a test, must make arrangements to retake the exam for a maximum grade of 70%. Subsequent offenses will result in an automatic '0' for tests and assignments and an office referral (BP 7:190).

Drugs or Controlled Substances: Anyone possessing, distributing or consuming drugs (either illegal or over-the-counter), any legally controlled substance as outlined in Chap. 56, Section 1201-1215 of the Illinois Revised Statutes (including, but not limited to accessory paraphernalia and the like), or any substance reported or represented to be a legally controlled substance, except those specifically prescribed for the student by a licensed medical authority, while on school property or attending school activities, will be subject to suspension or expulsion from school and reported to the appropriate law enforcement agencies.

Fighting and Self Defense: The exchange of mutual physical contact, such as punching or hitting, with or without injury is considered fighting. Without clear and convincing evidence that a participant attempted to avoid the confrontation, all parties will be disciplined. It is the duty of any person threatened to use all prudent and precautionary measures to prevent an attack and not contribute to it in any way. There should be an attempt to retreat and contact a supervising teacher to neutralize a hostile situation without escalating it.

Gangs and Gang Related Activities: The presence of or student involvement in gangs or related activities on school grounds or at school events is strictly prohibited. Any student who violates this policy shall be subject to suspension or expulsion. (Board Policy 7:190).

The term "gang" shall mean any organization or group composed wholly or in part of persons whose purposes include the commission of illegal acts. No student on or about school property or at any school activity shall:

1. Wear, possess, write, distribute or display clothing, jewelry, symbols or items which are evidence of affiliation with any gang.
2. Commit any act, or use any speech, verbal or nonverbal (i.e. gestures, handshakes) showing membership or affiliation in a gang.
3. Use any speech or commit any act to further the interests of any gang or gang activity, including, but not limited to:
 - a. soliciting others for membership
 - b. requesting a person pay protection or otherwise intimidate or threaten any person;
 - c. committing any other illegal act or other violation of school district policies;
 - d. inciting other students to act with physical violence upon any other person.

Insubordination: Students have an obligation and responsibility to follow verbal or written instructions from any faculty member, and to identify themselves to any staff member in regards to their behavior. Willful and deliberate refusal to do so is considered insubordination and will result in disciplinary action.

Obscenity: Obscene or vulgar language, written, verbal or expressed by symbols or gestures, will not be tolerated. Profanity directed to school personnel will result in a suspension.

PBIS: Positive Behavior Intervention Supports promotes access for all students to the most effective and accurately implemented instructional and behavioral practices and interventions. PBIS provides an operational framework for achieving these outcomes.

Our *Raider Rules* are taught to students early in the school year and are emphasized and reinforced throughout the year. By following these rules, students can earn Raider Reward tickets which can be redeemed for incentives in and outside of the classroom, or entered into a quarterly prize drawing.

Reciprocal Reporting Act: Illinois statutes mandate that certain types of incidents (drugs, weapons, and attacks on school personnel) occurring in or on school property be reported to local law enforcement and the Illinois State Police within three days of the incident. (105 ILCS-5/10-27.1B; 5/27.1A; 5/34-8.05; 5/10-21.7)

PA 88-376 addresses violence and criminal activities in school.

1. Each school district shall designate a person to communicate with local law enforcement.
2. The school and law enforcement designees will meet as needed to share information.
3. The school designee will report all activities occurring on school property, off school grounds, or against school personnel.
4. The State's Attorney will provide the school with a copy of the any delinquency dispositional order involving weapons..
5. Local law enforcement will notify school designee of all arrests related to but not limited to weapons, criminal gang activity, or drugs. Notice of all convictions will be made if the record involved a student who is arrested after his or her 17th birthday.

Search and Seizure: To maintain order and security in school, school officials are authorized to conduct reasonable searches of school property and equipment (such as lockers or desks). Searches may be conducted 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 therein.

School authorities may search a student and/or the student's personal effects in the student's possession (such as purses, book bags lunch boxes, etc.) when there is reasonable ground for suspecting that the search will produce evidence the student has violated the law or is in violation of the student handbook. (BP 7:140)

The administration may request the assistance of law enforcement officials to conduct inspections and searches of these spaces for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Weapons: firearms, BB or pellet guns; objects which could be used to cause bodily harm (ie. knives, brass knuckles, clubs, bats); or "look-alikes" of any items described above are prohibited at school (BP 7:190)

The Gun Free Schools Act of 1994 imposes a mandate upon states requiring expulsion for a period of not less than one year for students who are determined to have brought a firearm to school. Modification of this requirement by the Superintendent is possible for individual students on a case-by-case basis. Police referrals will be made for violators of the district gun policy.

Police and Other Agency Interviews

The Principal's Office shall manage requests by police officers or other agency officials (such as, but not limited to DCFS or YSB) to interview students at school (BP 7:150).

Before a police officer will be allowed to speak with a student, a reasonable attempt to contact the parent or guardian will be made by the administration or their designee. These requests may be initiated by the police or the school. If a parent cannot be reached, the officer WILL be allowed to speak with the student(s) as requested

SCHOOL PROCEDURES AND INFORMATION

Accidents: All accidents which occur at school should be reported to the principal's office immediately. Under no circumstances should a student leave the building because of injury unless leaving with the parent or his/her designee. When possible and in most cases, the parent will be notified by the principal's office when their student is injured.

Asbestos: The District complies with all regulations relative to asbestos abatement. Please contact the Superintendent's Office for further information, or to review the inspection/management plan.

Bags/Backpacks: Students are not allowed to take backpacks, bags or large purse into classrooms or the gymnasium.

Bicycles: Students riding bikes to school should stow them appropriately in the bike racks provided at the south and east side of school. The school cannot be held responsible for damage or theft when bikes are parked on school grounds.

Cell Phones: We realize that cell phones have become an integral part of our lives, however, they can be a distraction at school. In order to assure that cell phones are used properly at school, we have created specific guidelines for when and how they may be used.

If a student chooses to bring a cell phone to school it is his or her responsibility to be accountable for it at all times. Cell phones are not allowed in class and should be turned off and stored in a locker. Cell phone use is NOT allowed during the school day (including lunch) for any reason. The school day is defined as when a student arrives on campus and ends when a student leaves campus. If a student is a spectator at an extra-curricular event and needs to use a cell phone, he or she should go to the lobby area. These instances should be limited to emergencies, securing transportation, etc. and not for idle conversations.

Because cell phones are easy to conceal, and are capable of being used for inappropriate actions the consequences will be swift. When a cell phone is discovered during the school day, or is used improperly after school, it will be confiscated until picked up by a parent or guardian. Students are subject to disciplinary action ranging from detention to suspension.

Chewing gum: Gum is permitted at Parkside School, except in designated areas and classes such as PE, Music and Band, or when used in a disruptive or inappropriate manner.

Conferences: Parent-Teacher conferences may be initiated by parent or teacher as the need arises. Regularly scheduled conferences will be held after the first quarter, and every parent is invited and encouraged to attend. Any person wishing to confer with a staff member may contact them by phone or email to make an appointment.

Dances: School-sponsored dances may be offered throughout the school year. Students who are absent on the day of a dance are not eligible to attend. Further, students who have been suspended will not be allowed to attend the next scheduled school dance. Dances may be open to other middle school students unless otherwise designated.

Deliveries: Celebratory items such as flowers and balloon bouquets will not be delivered to classrooms as they are distracting to the educational environment. PE clothes or homework will be delivered or students will be notified to pick them up in the office.

Discrimination Policy (BP 7:10) Peru Schools will provide equal opportunities for students and staff without respect to race, sex, religion, national origin, or physical or mental handicap.

Dress Code: School attire will be neat, clean, opaque, and will appropriately cover the individual from shoulder to mid-thigh. Pants must be worn above the hips, and shirts or blouses may not expose cleavage. Under garments must be covered by opaque material at all times. Any attire, which in the judgment of the administration or staff, is offensive or disruptive to the educational environment must be corrected. Students will be required to cover or remove the item(s) and replace them with PE clothing if an alternative is not readily available. Refusal to comply will result in disciplinary action. Items not allowed include, but are not limited to: short skirts or shorts, tops with straps less than 2" width, uncovered leggings, apparel that promotes or advertises drugs/alcohol/tobacco/violence or explicit sexual themes or profanity. Coats or jackets, hats and sunglasses are not to be brought to class. Jewelry or accessories considered objectionable by school personnel will not be allowed. Chains attached to belts or wallets, or worn in any fashion are prohibited.

Field Trips and Assemblies: These are a privilege, not a right, for students. Those with behavior concerns may be required to have a parent chaperone for curriculum-based field trips. Students with 5+ office referrals throughout the year, 10% absenteeism or excessive tardiness, an out-of-school suspension during the 4th Quarter, or who are at-risk of retention may be excluded from end-of-year field trips.

Graduation Ceremony: The graduation ceremony is a privilege which students must earn both behaviorally and academically by meeting the requirements for promotion. Students with severe or chronic behavior problems may have this privilege revoked.

Home Instruction (BP 6:150): Parents of students who will have extended absences may apply for home tutoring by having the proper forms completed by a physician and filed with the superintendent.

Insurance: Accident Coverage is provided for all students as a benefit of Peru Public Schools' membership in the Workers' Compensation Self-Insurance Trust. This coverage will provide insurance for students injured in school activities during the school year. Parents who wish to purchase additional options, such as 24 hour coverage, and a dental extension, may pick up information in the district office.

Lost & Found: The lost and found is located in the Cafeteria. All "found" articles should be brought to the office. Items will be donated to a charitable organization at the end of each month if not claimed. Parents may call the school office to check for lost items.

Lunch: Students may bring a sack lunch, or purchase a school lunch (see pg 3). Two entrée choices are available each day, as well as cold sandwich, subs, salads, wraps and other healthy snacks for ala carte purchase. Students are given a debit card attached to a lanyard in homeroom for lunch purchases. The card should be returned at the end of the day and should not be taken home. Those with 4 lunch card violations will earn a lunch detention.

Menus are posted in homerooms and on the district website. Year-end lunch balances will be automatically transferred to the next school term. Eighth grade balances may be transferred to a sibling or refunded prior to graduation.

NOTE: Soda and energy drinks may not be consumed at school.

Medication: Any medication (including over-the-counter cold medications and aspirin) required by a student is encouraged to be administered outside of the school day. The school nurse will distribute medications to those students requiring medication during the school day. In order for students to receive their medication in an efficient manner, the following guidelines must be followed:

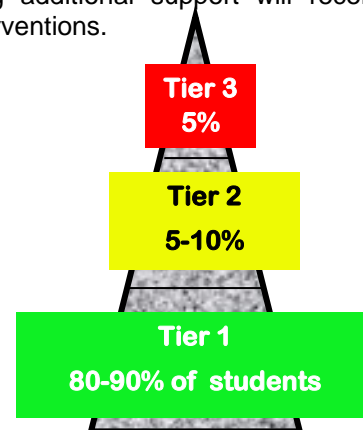
1. Medications will be administered daily during an assigned time frame. PARENTS MUST BRING THE MEDICATION IN ITS ORIGINAL CONTAINER, and must present a completed Medication Request and Authorization Form signed by the parent and the prescribing physician.
2. Over the counter medications such as Tylenol, cold medications, etc. will not be given by the school nurse unless brought in by the parent with a Medication and Authorization Form from the physician stating the reason the medication is to be given, and any side effects. The medication is to have the students name on it, be in its original container and be brought to the school nurse to be kept in a locked cabinet until needed.
3. Medications needing refrigeration WILL NOT BE DISPENSED at school due to an inability to store them in a locked cabinet.
4. With any new medication, the Initial dose WILL NOT be administered at school by the RN. This must be given at home or in the doctor's office.
5. Prescribed medications must be stored at school in the prescription bottle, clearly state the student's name, medication name, dosage, frequency and administration instructions.
6. Students are generally not allowed to self-medicate. Exceptions to this may include students needing asthma medications, or epi pens for allergic reactions to bee stings. A Self- Administration of Medicine Form will need to be filled out by the prescribing physician, and the parent or guardian, and kept on file.
7. Many of the medications administered to students are controlled substances and should not be sent to school with a student. Parents must bring any medications to the school. The school nurse will send the empty prescription bottle home with the student.
8. Under no circumstances will medications, prescription or over-the-counter, be distributed unless the above guidelines are met.

Pest Management / Pesticide Application:

Structural and landscape pests can pose significant hazards to people, property and the environment. Current laws amend the Acts previously administered to control indoor and outdoor pests. For a full text of the laws, visit www.spcpweb.org. Peru Schools has amended its procedures to comply with all new laws. Parkside School will apply pesticides as needed before or after school, or when students are not in session. (BP 4:160)). If you would like to be informed when pesticides are applied, please contact the district office at 815-223-0486.

Promotion/Retention (BP 6:280): Students will normally progress annually from grade to grade. Exceptions may be made when, in the judgment of the professional staff, such exceptions are in the best educational interest of the pupil involved. Decisions to promote or retain students will be based on the following criteria: successful completion of the curriculum, attendance, and performance on standardized tests. School personnel will consider the GPA, 7 or more of failing report card grades and homework completion when determining whether the curriculum has been successfully completed. Parents will be notified of the final decision in writing.

Rtl: (Response to Intervention) is a process designed to help schools focus on high-quality interventions that are matched to student needs. Students are regularly progress-monitored and the information gained is used to make informed decisions regarding educational programming. Students may receive intervention services in the areas of Reading, Math or Behavior. All students will receive Rtl services in a Tiered system. Tier 1 supports are provided to students through the core curriculum and differentiation within the regular classroom. Those needing additional support will receive Tier 2 or 3 Interventions.



Safety Drills: Fire and disaster drills will be held throughout the school year as prescribed by Illinois law. Procedures will be posted in the classrooms (BP 4:170).

School Cancellations: When school is canceled because of an emergency, the AlertNow system will be activated and families will receive an automated call, email or text. An announcement will also be made on local radio stations: **WLPO 1220 AM or WLRZ 100.9 FM.**

Security Cameras: For the safety and protection of the Parkside community, your presence may be monitored and recorded by surveillance equipment, including but not limited to all doors, hallways, outdoor areas and buses.

Sex Offender Registry: (PA94-994) The Illinois State Police hosts a website that houses the names, addresses and other information on registered sex offenders. Please consider this formal notification that this information is available to monitor the location of sex offenders in Peru, or any location in Illinois. The Illinois State Police website is www.isp.state.il.us/sor.

Sex/AIDs Education Exemption: Parents may submit a written request to exempt their student from sex education and/or AIDS education.

Shocking Devices – shocking devices and laser pens are NOT allowed in school at any time. Items brought to school are subject to confiscation and will be referred to administration for disciplinary action.

Skateboards & Rollerblades: Skateboards and rollerblades are not allowed on school property. They should not be brought to school even if carried as storage space is not available.

Substitutes: Students will continue with school work and activities in the same manner expected when the regular classroom teacher is present. Students sent to the office by a substitute teacher will be disciplined by the principal, dean or designee.

Supervision: Teacher supervision begins at 8:05AM. Students should NOT be on school property before this time unless they are eating breakfast or have specific permission. Students will enter the building at 8:17AM, unless they have been issued a morning pass from a teacher. School is dismissed at 3:15 PM with the exception of Friday which is a 2:00PM dismissal day. Supervision lasts until the buses depart and most students have left campus.

Supplies: Students are responsible for purchasing their own supplies. Grade level supply lists are provided at registration and are available online.

Telephone: Students with valid cause may use the office phone when they have teacher permission. All calls must be logged by name, date and phone number. Personal cell phones may NOT be used during school hours or at extracurricular events.

Testing: Students will be given achievement and ability index tests throughout their school career. The MAP Assessment is given 2X per year and is used to guide instruction. AIMSweb is administered 3x to benchmark student progress in Reading and Math. The state assessment, ISAT, is administered once in the Spring. All results will be sent to parents as they become available.

Textbooks: The Board of Education furnishes textbooks to students on a fee basis and they remain the property of Peru Schools. If a book is lost or destroyed, the student shall pay a replacement cost of \$30. Damage from misuse, marking, tearing or defacing of books (including library books) is just cause for fines to be assessed. Students are responsible for their own and must return the exact book issued.

Transfers: Students moving from the district should notify the principal's office prior to their last day. Student records will be mailed to the receiving school when a written request is received. Copies of the Illinois School Physical, Current Grades, and the Student in Good Standing Form will be provided upon request.

Treats and Snacks – Due to health concerns treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats must be store bought and prepackaged in individual servings. Treats should not require refrigeration and must have a clearly printed list of ingredients on the package. We strongly encourage you to select a healthy treat or snack with nutritional value. Soda and energy drinks are not allowed.

Visitation: All visitors must report to the principal's office when entering the building to obtain a visitor's pass. Parents are welcome and encouraged to visit classes at any time, but American Education Week in November provides an excellent opportunity to see learning in action. Student visitors are not allowed since they present a distraction to the educational process.

EXTRA CURRICULAR ACTIVITIES

Extracurricular activities are privileges extended by the district to students who wish to participate and who agree to comply with the student handbook regulations, BOE policies, the athletic handbook, as well as the rules and regulations established for the respective activity. Failure to comply with the rules and regulations shall result in appropriate sanctions as identified in the district progressive discipline policy and the consequences identified in writing by the coach/sponsor and approved by the principal. A copy of the coach's expectations and an athletic handbook will be provided to each participant by the coach.

Students participating in any extracurricular school activity must be in attendance for a full day on the day of the scheduled event, and are subject to the same rules, regulations and behavioral consequences as apply during the regularly scheduled school day.

Any student who is assigned to the Disciplinary Study Program (DSP) or who is serving an In or Out of school Suspension may not attend nor participate in any extracurricular activity on the date(s) of the DSP or suspension assignment.

Eligibility

In order to participate in IESA activities, students must receive passing grades in all subjects. Academic eligibility is checked weekly in accordance with IESA regulations. Grades shall be accumulative for the grading period which the student is practicing or competing.

This regulation applies to managers also. Eligibility is checked on Friday and is enforced from the following Monday through Saturday. Students failing to meet academic eligibility may practice but not compete. Ineligible students are required to attend Project Success during the week of their ineligibility.

Those who are ineligible for three consecutive weeks, or five cumulative weeks will be removed from the team.

Concussion Policy

A student athlete who exhibits signs, symptoms or behaviors consistent with a concussion in a practice or game will be removed from participation. Any athlete who has been removed from an interscholastic contest for a concussion or head injury must be cleared to play by a licensed physician or certified athletic trainer before being allowed to return to practice or competition.

Extra Curricular Choices

Co-educational: Scholastic Bowl, Cheerleading, Student Council, Variety Show, Library Aides, Office Runners, Ranger Club, Yearbook, Spring Musical, Young Authors, Intramurals, Spelling Geography Bee, You Be the Chemist Challenge.

Girls Athletics: 5th - 6th - 7th - 8th Basketball and Volleyball, 6th-8th grade Track

Boys Athletics: 5th - 6th - 7th - 8th Basketball, 6th-8th grade Baseball and Track

Guidelines for Extracurricular Activities

1. Comply with all Starved Rock Conference and IESA rules.
2. Comply with all Student Handbook rules.
3. Comply with coach's expectations and rules.
4. Participants using a mode of transportation other than that provided by the district must provide written parent permission and obtain approval from the coach.
5. If an activity is an extension of a class, any unexcused absence from that activity will be considered a factor in determining a student's grade.
6. Sit with their team when not participating or cheering at that particular time.
7. Present a neat and clean appearance.
8. Avoid abusive language and/or behavior.
9. Demonstrate a cooperative attitude with coaching staff.
10. Be on time and attend all scheduled practices and competitions unless excused by the coach.
11. Participants who quit or are removed from the team prior to the end of the season may NOT participate in a new activity until the first season is complete, including the state tournament series.

Awards

Students who participate in an extracurricular activity (Athletics, Scholastic Bowl, Ranger Club, Yearbook, or Student council) will be presented a school letter 'P' upon completion of their first activity only. Additionally, they will receive an activity specific pin for each (i.e. a Basketball, Volleyball, etc.)

TECHNOLOGY TERMS AND CONDITIONS

Acceptable Use: Access to the school's electronic networks must be for the purpose of education or research, and be consistent with the educational objectives of the district.

Privileges: Use of desktop computer, laptops, iPads, software, and related items is a privilege, not a right. It is the student's responsibility to treat the equipment with care and to report instances of misuse. If a student damages, copies, tampers with or tries to gain access to confidential files, he/she will be disciplined, including suspension or expulsion, in addition to paying restitution. Data brought from home must be approved before use. No printing is allowed without direct permission from a staff member. Printing is limited to school projects only.

Internet Access: Every student and their parent must read and sign an Acceptable Use Policy (AUP) before using the internet or computers. The school's internet access has a filtering device that monitors entry to sites that are obscene, pornographic, harmful or inappropriate for students, as defined by the Children's Internet Protection Act, and as determined by the district. As with any filtering device, it is not guaranteed to block all inappropriate sites. Therefore, students are ultimately responsible for the sites they access. Social networking and downloading of music or software are not permitted. Students must also have permission to access or send email. Violating the AUP will result in a loss of privileges.

Personal Electronic Devices: Electronic readers such as but not limited to: Kindles, iPads, and Nooks are allowed at school for reading purposes only. All books should be downloaded at home, and access to the internet is prohibited while at school. Request for use of such devices by students may be granted if the appropriate form is completed and signed by the student, parent and administration. Students are not to bring iPods, MP3 players, video games, cameras, CD players, etc. without specific permission from staff. The school assumes NO responsibility for any items lost or stolen.

Unacceptable Use: Students are responsible for their actions and activities involving the network and electronic equipment. Examples of unacceptable use are:

- a) Sending, receiving or possession sexually explicit or inappropriate pictures or images, commonly known as "sexting". Prohibited conduct includes, without limitation, creating, sending, sharing or viewing an indecent visual depiction of oneself or another person through the use of a computer, other electronic devices, or cellular phone.
- b) Using another's account or password with or without their permission.
- c) 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 of the threat, or was available through third parties who worked or studied within the school 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.
- d) Using a cellular phone or other electronic device that disrupts the educational environment or violates the rights of others.
- e) Using the internet for any illegal activity, including the violation of copyright, or transmitting any material in violation of U.S. or State law.



Peru Public Schools District #124 ***Student Internet/Technology Acceptable Use Policy***

Access to the Internet (BP 6:235):

The global electronic community, commonly referred to as the information Superhighway or the "Internet," is a very valuable resource for education. The Internet, (including, but not limited to, Internet sites, pages, files, e-mail, on-line services, and bulletin board systems and all other District intranet systems) provides access to a vast array of resources which can be used to support the curriculum by facilitating resource sharing, innovation, and communication. The School Board's goal is to include the resources of the Internet in the District's instructional program where appropriate to increase learning and improve instruction. The Superintendent or designee will develop an implementation plan for this policy, which will include administrative procedures for employees and student use of the Internet. Use is a privilege, not a right, and therefore can be suspended or revoked. All use of the District's connection to the Internet must be in support of education and/or research, be consistent with the educational objectives, policies, rules, and regulations of the Board of Education, and be in compliance with and subject to district and building discipline codes and all other District Policies.

Student use of the Internet will be consistent with the curriculum adopted by the District as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students. Selection of materials, sites, services, bulletin board systems, etc. from the Internet shall comply with the Board's selection policy for instructional materials and library-media center materials. Teachers may, consistent with this Policy, the Student Agreement for Internet Access and with the Superintendent's implementation plan, use the Internet throughout the curriculum.

The Internet may be used in a variety of formats. These include email; teacher-selected material in a prescriptive setting; and "live" Internet interaction, in which material is not pre-selected. Each district employee must sign the District's *Employee Agreement for Internet Access* as a condition for using the District's Internet connection.

Student use of Internet interaction may only occur with specific authorization from a certified teacher. Student use is subject to the Student *Permission for Internet Access* and requires student and parent acceptance of its terms and conditions. Student Internet interaction must be under the direct supervision of school personnel.

General rules for behavior and communications, as stated in the District's and schools' codes of conduct, apply when using the Internet, whether the electronic connection is made at school or remotely through school district network interfaces. The failure of any student or district employee to follow the terms of this policy or its administrative procedures, rules, or regulations will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

Electronic communications and downloaded material may be monitored, read, edited, or traced by school administrators. Neither the School District nor its Administrators, agents, successors, or assignees, are responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved by the Internet. Furthermore, the District will not be responsible for any unauthorized charges or fees resulting from Student access to the Internet.

Student Permission for Internet Access

Each student and his or her parent/guardian must sign the Permission before the student is granted access to a live Internet connection. Please read this document carefully before signing.

All use of the Internet shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. This *Permission* does not attempt to state all required or proscribed behavior by users.

However, some specific examples are provided. The failure of any user to follow the terms of the *Permission for Internet Access* will result in the loss of privileges, disciplinary action, and/or appropriate legal action. The signatures at the end of this document are legally binding and indicate the parties who signed have read the terms and conditions carefully and understands their significance.

Terms and Conditions

1. **Acceptable Use** – All use of the District's connection to the Internet must be in support of education and/or research, be consistent with the educational objectives, policies, rules, and regulations of the Board of Education, and be in compliance with and subject to district and building discipline codes.
2. **Privileges** – The use of the District's Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The building administrator will make all decisions regarding whether or not a user has violated this *Permission* and may deny, revoke, or suspend access at any time; his or her decision is final. Violations of the code of conducts or professional requirements may result in the loss of privileges and employee or students discipline. Due Process will be given commensurate with the seriousness of the offense.
3. **Unacceptable Use** – The user is responsible for the users actions and activities involving the network. Some examples of unacceptable uses are given below. The list is not intended to be exhaustive. The Administration may periodically revise the concepts of acceptable and unacceptable use. These revisions will become part of this document.
 - a) Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any US or State regulation.
 - b) Unauthorized access or downloading of software, electronic files, email, or other data.
 - c) Downloading copyrighted material for other than legal personal or permitted professional use.
 - d) Using the network for private financial or commercial gain.
 - e) Wastefully using district resources, such as file space.
 - f) Gaining unauthorized access to resources or entities.
 - g) Invading the privacy of individuals.
 - h) Using another user's account or password.
 - i) Posting material authored or created by another without his/her consent.
 - j) Posting anonymous messages.
 - k) Using the network for commercial or private advertising.
 - l) Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, sexually oriented, threatening, racially offensive, harassing, or illegal material.
 - m) Using the network while access privileges are suspended or revoked.
 - n) Publishing or otherwise disseminating another person's identity, personal information, account, or password without their consent.
 - o) Using the network for unauthorized product advertisement, political activity, promoting or encouraging the use of illegal or controlled substances.
 - p) Forgery or alteration of email.
 - q) Unauthorized use of the network to play computer games, enroll in list serves, or participate in chat rooms, or otherwise waste work time on activities not school-related.

4. **Network Etiquette** - You are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
 - a. Be polite. Do not become abusive in your messages to others.
 - b. Use appropriate language. Do not use vulgarities or other inappropriate language.
 - c. Do not reveal the personal addresses or telephone numbers of students or colleagues.
 - d. Recognize that electronic mail (E-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
 - e. Do not use the network in any way that would disrupt its use by other users.
 - f. Consider all communications/information accessible via the network to be private property.
5. **No Warranties** – This District makes not warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.
6. **Indemnification** – The user agrees to indemnify the School District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any breach of this Permission.
7. **Security** - Network security is a high priority. If you can identify a security problem on the Internet, you must notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to network, at the sole discretion of the Administration.
8. **Vandalism** - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy the networks, software, hardware, and data of the District, another user, the Internet, or any other network. This prohibits degrading or disrupting of equipment, software, or system performance. It also includes, but is not limited to, the uploading or creation of malicious software, including computer viruses, Trojans, etc. Users are responsible for any and all costs related to the repair or restoration of any damage done through vandalism. The District will use the legal system to seek restitution.
9. **Telephone Charges** - The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs, or any other unauthorized Internet related charge.
10. **District Purchase of Goods and Services** - Any purchase or ordering of goods or services on behalf of the District must conform to the rules, regulations and procedures required by the District's business office.
11. **Personal Responsibility** – By signing this Permission, you are agreeing not only to follow the rules in this Permission, but also are agreeing to report any misuse of the Network to the person designated by the school for such reporting. Misuse means any violations of this Permission or any other use that is not included in the Permission, but has the effect of harming another or his or her property.

12. Internet Safety

a) **General Warning; Individual Responsibility of Parents and Users**

All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guides of materials to shun. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the appropriate school personnel.

b) **Personal Safety**

Be safe. In using the computer network and Internet, do not reveal personal information such as your home address, or telephone number. Do not use your real last name or any other information, which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you “meet” on the computer network or Internet without your parent’s permission. Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or private setting.

c) **Confidentiality of Student Information**

Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information for internal administrative purposes or approved educational projects and activities.

d) **Active Restriction Measures-** The School, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. It is impossible to control all material and a user may discover inappropriate material. The appropriate response to finding such material is to immediately exit the site, notify the supervising personnel, and not return to that material. The School may also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other materials, which is inappropriate for minors.

13. **Failure to Follow Permission** – A user who violates this Permission, shall at a minimum, have his or her access to the computer network and Internet terminated, which the School District may refuse to reinstate for the remainder of the student’s enrollment in the School District. A user violates this Permission by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this Permission if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The School District may also take other disciplinary action in any such circumstances.