

Sangamon

October 2007

Riverton CUSD# 7:180

Students**Preventing Bullying, Intimidation, and Harassment**

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal. The Superintendent or designee shall develop and maintain a program that:

1. Fully implements and enforces each of the following Board policies:
 - a. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing or intimidating a student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status.
 - b. 7:190, *Student Discipline*. This policy prohibits students from engaging in hazing or any kind of aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct; prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, bullying, hazing, or other comparable conduct.
 - c. 7:310, *Restrictions on Publications and Written or Electronic Material*. This policy prohibits students from: (i) accessing and/or distributing at school any written or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (ii) creating and/or distributing written or electronic material, including Internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

Full implementation of the above policies includes: (a) conducting a prompt and thorough investigation of alleged incidents of bullying, intimidation, or harassing behavior, (b) providing each student who violates one or more of these policies with appropriate consequences and remedial action, and (c) protecting students against retaliation for reporting such conduct.

2. Examines the appropriate steps to understand and rectify conditions that foster bullying, intimidation, and harassment; this contemplates taking action to eliminate or prevent these disruptive behaviors beyond traditional punitive disciplinary actions.
3. Includes bullying prevention and character instruction in all grades in accordance with State law and Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Fully informs staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes: (a) communicating the District's expectation – and the State law requirement – that teachers and other certificated employees maintain discipline, and (b) establishing a process for staff members to fulfill their obligation to report alleged acts of bullying, intimidation, harassment, and actual or threatened violence.

ADOPTED

FEB 11 2008

IASB
BOARD POLICY

Page 1 of 2

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AUG 12 2009

EDUCATOR AND
SCHOOL DEVELOPMENT

5. Encourages all members of the school community, including students, parents, volunteers, and visitors, to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.
6. Actively involves students' parents/guardians in the remediation of the behavior(s) of concern. This includes ensuring that all parents/guardians are notified, as required by State law, whenever their child engages in aggressive behavior.
7. Communicates the District's expectation that all students conduct themselves with a proper regard for the rights and welfare of other students. This includes a process for commending or acknowledging students for demonstrating appropriate behavior.
8. Annually communicates this policy to students and their parents/guardians. This includes annually disseminating information to all students and parents/guardians explaining the serious disruption caused by bullying, intimidation, or harassment and that these behaviors will be taken seriously and are not acceptable in any form.
9. Engages in ongoing monitoring that includes collecting and analyzing appropriate data on the nature and extent of bullying in the District's schools and, after identifying appropriate indicators, assesses the effectiveness of the various strategies, programs, and procedures and reports the results of this assessment to the Board along with recommendations to enhance effectiveness.
10. Complies with State and federal law and is in alignment with Board policies. This includes prompting the Board to update the policy beginning every 2 years after its initial adoption and filing this policy with the Illinois State Board of Education after the Board adopts or updates it.

LEGAL REF.: 405 ILS 49/1 et seq.
105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7.
23 Ill.Admin.Code §1.280.

CROSS REF.: 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:190 (Student Discipline), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:310 (Restrictions on Publications and Written or Electronic Material)

ADOPTED

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7:180 **IASB**
BOARD POLICY

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Illinois Association of School Boards
Please review this material with your school board attorney before use.

Page 2 of 2

RIVERTON COMMUNITY UNIT SCHOOL DISTRICT #14

Thomas H. Mulligan, Superintendent

PO Box 1010 • 6425 Old Rt. 36 • Riverton, IL 62561

Phone 217.629.6009 • FAX 217.629.6008

tmulligan@rivertonschools.org

FAX TRANSMITTAL SHEET

Riverton CUSD#14 - Fax 217.629.6008



DATE:

08/12/2009

ELEMENTARY SCHOOL

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209 North 7th Street

Phone 217.629.6001

FAX 217.629.6023

sbinegar@rivertonschools.org

TO:

Name:

Henri Fonville

Company:

ISBE

FAX #

(217) 557-8392

MIDDLE SCHOOL

Fred Lamkey, Principal

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Phone 217.629.6002

FAX 217.629.6017

flamkey@rivertonschools.org

FROM:

Name:

Tom Mulligan

Phone:

(217) 629-6009

Comments:

HIGH SCHOOL

Bill Lamkey, Principal

PO Box 560

841 North 3rd Street

Phone 217.629.6003

FAX 217.629.6020

blamkey@rivertonschools.org

BUILDING & GROUNDS/ TRANSPORTATION

Bill Geiger, Director

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1014 East Lincoln Street

Phone 217.629.6002

FAX 217.629.6017

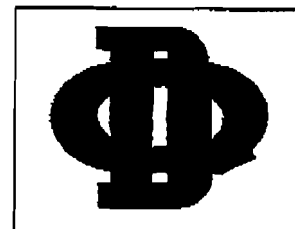
bgeiger@rivertonschools.org

Total Number of Pages Including Cover Page

3

FAX COVER SHEET*Perry***DUQUOIN COMMUNITY UNIT SCHOOL
DISTRICT #300**

**DUQUOIN COMMUNITY UNIT SCHOOL DISTRICT #300
845 EAST JACKSON STREET
DUQUOIN, IL 62832
DR. GARY KELLY, SUPERINTENDENT
CORY S. ROBBINS, DISTRICT BUSINESS MANAGER
PHONE NUMBER: (618) 542-3856
FAX NUMBER: (618) 542-6614**

**INDIAN PRIDE**

SEND TO: Company Name Illinois State Board of Education "Educator and School Development Division"	From: Dr. Gary Kelly
Attention:	Date: June 17, 2009
Office Location: Springfield, IL 62777	Office Location: DuQuoin, IL 62832
Fax Number: (217) 557-8392	Phone Number: (618) 542-3856

☐ Urgent ☐ Reply ASAP ☐ Please Comment ☐ Please Review ☐ For Your Information

Total pages, including cover: 7

COMMENTS:

Please find attached as per your request (BULLYING POLICIES).

RECEIVED

JUN 17 2009

SCHOOL BOARD
SCHOOL DEVELOPMENT

November 2008

7:20

Students

Harassment of Students Prohibited ¹

No person, including a District employee or agent, or student, shall harass, intimidate or bully another student based upon a student's race, color, national origin, sex, sexual orientation, ancestry, age, religion, creed, physical or mental disability, status as homeless, or actual or potential marital or parental status, including pregnancy. The 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. Examples of prohibited conduct include name-calling, using derogatory slurs, causing psychological harm, threatening or causing physical harm, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above. ²

Complaints of harassment, intimidation or bullying are handled according to the provisions on sexual harassment below. ³ The Superintendent shall use reasonable measures to inform staff members and students that the District will not tolerate harassment, intimidation or bullying by including this policy in the appropriate handbooks. ⁴

¹ State or federal law controls this policy's content.

² This sentence is optional. While *hate speech* is not specifically mentioned in this paragraph, any hate speech used to harass or intimidate is banned. Hate speech without accompanying misconduct may be prohibited in response to actual incidences when hate speech interfered with the educational environment. West v. Derby Unified Sch. Dist., 206 F.3d 1358 (10th Cir. 2000). The following addition is based on this case; absent documentation of hate speech occurrences, this option's inclusion will probably violate the First Amendment:

District employees and students shall not at school, on school property, or at school activities, wear or have in their possession any material, either printed or in their own handwriting, that is divisive or creates ill will or hatred based on race, religion, or sexual orientation. (Examples: clothing, articles, material, publications or any item that denotes Ku Klux Klan, Aryan Nation-White Supremacy, Black Power, Neo-nazi, or any other "hate" group. This list is not intended to be all-inclusive.)

An ISBE rule prohibits schools from discriminating against students on the basis of *sexual orientation* (23 Ill. Admin. Code §1.240). The Ill. Human Rights Act prohibits a school from denying a student "the full and equal enjoyment of [its] facilities, goods, and services" on the basis of sexual orientation (775 ILCS 5/5-101(1), amended by P.A. 95-668). However, the Act does not provide a remedy for "charges involving curriculum content, course content, or course offerings, conduct of the class by the teacher or instructor, or any activity within the classroom or connected with a class activity such as physical education." It defines *sexual orientation* as the "actual or perceived heterosexuality, homosexuality, bisexuality, or gender related identity, whether or not traditionally associated with the person's designated sex at birth," (775 ILCS 5/1-103(O-1)). The Act permits schools to maintain single-sex facilities that are distinctly private in nature, e.g., restrooms and locker rooms (775 ILCS 5/5-103).

Gender identity is included in the definition of *sexual orientation* in the Ill. Human Rights Act; boards that want to highlight this frequently misunderstood status should add *gender identity* to the list of protected classifications.

³ The State legislature has found that bullying behavior has been linked to other forms of antisocial behavior including sexual harassment and violence. The statute defines *bullying prevention* to mean and include instruction about: (1) intimidation, (2) student victimization, (3) sexual harassment, (4) sexual violence, and (5) strategies for student centered problem solving regarding bullying (105 ILCS 5/27-23.7(a), as amended by P.A. 95-349).

⁴ 105 ILCS 5/27-23.7(d), as amended by P.A. 95-349, requires school districts to communicate its policies on bullying to its students and their parents/guardians on an annual basis.

7:20

Page 1 of 3

1/4

Sexual Harassment Prohibited

Sexual harassment of students is prohibited. 5 Any person, including a district employee or agent, or student, engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and engages in other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 - a. Substantially interfering with a student's educational environment;
 - b. Creating an intimidating, hostile, or offensive educational environment;
 - c. Depriving a student of educational aid, benefits, services, or treatment; or
 - d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms "intimidating," "hostile," and "offensive" include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe they are victims of sexual harassment or have witnessed sexual harassment, are encouraged to discuss the matter with the student Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager. 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. Students who make good faith complaints will not be disciplined.

An allegation that one student was sexually harassed by another student shall be referred to the Building Principal, Assistant Building Principal, or Dean of Students for appropriate action.

The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. 6 At least one of these individuals will be female, and at least one will be male.

5 Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in any educational program or activity receiving federal financial assistance (42 U.S.C. §2000h). The sample policy's definition of sexual harassment does not distinguish between welcome and unwelcome behaviors - each is prohibited if it has a result described in sub-paragraph 1 or 2. See Mary M. v. North Lawrence Community School Corp., 131 F.3d 1220 (7th Cir., 1997) (An eighth grade student did not need to show that a school employee's sexual advances were "unwelcome" in order to prove sexual harassment.).

School districts are liable for damage awards for an employee's sexual harassment of a student in limited situations. Liability occurs only when a district official who, at a minimum, has authority to institute corrective action, has actual notice of and is deliberately indifferent to the employee's misconduct. Gebser v. Lago Vista Independent School District, 118 S.Ct. 1989 (1998). Schools are liable in student-to-student sexual harassment cases when school agents are deliberately indifferent to sexual harassment, of which they have actual knowledge, that is so severe, pervasive, and objectively offensive that it can be said to deprive the victims of access to the educational opportunities or benefits provided by the school. Davis v. Monroe County Board of Education, 119 S.Ct. 1661 (1999).

6 Title IX regulations require districts to identify the person, address, and telephone number of the individual responsible for coordinating the district's compliance efforts.

Nondiscrimination Coordinator:

DuQuoin Elementary School
Mrs. Peg Pursell

Name

845 E. Jackson Street

Address

DuQuoin, IL 62832

(618) 542-3856 Ext. 1052

Telephone

Complaint Managers: Building Principals

Mr. Lybrand Beard - High School

Name

500 East South

Address

DuQuoin, IL 62832

(618) 542-4744 Ext. 2012

Telephone

Mr. Aaron Hill - Middle School

Mrs. Peg Pursell - Elementary School

Name

845 East Jackson Street

Address

DuQuoin, IL 62832

Elem. (618) 542-2646 Ext. 1052

M.S. (618) 542-2646 Ext. 1152

Telephone

The Superintendent shall use reasonable measures to inform staff members and students that the District will not tolerate sexual harassment, such as by including this policy in the appropriate handbooks. 7

Any District employee who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.:

Title IX of the Educational Amendments, 20 U.S.C. §1681 et seq.

34 C.F.R. Part 106.

105 ILCS 5/10-22.5, 5/27-1, and 5/27-23.7.

775 ILCS 5/1-101 et seq.

23 Ill.Admin.Code §1.240 and Part 200.

Davis v. Monroe County Board of Education, 119 S.Ct. 1661 (1999).

Franklin v. Gwinnett Co. Public Schools, 112 S.Ct. 1028 (1992).

Gebser v. Lago Vista Independent School District, 118 S.Ct. 1989 (1998).

West v. Derby Unified School District No. 260, 206 F.3d 1358 (10th Cir., 2000).

CROSS REF.:

2:260 (Uniform Grievance Procedure), 5:20 (Sexual Harassment), 7:10 (Equal Educational Opportunities), 7:190 (Student Discipline)

7 In addition to notifying students of the Uniform Grievance Procedure, a district must notify them of the person(s) designated to coordinate the district's compliance with Title IX (34 C.F.R. Part 106.8(a)). A comprehensive student handbook can provide required notices, along with other important information to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and school board.

November 2007

7:180

Students

Preventing Bullying, Intimidation, and Harassment¹

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal. The Superintendent or designee shall develop and maintain a program that:

1. Fully implements and enforces each of the following Board policies: 2
 - a. 7:190, *Student Discipline*. This policy prohibits students from engaging in hazing or any kind of aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct; prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, bullying, hazing, or other comparable conduct.
 - b. 7:310, *Restrictions on Publications and Written or Electronic Material*. This policy prohibits students from: (i) accessing and/or distributing at school any written or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (ii) creating and/or distributing written or electronic material, including Internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members. 3
 - c. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing or intimidating a student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status.

Full implementation of the above policies includes: (a) conducting a prompt and thorough investigation of alleged incidents of bullying, intimidation, or harassing behavior, (b)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ All districts must have a policy on bullying (105 ILCS 5/27-23.7, as amended by P.A. 95-349). The policy must be filed with ISBE; it must be updated every 2 years and again filed with ISBE.

State law does not specify the content of the bullying policy. This sample policy's first paragraph and the numbered paragraphs allow a school board to consider its goals for eliminating and preventing bullying; a board should amend the sample policy accordingly.

State law requires that boards annually communicate their bullying policy to students and their parents/guardians (see item 8 in the policy). This may be accomplished, in part, by including excerpts from this policy, such as the following, in the student handbook:

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. These behaviors will be taken seriously and are not acceptable in any form. Preventing students from engaging in these disruptive behaviors is achieved by fully enforcing these Board policies: [insert titles and summaries of applicable policies, e.g., a through c in the sample policy]

Full implementation of these policies includes providing each student who violates one or more of them with appropriate consequences and remedial action as well as protecting students against retaliation for reporting such conduct.

² Be sure the referenced board policies, as adopted locally, contain the language paraphrased in this policy. If not, either substitute similar language from the locally adopted board policies on the same topics, or just insert the titles from relevant locally adopted policies.

³ School officials must proceed carefully before disciplining a student for out-of-school conduct. A school's authority over off-campus expression is much more limited than expression on school grounds. However, school officials may generally: (1) remove a student from extracurricular activities when the conduct code for participation requires students to conduct themselves at all times as good citizens and exemplars of the school (see 7:240, *Conduct Code for Participants in Extracurricular Activities*); and (2) suspend or expel a student from school attendance when the student's expression causes substantial disruption to school operations.

7:180

Page 1 of 3

providing each student who violates one or more of these policies with appropriate consequences and remedial action, and (c) protecting students against retaliation for reporting such conduct.

2. Examines the appropriate steps to understand and rectify conditions that foster bullying, intimidation, and harassment; this contemplates taking action to eliminate or prevent these disruptive behaviors beyond traditional punitive disciplinary actions.
3. Includes bullying prevention and character instruction in all grades in accordance with State law and Board policy 6:60, *Curriculum Content*.⁴ This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.⁵
4. Fully informs staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes: (a) communicating the District's expectation – and the State law requirement – that teachers and other certificated employees maintain discipline,⁶ and (b) establishing a process for staff members to fulfill their obligation to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.
5. Encourages all members of the school community, including students, parents, volunteers, and visitors, to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.
6. Actively involves students' parents/guardians in the remediation of the behavior(s) of concern. This includes ensuring that all parents/guardians are notified, as required by State law, whenever their child engages in aggressive behavior.⁷
7. Communicates the District's expectation that all students conduct themselves with a proper regard for the rights and welfare of other students. This includes a process for commending or acknowledging students for demonstrating appropriate behavior.
8. Annually communicates this policy to students and their parents/guardians.⁸ This includes annually disseminating information to all students and parents/guardians explaining the serious disruption caused by bullying, intimidation, or harassment and that these behaviors will be taken seriously and are not acceptable in any form.
9. Engages in ongoing monitoring that includes collecting and analyzing appropriate data on the nature and extent of bullying in the District's schools and, after identifying appropriate indicators, assesses the effectiveness of the various strategies, programs, and procedures and reports the results of this assessment to the Board along with recommendations to enhance effectiveness.
10. Complies with State and federal law and is in alignment with Board policies. This includes prompting the Board to update the policy beginning every 2 years after its initial adoption and filing this policy with the Illinois State Board of Education after the Board adopts or updates it.⁹

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁴ 105 ILCS 5/27-23.7.

⁵ 405 ILCS 49/1 *et seq.*

⁶ Required by 105 ILCS 5/24-24.

⁷ 105 ILCS 5/10-20.14; see 7:190-E, *Aggressive Behavior Reporting Letter and Form*.

⁸ Required by 105 ILCS 5/27-23.7(d), as added by P.A. 95-349.

⁹ *Id.*

LEGAL REF.: 405 ILS 49/1 et seq.
105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7.
23 Ill.Admin.Code §1.280.

CROSS REF.: 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:190 (Student Discipline), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:310 (Restrictions on Publications and Written or Electronic Material)

Community Consolidated School District #204
6067 State Route 154, Pinckneyville, Illinois 62274
Phone: 618/357-2419; Fax: 618/357-3016

Perry

June 23, 2009

To Whom It May Concern:

In regard to the following message I received:

This is a reminder email that per 105 ILCS 5/27-23/7(d) each district in Illinois is required to "...create and maintain a policy on bullying, which policy must be filed with the State Board of Education. Each school district must communicate its policy on bullying to its students and their parent or guardian on an annual basis."

In a review of our records, it has come to our attention that there are close to 600 districts which have not yet filed their policies with the State Board of Education. Staff at ISBE will be preparing a formal list and letter which we will send directly to each Regional Office of Education on July 1, 2009 in which we will include the list of districts affected in their regions.

We would like to ask your assistance in forwarding this information to the Regional Superintendents now, so they can be aware that our official letter will be coming to them in a few weeks. The letter will indicate that districts have until August 15th to get their policies submitted to the State Board of Education, and any district which has not submitted their policy to ISBE by that time is subject to a lower recognition status.

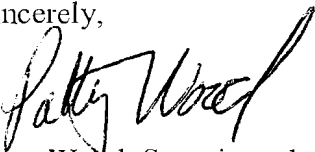
Thank you for your help and assistance in getting this information out to the field and please let me know if you have any questions.

Patrick Murphy
Division Administrator
Educator and School Development
Illinois State Board of Education
217.782.2948

The attached are CCSD #204's board policies regarding bullying. I am sending two separate packets. The FIRST is the current, antiquated policies regarding bullying. However, we are at the very end of adopting a more thorough and complete board policy manual that should have every policy we need. The new policy manual is scheduled for its first reading with our board at our July 2009 meeting. The second reading and adoption are tentatively scheduled for our August 2009 regular board meeting. If the current antiquated policies we have do not meet requirements, the new policy manual will, and will be current as I stated above.

Please do not hesitate to contact me with any questions.

Sincerely,



Patty Wood, Superintendent
CCSD #204

INSTRUCTION

Curriculum Content

The curriculum shall contain instruction on subjects required by State statute or regulation, including the following:

1. Character values. Every teacher shall teach students honesty, kindness, justice, and moral courage.
2. Citizenship values, including: American patriotism and the democratic principles of freedom, justice, and equality; power use and display of the American flag; method for casting and counting votes; the Pledge of Allegiance.
3. Physical education. Special activities shall be provided for students whose physicians have determined should not participate in regular physical education.
4. Career education.
 - a. The career education program should promote the desire to work and acquire the necessary skills, teach the relationship between learning and work, teach good work habits and values, and discourage occupational stereotyping.
5. United States history. Courses shall include an analysis of the principles of representative government. Constitutions of the United States and Illinois, and this country's relationship to other world-wide movements. Courses shall also include a study of the role and contributions of ethnic groups and the role of labor unions and their interaction with government.
6. The history of women in America, including their contributions and struggles to gain equality and the right to vote.
7. Black history, including contributions made by African-Americans and their struggles to receive fair and equal treatment.
8. Holocaust study, including the Nazi atrocities of 1933 to 1945.
9. Consumer education.
10. Conservation of natural resources.
11. Health education. The Superintendent shall develop a Comprehensive Health Education Program.
12. Violence prevention and conflict resolution education for grades 4 through 12, provided the program can be exclusively funded by grants from private sources or the federal government.

13. The following courses shall be included in the curriculum: (a) language arts, reading, and other communication skills, (b) science, (c) mathematics, (d) social studies, (e) art, and (f) music.

Policy Adopted

10/20/98

STUDENTSDISCIPLINE - Detention

After-school detention may be used with a student as a corrective disciplinary measure, provided that the student's parents/guardian have been notified by the Superintendent.

Students who are detained after school shall be supervised by the teacher who detains them or by the Superintendent or by the Superintendent's designee.

After-school detention for any given day is limited to thirty-five (35) minutes to be served on any day from 3:25 to 4:00 p.m.

Arrangements for Students Who Walk To and From School

The student who walks to and from school may stay after school on the day the detention is assigned depending on the arrangements agreed to between the Superintendent and the parents/guardian.

Arrangements For Students Who Require Transportation To and From School

In the case where transportation is required for the student, notice of the student's detention shall be given to the parents/guardian at least forty-eight hours before the day the detention is to be served. Parents/guardians shall be asked to provide transportation for the student.

In the case of all students who are assigned after-school detentions, if transportation arrangements cannot be agreed upon between the Superintendent and the parents/guardians, an alternative disciplinary measure shall be substituted.

Should the parent/guardian not approve the after school detention, the student will then serve an in-house suspension on the same date as the scheduled detention with no participation in extra-curricular activities on that date. Should the student be absent he will serve the in-house suspension upon his return to school. Detentions will be served on the first scheduled detention period immediately following the required 48 hour notification to parents/guardians. When a child receives his sixth (6) after-school detention, one of the child's parents/guardians will be asked to spend one day with the child at school. The alternative for this will be one day of in-house suspension for the student if the parent/guardian declines the invitation.

STUDENTSDISCIPLINE - Detention

Guidelines for issuing after-school detentions for 5th, 6th, 7th, and 8th grade students:

1. Any disruptive behavior which threatens the safety or health of any student.
2. Any excessive, disruptive behavior, that interferes with the learning atmosphere of the classroom.
3. Talking back, or being disrespectful to any adult, any instructor, administrator, aide, worker or visitor.
4. Fighting anytime, anywhere, and for any reason will be investigated and the guilty party/parties will be punished.
5. Bringing any materials to school that are forbidden or without permission from a teacher or Superintendent.
6. Not having two (2) assignments (for one teacher) finished in a week. This does not apply if the student has been absent.
7. Inappropriate/disruptive behavior in the lunch room.

Policy Revised

12/11/07

STUDENTS

ATTENDANCE - Truancy

The School Board supports the principle that local school districts must have the responsibility for matters pertaining to student attendance. Further, the Board recognizes the following definitions:

TRUANT - a child subject to compulsory school attendance and who is absent without valid cause from such attendance for a school day or portion thereof.

VALID CAUSE - A child may be absent from school because of illness, observance of a religious holiday, death in the immediate family, family emergency, situations beyond the control of the student as determined by the School Board or such other circumstances which cause reasonable concern to the parent/guardian for the safety or health of the student.

CHRONIC OR HABITUAL TRUANT - A child who is subject to compulsory school attendance and who is absent without valid cause from such attendance for ten percent or more of the previous 180 regular attendance days.

TRUANT MINOR - A child to whom supportive services, including prevention, diagnostic, intervention and remedial services, alternative programs and other school and community resources have been provided and have failed to result in the cessation of chronic truancy or have been offered and refused.

Using the definitions cited, the school district shall determine if the student is a "chronic or habitual" student. If it is determined that the student is a "chronic or habitual" truant, services which must be provided to the chronic truant may include, but not be limited to:

- * conferences between teacher and parent/guardian
- * counseling services by social workers
- * counseling services by psychologists
- * psychological testing
- * alternative educational programs
- * alternative school placement

If these measures prove ineffective and the behavior persists, the Superintendent may call upon the resources of outside agencies such as the Juvenile Officer of the local police department or the Truant Office of the Educational Service Region of the County. The School Board, Superintendent and teachers shall assist and furnish such information as they have to aid truant officers in the performance of their duties.

STUDENTSATTENDANCE - Truancy

In accordance with The School Code of Illinois, no punitive action, including out of school suspensions, expulsions or court action shall be taken against chronic truants unless available supportive services and other school resources have been provided to the student.

LEG. REF.: Ill. Rev. Stat., ch. 122, para. 26-2a (1985).
Ill. Rev. Stat., ch. 122, para. 26-9 (1985).
Ill. Rev. Stat., ch. 122, para. 26-12 (1985).
Hammer v. Board of Education, 582 N.E. 2d 231 (1978).
Campbell v. Board of Education of New Milford,
475 A. 2d 289 Conn. (1984)
P. A. 84-1420

Policy Adopted

01/12/88

STUDENTS

ATTENDANCE - Compulsory Student Attendance

Elementary school age children (grades 1-8) residing in the school district shall attend school on a regular basis during the school year unless otherwise determined exempt under the provisions of Article 26 of the School Code of Illinois. All cases involving irregular attendance and truancy shall be reported to the truant officer.

A student who has been absent from school for three or more consecutive days as a result of an illness from a contagious disease may be required to present a written certificate from a competent physician stating that the danger of contagion has passed.

Policy Revised

12/11/89

STUDENTS

ENROLLMENT - Requirements

1. Age: Kindergarten students may enter school provided they have attained the age of five (5) on or before September 1 of the year during which the school term begins.
2. First grade: Students may enter school provided they have attained the age of six (6) on or before September 1 of the year during which the school term begins.

Kindergarten and first grade students must provide a birth certificate or other proof of date of birth and medical certificate of health upon registration or admission to school.

3. Physical Examinations: Physical examinations and immunizations of all pupils entering school in Community Consolidated District #204 must meet requirements as listed in Section 27-8.1 of the School Code of Illinois (see Policy 720.16).
4. Residency: All students living within the school district are eligible to enroll in grades kindergarten through eighth grade.

Non-resident students who wish to attend school in Community Consolidated District #204 must apply for admission to the Superintendent. Tuition charges will be determined by the Board based on State estimates of tuition costs.

5. Guardianship: Eligible students shall be interpreted as those students living with parents or legal guardians who have responsibility for and complete control over such student and live within the boundaries of Community Consolidated School District #204.

Cross ref. 720.16

Policy Revised

____12/11/89____

PERSONNELGENERAL PERSONNEL - Sexual Harassment

It is the policy of this School District to provide for its employees an educational and employment environment free of unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communications constituting sexual harassment as defined and otherwise prohibited by State and federal law.

Sexual harassment in employment is a violation of Illinois law. The Illinois Human Rights Act provides that:

It is a civil rights violation for any employer, employee, agent of any employer, employment agency or labor organization to engage in sexual harassment of the employer's employees by nonemployees or nonmanagerial and nonsupervisory employees only if the employer becomes aware of the conduct and fails to take reasonable corrective measures. Further, the U.S. Equal Employment Opportunity Commission has issued guidelines interpreting Section 703 of Title VII as prohibiting sexual harassment, 29 C.F.R., para. 1604.11.

"Sexual harassment" is defined in the Illinois Human Rights Act, Ill. Rev. Stat., ch. 68, para. 2-102(D):

"Sexual harassment" means any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

It shall be a violation of this policy for anyone who is authorized to recommend or take personnel actions affecting an employee, or who is otherwise authorized to transact business or perform other acts or services on behalf of the District:

1. To make sexual advances or request sexual favors when submission to or rejection of such conduct is the basis for either implicitly or explicitly recommending, imposing, granting, withholding or refusing terms and conditions that either favor or adversely affect an employee's condition of employment.
2. To recommend, impose, grant, withhold or refuse to take any personnel action consistent with his or her duties and responsibilities because of sexual favors, or as a reprisal against an employee who has rejected or reported sexual advances.

PERSONNELGENERAL PERSONNEL - Sexual Harassment

3. To disregard and fail to investigate allegations of sexual harassment whether reported by the individual who is the subject of the alleged harassment, or a witness, and to fail to take immediate corrective action in the event misconduct has occurred.

It shall also be a violation of this policy for any employee to abuse another employee through conduct or communications of a sexual nature and conditioning sexual harassment as defined in Section II above. Whenever such misconduct exists, prompt and corrective action should be taken by the District's administration following the guidelines set forth in the Administrative Procedures.

The violation of this policy may result in discipline of employees, including discharge.

There are no express time limits for initiating complaints and grievances under this policy; however, every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available.

Employees, students or other individuals who feel aggrieved because of sexual harassment have several means available to make their concerns known:

- * Aggrieved persons who feel comfortable doing so should directly inform the person engaging in sexual harassing conduct or communications that such conduct or communications is offensive and must stop.
- * An aggrieved individual who does not wish to communicate directly with the person whose conduct or communications is offensive or if the direct communications is offensive or if the direct communication with the offending party has been unavailing, should contact the Superintendent or other administrative staff for counseling and assistance.
- * Aggrieved persons alleging either sexual harassment by anyone with supervisory authority, or failure by administrative staff to take immediate action on the individual's complaint, may also file a formal grievance.

Regardless of the means selected for resolving the problem, the initiation of a complaint of sexual harassment will not adversely affect the complainant's employment, compensation or work assignments.

PERSONNELGENERAL PERSONNEL - Sexual Harassment

All levels of administration have a special responsibility for implementation of responsible administration of this policy. If behavior is observed which violates this policy, the person observing such behavior shall bring the matter to the attention of either the Superintendent or designated administration representative for appropriate action. If an employee, student or other individual files a complaint, the administration representative with whom the complaint is filed shall inform the complainant of his or her rights under this policy and undertake corrective action. If a problem is beyond the capability of the administration representative to effectively correct, the matter shall be referred to the Superintendent for appropriate action.

In all cases, regardless of the individual remedial measures that have been undertaken, the administration representative to whom the complaint has been referred shall provide the Superintendent with a complete written report of each complaint. This report must be submitted within (10) days of the date the complaint was first filed with the administration representative. Such reports shall include at a minimum:

- * the date of receipt of the complaint,
- * identification of the complainant,
- * identification of the party or parties and the actions complained of, including all relevant background facts and circumstances,
- * a statement detailing the scope of the investigation that had been undertaken and the result thereof, and
- * a statement of corrective measures pursued, the date such measures were undertaken and the results achieved, and
- * where possible, a written statement signed by the complainant detailing the conduct complained of.

LEG. REF.: 111. Rev. Stat., ch. 68, para. 2-102 (1968)
U.S. Equal Employment Opportunity Commission,
29 C.F.R., 1604.11.
Title VII, section 703-1604

Policy Adopted

02/10/87



Nancy Bohl
cell 217-
836-
0570

Pinckneyville
CCSD 204
Lighting The Way To
Excellence In School
Governance

October 1, 2008

Ms. Patty Wood, Superintendent
CCSD 204 – Pinckneyville
6067 State Route 154
Pinckneyville, IL 62274

Re: Policy Manual Customization

Dear Ms. Wood:

Enclosed is a draft of your Board Policy Manual current through the June 2008 **PRESS** issue. I have made every effort to customize the manual to fit the specific needs of your district. As you review the draft, feel free to *write questions and edits directly on the draft*.

Copies of the draft and enclosures should be distributed to any Board or staff members who will be participating in the editing sessions.

Please pay particular attention to Section 5 - Personnel. As you know, increased collective bargaining has made customizing the personnel section of a board policy manual complex. Adoption of any new policies affecting wages, hours, and terms and conditions of employment may result in a demand to bargain.

Enclosed is a memo entitled "*Considerations Regarding the Adoption of Policies Which Affect Employment Wages, Hours, or Terms and Conditions of Employment*." Also enclosed is a list of policies that may affect wages, hours, and terms and conditions of employment.

Please call (ext. 1122) or email (nbohl@iasb.com) when you receive this draft and we will discuss editing dates.

Sincerely,

Nancy Bohl

Nancy Bohl
Policy Consultant

cc: Cynthia Opp, Board President (letter only)
enclosures: Manual Draft, Memo, List of Policies, Editing Procedures (8),
Code of Conduct (9), Communicating Board Policy and
SBPOL brochures

PLEASE REPLY TO:

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□ One Imperial Place
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Executive Director

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cc: Cynthia Opp, Board President (letter only)
enclosures: Manual Draft, Memo, List of Policies, Editing Procedures (8),
Code of Conduct (9), Communicating Board Policy and
SBPOL brochures

Instruction

Curriculum Content

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. In each grade, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics, (f) social studies, (g) art, (h) music, and (i) drug and substance abuse prevention.
2. In grades 7 and 8, as well as in interscholastic athletic programs, steroid abuse prevention must be taught.
3. In grades 4 through 8, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence.
4. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage.
5. In all schools, citizenship values must be taught, including: (a) patriotism, (b) democratic principles of freedom, justice, and equality, (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.
6. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage daily during the school day in a physical education course. For exemptions and substitutions, see policy 7:260, *Exemption from Physical Activity*.
7. In all schools, health education must be stressed, including: (a) proper nutrition, (b) physical fitness, (c) other components necessary to develop a sound mind in a healthy body, and (d) dangers and avoidance of abduction.
8. In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
9. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.
10. In all schools, United States history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, and (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans,

Bohemians, Czechs, French, Germans, Hispanics, Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State.

In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week.

11. In all schools, the curriculum includes a unit of instruction on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
12. In all schools, the curriculum includes a unit of instruction on the history, struggles, and contributions of women.
13. In all schools, the curriculum includes a unit of instruction on Black History, including the history of the African slave trade, slavery in America, and the vestiges of slavery in this country, as well as the struggles and contributions of African-Americans.

LEGAL REF.: 5 ILCS 465/3 and 465/3a.
20 ILCS 2605/2605-480.
Public Law 108-447, Section 111 of Division J.
105 ILCS 5/2-3.80(e) and (f), 5/27-3, 5/27-5, 5/27-6, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-21, 5/27-22, 5/27-23, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-24.2, 435/0.01 et seq., and 110/3.
625 ILCS 5/6-408.5.

CROSS REF.: 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 7:190 (Student Discipline); 7:260 (Exemption from Physical Activity)

ADOPTED:

Students

Harassment of Students Prohibited

No person, including a District employee or agent, or student, shall harass, intimidate or bully another student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, or other protected group status. The 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. Examples of prohibited conduct include name-calling, using derogatory slurs, causing psychological harm, threatening or causing physical harm, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Complaints of harassment, intimidation or bullying are handled according to the provisions on sexual harassment below. The Superintendent shall use reasonable measures to inform staff members and students that the District will not tolerate harassment, intimidation or bullying by including this policy in the appropriate handbooks.

Sexual Harassment Prohibited

Sexual harassment of students is prohibited. Any person, including a district employee or agent, or student, engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and engages in other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 - a. Substantially interfering with a student's educational environment;
 - b. Creating an intimidating, hostile, or offensive educational environment;
 - c. Depriving a student of educational aid, benefits, services, or treatment; or
 - d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms "intimidating," "hostile," and "offensive" include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe they are victims of sexual harassment or have witnessed sexual harassment, are encouraged to discuss the matter with the student Nondiscrimination Coordinator, Building Principal, or a Complaint Manager. 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. Students who make good faith complaints will not be disciplined.

An allegation that one student was sexually harassed by another student shall be referred to the Building Principal for appropriate action.

The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. At least one of these individuals will be female, and at least one will be male.

Nondiscrimination Coordinator:

Patty Wood, Superintendent

Name

6067 State Route 154

Address

Pinckneyville, IL 62274

618-357-2419

Telephone

Complaint Managers:

Patty Wood, Superintendent

Name

6067 State Route 154

Address

Pinckneyville, IL 62274

618-357-2419

Telephone

Brian Kellerman, Head Custodian

Name

6067 State Route 154

Address

Pinckneyville, IL 62274

618-357-2419

Telephone

The Superintendent shall use reasonable measures to inform staff members and students that the District will not tolerate sexual harassment, such as by including this policy in the appropriate handbooks.

Any District employee who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.: Title IX of the Educational Amendments, 20 U.S.C. §1681 et seq.
34 C.F.R. Part 106.
105 ILCS 5/10-22.5, 5/27-1, and 5/27-23.7.
23 Ill.Admin.Code §200.10 et seq.
Davis v. Monroe County Board of Education, 119 S.Ct. 1661 (1999).
Franklin v. Gwinnett Co. Public Schools, 112 S.Ct. 1028 (1992).
Gebser v. Lago Vista Independent School District, 118 S.Ct. 1989 (1998).
West v. Derby Unified School District No. 260, 206 F.3d 1358 (10th Cir., 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:20 (Sexual Harassment), 7:10 (Equal Educational Opportunities), 7:190 (Student Discipline)

ADOPTED:

Students

Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of 7 and 17 years of age (unless the child has graduated from high school), or (b) who is enrolled in any of grades, kindergarten through 12, in the public school regardless of age. These individuals must cause the child to attend the District school wherein the child is assigned, except as provided herein or by State law. Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, and (5) any child absent because his or her religion forbids secular activity on a particular day.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness, observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student, other circumstances that cause reasonable concern to the parent/guardian for the student's safety or health, or other reason as approved by the Superintendent or designee.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with The School Code and School Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A process to telephone, within 2 hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
3. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in The School Code, Section 26-2a.
4. Methods for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information.
5. The identification of supportive services that may be offered to truant or chronically truant students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
6. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.

7. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
8. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a chronic truant for his or her truancy unless available supportive services and other school resources have been provided to the student.
9. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.

LEGAL REF.: 105 ILCS 5/26-1 through 16,
705 ILCS 405/3-33.5.
23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:190 (Student Discipline), 7:340 (Student Records)

ADOPTED:

Students

Preventing Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal. The Superintendent or designee shall develop and maintain a program that:

1. Fully implements and enforces each of the following Board policies:
 - a. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing or intimidating a student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status.
 - b. 7:190, *Student Discipline*. This policy prohibits students from engaging in hazing or any kind of aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct; prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, bullying, hazing, or other comparable conduct.
 - c. 7:310, *Restrictions on Publications and Written or Electronic Material*. This policy prohibits students from: (i) accessing and/or distributing at school any written or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (ii) creating and/or distributing written or electronic material, including Internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

Full implementation of the above policies includes: (a) conducting a prompt and thorough investigation of alleged incidents of bullying, intimidation, or harassing behavior, (b) providing each student who violates one or more of these policies with appropriate consequences and remedial action, and (c) protecting students against retaliation for reporting such conduct.

2. Examines the appropriate steps to understand and rectify conditions that foster bullying, intimidation, and harassment; this contemplates taking action to eliminate or prevent these disruptive behaviors beyond traditional punitive disciplinary actions.
3. Includes character education in all grades in accordance with State law and Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Fully informs staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes: (a) communicating the District's expectation – and the State law requirement – that teachers and other certificated employees maintain discipline, and (b) establishing a process for staff members to fulfill their obligation to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.
5. Encourages all members of the school community, including students, parents, volunteers, and visitors, to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.

6. Actively involves students' parents/guardians in the remediation of the behavior(s) of concern. This includes ensuring that all parents/guardians are notified, as required by State law, whenever their child engages in aggressive behavior.
7. Communicates the District's expectation that all students conduct themselves with a proper regard for the rights and welfare of other students. This includes a process for commending or acknowledging students for demonstrating appropriate behavior.
8. Annually communicates this policy to students and their parents/guardians. This includes annually disseminating information to all students and parents/guardians explaining the serious disruption caused by bullying, intimidation, or harassment and that these behaviors will be taken seriously and are not acceptable in any form.
9. Engages in ongoing monitoring that includes collecting and analyzing appropriate data on the nature and extent of bullying in the District's schools and, after identifying appropriate indicators, assesses the effectiveness of the various strategies, programs, and procedures and reports the results of this assessment to the Board along with recommendations to enhance effectiveness.
10. Complies with State and federal law and is in alignment with Board policies. This includes prompting the Board to update the policy beginning every 2 years after its initial adoption and filing this policy with the Illinois State Board of Education after the Board adopts or updates it.

LEGAL REF.: 405 ILS 49/1 et seq.
105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7.
23 Ill.Admin.Code §1.280.

CROSS REF.: 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:190 (Student Discipline), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:310 (Restrictions on Publications and Written or Electronic Material)

ADOPTED:

Students

Student Discipline

Prohibited Student Conduct

The school administration is authorized to discipline students for gross disobedience or misconduct, including but not limited to:

1. Using, possessing, distributing, purchasing, or selling tobacco materials.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, or selling:
 - a. Any illegal drug, controlled substance, or cannabis (including marijuana and hashish).
 - b. Any anabolic steroid not administered under a physician's care and supervision.
 - c. Any prescription drug when not prescribed for the student by a licensed physician or when used in a manner inconsistent with the prescription or prescribing physician's instructions.
 - d. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
 - e. "Look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance.
 - f. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

4. Using, possessing, controlling, or transferring a weapon in violation of the "weapons" section of this policy.
5. Using or possessing a cellular telephone, electronic signaling device, two-way radio, video recording device, and/or other telecommunication device, unless authorized and approved by the Building Principal.
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.

7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct. Prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, hazing, or other comparable conduct.
10. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
11. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
12. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
13. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
14. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.
15. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

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

Efforts, including the use of early intervention and progressive discipline, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or physiological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

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

The grounds for disciplinary action, including those described more thoroughly later in this policy, apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any time;

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

Disciplinary Measures

Disciplinary measures may include:

1. Disciplinary conference.
2. Withholding of privileges.
3. Seizure of contraband.
4. Suspension from school and all school activities for up to 10 days, provided that appropriate procedures are followed. A suspended student is prohibited from being on school grounds.
5. Suspension of bus riding privileges, provided that appropriate procedures are followed.
6. Expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years, provided that the appropriate procedures are followed. An expelled student is prohibited from being on school grounds.
7. Notifying juvenile authorities or other law enforcement whenever the conduct involves illegal drugs (controlled substances), "look-alikes," alcohol, or weapons.
8. Notifying parents/guardians.
9. Temporary removal from the classroom.
10. In-school suspension for a period not to exceed 5 school days. The Building Principal or designee shall ensure that the student is properly supervised.
11. After-school study or Saturday study, provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
12. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure giving the student and/or parent/guardian the choice.

A student who is subject to suspension or expulsion may be eligible for transfer to an alternative school program.

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

Weapons

A student who uses, possesses, controls, or transfers a weapon, or any other object that can reasonably be considered, or looks like, a weapon, shall be expelled for at least one calendar year, but

no more than 2 calendar years. The Superintendent may modify the expulsion period and the Board may modify the Superintendent's determination, on a case-by-case basis. A "weapon" means possession, use, control, or transfer of: (1) any gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, or use of a weapon as defined in Section 24-1 of the Criminal Code; (2) any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckles, billy clubs; or (3) "look-alikes" of any weapon as defined above. Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil, and pen, is considered to be a weapon if used or attempted to be used to cause bodily harm. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

Required Notices

A school staff member shall immediately notify the office of the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member. Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, State Police, and any involved student's parent/guardian. "School grounds" includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

Delegation of Authority

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

The Superintendent or Building Principal is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of 10 school days for safety reasons.

Student Handbook

The Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District disciplinary policies and rules, shall be distributed to the students' parents/guardians within 15 days of the beginning of the school year or a student's enrollment.

LEGAL REF.: Gun-Free Schools Act, 20 U.S.C. §7151 et seq.
Pro-Children Act of 1994, 20 U.S.C. §6081.
105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-20.36, 5/10-21.7, 5/10-21.10,
5/10-22.6, 5/10-27.1A, 5/10-27.1B, 5/24-24, 5/26-12, 5/27-23.7, and 5/31-3.
23 Ill.Admin.Code §1.280.

CROSS REF.: 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline),
6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out
of School and Graduation Incentives Program), 7:70 (Attendance and Truancy),
7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150
(Agency and Police Interviews), 7:160 (Student Appearance), 7:170
(Vandalism), 7:180 (Preventing Bullying, Intimidation, and Harassment), 7:200
(Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct),
7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for
Participants in Extracurricular Activities), 7:270 (Administering Medicines to
Students), 7:310 (Restrictions on Publications and Written or Electronic
Material), 8:30 (Visitors to and Conduct on School Property)

ADOPTED:

Perry

PINCKNEYVILLE COMMUNITY HIGH SCHOOL

DISTRICT No. 101

600 East Water Street
Pinckneyville, IL 62274

Phone: (618) 357-5013
Fax: (618) 357-6045

~ Striving for Excellence ~

Jonathan D. Green, Superintendent

www.pchspanthers.com

Keith J. Hagene, Principal

Mr. Henri Fonville
Illinois State Board of Education
Educator and School Development
100 North First Street
Springfield, IL 62777

Mr. Fonville,

In reference to a request from Regional Superintendent Robert Koehn, ROE #30, for a copy of our current Bullying Policy, please see the information below. If this does not suffice, I will be glad to submit the detailed policy outlined in the district board policy manual.

Page 19 of the Student Handbook

BULLYING

The District will not tolerate harassing, intimidating, or bullying conduct, whether verbal, physical, or visual, that affects tangible benefits of education, that unreasonably interferes with a student's education performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Thank you for your time and dedication.

Keith Hagene
Principal
Pinckneyville Community High School

Perry

Students

Preventing Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal. The Superintendent or designee shall develop and maintain a program that:

1. Fully implements and enforces each of the following Board policies:
 - a. 7:190, *Student Discipline*. This policy prohibits students from engaging in hazing or any kind of aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct; prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, bullying, hazing, or other comparable conduct.
 - b. 7:310, *Restrictions on Publications and Written or Electronic Material*. This policy prohibits students from: (i) accessing and/or distributing at school any written or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (ii) creating and/or distributing written or electronic material, including Internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.
 - c. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing or intimidating a student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status.

Full implementation of the above policies includes: (a) conducting a prompt and thorough investigation of alleged incidents of bullying, intimidation, or harassing behavior, (b) providing each student who violates one or more of these policies with appropriate consequences and remedial action, and (c) protecting students against retaliation for reporting such conduct.
2. Examines the appropriate steps to understand and rectify conditions that foster bullying, intimidation, and harassment; this contemplates taking action to eliminate or prevent these disruptive behaviors beyond traditional punitive disciplinary actions.
3. Includes bullying prevention and character instruction in all grades in accordance with State law and Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Fully informs staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes: (a) communicating the District's expectation – and the State law requirement – that teachers and other certificated employees maintain discipline, and (b) establishing a process for staff members to fulfill their obligation to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.
5. Encourages all members of the school community, including students, parents, volunteers, and visitors, to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.

6. Actively involves students' parents/guardians in the remediation of the behavior(s) of concern. This includes ensuring that all parents/guardians are notified, as required by State law, whenever their child engages in aggressive behavior.
7. Communicates the District's expectation that all students conduct themselves with a proper regard for the rights and welfare of other students. This includes a process for commending or acknowledging students for demonstrating appropriate behavior.
8. Annually communicates this policy to students and their parents/guardians. This includes annually disseminating information to all students and parents/guardians explaining the serious disruption caused by bullying, intimidation, or harassment and that these behaviors will be taken seriously and are not acceptable in any form.
9. Engages in ongoing monitoring that includes collecting and analyzing appropriate data on the nature and extent of bullying in the District's schools and, after identifying appropriate indicators, assesses the effectiveness of the various strategies, programs, and procedures and reports the results of this assessment to the Board along with recommendations to enhance effectiveness.
10. Complies with State and federal law and is in alignment with Board policies. This includes prompting the Board to update the policy beginning every 2 years after its initial adoption and filing this policy with the Illinois State Board of Education after the Board adopts or updates it.

Adopted: January 17, 2008

7:180

Page 2 of 2

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**Pinckneyville District
#50**

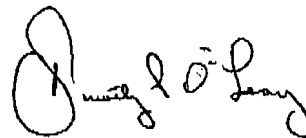
Fax

To: Henri Fonville	From: Tim O'Leary
Fax: (217)557-8392	Date: July 20, 2009
Phone:	Pages: 2 + cover
Re: Bullying Policy	CC:

☐ **Urgent** ☐ **For Review** ☐ **Please Comment** ☐ **Please Reply** ☐ **Please Recycle**

Comments: Attached is a copy of Pinckneyville District #50's bullying policy. If there is any other information you require, please don't hesitate to call.

Thanks,



Perry

BULLYING POLICY

The Tamaroa Grade School District #5 recognizes that bullying and intimidation have a negative effect on school climate. Students who are intimidated and fearful cannot give their education the single-minded attention they need for success. Bullying can also lead to more serious violence. Every student has the right to an education and to be safe in and around school.

1. **Definition of bullying.** Bullying is a pattern of abuse over time and involves a student being "picked on." Bullying includes physical intimidation or assault; extortion; oral or written threats; teasing; putdowns; name-calling; threatening looks, gestures, or actions; cruel rumors; false accusations; and social isolation.
2. **Bullying is prohibited.** The Tamaroa Grade School District #5 and staff shall not tolerate any bullying on district grounds or at any school activity on or off campus.
3. **Staff intervention.** The district expects staff members who observe or become aware of an act of bullying to take immediate, appropriate steps to intervene – unless intervention would be a threat to staff members' safety. If a staff member believes that his/her intervention has not resolved the matter, or if the bullying persists, he/she shall report the bullying to the school principal for further investigation.
4. **Students and parents shall report bullying.** The district expects students and parents who become aware of an act of bullying to report it to the school principal for further investigation. Any student who retaliates against another for reporting bullying may be subject to the consequences listed below in paragraph 6.
5. **Investigation procedure.** If the incident is sent to the principal, he or a designee shall contact the parents of both the aggressor and the victim, interview both students, and thoroughly investigate. This investigation may include interviews with students, parents, and school staff; review of school records; and identification of parent and family issues.
6. **Consequences/intervention.** Consequences for students who bully others shall depend on the results of the investigation and may include counseling; a parent conference; detention; suspension and/or expulsion. Depending on the severity of the incident, the principal may also take appropriate steps to ensure student safety. These may include implementing a safety plan; separating and supervising the students involved; providing staff support for students as necessary; reporting incidents to law enforcement if appropriate; and developing a supervision plan with the parents.

TAMAROA PUBLIC SCHOOL DISTRICT #5*Robert Trover, Superintendent*

P.O. Box 175

Tamaroa, IL 62888

PHONE (618) 496-5513

FAX TRANSMITTAL MEMO

FROM: Tamaroa Grade School District #5
Robert Trover, Superintendent
PO Box 175
Tamaroa, IL 62888

Phone: 618-496-5513

Fax: 618-496-3911

Date: 7-8-09

TO:

Henri FordvilleFax Number: 217-557-8392No. of pages (including cover page): 2

Comments: