



**A Guide to
Success
at
BJHS
2022 - 2023**

Committed to success
Learning to learn
Building for the future

Bloomington Junior High School
Bloomington, Illinois
Phone (309) 827-0086

TABLE OF CONTENTS

PART I: INTRODUCTION AND DISTRICT 87 CONTACTS

Preface

PART II: INTRODUCTION & GENERAL INFORMATION

2-1	Standard Fees and Charges	6
2-2	How Parents May Facilitate Excellence	7
2-3	Homework	7
2-4	Multi Tiered System of Support (MTSS)	7
2-5	Visitors	8
2-6	Reports to Parents	8
2-7	Parent Teacher Conferences	8
2-8	The School Nurse	8
2-9	Emergency Care Plans	8
2-10	Where To Get Medical Forms	8
2-11	Administering Student Medicine at School	8
2-12	Self-Administer EPI-Pen & Asthma Medication	9
2-13	Transfer/New Students	9
2-14	Immunization & Physical Examination Requirements	9
2-15	Special Diets	10
2-16	Vision & Hearing Exams	11
2-17	Head Lice	11
2-18	Illnesses	11
2-19	Student Accident Insurance	11
2-20	Guidance & Pupil Services	12
2-21	Fire and Tornado Drills	12
2-22	Lost & Found	12
2-23	Telephone Calls	12
2-24	Automated Phone System	12
2-25	Access To Electronic Networks	12
2-26	Student Records	12
2-27	Personal Items/Valuables	14
2-28	Bicycles	14
2-29	Posters-Circulars	14
2-30	Instructional Media Center (IMC)	14
2-31	Locks and Lockers	15
2-32	School Meal Program	15
2-33	Academic Dishonesty	15
2-34	Transportation	15
2-35	Safe Environment	17
2-36	General Building Security & Safety	17
2-37	Comfort Dogs	18

PART III: ATTENDANCE

3-1	Attendance Statement	18
3-2	Reporting Absences	19
3-3	Excused Absences	19
3-4	Anticipated Absences	20
3-5	Official Absences	20
3-6	Unexcused Absences	20
3-7	Medical Excuses Physical Education Classes	20
3-8	Tardiness and Detention	21
3-9	Coming to School	21
3-10	The School Day	21
3-11	Leaving School	22
3-12	Transferring	22

PART IV: STUDENT DISCIPLINE

4-1	Disciplinary Guidelines	22
4-2	Rights and Responsibilities of Students	22
4-3	Classroom Rules and Regulations	22
4-4	Gross Misconduct or Disobedience	22
4-5	Types of Discipline	24
4-6	Lunch Period	26
4-7	Hall and Stairway Conduct	26
4-8	Personal Appearance	26
4-9	It's Your School	27

PART V: INCOMPLETE GRADES

5-1	Incompletes	27
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PART VI: ACCELERATED PROGRAMS AND HONORS

6-1	Academic Acceleration	27
6-2	High School Courses Taken at BJHS	27
6-3	BJHS Honor Society	27
6-4	BJHS Honor Roll	28
6-5	Honors and Achievement Night	28

PART VII: SPECIAL PROGRAMS, CLUBS AND ORGANIZATIONS

7-1	Assemblies	28
7-2	Extra Curricular Activities	28
7-3	Respect Committee	29
7-4	BJHS Student Organizations, Enrichment and Sports Activities	30
7-5	IESA Competitive Activities Code of Conduct	31
7-6	Academic Support and Enrichment Activities and Student-Led Organizations Code of Conduct	33
7-7	Student Leadership Opportunities Code of Conduct	35

PART VIII: LAWS, NOTICES, POLICIES AND FORMS

8-1	Family Educational Rights and Privacy Act	37
8-2	Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)	38
8-3	Sex Offender Community Notification	38
8-4	Missing Children Records Act	39
8-5	Uniform Grievance Procedure	39
8-6	Asbestos Management Plan	39
8-7	Integrated Pest Management	39
8-8	Non-Discrimination	39
8-9	Board Policy 7.182 Prevention of and Response to Bullying, Intimidation, and Harassment	40
8-10..	Education Of Children With Disabilities	43

PART IX: P.T.O. PROGRAM

9-1	Parent Teacher Organization (PTO) Program	44
9-2	Dates to Note	44
9-3	PTO Board Meetings	44
9-4	PTO Board	44

PART X: APPENDIX

10-1	B.H.S. Graduation Requirements	45
10-2	District 87 Medical Forms	45



BJHS KNIGHTS

STUDENTS AND PARENTS/GUARDIANS,

This handbook has been designed to help parents/guardians and students become more aware about Bloomington Junior High School. Our goal is for every member of our school community to experience success. Parents/Guardians, students, and teachers must work together in a spirit of trust and cooperation. We must strive to achieve the best learning environment possible and the best way to do that is for us all to work as a team.

As school officials, we will not tolerate behavior that endangers the safety or wellbeing of others. Gross disobedience (such as fighting, drug/alcohol abuse, stealing, disrespect, using obscenities, smoking at school, etc.) will not be accepted. We will establish a climate that enables all teachers to teach and all students to learn; a climate where everyone shows respect for one another.

We are dedicated to helping all of our students experience success in their academic and personal lives. The vision is to establish the perfect school ... a place where each student is seen as a worthwhile individual ... where there is an understanding and acceptance of the various learning styles of students ... where the "golden rule" (do unto others as you would have them do unto you) is the only rule necessary ... where teachers, students, and parents/guardians accept responsibility in the learning process ... and where each person experiences success.

We ask that parents/guardians and students enter into this partnership with us. So that we can continually pursue our vision, we ask your help in establishing the perfect learning atmosphere. Please support your student's academic and behavioral growth and development. It will be a rewarding experience for all of us.

Sincerely,

A handwritten signature in cursive script that reads "Amanda Jarvis".

Dr. Amanda Jarvis
Principal

District 87 Information

Mission, Vision and Goal Statements

DISTRICT 87 MISSION STATEMENT

The educational mission of Bloomington Public Schools is to challenge, support, and inspire all students to learn and achieve to their highest potential in order to become productive citizens and lifelong learners.

BLOOMINGTON PUBLIC SCHOOLS DISTRICT 87 VISION and GOAL STATEMENTS

1. **Academic Achievement.** Students will annually improve their academic skills in the core curricula, performing at least at grade level or higher as evaluated using District assessments.

➤ All students will meet or exceed a minimum of one year's growth over the course of each school year as measured by state and local assessments.

2. **Educational Environment.** We will promote mutual respect, an appreciation for student and staff diversity, and the importance of family and community engagement in order to provide a supportive learning environment in which students can succeed.

➤ Diverse stakeholders will be provided opportunities to engage and support the learning environment as measured by state and local surveys.

3. **Personnel.** We will employ, support, and retain an outstanding and diverse staff.

➤ All staff will be meet or exceed expectations as measured by appraisal process.

4. **Facilities.** We will maintain facilities that are safe, energy- efficient, and conducive to teaching and learning.

➤ Infrastructure to support one-to-one curriculum and other 21st century teaching and learning will be completed & assessed against the 5-year one-to-one curriculum plan.

5. **Finances.** We will manage the District's resources and spending as responsible stewards for our taxpayers and community.

➤ The final audit of the budget will result in a financial ranking of 3.54 or higher as measured by the state financial profile designation process.

PART I: GENERAL INFORMATION

BOARD OF EDUCATION

Mr. Mark Wylie, President
1326 East Grove Street
Bloomington, IL 61701
309-829-6246
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Mrs. Brigitte Gibson
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309-663-4749
beasleyb@district87.org

DISTRICT 87 ADMINISTRATION

Telephone Number: (309) 827-6031
Fax Number: (309) 827-5717

Dr. David Mouser, Superintendent of Schools
Mr. Michael Cornale, Chief Financial Officer and Facilities Management
Dr. Diane Wolf, Assistant Superintendent of Teaching and Learning
Mrs. Sherrilyn Thomas, Assistant Superintendent of Human Resources

BLOOMINGTON PUBLIC SCHOOLS

Internet Homepage - <http://www.district87.org>

BLOOMINGTON JUNIOR HIGH SCHOOL

Principal	Dr. Amanda Jarvis
Associate Principal	Ms. Aimee Oxarart
Assistant Principal	Mrs. Jennifer Mangruem
Assistant Principal	Mr. Eric Hall
Special Education Administrator	Ms. Katy Killian
Administrative Assistant to Principal	Mrs. Adele Keller
Student Affairs Specialist to Associate Principal	Mrs. Amie Keeton
Student Affairs Secretary	Mrs. Jodie Bushue
Student Affairs Secretary	Ms. Marsha Robbins
Office Assistant/Registrar	Mrs. Samantha Claeys
School Nurse	Mrs. Carol Carter
Social Workers	

Mr. Edson Castrejon Gonzalez Students: Student Services Social Worker
Mr. Matt Glim Students: 7th Grade Social Worker
Mr. Jordan Owens Students: 6th Grade Social Worker

Mrs. Michelle Rothwell Students: 8th Grade Social Worker
Mrs. Kelsey Trunk Students: Student Services Social Worker

School Telephone - (309) 827-0086
School Fax -(309) 829-0084
Attendance Telephone - (309) 827-BJHS

PART II: INTRODUCTION AND GENERAL INFORMATION

2-1 STUDENT FEES AND CHARGES

The following student fees and charges have been established by the Board of Education for the 2022-23 school year:

<u>District #87 Fees</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Elementary Grades K-5	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Junior High School	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00
High School	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00
ID Card Replacement	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Parking Permit	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Driver Education In District	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
Driver Education Out Distric	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
Transcript	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
Band	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Winter Guard	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Winter Percussion	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Breakfast					
Elementary	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
Junior High School	\$2.25	\$2.25	\$2.25	\$2.25	\$2.25
High School	\$2.25	\$2.25	\$2.25	\$2.25	\$2.25
Adult	\$2.50	\$2.50	\$2.50	\$2.50	\$2.70
Extra Milk Elementary	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50
Extra Milk Secondary	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50
Lunch					
Elementary	\$2.60	\$2.70	\$2.75	\$2.75	\$2.85
Junior High School	\$2.80	\$2.90	\$2.95	\$2.95	\$3.05
High School	\$3.25	\$3.30	\$3.35	\$3.35	\$3.45
Adult Elementary	\$3.50	\$3.50	\$3.50	\$3.50	\$4.10
Adult Secondary	\$3.75	\$3.75	\$3.75	\$3.75	\$4.10
Extra Milk Elementary	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50
Extra Milk Secondary	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50
Athletic General					
BHS Child Passes	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
BHS Adult Passes	\$35.00	\$35.00	\$40.00	\$40.00	\$40.00
BHS Adult	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
BHS Child	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
BHS Tournament Adult	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
BHS Tournament Student	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
BJHS Adult			\$40.00	\$40.00	\$40.00
BJHS Adult	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
BJHS Child	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
BHS Football					
Adult	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Children	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Adult Presale	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
Children Presale	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
BHS Basketball					
Adult	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
Children	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00

Registration fees shall be paid at time of enrollment. Please refer to the list of required school supplies by grade level located at the back of this book when purchasing school supplies.

Registration and meal fees will be reduced or waived for students who meet the eligibility criteria set by the federal government for the free and reduced meal program (Board Policy #4.140). Free and reduced meal program applications are available at each school office and the District office. School meals may be paid for online using a credit card at <https://www.mylunchmoney.com/index.aspx> or by sending money or checks to school. Parents will be responsible for the convenience charge for using credit cards. At the end of each school year, a meal balance of less than \$10.00 will remain in the student's account and carry over to the next school year. Balances more than \$10.00 will be automatically refunded to high school seniors and others may request a refund. Registration fees may be refunded on a quarterly pro-rata basis depending upon the last day of attendance. To receive a 100% refund of fees, a student must be withdrawn prior to first attendance day. This refund policy only applies to registration fees.

Families of students who accumulate debts to the district will be referred to collection agencies.

Students are required to take proper care of their textbooks, electronic devices, and property of the school and other students. Students must pay for textbooks or property they damage or lose. The Principal shall determine the replacement cost and collect the payment. Payment shall be made within a week of being notified of the replacement cost unless the Principal defers payment until a later date.

2-2 HOW PARENTS MAY FACILITATE EXCELLENCE

1. Take an active interest in their child's educational program at BJHS;
2. Know and understand the rules and regulations of the school and help their child understand, respect, and abide by the rules and regulations of the school;
3. Notify the school of any special health concerns or problems of their child;
4. Keep emergency information cards up to date and notify the school of any change;
5. Insure that their child maintains regular and punctual attendance;
6. If it is necessary for their child to be absent, notify the school by 9:30 a.m. on the day of the absence;
7. Help their child determine what is healthy, safe, and appropriate to wear to school;
8. Be fair and reasonable in their dealings with the school regarding their child;
9. Be aware that a child in a classroom might react differently than at home; and
10. Respond promptly to requests for consultations.

2-3 HOMEWORK

Homework is one method of teaching the necessary skills of independent study and learning. Homework becomes a responsibility the student should take independently. However, parents can provide some additional help in the following ways:

1. A positive attitude by parents will encourage the student to do his/her best.
2. Help the student budget his/her time so that he/she has a regular schedule for study.
3. Provide a quiet, well lighted place for the student to do his/her work.
4. Take an active interest in what the student is doing in school. Ask the child to explain an assignment. Compliment him/her for doing good work or when he/she shows improvement.
5. Encourage, guide, and at times, help their child with his/her homework but under no circumstances do it for him/her.
6. Encourage the student to seek additional help from his/her teacher at school if he/she seems to be having difficulty with the work.
7. Insist upon sufficient rest, proper diet, and periodic checkups to maintain good health.
8. Consult their child's teacher as soon as any problems arise.

2-4 MULTI TIERED SYSTEM OF SUPPORT (MTSS)

District 87 believes all children can succeed. MTSS blends academic Response to Intervention (RTI) and behavioral Positive Behavior Intervention and Support (PBIS) initiatives to systemically evaluate all students and provide academic instruction and intervention appropriate for each student. Student progress is monitored to ensure their success in the classroom.

MTSS provides a proactive systemic approach to establishing supports for students and a social culture at schools to help all students achieve social, emotional, and academic success. The entire MTSS model applies a three-tiered system of support, bases decisions on individual data, and aligns instruction and behavioral supports for students. Students are given clear behavioral expectations which are taught, modeled, and reinforced across all school settings by all staff.

Tier 1 services are the foundation or core instruction. This is the basic instruction that all students receive in the general education

classroom with their general education teacher. At Tier 1, teachers differentiate instruction by proactively planning and implementing a variety of instructional methods matched to varying student skill needs within the classroom.

Tier 2 services are supplemental interventions in addition to Tier I that are provided with an increased level of intensity for small groups of students who show some risk of not meeting grade level standards. Tier 2 interventions usually involve additional practice and skill building.

Tier 3 services are interventions for the smallest group of students with the highest level of need. Such interventions are provided at a higher level of intensity when Tier 2 and Tier 1 have not been successful. Tier 3 interventions are tailored specifically to meet the needs of each student.

The goal is for students to move among the tiers as a result of their responses to the instruction and interventions each Tier provides. For example, if data show progress, a student who has moved from Tier I to Tier II may move back to Tier I. It is important that students receive the types and levels of interventions they need when they need them. Accordingly, movement among the tiers is not necessarily sequential. A student with significant gaps in performance may immediately require intensive Tier 3 interventions and would, therefore, not receive Tier 2 interventions prior to Tier 3.

2-5 VISITORS

Parents are welcome and are encouraged to visit Bloomington Junior High School and to attend classes with their students.

It is the school's policy to accept other visitors only if they have legitimate business at school. Such visitors must register in the Main Office immediately upon their arrival at the building.

School policy does not permit students from other schools to visit classes at BJHS.

Parents and/or guardians who are called by their children to bring necessary items (e.g., eye glasses, band instruments, gym clothes) to school should bring those articles to the main office and a hall monitor will deliver the item(s) to the child's classroom.

2-6 REPORTS TO PARENTS

At the end of each nine weeks, a report card will be sent home indicating a student's performance and achievement for that period. Some teachers may also send progress reports during the nine-week grading period to provide a more frequent report of student progress.

2-7 PARENT TEACHER CONFERENCES

Parent Teacher conferences may be arranged by parents or teachers throughout the year. Such conferences are an important part of our total program and are designed to provide parents with specific information on how to address a specific concern. Parents are encouraged to contact their child's counselor or teacher by calling the school at (309) 827-0086. Parent-teacher conferences will be held in the middle of the fall semester and in the middle of the spring semester.

2-8 THE SCHOOL NURSE

School nurses are available, or are on call, at all District schools. Their primary responsibility is to promote student health and safety and to maintain student health records. If a student becomes ill or injured at school when the nurse is not present, the Principal or their administrative designee will provide care.

2-9 EMERGENCY CARE PLANS

Parents/guardians of students with life threatening conditions, such as asthma, seizures, or severe allergies, are encouraged to establish and file emergency action plans with the school. Parents should always communicate serious medical conditions to the school nurse before the first day of school and when the condition develops.

2-10 WHERE TO GET MEDICAL FORMS

Copies of medical forms may be obtained from the school nurse or local healthcare providers and are found in the back of this book and online at www.district87.org under "Family Resources" then "Useful Forms."

Copies of Board of Education Policy 7.100, Student Physical Examination and Immunization Requirements are available in each school's office or online at www.district87.org, under "School Board " then "School Board Policies."

2-11 ADMINISTERING STUDENT MEDICINE AT SCHOOL

It is the policy of District 87 that as a regular and normal practice, medicine should not be administered to a student at school or when the student is involved in school activities. However, under certain circumstances, medicine may be administered during school hours by the school nurse or other designated school personnel. These rules apply to both prescription and any over-the-

counter medication, including Tylenol, Ibuprofen, cough drops and Chapstick. Ask the school nurse if you have any questions.

A medication authorization form must be completed by the parent and licensed physician and filed with the nurse along with the medication in its original container with the correct label. This form is available in the nurse's office, in most local doctors' offices, at the back of this handbook and on-line at www.district87.org, under "Family Resources" then "Useful Forms."

Additional information about the Board of Education Policy #7.270, Administering Student Medicine, can be obtained from the school nurse or online at www.district87.org, under "School Board " then "Board Policies."

Students cannot self-administer medications at school except in the two very limited circumstances addressed below.

2-12 SELF-ADMINISTER EPI-PEN AND ASTHMA MEDICATION

Students with asthma and the potential for allergic anaphylactic reactions are allowed to carry and self-administer prescribed medications pursuant to the following:

- Asthma and epi-pen medications must be prescribed by a healthcare provider, healthcare provider assistant, or nurse practitioner that has prescribing privileges.
- Self-administration means a students' discretionary use of his or her prescribed asthma medications.
- The parent/guardian has provided written permission for the student to self-administer asthma medication along with the original asthma prescription which must include the following information:
 - name and purpose of medication;
 - the prescribed dosage; and
 - the time or times at which, or the special circumstances under which, the medication is to be administered.
- The healthcare provider has provided a written Medical Authorization form for the student to self-administer the epi-pen medication along with the original epi-pen prescription which must include the following information:
 - name and purpose of medication;
 - the prescribed dosage; and
 - the time or times at which, or the special circumstances under which, the medication is to be administered.
- The above information shall be kept on file with the school nurse and/or administrator.
- The school is not held liable for students who self-administer asthma or epi-pen medications unless school personnel prevent the student from obtaining and self-administering medication.
- The written permission forms from parents and healthcare providers are effective for the school year and shall be renewed each subsequent school year.
- These provisions pertain to students while they are in school, at a school-sponsored activity, while under the supervision of school personnel, and before-school or after-school care on school-operated property.

If you have any further questions about the Asthma Medication Law, please contact the American Lung Association at 1-800-LUNG-USA.

2-13 TRANSFER/NEW STUDENTS

Students transferring to District 87 schools from another Illinois school must meet all health and immunization requirements. Students new to District 87 elementary schools from another school district may transfer their health records. Transfer students are required to have an Illinois State Board of Education (ISBE) Student Transfer Form. If the records of a transfer student are not received within 30 days of the request for such records, parents will be informed and an additional ten (10) school days will be allowed to show proof of meeting physical examination and immunization requirements. If proof of meeting such requirements is not provided within the above time frames, the transfer student will be excluded from school until proof is presented to school authorities. The school nurse can review a student's exam and immunization records and compare them to the state requirements outlined in the table below.

2-14 IMMUNIZATION AND PHYSICAL EXAMINATION REQUIREMENTS

All Illinois students are required to show proof of having met the physical examination and immunization requirements prescribed by the state and illustrated in the Table below.


Children at all grade levels can register without the required health examination and immunizations documentation. However, unless an exemption applies, failure to provide this required documentation by the first day of attendance of the current school year will result in the student's exclusion from school until the required health forms are presented to the District.

DISTRICT 87 STUDENTS WILL NOT BE ALLOWED TO START SCHOOL WITHOUT THE REQUIRED IMMUNIZATIONS and PHYSICAL EXAM.

Students transferring from another school district should transfer their health records. If these records are not received within thirty (30) days of the request for such records, parents will be allowed an additional ten (10) days to show proof of meeting the health examination and immunization requirements. After that, the student will be excluded from school until proof of meeting the requirements is given to school authorities.

Health examination forms can be obtained from the school nurse or local physician. Students and parents with questions on the health examination and immunization requirements should contact the school nurse. Parents who object to the health examination and immunization requirements on religious grounds shall provide school authorities a signed statement of such objection on a form available from the school nurse. This form is required to be renewed in grades K, 2, 5, 6 and 9.

The dates of required immunizations must be verified by your healthcare provider (physician, health department, clinic, etc.). Please note that some of the immunizations are completed in a series of shots that may require several months to complete. For instance, the three Hepatitis B shots may require up to twelve (12) months to complete. It is important not to wait until the last minute to schedule an appointment with your healthcare provider.

 Health Requirements	First time entry to PreK & Kindergarten	SIXTH GRADE	NINTH GRADE	TRANSFER IN STATE 30 Days + 10	TRANSFER OUT OF STATE 30 Days + 10	OUT OF COUNTRY TRANSFER
SCHOOL PHYSICAL -including health history & diabetes screen	X	X	X	X	X	X
LEAD -screening &/or blood test required if under age 6 & live in 61701 zip code	X			If under age 6 & in 61701	If under age 6 & in 61701	If under age 6 & in 61701
IMMUNIZATIONS	KINDERGARTEN	SIXTH GRADE	12th GRADE	Transfer students-Refer to child's grade for immunization requirements		
MENINGITIS-MCV4		1st dose	2nd dose *only one dose required if 1st dose given at 16 or older			
HEPATITIS B series		Completed 3 dose series				
POLIO-see note	4 or more doses-last dose on or after 4th birthday					
DTP/DTaP/Td	4 or more doses-last dose on or after 4th birthday					
Tdap		1 dose at age 11-12				
MMR	2 doses					
VARICELLA	2 doses or proof of disease					
Dental Exams	Dental exams are due on May 15th for K, 2nd, 6th, and 9th graders					
Vision Exams	Vision exams are due on October 15th for Kindergarten and any student entering the district for the first time, regardless of grade					

2-15 SPECIAL DIETS

Students requiring an individual or modified diet from the school cafeteria for a medical reason must file an annual Food Substitution form signed by a licensed physician and must file a Food Substitution form with the school nurse. Parents/guardians can obtain the Food Substitution form from the school nurse.

The school nurse will notify the District's Food Service office of the need for a special diet and forward that office a copy of the

Food Substitution form.

Information about product allergens is obtained solely from vendors and manufacturers of the product. The District does not warrant or guarantee the information provided by vendors and manufacturers or that foods are free of allergens.

2-16 VISION AND HEARING SCREENINGS

Free vision and hearing screenings are conducted at state-mandated grade levels. Hearing screenings are not required if parents request their child be excluded in writing. Vision screenings are not required if an eye examination signed by an optometrist or ophthalmologist within the last 12 months is on file with the school. Vision screening is not a substitute for a complete eye and vision evaluation by an eye doctor. Parents will be notified if the screenings indicate a student should receive a more extensive examination by a physician.

2-17 HEAD LICE

Students diagnosed with live head lice do not need to be sent home early from school; they can go home at the end of the day, be treated, and return to class after appropriate treatment has begun. Nits may persist after treatment, but successful treatment should kill crawling lice.

Head lice can be a nuisance but they have not been shown to spread disease. Personal hygiene or cleanliness in the home or school has nothing to do with getting head lice.

Both the American Academy of Pediatrics (AAP) and the National Association of School Nurses (NASN) advocate that “no-nit” policies should be discontinued. “No-nit” policies that require a child to be free of nits before they can return to schools should be discontinued for the following reasons:

- Many nits are more than ¼ inch from the scalp. Such nits are usually not viable and very unlikely to hatch to become crawling lice, or may in fact be empty shells, also known as ‘casings’.
- Nits are cemented to hair shafts and are very unlikely to be transferred successfully to other people.
- The burden of unnecessary absenteeism to the students, families and communities far outweighs the risks associated with head lice.
- Misdiagnosis of nits is very common during nit checks conducted by nonmedical personnel. Consult the school nurse if you have questions regarding diagnosis and treatment.

2-18 ILLNESSES

It is the parent/guardian's responsibility to keep children home when they are sick. Children with the following conditions should not be in school:

- A fever within the last 24 hours of 100° F or higher. The child must be fever free for 24 hours without the use of fever-reducing medications such as ibuprofen or acetaminophen before returning to school.
- Vomiting within the last 24 hours
- Diarrhea within the last 24 hours
- A frequent and disruptive cough
- Any contagious illness such as “strep throat” that requires antibiotics. Once a student has been fever free without the use of fever reducing medications and on antibiotics for at least 24 hours, he/she may return to school.
- Any undiagnosed skin rash. A student with a rash may attend school upon presenting a physician’s note stating the rash is not contagious.
- Excessive tiredness or fatigue that interferes with participation in learning activities.

If the school nurse in conjunction with the principal decides the student is not in condition to stay at school, the parent will be contacted and will be expected to make immediate arrangements to have the child picked up at school. Children must remain out of school for 24 hours after fever, diarrhea or vomiting.

2-19 STUDENT ACCIDENT INSURANCE

Bloomington Public Schools, District 87 does not carry medical, dental or other insurance for students injured in accidents on school premises. Parents are responsible for the costs of such accidents and any student insurance coverage. Because so many students have accidents at school, it is highly recommended that parents purchase their own insurance coverage. As a convenience for parents, District 87 annually designates an optional student accident insurance plan that parents can purchase. Information and forms for this coverage are available at the time of school registration. While District 87 takes care to select a reliable insurance company, the District does not endorse the plan or recommend it instead of other insurance plans. The contract is solely between parents and the company, and District 87 has no financial or legal responsibility for the plan or contract.

2-20 GUIDANCE AND PUPIL SERVICES

Any student who wants to see a counselor may go to the Guidance Office between periods or before or after school. Teachers may give students permission to go to the office at other times.

All personal matters discussed with a counselor will be kept **strictly confidential** unless otherwise agreed upon by counselor and student.

2-21 SAFETY DRILL PROCEDURES AND CONDUCT

Safety drills will occur at times established by the school board. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement lockdown drill to address a school shooting incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. The law enforcement lockdown drill will be announced in advance and a student's parent/guardian may elect to exclude their child from participating in this drill. All other drills will not be preceded by a warning to students.

2-22 LOST AND FOUND

1. Students should mark their books and belongings with their full name. Should a book or personal belonging be lost, the student should first check with teachers and friends. However, if the item is not found, the student should check in the Main Office. Payment for a lost book will be refunded if the book is found.
2. Remember, Bloomington Junior High School cannot assume responsibility for lost or stolen property.
3. Found articles should be taken to the Main Office.

2-23 TELEPHONE CALLS

1. A telephone is available for students' use at the main entrance.
2. A student needs written permission from the classroom teacher to use the phone during class time.
3. Students participating in afterschool activities should make arrangements in advance to keep parents informed and to help limit the number of calls made.

2-24 AUTOMATED PHONE SYSTEM

The District uses an Automated Phone System to contact parents and students with important information, such as in emergencies or with time sensitive information such as school closures or schedule changes. By providing home and cell phone contact numbers to the District at registration, parents are considered to have expressly authorized the District under the Telecommunications Consumer Protection Act to send automated voice and text messages to those phones to alert parents about the absence of their child from school, to notify them about school closings or other emergencies, and to inform them about school related functions.

2-25 ACCESS TO ELECTRONIC NETWORKS

Pursuant to Board Policy 6.235, District technology and electronic systems, including networks, the internet and all related equipment, hardware and software are provided only to support instructional programs and educational research with a legitimate school purpose. All content must be consistent with District curriculum and comply with the selection criteria for instructional materials. Use of District technology and electronic systems is a privilege, not a right or a public forum. There is no expectation of privacy for use of District technology and electronic systems and District officials can monitor and read any material or communications on the systems. The District will conduct and cooperate with investigations into misuse and illegal activity, including disclosure of records and communications as allowed by law. General rules for appropriate behavior and communications apply to use of District technology and electronic systems and inappropriate use, including copyright, language, cheating, plagiarism, hacking, bypassing content filters, etc. will result in loss of privilege, discipline, and other appropriate legal action. The District is not liable for improper use and does not assure the validity of any information on its technology and electronic systems. To use District technology and electronic systems, each staff member shall sign the Districts Acceptable Use Policy when initially employed and each student and parent shall sign the Districts Acceptable Use Policy periodically (first time register and grades 3, 5, 6, and 9) as part of school registration.

2-26 STUDENT RECORDS

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings (including electronic recordings made on school busses) that are created in part for law enforcement, security, or safety reasons or purposes, though such electronic recordings may become a student record if the content is used for disciplinary or special education purposes regarding a particular student.

The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians and students over 18 years of age (“eligible students”) certain rights with respect to the student’s school records. They are:

1. The right to inspect and copy the student’s education records within 10 business days of the day the District receives a request for access.

The degree of access a student has to his or her records depends on the student’s age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. Within 10 business days, the building principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. In certain circumstances, the District may request an additional 5 business days in which to grant access. The District charges \$.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost.

These rights are denied to any person against whom an order of protection has been entered concerning the student.

2. The right to request the amendment of the student’s education records that the parent/ guardian or eligible student believes are inaccurate, irrelevant, or improper.

A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought.

If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. The right to permit disclosure of personally identifiable information contained in the student’s education records, except to the extent that the FERPA or Illinois School Student Records Act authorizes disclosure without consent.

Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility or contractual obligation with the district.

Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student’s records are being forwarded to another school to which the student is transferring.

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

4. The right to a copy of any school student record proposed to be destroyed or deleted.

The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student’s change in attendance centers, whichever occurs first.

5. The right to prohibit the release of directory information.

Throughout the school year, the District may release directory information regarding students, limited to:

- Name
- Address
- Grade level
- Birth date and place

- Parent/guardian names, addresses, electronic mail addresses, and telephone numbers
- Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs
- Academic awards, degrees, and honors
- Information in relation to school-sponsored activities, organizations, and athletics
- Major field of study
- Period of attendance in school

Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.

6. The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.

7. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA is:

U.S. Department of Education
Student Privacy Policy Office
400 Maryland Avenue, SW
Washington DC 20202-8520

2-27 PERSONAL ITEMS/VALUABLES

1. Do not bring valuables or carry more money to school than normally needed. Items for use in class, authorized by a teacher, should be left in the Main Office until class time or after school.
2. Refreshments, cameras, skateboards, roller blades or toys of any type, including hand-held video games, are not allowed at school nor will students be allowed to take them on school sponsored field trips. If brought to school, the item(s) will be returned to the parents.
3. Mark apparel, if possible, with laundry marking ink.
4. Students are encouraged not to carry heavy backpacks and/or oversized sport bags into classrooms. Student lockers are provided for the storage of these items.
5. Do not bring cigarettes, matches, lighters, or vapes to school. These items will not be returned.
6. Unless authorized by your teacher for special class use, no knives should be brought into the school. These items will not be returned.
7. Students are responsible for their own personal items and valuables brought to school. Bloomington Junior High School assumes no liability or responsibility for lost, damaged or stolen personal items or valuables brought to school.

2-28 BICYCLES

1. Bicycle racks are available on the school grounds. BJHS cannot assume responsibility for damaged or stolen bicycles.
2. Each student riding a bicycle to school is urged to **lock it securely**, and avoid attaching accessories to the bicycle that may easily be removed.
3. **Do not** ride bicycles on the school grounds.

2-29 POSTERS CIRCULARS

Any signs, posters, or notices directed to the interest of the student body must be approved and signed by the administration.

2-30 INSTRUCTIONAL MEDIA CENTER (IMC)

Books and materials in the BJHS IMC have been chosen to help students with class assignments, independent study, and to provide the individual with a wide variety of materials for leisure time reading. In addition to books, the IMC subscribes to many

magazines and newspapers.

1. The IMC is open during school hours to be used by individuals or classes. You must have a pass signed by a teacher to use the IMC during class time unless you come in with a teacher.
2. There is a two-week checkout for most fiction and nonfiction books.
3. Returning materials checked out of the IMC is the responsibility of the students. Students should return all materials **personally**. A book drop is located inside the IMC.
4. Students should be aware that IMC privileges may be suspended for inappropriate behavior while in the IMC.

2-31 LOCKS AND LOCKERS

All school lockers are the property of the Bloomington Public Schools. At no time does the Bloomington School District relinquish its exclusive control of lockers provided for the convenience of students. Inspection of lockers may be conducted by school authorities for any reason at any time without notice, without student consent, and without a search warrant.

Lockers are assigned for the storage and protection of belongings. Should there be a problem with a locker, the office should be notified immediately. **BJHS cannot assume responsibility for property missing or stolen from lockers.**

1. **Only one person should use each locker unless otherwise authorized.**
2. Combinations should not be given to anyone.
3. Locks should not be pre-set. Anyone can open it if it is set.
4. Lockers should be kept neat.

2-32 SCHOOL MEAL PROGRAM

All District 87 schools provide an opportunity for students to eat breakfast and lunch at school. School meals follow the Dietary Guidelines for Americans and encourage students to eat more fruits and vegetables, whole grains and low fat dairy products. Menus can be viewed at: <http://www.district87.org/esc/foodservice/menu.htm>.

Breakfast entries are offered on a rotating basis and cereal, toast, juice, and milk are offered on a daily basis. Children who eat breakfast are better able to concentrate and excel at school. Please check with the individual elementary school for times and specific procedures. A variety of lunch entries are available on a rotating basis and students may also bring sack lunches.

The following rules apply to the meal program:

- Candy, gum, and soda pop are not allowed. Food and beverages should be consumed in the cafetorium unless permission is granted by an appropriate teacher, staff member, or other supervising adult.
- Milk is sold to those with sack lunches or to those wishing to have extra milk.
- If a student is not going to eat lunch, they must have a note from their parents.
- If a student does not have a lunch, a lunch will be provided for them, and the fee for this lunch should be paid in full the next day.
- Students who owe the equivalent of three meals will receive an alternative meal which meets the federal requirements until a payment plan is established.
- Students who go home for lunch must have a note from their parents.
- Eating lunch and breakfast with peers in the cafeteria is a privilege and students must meet behavioral expectations to have this privilege. As a result of inappropriate behavior, students may be denied the opportunity to eat in the cafeteria with peers.
- Students may not trade or share food.
- The school cannot re-heat or otherwise process/prepare food brought from home.

Free and reduced meal prices are available for students qualifying for these federal programs. Applications are available at each school office and the District office. If family financial situations change during the school year, a new application can be submitted.

2-33 ACADEMIC DISHONESTY

Cheating is dishonest, degrades one's character and reputation and impedes individual learning. Students found cheating will receive no credit.

The student may be required to resubmit the assignment or test in order to demonstrate mastery of the material. The time for the retake will be determined by the classroom teacher. The failing grade for cheating will remain the grade of record.

2-34 TRANSPORTATION

Transportation is provided to all students living one and one half (1 ½) miles or more from school and to students living less than

one and one half (1 ½) miles from school where the state Department of Transportation has identified a safety hazard for walking. Transportation is also provided for field trips and extra curricular activities.

Transportation services are contracted through a private company, currently Illinois Central Bus Service, and all bus drivers and monitors are employees of Illinois Central Bus Service.

All BJHS and BHS students must have a valid bus pass or school ID card to ride the bus. All elementary students must ride their assigned bus and must sit in an assigned seat. It is important for parents of elementary school bus riders to notify the school if their child will not ride the bus home.

All buses are equipped with a surveillance camera system that records both audio and video. Surveillance tapes are student records and may be viewed only by approved District and Illinois Central Bus Service staff as part of student discipline and bus safety investigations.

In the event school is canceled or dismissed early for any reason, please listen to the media for details. Parents are strongly encouraged to have an emergency plan in place in the event school is canceled or dismissed early in an emergency. In inclement weather, if emergency sirens sound while students are being transported, the bus will proceed to the nearest school so that students can be sheltered indoors. Transportation services will continue only after the National Weather Service cancels the emergency watch/warning.

Bus emergency evacuation drills are held at least twice a year.

Parents who have a question about a specific bus, driver, bus stop or bus schedule should contact Mr. Jeff Gordon at Illinois Central Bus Service (309-828-4373). The District web site has information on the most frequently asked transportation questions at: <http://www.district87.org/>

Buses can only stop at bus stops designated by the District and Illinois Central Bus Service; students should never chase or run toward a moving bus. Parents should contact the school if their child's transportation arrangements need to be changed in any way. The school will forward this information to Illinois Central Bus Service for appropriate action. Route adjustments typically take three (3) days to be completed.

Bus Behavior

The school bus is considered an extension of the classroom and student behavior on the bus and at bus stops is expected to be the same as that in the classroom. Student discipline is enforced on the bus and at bus stops to ensure a safe ride to and from school. While on the bus, riders are under the jurisdiction of the school bus driver and bus monitor unless the local Board of Education designates some other adult to supervise the riders. In addition to the basic Student Discipline Guidelines, the following specific regulations govern school bus riders and are designed to ensure the safety of everyone on the bus. Violation of any of these rules may be reported to the Principal for discipline including the loss of bus riding privileges:

1. Be ready and waiting at the designated bus stop five (5) minutes before the scheduled stop time.
2. Stay off the road at all times while waiting for the bus.
3. Wait until the bus comes to a complete stop before attempting to board the bus.
4. Do not cross the street to board the bus or after leaving the bus until the driver signals it is safe.
5. Remain ten (10) feet from all sides of the bus and do not cross behind the bus.
6. Follow the driver's instructions and assist in keeping the bus safe and sanitary.
7. Remain seated and facing the front of the bus.
8. Do not lower windows below the safety line.
9. Keep arms, legs and head out of the aisles and inside the bus.
10. Keep hands and feet to yourself. Keep all personal belongings under control on your lap or where specified by the driver.
11. Do not throw things inside or outside the bus.
12. Avoid loud talking and laughing which can divert the driver's attention. Be absolutely quiet when approaching and crossing a railroad crossing.
13. Do not make obscene verbal remarks or gestures to persons inside or outside the bus.
14. Do not smoke on the school bus or at the bus stop.

Bus Discipline

If students refuse to follow the bus behavior rules, a bus driver or monitor may file a written bus conduct report with a principal who is responsible for student discipline. If a student is disciplined based on a bus conduct report, the parents of that student will be given a copy of the report. In extreme cases, Illinois Central Bus Service or the school administration may authorize a bus driver to return the bus to the school so the principal can immediately deal with inappropriate student behavior. If a bus is returned to school, the bus schedule will be delayed for that route as well as for subsequent routes at other schools.

2-35 SAFE ENVIRONMENT

Students have a responsibility to maintain a safe environment.

Students with knowledge that a violent act is planned, or that a weapon is on school grounds, are required to inform an administrator or staff member. Such information can be provided anonymously.

In addition, threats of violence to the school, staff members, or other students will be taken seriously. Any threat made on school premises or to school personnel will be taken seriously, with disciplinary consequences and possible involvement of the police. Statements such as "How would you like it if I were to threaten you?" are considered threats.

2-36 GENERAL BUILDING SECURITY AND SAFETY

Bloomington Public Schools, District 87 has implemented a specific emergency crisis plan for each school and has trained staff in anticipation of various types of emergencies. Entry points to buildings will be secured during the school day. All visitors must sign in upon entering and wear an appropriate visitor badge.

Surveillance

To secure facilities, ensure a safe environment, monitor conduct, and enforce school rules, parents, students and other visitors are advised that the following security techniques may be used on Bloomington School District property, at school-sponsored events, and on buses used for the transportation of students:

- Video surveillance
- Video and audio recording on all District 87 buses
- Motion detectors
- Security by police and school resource officers
- Patrols by dogs trained to detect drugs and weapons
- Breath analyzers to detect the presence of alcohol

No one on district property has an expectation of privacy while in common areas including among others, hallways, parking lots, grounds, cafeteria, school buses, and gymnasiums.

Crisis Plans

Should an emergency or disaster situation arise while school is in session, District 87 schools have made preparations to respond effectively to such situations and to care for all students.

The District has a detailed emergency operations plan which has been developed with the assistance of our police and fire departments to respond to a variety of issues including a major catastrophe. During an emergency crisis, the District will do everything it can to protect your child and to communicate with all parents as quickly as possible.

In a crisis, a parent's first instinct is often to call the school or come to the school to get their child. This is not in the best interest of you or your child. Our focus will be on the immediate safety needs of students and staff and District staff will not be able to work with individual parent calls and concerns.

Parent/Guardian Instructions During An Emergency

To assist us deal with an emergency crisis as efficiently and effectively as possible, please read and cooperate with the following instructions carefully:

1. Please do not telephone the school and tie up lines needed for emergency communication.
2. Please do not come to the school during the emergency or crisis.
3. During an emergency, we must know where every student is at all times and students will be kept at their school until the emergency passes and it is safe. Once it is safe, students will be dismissed using the normal transportation and dismissal procedures or parents and guardians will be allowed to pick them up. Students will be released only to their parents or guardians.
4. Go to the District web site www.district87.org and click on the emergency information link for information and directions.
5. The District will notify the media of the situation and use them to pass on parent information and instructions. Please listen to the media for details.
6. The District may use an automated phone system to call parents with important information, particularly during an emergency or the cancellation of school due to weather. The District will use phone numbers provided during registration. To insure you receive such telephone calls, please make sure your child's school has your current phone numbers on record.
7. Please discuss these matters with your student and immediate family. Plan ahead to understand what you should do during an emergency. Impress upon your student the need for them to remain at school and to follow the directions of school personnel in times of an emergency crisis.

Transportation

The decision to cancel school, change the time school starts or ends, or keep students at school will be based upon the nature of the emergency crisis including the time of day, the weather, and the ability to transport students.

If an event takes place while students are being transported which limits further transportation (for example, roads are closed), students already on the bus will remain under the supervision of the driver and school staff. The driver will communicate through the radio with the bus company, school and district personnel. Bus drivers will make every attempt to deliver students to their bus stops safely but may have to take students to the nearest school to be housed safely. On the way to school, any child not yet on the bus remains the responsibility of the parent or guardian.

Hazardous Release (chemical spill) Near the School

- Shelter-in-Place procedures will be implemented.
- All students and staff will move inside and report to their rooms.
- Efforts will be made to prevent outside air from entering classrooms.
- Students arriving at school during the event report to the school office or a designated area because classrooms will be inaccessible.

Lockdown

- No one will be allowed in or out of the school site.
- Students and staff will be held in a secure area.
- The police will have control of the school site and will control all access.
- When the incident is over, an "All Clear" signal will be given.

2-37 COMFORT DOGS

The benefits of therapy dogs as a supportive intervention providing comfort or emotional support to students, teachers and others are well established. However, the presence of dogs in schools can also cause health, safety and sanitation issues. Some students may be allergic and dogs can spread disease and infections or behave in dangerous and unpredictable ways causing injury or trauma.

Therefore, to ensure a safe environment, therapy dogs are allowed in all District schools at the sole discretion of the Principal and Superintendent under the following guidelines.

The dog is appropriately credentialed, in good health and well behaved, including:

- trained, certified and insured as a therapy dog;
- licensed and registered as an animal pursuant to City rules;
- current on all required shots and veterinary check-ups;
- housebroken, free of parasites, clean and well groomed; and
- socializes well, not aggressive and does not disrupt the educational environment.

The trainer is responsible for:

- keeping the dog on a leash and under control at all times;
- keeping the dog out of areas where food is prepared and eaten;
- accomplishing their own work as well as their trainer responsibilities so that other staff are not responsible for care or supervision of the dog; and
- the welfare of the dog including, how and where it will toilet, how long and often it will be used/rested, and what occurs in an emergency or drill.

Student issues related to the use of the therapy dog such as allergies and fear are considered and accommodated and parents are notified of the presence of the therapy dog and given an opportunity to opt their child out of contact with it.

These guidelines do not apply to service dogs or pets. Pets are prohibited from schools and service dogs are subject to different rules.

PART III: ATTENDANCE

3-1 ATTENDANCE STATEMENT

Attendance and participation in class is necessary for success. *Illinois School Code, Article 261*, requires those who have custody or control of any child between the ages of 7 and 16 years to cause such child to attend some public school in the district wherein the child resides the entire time it is in session during the regular school term. Attending each class session is required and attendance is reported each period. Absences are classified in the following types:

1. Excused absences.
2. Anticipated absences.
3. Official absences.
4. Unexcused absences.

3-2 REPORTING ABSENCES (827-BJHS)

To access the BJHS Attendance Line:

1. Call (309) 827-BJHS (309-827-2547) before 9:30 a.m. You will hear: "Thank you for calling the Bloomington Public Schools Attendance Hotline. For Bloomington High School, press 1. For Bloomington Junior High School, press 2."
2. Enter number 2 for your selection. You will hear: Thank you for calling the Bloomington Junior High School Attendance Hotline.
3. State today's date, your student's name, reason for absence or tardy, and a number where you can be reached.
4. Hang up when you are finished.

If a message is not received on the Attendance Hotline from a parent or guardian by 9:30 a.m., the system will call home phone numbers to notify you that your student was marked absent. If you are called, please call 827-BJHS with the reason for the absence. The system will continue calling a phone number until a connection is made. If the parent/guardian cannot be contacted, the student will be required to submit a signed note from the parent/guardian explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent/guardian, the reason for an absence will be kept confidential. Please contact the Attendance Hotline with all absences, even if you have notified your student's teacher(s). We believe that this system will improve the accuracy and efficiency of our attendance records and will provide better communication between home and school.

If you encounter difficulty with the system, please call (309) 827-0086 and press 2 at the automated attendant.

It will not be necessary to notify the school each day during a long-term illness or hospitalization. A weekly report to the assistant principal and/or the counselor is required to receive instructions for makeup work and other information.

Students should report directly to class upon returning to school. Students who are not approved will immediately be sent to the assistant principal's office. Students will return to class with a disposition on the preceding day(s).

3-3 EXCUSED ABSENCES (309-827-BJHS)

Excused absences include makeup privileges with full credit, with a reasonable amount of help from teachers. This category includes the following:

1. Illness of the student. However, a student reported absent and seen about the community, after being reported ill, will be declared unexcused.
2. Illness or death in the student's family.
3. Home emergency.
4. Early dismissal appointments during the day.
 - a) Special request for early dismissal such as dentist or doctor appointments should be made in writing by the parents or legal guardian(s).
 - b) This note should be presented to the assistant principal before the first period.
 - c) A dismissal slip will be issued allowing the student to leave class at the appointed time. Students must checkout at the Main Office before leaving.
 - d) If a student returns to the building after checking out, he/she **MUST CHECK IN TO THE MAIN OFFICE** and get an entry slip.
 - e) Failure to follow the above procedure **will result in the** absence being classified as unapproved.
 - f) The Assistant Principals may confirm appointments by calling the dentist or doctor.
5. Court appearances.
6. Religious holidays or event.
7. Situations beyond the control of the student.
8. Circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety.
9. Attending a military honors funeral to sound TAPS.

Any requests for makeup work should be made 24 hours in advance and may be picked up in the Main Office after 2:00 p.m. the following day.

Additionally, a student will be excused for up to 5 days in cases where the student's parent/guardian is an active-duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a

combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. A student and the student's parent/guardian are responsible for obtaining assignments from the student's teachers prior to any excused absences and for ensuring that such assignments are completed by the student prior to his or her return to school.

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

The school may require documentation explaining the reason for the student's absence.

Students who are excused from school will be given a reasonable timeframe to make up missed homework and classwork assignments.

3-4 ANTICIPATED ABSENCES (309-827-BJHS)

Anticipated absences should be reported to the Office. An anticipated absence form with the parent's note attached will be provided to the teachers in advance of the absence and returned to the office at least one day prior to the absence. Teachers will provide assignments for the time the student will be absent. It is the student's responsibility to complete required work either before or after the anticipated absence.

3-5 OFFICIAL ABSENCES

Arrangements for makeup work shall be made in advance of the absence if a student is absent from school as a member of a team, organization, or other representation of the school.

3-6 UNEXCUSED ABSENCES

Unexcused absences will be absences not mentioned in the preceding groups. Work must be made up for all unapproved absences, and it is the student's responsibility to gather the work and turn it in to their teacher(s). The following are listed as examples of unapproved absences:

1. Truancy from school or class.
2. Leaving school without permission from the school nurse or any other school official.
3. Shopping, babysitting, being out of town, extending vacations without permission.
4. Leaving class without permission from the teacher.
5. Suspension (out of school).

3-7 MEDICAL EXCUSES - PHYSICAL EDUCATION CLASSES

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting.

A student in grades 7-8 may submit a written request to the building principal requesting to be excused from physical education courses because of the student's ongoing participation in an interscholastic or extracurricular athletic program. The building principal will evaluate requests on a case-by-case basis.

Students with an Individualized Education Program may also be excused from physical education courses for reasons stated in Board Policy 7:260

Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practices Act, prevents his or her participation in the physical education course.

State law prohibits the School District from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District.

Students who have been excused from physical education shall return to the course as soon as practical. The following considerations will be used to determine when a student shall return to a physical education course:

1. The time of year when the student's participation ceases; and
2. The student's class schedule.

3-8 TARDINESS AND DETENTION

Tardiness to school:

1. Students reporting to school late must report to the associate/assistant principals' office upon entering the building. Office personnel will decide if the tardiness is approved.

2. In general, tardiness to school will be judged as approved or unapproved on the same basis as absences.

a. Approved tardiness includes but is not restricted to...

1. personal illness
2. family illness

b. Unapproved tardiness includes, but is not restricted to...

1. oversleeping
2. car trouble
3. missing the bus
4. performing errands for parents or family members

Tardiness to class:

1. If a student is late for any class due to being detained in the previous class, an excuse from that teacher should be requested.

2. A student with an approved tardy pass should give it to the teacher immediately upon coming to class.

3. Any student reporting to class without an approved tardy pass will be judged unapproved tardy and should be assigned a detention with that teacher. Unless arrangements are made with the teacher, these detentions must be served the following day.

4. Students must honor a previously written detention notice. If no previous written detention notice has been given, the written notice shall take priority and that detention served.

5. Detention notices for tardiness shall take precedence over after school activities including team practices, rehearsals, makeup work, etc.

6. On the third tardy, teachers will submit a referral to the Associate/Assistant Principal. A letter will then be sent home informing the parent/guardian of this situation and that disciplinary action may be taken for the next occurrence. Excessive tardiness may result in an out-of-school suspension.

7. Teachers should submit a referral to the Associate/Assistant Principal for students who fail to serve assigned detentions. Failure to serve detentions will result in more severe disciplinary action including P.M. school or a suspension for gross misconduct or gross disobedience.

3-9 COMING TO SCHOOL

BJHS students come from every part of town and are seen by thousands of adults each day. Others tend to evaluate all junior high students by their actions. The following are some guides to good conduct to and from school.

1. Respect others by sharing the sidewalk and keep to the right. Stay on the sidewalk and off of people's lawns.
2. Control your actions and do not yell.
3. Follow bicycle safety rules.
4. Be alert to traffic.
5. Leave snow on the ground. Do not pick up or throw snow on the grounds or on the walk to and from school.

3-10 THE SCHOOL DAY

1. A warning tone will sound at 7:55 a.m. Students should proceed immediately to their homebase.

2. At 8:00 a. m., all doors to Bloomington Junior High School will be locked. Visitors may be admitted at the main entrance.

3. Students are expected to be in their appropriate seat by 8:00 a.m. when the tardy tone sounds. Unless students have a pass, they will be tardy.

4. The school day ends at 2:45 p.m. Students are not permitted to leave the building during the school day unless they have submitted a request for early dismissal.

5. Students who require special help, who need to make up work, or who need to serve detentions may be requested by a staff member to stay beyond the regular dismissal time. Any exceptions should be worked out with the teacher involved. After-school responsibilities take precedence over athletics and cheerleading.

6. Any student in the hall during class must have a pass obtained from the teacher of that particular class.

3-11 LEAVING SCHOOL

All students must be out of the building by 3:00 p.m. unless they are with a teacher, staff member, or other supervising adult. Students who exit the building after dismissal at 2:45 p.m. will not be allowed re-entry back into the building

3-12 TRANSFERRING

A student planning to transfer to another school should bring a note from his/her parents to the guidance office two days before he/she expects to transfer. This note should mention the school and city to which the student is moving as well as the expected last day of attendance at BJHS.

PART IV: STUDENT DISCIPLINE

4-1 DISCIPLINARY GUIDELINES

Students are expected to conduct themselves in a manner that reflects credit on themselves, their parents, and their school. Students also are expected to respect the rights, feelings and property of others, and to respect the skill and authority of teachers and other members of the school staff. Students may be disciplined whenever unacceptable conduct occurs on school grounds, at school-sponsored activities, or when traveling to and from school or school-sponsored activities. Students also may be disciplined for out-of-school behavior whenever the student's conduct impacts on the academic or disciplinary environment of the school or the student body. Students who are suspected of engaging in conduct that violates criminal laws while on school property or attending school-sponsored activities, in addition to being subject to discipline from the school, may have charges filed against them with appropriate law enforcement authorities.

4-2 RIGHTS AND RESPONSIBILITIES OF STUDENTS

Rights of Students

1. To be informed of the rules and regulations of the school.
2. To be respected as unique individuals.
3. To expect equal and fair treatment from teachers and other school personnel.
4. To expect that their rights, feelings, and personal property will be respected.
5. To study in classrooms that are well planned and well organized by professional teachers.
6. To be able to request conferences with teachers, counselors, the associate/assistant principal, the principal, or other certified school personnel to discuss problems that affect school work.

Responsibilities of Students

1. To obey school rules and regulations.
2. To respect the rights, feelings, and property of others.
3. To respect the skill and authority of teachers and other members of the school staff.
4. To make a sincere effort to do their work by being attentive and by having the necessary materials.
5. To accept responsibility for their behavior.
6. To conduct themselves in a manner that will reflect credit on themselves, their parents, and their school.
7. To be regular and punctual in attending class.
8. To dress and groom themselves in a manner that is healthy, safe, and conducive to the educational program of the school.

4-3 CLASSROOM RULES AND REGULATIONS

Students are expected to conduct themselves in a proper manner as described under "Responsibilities of Students."

1. Each student is expected to follow all classroom and Bloomington Junior High School rules.
2. Each teacher may utilize a variety of measures and procedures to insure acceptable classroom behavior.
3. A teacher may temporarily remove a student from the classroom for disruptive behavior and send that student to the Associate/Assistant Principal.
4. Any student whose behavior is considered dangerous and/or injurious to the student, other students, teachers, or other school personnel or dangerous to the property of any of the above and/or to the school, will be immediately referred to the associate/assistant principals' office.
 - If a student is reported for this behavior, the Associate/Assistant Principal will confer with the student and will contact the student's parent/guardian.
 - Additional corrective action will be determined by the Associate/Assistant Principal.

4-4 GROSS MISCONDUCT OR DISOBEDIENCE

Students in the Bloomington Public Schools have a record of good behavior. The conduct listed below is a deterrent to good behavior and is considered to be gross misconduct or disobedience and may subject the student to discipline. This list is not exhaustive, and other types of gross misconduct or disobedience not listed may also subject the student to discipline.

1. Insubordination to school personnel, including failure to follow directions or to produce student identification or passes.
2. Possession, use, or distribution of alcohol, drugs, (including "look-alike" drugs), narcotics, or any illegal substance as well as any

controlled substance without a valid prescription, or any drug paraphernalia. Drug paraphernalia means all equipment, products, and materials of any kind that are peculiar to, marketed for use in packaging, repackaging, storing, containing, concealing, or otherwise introducing into the human body, any controlled substance other than as prescribed by a physician. Cigarette paper, bongs, and pipes are among the items considered to be drug paraphernalia.

3. Being under the influence of alcohol, drugs, narcotics, or any illegal substance as well as any controlled substance without a valid prescription.
4. Violation of the District's and/or school's non tobacco policy. This policy prohibits the possession of tobacco, including - 15 - cigarettes, cigars, pipes, pipe tobacco, "dip", chewing tobacco, smokeless tobacco, and any other tobacco products as well as e-cigarettes and vaporizing pens or equipment. Matches and cigarette lighters are also prohibited.
5. Intimidation of, or any attempt to intimidate, school personnel or other students.
6. Fighting with, or any assault on, school personnel or other students.
7. Intentional damage to, destruction of, or any attempt to damage or destroy school property or property of school personnel or other students.
8. Verbal abuse of school personnel or other students or use of profane words or gestures.
9. Endangering of the physical or psychological well-being of school personnel or other students by conduct or actions, including:
 - Improper release of a school fire alarm or tampering with fire extinguishers;
 - Setting off, or attempting, or threatening to set off explosive devices on school property;
 - Starting, or attempting to start, a fire on school property;
 - Possession, use, or display of a dangerous weapon or any "look-a-like" or facsimile gun or weapon, including Airsoft or other bb or pellet guns with or without orange tips; and
 - Reckless driving on school grounds, or
 - To threaten, harass or intimidate through computer, phone or other electronic devices including, but not limited to, email, voice mail, text messages, and personal or social web sites such as "Myspace" or "Facebook." Such conduct is prohibited regardless of location or time it occurs.
10. Repeated incidents of misbehavior including repeated refusal to comply with school rules.
11. Repeated unexcused tardiness and absenteeism during any part of the school day.
12. Falsifying or tampering with school records.
13. Participation in gang-related activities. This includes wearing any gang-related clothing, jewelry, or any other item that is worn in a manner that is so closely associated with gang membership as to present a possible danger to the student.
14. Membership in or solicitation on behalf of, any "secret society" as defined in 105 ILCS 5/31-1 of the School Code. Wearing of insignia or clothing indicating membership in secret societies shall be considered prima facie evidence of membership.
15. Disruptive behavior to such an extent that the student fails to make reasonable progress toward the next grade level or graduation, or that the student interferes with the right of other students to receive an education.
16. Theft or attempted theft of school property or the property of others.
17. Sexual harassment of another student or staff member.
18. Inappropriate use of cell phones, smart watches, or any other technology wearables, or other messaging or recording devices on school property, including any illegal eavesdropping or any recording of pictures or sound. Students are not allowed to use or display cellular phones or any other messaging devices during school hours, including lunch hour and passing periods, unless authorized by and under the direct supervision of a teacher or administrator for educational purposes. Such items must be turned off during school hours. Such items are subject to confiscation and a parent may be required to reclaim the item. The District assumes no liability or responsibility for such items if they are lost, damaged or stolen while confiscated.
19. Students are not allowed to use or display Mp3 players, radios, tape players, CD players, earphones, or similar devices during the school day, including lunch hours, unless authorized by and under the direct supervision of a teacher or administrator for educational purposes. Such items are subject to confiscation initially to the end of the day, and subsequently, a parent must reclaim the item. The District assumes no liability or responsibility for such items if they are lost, stolen or damaged while confiscated.
20. Operating a drone on or over school property or at a school function in any other location is prohibited without specific written approval from the Principal or Superintendent.
21. Writing or publishing material for distribution or viewing and/or distributing material, including posting material electronically, that:
 - was recorded or filmed through the inappropriate use of cell phones or other messaging or recording devices on school property.
 - is obscene or libelous, invades the privacy of others, threatens, or bullies students or staff, advocates conduct which is otherwise inconsistent with shared values or a civilized social order, or will otherwise cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, or
 - promotes specific religious belief and leads other students to reasonably believe it is school-sponsored or endorsed.
22. Harassment of school district employees and other students on or off campus when such harassment is related to school matters and incidents.
23. Inappropriate displays of affection at school or school-sponsored activities.

24. Students may be disciplined for unacceptable use of technology (e.g., network, Internet) in the school building as defined by the Board of Education Policy 6.235.

25. Bullying, intimidation, and harassment of anyone by any means by students is prohibited whether on school grounds or not and whether during school hours or not and is subject to appropriate discipline pursuant to Board Policies, including among others 2.260, 6.060, 6.065, 6.235, 7.000, 7.010, 7.020, 7.130, 7.180 (See Part VIII "Laws, Notices, Policies and Forms"), 7.190, 7.192, 7.230, and 7.310 and other student discipline provisions above, including among others 5, 8, 9, 18, 20, 21, and 23. All forms of bullying are prohibited. A bully shall be defined as a person who severely or pervasively teases, frightens, or hurts others. Prohibited behavior may take the form of unkind actions or remarks, verbal taunting, physical aggression or exclusion from groups including in person or electronically. Students are encouraged to immediately report bullying to any teacher, administrator or staff member. Students can anonymously report bullying by calling the CyberBully Hotline; phone numbers by school are listed on the District web site under "Parents and Students." School officials shall involve and employ such district and community-based resources as in the sole discretion of school officials are deemed appropriate in instances of bullying or aggressive behavior including but not limited to:

- Notification and involvement of the school counselor, social worker, psychologist or other school support services;
- Application of the school district's discipline procedures;
- Notification and involvement of appropriate law enforcement authorities;
- When appropriate, evaluation or referral for special education services;
- Notification and involvement of community-based support organizations or services;

4-5 TYPES OF DISCIPLINE

Formal discipline of students will vary according to age level and may take any of several different forms. The type of discipline imposed will depend upon the severity of the student's misconduct or disobedience, how the student's conduct disrupts the educational environment and threatens school safety, previous incidents of unacceptable behavior, the student's academic record, the student's interest, the student's attitude towards corrective action, and the facts and circumstances of each case.

1. Removal from Classroom

A teacher may temporarily remove a student from the classroom for the balance of a class period if the student's behavior is so disruptive as to interfere with classroom order or with the participation of other students in the learning process. Such removal from the classroom shall be in accordance with the standards and procedures established and maintained by the District which provide due process to the student.

• Detentions

A detention requires a student to spend additional time at the school before or after regular school hours. Except in emergencies, students will be given twenty-four (24) hours notice in order to make arrangements for transportation, etc.

- Detentions may be assigned by any teacher or school administrator.
- Detentions are considered an extension of the school day and shall receive priority over team practices, rehearsals, clubactivities, and other extracurricular activities.
- Detention time may be doubled if the detention is not served when assigned. Failure to meet this additional detention may result in more severe disciplinary action.

3. P.M. School

- P.M. School consists of spending one hour after school in a highly controlled setting. A certified teacher or an associate/assistant principal will supervise the P.M. School, and the student(s) will work on assignments. Also, some behavior expectations may be discussed by the supervisor, and the student(s) will participate in these discussions and/or assignments.
- Failure to attend an assigned P.M. School will lead to more serious disciplinary action against the student.
- Students who do not cooperate in the P.M. School room and/or do not follow directions will be suspended from school and will not receive credit for the time spent in the P.M. School room toward the out-of-school suspension time.

4. Out-of-School Suspension

Students who engage in gross misconduct or disobedience may be suspended out-of-school for a period not to exceed ten (10) school days pending review by the School Board or a hearing officer appointed by the Board. Any such suspension shall be reported to the School Board, or the appointed hearing officer, and to the parent(s)/guardian(s) of such student along with a full statement of the reason for the suspension, a justification for its duration, and notice of the right to review the decision. Prior to any out of school suspension, the school will make reasonable efforts to resolve the threat or disruption and minimize the student's duration out of school, including implementing other available and appropriate interventions. If the suspension is more than three days, the school shall exhaust appropriate and available behavioral and disciplinary interventions.

- A suspended student may not appear on school property or at any school-sponsored activity. The student will be required to make up all missed work and tests, and it is the student's responsibility to make arrangements with teachers for such work.
- Regardless of previous offenses, upon the third suspension during a school year the parent(s)/guardian(s) and student will be notified that if the student engages in any further acts of gross misconduct or disobedience, an expulsion from school may be recommended.
- A parent(s)/guardian(s) and student conference will be necessary prior to the suspended student returning to school. The school will work with the student and parents to facilitate reengagement of the student back to school, including the opportunity to make up work for academic credit.

5. Removal from School-Sponsored Events and/or Extra-Curricular Activities

One of the major objectives of formal education is to teach the principles of good citizenship and of taking responsibility for one's actions at all times.

- Students who display unacceptable behavior at any time, whether or not such behavior is on school property or at a school-sponsored event or activity, should not be entitled to the privilege of being able to engage in activities designed to promote the image of the Bloomington Public Schools District 87 student body and prepare students for good citizenship. Therefore, students who display unacceptable conduct at any time may be declared by the School Administration to be ineligible to participate in school-sponsored events and/or extra-curricular activities for a period not to exceed three (3) school months. The committee may schedule the starting date of the ineligibility. In the case of a subsequent infraction, or conviction (or juvenile adjudication) of a serious crime the committee may impose a longer penalty, which may include permanent ineligibility.
- Prior to taking such action, a committee consisting of the activity's head coach or sponsor, his/her immediate supervisor, the assistant principal, and the building principal will meet to discuss and consider the possible ineligibility. Three (3) of the four committee members must agree that ineligibility is appropriate.
- A student declared ineligible may appeal the decision, in writing, to the Superintendent within five (5) calendar days of the committee's decision.
- The principal and activity director may exclude a student charged with a serious crime pending completion of a legal investigation or conclusion of a trial.
- Individual teams, activities and clubs may have more stringent rules. These will be communicated to students in writing the first day of tryouts/at the organizational meeting, and will be returned signed by the parent before the student is allowed to attend the third day of tryouts/become an active participant.

6. Expulsions

Students who engage in gross misconduct or disobedience may be expelled from school for any length of time from a few days to the maximum allowed by state law. The requirements for an out of school suspension shall also apply to expulsions.

- Before an expulsion occurs the student's parent(s)/guardian(s) will be requested to appear at a meeting of the School Board, or at a meeting with a hearing officer appointed by the Board, to discuss the child's behavior. Such a request shall be made by certified mail and shall state the time, place, and purpose of the meeting.
- The Board, or the hearing officer appointed by the Board, at such a meeting shall state the reasons for the expulsion and the date on which it is to become effective.

7. Conditional Probation

- Students who are determined by the administration to have engaged in gross misconduct or disobedience warranting a recommendation for expulsion from school may, at the administration's discretion, be offered --Whether or not conditional probation is offered by the administration depends upon the student's academic record, past disciplinary record, school attendance, and attitude toward corrective conduct.
- If conditional probation is to be recommended, it shall be reviewed and approved in advance by the superintendent or a designee.
- To become effective, conditional probation must be offered by the building principal or a designee and accepted in writing by the parent(s)/guardian(s) and the student following an explanation of the conditional probation program.
- Conditional probation shall be granted only when the student and parent(s)/guardian(s): Acknowledge and agree that the student had engaged in gross misconduct or disobedience warranting expulsion from school;
 1. Agree to waive the right to any hearing before the School Board prior to being placed on conditional probation;
 2. Agree to sign a Conditional Probation Agreement which sets forth the terms and conditions of the probation; and
 3. Agree that any violation of the terms or conditions of the probation agreement shall result in revocation of the probation and subsequent expulsion from school.

A copy of the completed conditional probation agreement shall be sent to the Superintendent for distribution to members of the Board of Education. Should it become necessary to revoke the conditional probation because of a violation of the written agreement, the student will be offered the right to a hearing before the Board, or a hearing officer appointed by the Board, to determine if the probation agreement was violated. If probation is violated the Board may expel the student on the basis of the original act(s) committed as specified and admitted to in the conditional probation agreement. No notice or hearing shall be given

to the student and the Board may act only on the original offense(s) and the student's admission of those offense(s).

4-6 LUNCH PERIOD

Each student is responsible for keeping his/her table and immediate area clean each day.

Please abide by the following regulations during your lunch period:

1. Lunch period must be spent in the cafeteria.
2. Students may bring a lunch from home and buy milk. They may also buy a complete lunch.
3. Absolutely no food may be purchased from local vendors and brought into the cafeteria by students or parents during the lunch periods.
4. Students may remove food from the cafeteria as long as the package remains unopened and the food is immediately secured in a backpack or locker after lunch.
5. Supervisors will dismiss students to their next class.
6. Students should talk in a conversational tone. Help make the cafeteria a pleasant place by keeping noise to a minimum during lunch.
7. Remember, this is a dining room; use it with respect, courtesy, and good manners.
8. Remember to pass quietly to and from the cafeteria.
9. Violation of lunchroom rules may result in the student being assigned to lunch detention.
10. Students will be suspended from school if they participate in throwing food in the cafeteria.

4-7 HALL AND STAIRWAY CONDUCT

Hall

1. **Walk** in the halls.
2. Talk **quietly** in the halls.
3. Keep to the **right**, except to crossover to a classroom, locker, or restroom.
4. Show **courtesy** and **consideration** for others at all times.

Stairways

1. **Walk up one step at a time.**
2. **Do not stop on stairways or landings.**

4-8 PERSONAL APPEARANCE

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The school does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. Students who disrupt the educational process or compromise standards of health and safety must modify their appearance.

Specific dress rules include:

1. Students shall not wear clothing or other apparel which creates a concern for safety or causes a disruption.
2. Students must wear footwear with rubber or hard soles.
3. Students will be allowed to wear hoods, hats, sweatbands, bandanas, do rags, bonnets, stocking caps, and scarves rolled up to serve as actual headbands. Hats must face straight forward or straight backward. Hats must allow the face to be visible to staff and not interfere with the line of sight of any student or staff. Hoods may be worn (i.e., hoodie sweatshirts) overhead, but the face and ears must be visible to school staff. Exceptions for head coverings worn will be made for medical or religious reasons.
4. Students should not wear clothing that suggests themes of profanity, tobacco use, alcohol, drugs, and promiscuity or gang association.
5. Any articles of clothing or jewelry worn with writing and/or pictures on them must be in good taste without profanity, obscene language, obscene gestures, gang symbols, or suggestive connotations.
6. Students are encouraged not to wear jackets or coats during the school day. Lockers and/or coat hooks are provided for the storage of these items. A sweater or extra shirt may be worn in the building on chilly days.
7. Students are encouraged not to carry heavy backpacks and/or oversized sport bags into classrooms. Student lockers, and/or coat hooks are provided for the storage of these items.
8. Students are not allowed to wear pajamas, pajama pants, slippers, or onesies during the school day. Students wearing this type of clothing will be told to change.
9. Students who carry or wear blankets at school will be asked to put them in a locker or on a coat hook or they may be confiscated.
10. Students shall not wear clothing that exposes undergarments or exposes the body/chest area. Students not meeting this requirement will be required to correct the violation before returning to class.

4-9 IT'S YOUR SCHOOL

Help keep BJHS clean and attractive. Use receptacles provided for waste. Our school will be visited by many people, please be a responsible school citizen. We are proud of our building, and we appreciate your efforts to keep BJHS at its best!

Smoking in the building or on the school grounds is prohibited. Such action will result in a suspension from school.

PART V: INCOMPLETE GRADES

5-1 INCOMPLETES

Students are expected to complete classwork during each grading period. Incomplete grades are only issued for some special extenuating circumstances (e.g. extended illness, injury, etc.). Students will not receive incompletes for lack of effort or unwillingness to complete assignments.

PART VI: ACCELERATED PROGRAMS & HONORS

6-1 ACADEMIC ACCELERATION

District 87 is committed to the excellence of all students and recognizes that students bring to school a desire to learn in exciting and challenging environments. Students with exceptional academic abilities and potential will be provided with early entrance, differentiated instruction, accelerated placement in subjects and grade levels or specially planned educational opportunities to enhance their school experience and meet their educational needs.

This includes students with demonstrated exceptional ability in academic subjects, high level thought processes, divergent thinking, and creativity. The identification of such students will be based on a specific set of criteria that includes multiple valid and reliable indicators and may involve students, parents, teachers, and administrative staff. All educators will have the opportunity for staff development which will prepare them to differentiate instruction to meet the needs of all students.

6-2 HIGH SCHOOL COURSES TAKEN AT BJHS

Bloomington Junior High School offers high school courses for students who demonstrate the ability and willingness to complete advanced coursework.

Bloomington Junior High School students taking Algebra 1, Honors Geometry and/or a first year foreign language will receive credit on their Bloomington High School transcripts and the grades will count toward Bloomington High School Grade Point Average (GPA) calculations and class rank.

Bloomington High School courses taken at Bloomington Junior High School will count toward the seventy-five percent core area requirement. Bloomington Junior High School students taking Bloomington High School classes will earn a grade each quarter at the Bloomington Junior High School that will be used for calculating Honor/High Honor Roll, Honor Society eligibility, and Grade Point Average.

The Algebra, Honors Geometry and foreign language classes taught at the junior high school will contain the same course content and materials as the high school classes. Junior high school students will also take a final exam at the end of the first and second semesters. For BHS credit, students will earn two semester grades, which will each include all semester coursework, assignments, tests, quizzes, etc. (80%) and a semester exam (20% credit each semester).

If your junior high school student is enrolled in Algebra, Honors Geometry, Honors Algebra II and/or a foreign language the following high school class withdrawal policy will apply: For a student who withdraws from Algebra, Honors Geometry, Honors Algebra II and/or a foreign language during the **first five days of school**, there is no penalty. However, any time after the first five days of school, a student who withdraws from a class prior to the end of the first and third grading periods will have a "WP" (Withdraw Passing) or a "WF" (Withdraw Failing) placed in their permanent record. Students are advised that "WP" and "WF" grades may be viewed negatively by some colleges and scholarship programs. For example, a grade of "WF" is sometimes treated as an "F". Some programs also look at the number of courses taken each year and may ask for an explanation if the number is usually low. A student who withdraws from a class after the end of the first or third grading periods will receive a grade of "F" for the entire semester.

6-3 HONOR SOCIETY

At the end of the third grading period, students' grades in all subjects are averaged to determine membership in the BJHS Honor Society. Any student who achieves a 3.5 average or better in all subjects with no grades of D or below becomes eligible for honor society initiation. Other criteria, including the student's citizenship and attitude, are considered by the BJHS faculty members to aid in this selection.

6-4 BJHS HONOR ROLL

At the end of each quarterly grading period, students' grades in all subjects will be averaged to determine "Honor Roll" students and "High Honors" students.

1. Honor Roll students will have achieved a grade point average of 3.0 or higher with no grades of D or below;
2. High Honors students will have achieved a grade point average of 3.75 or higher.

Grades will be averaged using the following point system:

A=4

B=3

C=2

D=1

F=0

6-5 HONORS AND ACHIEVEMENT NIGHT

At the end of the school year, Bloomington Junior High School conducts an Honors & Achievement program. Many students are honored for their achievements during the year. Some of the special awards include:

George N. Wells Academic Award

R. Bruce Holcomb Citizenship Award

Robert N. Knight Knight of the Year Award

Ermalea Doyle Lady of the Year Award

Ray Kroc Achievement Award

PART VII: SPECIAL PROGRAMS, CLUBS, AND ORGANIZATIONS

7-1 ASSEMBLIES

Assemblies are presented to students for information and entertainment purposes. The following courtesies or behaviors on the part of those attending assemblies are necessary.

1. Students will come to the assembly with their classroom teachers.
2. Quiet, orderly passage to and from the assembly is necessary to avoid disturbing classes in session.
3. Attention and respect shall be shown to all programs.
 - a. Do not whistle.
 - b. Give undivided attention to speaker(s) as soon as he/she approaches the microphone.
4. Students wait in seats for dismissal from the auditorium and, when dismissed, leave in a quiet, orderly manner.
5. Students attending evening programs MUST be accompanied by a parent or other adult.

Students who do not cooperate with the above requests may have their assembly attendance privilege suspended or completely revoked.

7-2 EXTRACURRICULAR ACTIVITIES

A very important aspect of Bloomington Junior High School's total program is its extra-curricular activities. BJHS offers a wide variety of programs intended to meet the needs and interests of its student body. The Bloomington Junior High School administration, faculty, and staff strongly encourage every student to become involved in extracurricular activities. We are confident that the student's experience at BJHS will be more enjoyable, meaningful, and memorable if he/she actively participates in several of these activities.

This policy and the associated *Codes of Conduct* are adopted by the Board of Education of Bloomington School District 87 to apply to students participating in competitive and performance extracurricular activities in grades 6-8. In addition to other policies concerning student conduct and discipline, and impose additional requirements on students. Individual teams, activities, and clubs may have additional rules which shall be communicated to students in writing at the organizational meetings for such extracurricular activities. This policy is intended to promote the health and safety of students, and to encourage the development of self-discipline and self-control in students, which are attributes the Board finds to be necessary to make participation in extracurricular activities successful and rewarding for students as well as for the organizations in which the students participate.

The Board finds that students who participate in junior high school extracurricular activities are perceived by other students and the public as representatives of the school. They are provided certain privileges and services not available to other students. The Board determines that it is necessary for the maintenance of discipline, and to promote exemplary conduct, that additional rules apply to those students who participate in extracurricular activities.

The Board determines that participation in extracurricular activities is a privilege. There is no right of students to participate in extracurricular competition, or to participate in particular clubs, sports or cheerleading activities, or any school-governed extracurricular activity. If a student fails to comply with the rules and requirements set forth in this policy, the privilege to participate in extracurricular activities may be lost in accordance with this policy.

In addition to extra-curricular activities led by the school, student-led clubs offer additional opportunities for students to participate in non-curriculum related activities.

The rules set forth herein apply to the student commencing with entrance into the sixth grade and continue to apply to the student until the completion of his or her eighth grade year. The *Codes of Conduct* apply both in and out of season of the sports and activities in which each student participates, during summers, holidays and vacations, on and off campus, and whether or not misconduct occurs at a school or school-sponsored activity.

7-3 RESPECT COMMITTEE

The Bloomington Junior High School Respect Committee was established in 2003 in a school-wide effort to prevent bullying and to increase the number of students showing respect for themselves and others. In our continuing effort to achieve this goal, The Respect Committee wants to give our parents/guardians a reminder: If your student has experienced problems, please do not hesitate to contact his/her teachers or any one of the BJHS Administrators. We are here to ensure that your student has a positive experience at the junior high.

7-4 STUDENT EXTRACURRICULAR OPPORTUNITIES

IESA Competitive Activities

Cheerleading	Spring tryouts, Coach Yarisheia Tiggs
Boys' Baseball	August tryouts, Coach Bob Oitker
Cross Country	August tryouts, Coach Denny Herald
Girls' Softball	July tryouts, Coach Lori Baird
Girls' Basketball	September tryouts, Coaches Britt Kotiw
Boys' Basketball	October tryouts, Coaches Tony Perry and TBD
Girls' Volleyball	Tryouts after Thanksgiving, Coaches TBD
Wrestling	Tryouts after Thanksgiving, Coaches Denny Herald
Track and Field	February tryouts, Coaches: TBD
Scholastic Bowl	Tryouts in September, Coach David Foley
Chess	Practices starting in September, Coaches Kristie Price and Michelle Chon

Academic Support and Enrichment

Band	Mrs. Michele Carnahan (6th and 7th), and Ms. Sarah Brown (8th)
Boys and Girls Club	Monday through Friday
Chorus	Mr. Montana Thomason
Drama	Auditions in November, one full-length musical performed in February/March, Mrs. Kelly Rosendahl
Dance Team	Nicole Meyer and Daynna Hebenstreit
Honor Band	Mrs. Michele Carnahan
IGSMA Solos and Ensembles	Mrs. Michele Carnahan
ILMEA Band	Mrs. Michele Carnahan
IMSA FUSION Fall	Mr. Josh Jett
IMSA FUSION Spring	Mr. Josh Jett
Intercity Honor Band	Mrs. Michele Carnahan
Junior Master Gardeners	Mrs. Rachel Kuehnl
Math Team	TBD
Orchestra	Mr. Jason Zimmerman
Poetry Club	7th grade students, during lunch, Mrs. Suzie Hutton
Show Choir	Tryouts in the fall, must be enrolled in music enrichment, rehearsal held throughout year, Mr. Montana Thomason

Student-led Organizations

Fellowship of Christian Athletes	TBD
GSA	Mrs. Suzie Hutton and Ms. Nancy Pichla

Student Leadership

Ambassadors	8th grade students, Mrs. Rothwell, Mr. Owens, Mrs. Trunk, Mr. Castrejon Gonzalez, and Mr. Glim (social workers)
Student Council	Meets approximately once a month after school, TBD

7-5 IESA COMPETITIVE ACTIVITIES CODE OF CONDUCT

Illinois Elementary School Association (IESA)

The IESA, of which we are a member, allows students of member schools to participate on all athletic and interscholastic teams for which the students are eligible. The following guidelines will be followed with regard to student participation in extracurricular activities at BJHS:

- 6th grade students may try-out for those teams designated as 7th and 8th grade teams by the IESA
- 7th grade students may try-out for those teams designated as 7th and 8th grade teams by the IESA
- 8th grade students may try-out for those teams designated as 8th grade teams by the IESA.
- The IESA handbook and by-laws for all activities can be found at www.iesa.org

Warning of Risk

Adult supervision and instruction are provided in all extra-curricular activities. However, injuries may be possible when participating in activities. Students, by their participation, freely and voluntarily assume the risks inherent therein. Please see BJHS Handbook Section 2-12 student accident insurance.

Academic Ineligibility

Ineligibility lists will be submitted to the administrative office by teachers on Friday of each week of the season.

1. In order to participate, the student cannot receive a weekly grade average of "F" in any class from the time that he/she makes the team/activity.
2. The first time the student is declared ineligible he/she may not participate in practices or games from Monday through Saturday of the following week.
3. The student remains ineligible until he/she is passing all classes.
4. If, during the course of a season, a student has three separate periods of ineligibility or remains on the ineligible list for three consecutive weeks, that student shall be removed from the team for the remainder of the season.

Attendance

Students who are absent from school due to illness and/or who are not in attendance by 12:00 (noon) shall not be allowed to participate in any practices, games, meets or school-sponsored activities held after school or during the evening of the day of the absence.

Practice and Game Procedures

Players/participants are expected to be at every practice/game/meeting. If the player is unable to be at a practice/game/meeting, he/she must inform the coach/sponsor in advance. Such notice will not necessarily result in an excused absence. The coach/activity sponsor retains the authority to determine whether an absence shall be excused or unexcused. One or more unexcused absence(s), in the discretion of the coach/activity sponsor, may result in dismissal from the sport/activity in which the student is participating. A schedule may be given to players/participants.

General Conduct, Discipline, Equipment and Uniforms

Please review Section IV of the BJHS Handbook. Players'/participants' conduct at home and away contests shall be exemplary, as this reflects on our school as a whole. Because the students involved in these programs serve as role models for their peers and as BJHS representatives, at all times they shall conduct themselves in a manner that is complementary to and reflects positively upon the school. School-issued discipline such as detentions, PM school, Saturday school, suspension, etc., take precedence over extracurricular activities. Appropriate behavior shall be exhibited at all times. The coach/sponsor may impose additional consequences for unacceptable behavior. All students in any school program are responsible for keeping their own equipment clean and organized. Students shall follow washing instructions on uniform labels (machine wash cold inside out, tumble dry low). Fines for damaged/lost uniforms or equipment will be assessed.

Physical Examinations and Insurance Coverage

Students are NOT permitted to compete in a tryout, practice, or game unless they have filed a current certificate of physical health issued by a licensed physician with the administration or their coach. Physical certificates are current for one year from the date of issuance. The form provided or a substantially similar one provided by the physician, may be used. Students are NOT permitted to compete in a tryout, practice, game, or specified activity unless their parent/guardian has completed and filed an insurance waiver form with the administration or coach/sponsor.

Transportation

Players/Participants shall use the bus transportation provided by District 87 for away games/contests unless the athlete/participant brings a written note from his/her parent/guardian, signed by an administrator, and gives the same to the

coach/sponsor prior to the game/event. The athlete/participant must also come to the coach/sponsor with his/her parent/guardian at the completion of the game/event for purposes of note verification.

Alcohol, Tobacco, and/or Illegal Drugs

Use, possession, distribution, purchase, sale or being under the influence of alcohol or tobacco (smoking or smokeless) at any time during the calendar or academic year is prohibited. Use, possession, distribution, purchase, sale or being under the influence of illegal drugs, "look-alike" drugs, or the use, possession, distribution, purchase or sale of drug-related paraphernalia at any time during the calendar or academic year is prohibited.

- 1st Offense: For any infraction involving alcohol, tobacco or illegal drugs, the athletic director, the building principal, the assistant principal, the coach/activity sponsor and his/her immediate supervisor (the "Committee") shall meet with the parent or guardian and the student. The student may not attend any practice or event until after the conference has been held. This meeting shall be held as soon as is reasonably possible. If it is determined by the Committee that the student is guilty of an infraction involving alcohol, tobacco or illegal drugs, the student will be suspended for a period of time determined by the Committee, but not to exceed three (3) school months. A penalty imposed hereunder may carry over to the following school year.
- 2nd Offense: If a student commits a second infraction involving alcohol, tobacco or illegal drugs at any time during his or her junior high school career, the following procedures shall apply:

The Committee shall meet with the parent or guardian and the student. The student may not attend any practice or event until after the conference has been held. This meeting shall be held as soon as is reasonably possible. If it is determined at the meeting that the student committed an infraction involving alcohol, tobacco and/or illegal drugs, the student shall be suspended from participation in any extracurricular activity for a period of time determined by the Committee, which suspension may include permanent ineligibility (removal for the balance of the student's junior high school career).

Further Procedures and Appeals

The procedures and rules of conduct for students participating in extracurricular activities set forth above shall apply regardless of whether at the time of the infraction the student was participating in an extracurricular activity. For example, if a student commits an act which would be an infraction under this extracurricular code in the fall semester, but participates for the first time in the extracurricular activity in the spring semester, the procedures and penalties for the first violation shall apply immediately as of the time the student first begins to participate in activities under this Extracurricular Code of Conduct. Such a student may not join an unfavored sport or activity or one in which he/she has not previously participated in order to serve a suspension that will allow participation in a preferred/desired sport or activity. Any student participant and/or parent or guardian shall have the right to appeal any action taken pursuant to this policy by contacting the activity sponsor/coach within five (5) calendar days of receiving notice of the imposition of any sanctions or penalty. The student's case will be reviewed by the Superintendent. The Superintendent's decision shall be final, unless the Board of Education elects to review the case, in which event the decision of the Board of Education shall be final. The permanent ineligibility of a student, upon written request of the student, may be reviewed annually for purposes of reconsidering the student's reinstatement by the Committee.

I understand that as a result of my student being involved in an IESA Competitive Activity, my student is expected to adhere to the aforementioned code of conduct. Coaches of IESA Competitive Activities may also issue additional guidelines and expectations specific to their activity - it is the expectation of the Athletic/Activities Director that these guidelines are understood and followed. Failure to adhere to guidelines may result in my student's immediate dismissal from the IESA Competitive Activity in which my student is involved.

Student Name _____

IESA Competitive Activity _____

Parent Guardian Name _____

Parent/Guardian Signature _____

7-6 ACADEMIC SUPPORT AND ENRICHMENT ACTIVITIES AND STUDENT-LED ORGANIZATIONS CODE OF CONDUCT

Warning of Risk

Adult supervision and instruction are provided in all extracurricular activities. However, injuries may be possible when participating in activities. Students, by their participation, freely and voluntarily assume the risks inherent therein. Please see BJHS Handbook Section 2-19 Student Accident Insurance.

Practice and Game Procedures

Participants are expected to be at every rehearsal/meeting. If the participant is unable to be at a rehearsal/meeting, he/she must inform the coach/sponsor in advance. Such notice will not necessarily result in an excused absence. The coach/activity sponsor retains the authority to determine whether an absence shall be excused or unexcused. One or more unexcused absence(s), in the discretion of the coach/activity sponsor, may result in dismissal from the activity in which the student is participating. A schedule may be given to participants.

General Conduct, Discipline, Equipment and Uniforms

Please review Section IV of the BJHS Handbook. Participants' conduct shall be exemplary, as this reflects on our school as a whole. Because the students involved in these programs serve as role models for their peers and as BJHS representatives, at all times they shall conduct themselves in a manner that is complementary to and reflects positively upon the school. School-issued discipline such as detentions, PM school, Saturday school, suspension, etc., take precedence over academic support and enrichment activities and student-led organizations. Appropriate behavior shall be exhibited at all times. The coach/sponsor may impose additional consequences for unacceptable behavior. All students in any academic support and enrichment program and student-led organizations are responsible for keeping their own equipment clean and organized.

Transportation

Participants shall use the bus transportation provided by District 87 for away games/contests unless the participant brings a written note from his/her parent/guardian, it is signed by an administrator, and gives the same to the coach/sponsor prior to the event. The participant must also come to the coach/sponsor with his/her parent/guardian at the completion of the event for purposes of note verification.

Alcohol, Tobacco, and/or Illegal Drugs

Use, possession, distribution, purchase, sale or being under the influence of alcohol or tobacco (smoking or smokeless) at any time during the calendar or academic year is prohibited. Use, possession, distribution, purchase, sale or being under the influence of illegal drugs, "look-alike" drugs, or the use, possession, distribution, purchase or sale of drug-related paraphernalia at any time during the calendar or academic year is prohibited.

- 1st Offense: For any infraction involving alcohol, tobacco or illegal drugs, the athletic/activities director, the building principal, the assistant principal, the coach/activity sponsor and his/her immediate supervisor (the "Committee") shall meet with the parent or guardian and the student. The student may not attend any practice or event until after the conference has been held. This meeting shall be held as soon as is reasonably possible. If it is determined by the Committee that the student is guilty of an infraction involving alcohol, tobacco or illegal drugs, the student will be suspended for a period of time determined by the Committee, but not to exceed three (3) school months. A penalty imposed hereunder may carry over to the following school year.
- 2nd Offense: If a student commits a second infraction involving alcohol, tobacco or illegal drugs at any time during his or her junior high school career, the following procedures shall apply:

The Committee shall meet with the parent or guardian and the student. The student may not attend any practice or event until after the conference has been held. This meeting shall be held as soon as is reasonably possible. If it is determined at the meeting that the student committed an infraction involving alcohol, tobacco and/or illegal drugs, the student shall be suspended from participation in any academic enrichment and support activity and student-led organizations for a period of time determined by the Committee, which suspension may include permanent ineligibility (removal for the balance of the student's junior high school career).

Further Procedures and Appeals

The procedures and rules of conduct for students participating in academic support and enrichment activities and student-led organizations set forth above shall apply regardless of whether at the time of the infraction the student was participating in an academic support and enrichment activity. For example, if a student commits an act which would be an infraction under this academic and support activity code in the fall semester, but participates for the first time in the academic support and enrichment activity and student-led organizations in the spring semester, the procedures and penalties for the first violation shall apply immediately as of the time the student first begins to participate in activities under this Academic Support and Enrichment Activities Code of Conduct. Such a student may not join an unfavored activity or one in which he/she has not previously

participated in order to serve a suspension that will allow participation in a preferred/desired activity. Any student participant and/or parent or guardian shall have the right to appeal any action taken pursuant to this policy by contacting the activity sponsor/coach within five (5) calendar days of receiving notice of the imposition of any sanctions or penalty. The student's case will be reviewed by the Superintendent. The Superintendent's decision shall be final, unless the Board of Education elects to review the case, in which event the decision of the Board of Education shall be final. The permanent ineligibility of a student, upon written request of the student, may be reviewed annually for purposes of reconsidering the student's reinstatement by the Committee.

I understand that as a result of my student being involved in an academic support and enrichment activity and/or student-led organization, my student is expected to adhere to the aforementioned code of conduct. Coaches/sponsors of academic support and enrichment activities and/or student-led organizations may also issue additional guidelines and expectations specific to their activity - it is the expectation of the Athletic/Activities Director that these guidelines are understood and followed. Failure to adhere to these guidelines may result in my student's immediate dismissal from the academic support and enrichment activity and/or student-led organization in which my student is involved.

Student Name

Academic Support and Enrichment Activity and/or Student-led Organization Name

Parent Guardian Name

Parent/Guardian Signature

7-7 STUDENT LEADERSHIP OPPORTUNITIES CODE OF CONDUCT

Warning of Risk

Adult supervision and instruction are provided in all extra-curricular activities. However, injuries may be possible when participating in activities. Students, by their participation, freely and voluntarily assume the risks inherent therein. Please see BJHS Handbook Section 2-19 Student Accident Insurance.

Academic Ineligibility

Ineligibility lists will be submitted to the administrative office by teachers on Friday of each week of the season.

1. In order to participate, the student cannot receive a weekly grade average of "F" in any class from the time that he/she makes the team/activity.
2. The first time the student is declared ineligible he/she may not participate in practices or games from Monday through Saturday of the following week.
3. The student remains ineligible until he/she is passing all classes.
4. If, during the course of a season, a student has three separate periods of ineligibility or remains on the ineligible list for three consecutive weeks, that student shall be removed from the team for the remainder of the season.

General Conduct, Discipline, Equipment and Uniforms

Please review Section IV of the BJHS Handbook. Participants' conduct shall be exemplary, as this reflects on our school as a whole. Because the students involved in these programs serve as role models for their peers and as BJHS representatives, at all times they shall conduct themselves in a manner that is complementary to and reflects positively upon the school. School-issued discipline such as detentions, PM school, Saturday school, suspension, etc., take precedence over student leadership opportunities. Appropriate behavior shall be exhibited at all times. The sponsor may impose additional consequences for unacceptable behavior.

Transportation

Participants shall use the bus transportation provided by District 87 for unless the participant brings a written note from his/her parent/guardian, signed by an administrator, and gives the same to the sponsor prior to the event. The participant must also come to the sponsor with his/her parent/guardian at the completion of the event for purposes of note verification.

Alcohol, Tobacco, and/or Illegal Drugs

Use, possession, distribution, purchase, sale or being under the influence of alcohol or tobacco (smoking or smokeless) at any time during the calendar or academic year is prohibited. Use, possession, distribution, purchase, sale or being under the influence of illegal drugs, "look-alike" drugs, or the use, possession, distribution, purchase or sale of drug-related paraphernalia at any time during the calendar or academic year is prohibited.

- 1st Offense: For any infraction involving alcohol, tobacco or illegal drugs, the athletic director, the building principal, the assistant principal, the coach/activity sponsor and his/her immediate supervisor (the "Committee") shall meet with the parent or guardian and the student. The student may not attend any practice or event until after the conference has been held. This meeting shall be held as soon as is reasonably possible. If it is determined by the Committee that the student is guilty of an infraction involving alcohol, tobacco or illegal drugs, the student will be suspended for a period of time determined by the Committee, but not to exceed three (3) school months. A penalty imposed hereunder may carry over to the following school year.
- 2nd Offense: If a student commits a second infraction involving alcohol, tobacco or illegal drugs at any time during his or her junior high school career, the following procedures shall apply:

The Committee shall meet with the parent or guardian and the student. The student may not attend any event until after the conference has been held. This meeting shall be held as soon as is reasonably possible. If it is determined at the meeting that the student committed an infraction involving alcohol, tobacco and/or illegal drugs, the student shall be suspended from participation in any student leadership activity for a period of time determined by the Committee, which suspension may include permanent ineligibility (removal for the balance of the student's junior high school career).

Further Procedures and Appeals

The procedures and rules of conduct for students participating in student leadership activities set forth above shall apply regardless of whether at the time of the infraction the student was participating in a student leadership activity. For example, if a student commits an act which would be an infraction under this student leadership code in the fall semester, but participates for the first time in the student leadership activity in the spring semester, the procedures and penalties for the first violation shall apply immediately as of the time the student first begins to participate in activities under this Student Leadership Code of Conduct. Such a student may not join an unfavored activity or one in which he/she has not previously participated in order to serve a suspension that will allow participation in a preferred/desired activity. Any student participant and/or parent or guardian shall have the right to appeal any action taken pursuant to this policy by contacting the activity sponsor within five (5) calendar days of receiving notice of the imposition of any sanctions or penalty. The student's case will be reviewed by the Superintendent.

The Superintendent's decision shall be final, unless the Board of Education elects to review the case, in which event the decision of the Board of Education shall be final. The permanent ineligibility of a student, upon written request of the student, may be reviewed annually for purposes of reconsidering the student's reinstatement by the Committee.

I understand that as a result of my student being involved in a student leadership activity, my student is expected to adhere to the aforementioned code of conduct. Sponsors of student leadership activities may also issue additional guidelines and expectations specific to their activity - it is the expectation of the Athletic/Activities Director that these guidelines are understood and followed. Failure to adhere to guidelines may result in my student's immediate dismissal from the student leadership activity in which my student is involved.

Student Name

Academic Support and Enrichment Activity and/or Student-led Organization Name

Parent Guardian Name

Parent/Guardian Signature

PART VIII: LAWS, NOTICES, POLICIES AND FORMS

The following Section contains standard legal notices and policies the School District is required to provide to parents and students by state and federal law. It also includes selected forms that parents and students may encounter during registration or other school processes. If you have questions about any of these provisions, please contact the school Principal.

8-1 FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s educational records. These rights are:

- 1) The right to inspect and review the student’s education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- 2) The right to request the amendment of the student’s education records that the parent or eligible student believes is inaccurate. Parents or eligible students may ask the Principal to amend a record that they believe is inaccurate. They should write to the School Principal, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- 3) The right to consent to disclosures of personally identifiable information (PII) contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform an institutional service or function for which the School would otherwise use its own employees and who is under the direct control of the School with respect to the use and maintenance of PII (such as an attorney, auditor, medical consultant, educational software provide, IlliniCloud, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

The District may use and release directory information about students without written consent of the parent/guardian or eligible student (attained 18 years of age) limited to:

- Name
- Address
- Telephone number
- Grade level
- Birth date
- Academic awards, degrees, and honors
- Major field of study
- Period of attendance in school
- Information regarding participation in school sponsored activities, organizations, and athletics
- Photographs, videos (including voice), or digital images of a student or group of students participating in school or school-sponsored activities, organizations, and athletics for informational or news related purposes, including yearbooks, newspapers, web site, social media, or sporting/fine arts programs, and other publications) and media outlets (e.g., TV, radio, and newspapers). No images will be used for commercial purposes, including solicitation, advertising, promotion or fundraising without a separate, specific written consent of the parent/guardian or student, and no image from a school or bus security video shall be designated as directory information.

Directory information can be used by and released to a variety of entities, including institutions of higher education, military recruiters, media outlets, school and community organizations and others. This includes use/release by the District in both internal and external news and promotional publications and other materials.

Parents/guardians and eligible students can opt out of the release of directory information for the entire academic year at the time of registration or during the year by notifying the school Principal in writing. Implementation will begin 30 days after receipt of such notice.

Upon request, District 87 discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

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

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

Board Policies 7.340 and 7.350 provide more information on student records.

8-2 NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents and students who are 18 or emancipated minors (“eligible students”) certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) –

- Political affiliations or beliefs of the student or student’s parent;
- Mental or psychological problems of the student or student’s family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or parents; or
- Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of –

- Any other protected information survey, regardless of funding;
- Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use –

- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

District 87 has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing sales, or other distribution purposes. District 87 will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes. District 87 will also directly notify parents and eligible students, such as through U.S. Mail or email, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

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

8-3 SEX OFFENDER COMMUNITY NOTIFICATION

Information regarding sex offenders is available to the public on the Statewide Sex Offender Database. This can be found on the Illinois State Police web site at www.isp.state.il.us/sor/

Anyone with any information concerning a sex offender living close to a school, with children attending a school, or coming within 500 feet of school property should immediately notify the Principal of that school.

8-4 MISSING CHILDREN RECORDS ACT

Pursuant to the Missing Children Records Act, upon enrollment of a student for the first time in District #87, parents will be asked to provide a certified copy of their student's birth certificate or reliable proof of the student's identity and age and an affidavit explaining the inability to produce a copy of the certified birth certificate. If the parent fails to provide this information or the information received appears to be inaccurate or suspicious, the District will notify the Department of State Police or the Bloomington Police Department for investigation.

8-5 UNIFORM GRIEVANCE PROCEDURE

Board Policy #2.260 establishes a Uniform Grievance Procedure for anyone to make a complaint to the District. The Board has assigned Mrs. Sherrilyn Thomas, Assistant Superintendent for Human Resources, and Dr. Diane Wolf, Assistant Teaching and Learning, as Complaint managers to investigate and attempt to resolve complaints. They can be contacted at:
300 E. Monroe St. Bloomington, IL 61701
309-827-6031
thomass@district87.org OR wolfd@district87.org

8-6 ASBESTOS MANAGEMENT PLAN

Bloomington Junior High School was built in 1989. It is an asbestos free environment.

8-7 INTEGRATED PEST MANAGEMENT NOTICE

In 1999, the Illinois General Assembly passed laws requiring that public schools notify parents/guardians and school employees at least 48 hours prior to any pesticide applications on school property. The term "pesticide" includes insecticides, herbicides, rodenticides, and fungicides. The notification requirement extends to both indoor and outdoor pesticide applications. Excluded from the notification requirement are antimicrobial agents (such as disinfectants, sanitizers or deodorizers), insecticide baits, and rodenticide baits.

Therefore, District 87 has established a notification registry for each school of all people who want to be notified. To be included in this registry, please contact the Facilities Management Office at 8276031, extension 1014 and submit the following information: name, address, telephone number, and school(s) your children attend within District 87. If you have any other questions regarding District 87's integrated pest management practices, you may contact the Facilities Management Office at 827-6031, extension 1014.

8-8 NON-DISCRIMINATION AND SEXUAL HARASSMENT POLICIES

No student, employee, or applicant for employment shall, on the basis of age, race, color, gender, religion, national origin, marital status, or disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any education program or activity. Correspondence concerning these issues may be addressed to the Principal's Office.

District 87 schools are in full compliance with Title IX of the Education Amendments of 1972 passed by the Congress of the United States as an amendment to the Civil Rights Act of 1964. This law prohibits discrimination by sex in educational programs that receive federal money.

Any person who feels he/she has been, on the basis of gender, excluded from participation in, has been denied the benefits of, or has been subjected to discrimination under any activity or program of the elementary schools may appeal such discrimination, by phone or in writing, to the Principal's Office or the District Complaint Manager pursuant to the Uniform Grievance Policy, Board Policy 2.260.

District 87 schools will not tolerate any form of sexual harassment, whether by a fellow student, volunteer, or a staff member. Sexual harassment may include unwelcome sexual advances or requests for sexual favors, repeated and uninvited sexually oriented verbal kidding, repeated and uninvited demeaning sexual innuendos, unwelcome touching, such as patting, pinching, or intentional brushing against another's body. Either gender may be the victim of sexual harassment. Students who believe they have been subjected to sexual harassment should contact the Principal's Office or the District Complaint Manager pursuant to the Uniform Grievance Policy, Board Policy 2.260.

8-9 BOARD POLICY 7.182 PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT

Chapter 7: STUDENTS

Rights and Responsibilities

Prevention of and Response to Bullying, Intimidation and Harassment

None

Effective Date

April 8, 2015

Supersedes Policy Issued

Bullying, intimidation and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals.

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic, including among others body type, body image, or personal reputation, **is prohibited** in each of the following situations:

1. During any school-sponsored education program or activity;
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities;
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment; and
4. Through the transmission of information from a computer, including social media such as e-mail, Twitter, Facebook, Instagram, Myspace, etc., that is accessed at a non-school-related location, activity, function or program or from the use of technology or an electronic device that is not owned, leased or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non-school-related activity, function or program.

Definitions from Section 27-23.7 of the School Code (105 ILCS 5/27-32.7)

Bullying includes cyber-bullying and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

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

Cyber-bullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creator impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate (iv) teach students the personal and interpersonal skills they will need to be successful in school and society (v) serve to build and restore relationships among students, families, schools and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

Students are encouraged to immediately report bullying. A report may be made orally or in writing to the building principal, nondiscrimination coordinator, district complaint manager or any staff member with whom the student is comfortable speaking. All school staff members are available for help with a bully or to make a report about bullying. Anyone, including staff members

and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the district complaint manager or any staff member. Anonymous reports are also accepted by phone call or in writing.

Nondiscrimination Coordinator:

Mrs. Sherrilyn Thomas

300 E. Monroe
Bloomington, Illinois
(309) 827-6031 ext. 1015
thomass@district87.org

Complaint Managers:

Mrs. Sherrilyn Thomas

300 E. Monroe
Bloomington, Illinois
(309) 827-6031 ext. 1015
thomass@district87.org

A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions. A student will not be punished for reporting bullying or supplying information, even if the school's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions. Students and parents/guardians are also encouraged to read the following school district policies: 7:20, Harassment of Students Prohibited and 7:180, Prevention of and Response to Bullying, Intimidation and Harassment.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school guidance counselors, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus driver, school resource officers, and security guards.

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below. Each numbered requirement, 1- 12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12.

1. The District uses the definition of bullying as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying to any teacher, administrator or staff member. A report may be made orally or in writing to the District Complaint Manager or any staff member with whom the student is comfortable speaking to. Anyone, including staff members and parents/ guardians, who has information about actual or threatened bullying is encouraged to report it to the District Complaint Manager or any staff member. Anonymous reports are also accepted.

Complaint Manager:

Mrs. Sherrilyn Thomas

Assistant Superintendent of Human Resources
300 East Monroe Street, Bloomington, IL 61701
thomass@district87.org
309-827-6031

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
 - a. taking all reasonable efforts to complete the investigation within ten (10) school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident;
 - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying

prevention, as deemed appropriate, in the investigation process;

c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received; and

d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident.

The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community based services.

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

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

9. The District's bullying prevention and response plan must be based on the engagement of a range of school stakeholders, including students and parent(s)/guardian(s).

10. The Superintendent or designee shall post this policy on the District's internet website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must also be distributed annually to parent(s)/guardian(s), students, and school personnel, including new employees when hired.

11. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation:

- a. The frequency of victimization;
- b. Student, staff, and family observations of safety at a school;
- c. Identification of areas of a school where bullying occurs;
- d. The types of bullying utilized; and
- e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. The Superintendent or designee must post the information developed as a result of the policy evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parent(s)/guardian(s) and students.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation the following:

- a. 2.260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying;
- b. 6.060, *Curriculum Content Mandate*. Bullying prevention and character instruction is provided in all grades in accordance with State law;
- c. 6.065, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law
- d. 6.235 *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- e. 7.020, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7.020 is the same as the list in this policy).
- f. 7.185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
- g. 7.192, *Student Discipline*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- h. 7.310, *Publications*. This policy prohibits students from and provides consequences for: (1) accessing and/or distributing at school any written, printed, 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 (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

LEGAL REF.: 506 ILCS 49/, Children's Mental Health Act

105 ILCS 5/10-20.15, 5/24-24, and 5/27-23.7

23 Ill.Admin.Code §§ 1.240 and § 1.280

CROSS REF.: 2.240 (Board Policy Development), 2.260 (Uniform Grievance Procedure), 4.170 (Safety), 5.230 (Maintaining Student Discipline), 6.060 (Curriculum Content), 6.065 (Student Social And Emotional Development), 6.235 (Access to Electronic Networks), 7.020 (Harassment of Students Prohibited), 7.185 (Teen Dating Violence Prohibited), 7.192 (Student Discipline) 7.220 (Bus Conduct), 7.230 (Discipline for Students with Disabilities), 7.240 (Conduct Code For Participants in Extracurricular Activities), 7.285 (Food Allergy Management Program), 7.310 (Publications)

8-10 EDUCATION OF CHILDREN WITH DISABILITIES

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act are identified, evaluated and provided with appropriate educational services.

The School provides a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term “children with disabilities” means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services.

A copy of the publication “Explanation of Procedural Safeguards Available to Parents of Students with Disabilities” may be obtained from the school district office.

Students with disabilities who do not qualify for an individualized education program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Illinois law, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the student (i) has a physical or mental impairment that substantially limits one or more major life activities, (ii) has a record of a physical or mental impairment, or (iii) is regarded as having a physical or mental impairment.

For further information, please contact:

Leslie Hanson
(309)827-6031 ext. 1012
Educational Service Center, 300 E. Monroe, Bloomington, IL 61701

PART IX: Parent Teacher Organization (PTO) PROGRAM

9-1 BJHS PTO

We are excited to begin another school year and hope you will join us. All parents and guardians are welcome to attend PTO meetings.

Throughout the school year we ask for volunteers for numerous activities and committee work. Please contact a PTO Board member if you are willing to support any of the following committees:

Staff Appreciation	Random Acts of Kindness
Hospitality	Fundraising
Apparel	Promise Council

Sincerely,
BJHS PTO Board

9-2 DATES TO NOTE

August 18	First Day of School – 6 th Grade Only
August 19	School Day for All Students
September 26	Teacher Institute
October 3-7	Parent/Teacher Conference Week
TBA	Orientation for 8 th graders at BHS
January 6	School Improvement Day
February 13-17	Parent/Teacher Conference Week
March 17	Teacher Institute Half-Day
May 16	Honor's and Achievement Night

9-3 PTO BOARD MEETINGS

Check the BJHS website and Facebook page for meeting times and dates for the 2022-23 school year.

9-4 BLOOMINGTON JUNIOR HIGH SCHOOL PTO 2022-23

BOARD PRESIDENT

TBD

1ST VICE PRESIDENT & TEACHER REQUESTS

TBD

SECRETARY

TBD

TREASURER

Sarah Boesdorfer 309-557-0308

STAFF APPRECIATION AND HOSPITALITY

Amie Keeton 309-827-8871

WAYS AND MEANS APPAREL – P.E. AND ADULT CLOTHING:

TBD

PART X: APPENDIX

10-1 MEDICAL FORMS

Exhibits:

Exhibit - Short Term Out-of-School Suspension (1-3 Days) Reporting Form

Dear Parent(s)/Guardian(s):

Illinois law requires a School District to provide the following information to a parent/guardian of a child who is suspended from school due to an act of gross disobedience or misconduct.

Student		Incident Date
Student handbook rules and/or Board policy violated:		
Date and time of pre-suspension conference with student:		
<i>(If this conference was not held because the student's conduct posed an immediate danger to persons or property, list the date and time the pre-suspension conference will be conducted.)</i>		
Date(s) of suspension:		
Date student is eligible to return to school:		

Description of incident: *(List all pertinent information, including the date, time and location, regarding the specific act(s) of gross disobedience or misconduct resulting in the decision to suspend.)*

Rational for the specific for duration of the suspension:

It has been further determined that: *(At least one of the following must be completed.)*

<p>I. Your child's continued presence at school poses a threat to school safety. Due to the egregious nature of your child's conduct (i.e., physical harm, violence, threat) and/or the history or record of your child's past conduct, school officials have determined that your child is likely to engage in similar conduct in the future. These determinations include, but are not limited to, one or more of the following: <i>(List explanation below.)</i></p>		
<p>II. Your child's continued presence at school poses a disruption to other students' learning opportunities. Due to the egregious nature of your child's conduct (i.e., physical harm, violence, threat) and/or the history or record of your child's past conduct, school officials have determined that (a) your child is likely to engage in similar conduct in the future, and/or (b) the presence of your child at school will foster a culture that his or her behavior(s) at school is/are acceptable or tolerated. These determinations include, but are not limited to, one or more of the following: <i>(List explanation below.)</i></p>		

The school is required to make all reasonable efforts to resolve threats or disruptions and minimize the length of out-of-school suspensions. The following behavioral and disciplinary interventions have been exhausted. *(List all behavioral and disciplinary interventions and resources previously utilized to address the student's behavior or indicate if there are no appropriate and available*

interventions and resources; e.g., any previous correspondence with parents or guardians about the behavior, check-in/check-out, functional behavioral analysis (FBA), behavioral improvement plan (BIP), social academic instructional group (SAIG), in-school suspension, out-of-school suspension and/or other interventions and resources.)

During the period of suspension, your child may not be present at school, on grounds owned or controlled by the School District or at any School District activity. Failure to comply with this directive constitutes a trespass and will be dealt with accordingly.

Upon returning to school, your child will be given an opportunity to make up work missed during the suspension for equivalent academic credit.

To discuss this matter, you may contact the Building Principal. Alternatively, you have the right to have the suspension reviewed by the School Board or a hearing officer acting on the Board's behalf. To schedule a Board hearing, please send a written request within ten (10) calendar days to *(insert name and address of the superintendent)*.

Building Principal

Date

cc: Board of Education

Exhibit - Long Term Out-of-School Suspension (4-10 Days) Reporting Form

Dear Parent(s)/Guardian(s):

Illinois law requires a school district to provide the following information to a parent/guardian of a child who is being suspended from school due to an act of gross disobedience or misconduct.

Student		Incident Date
Student handbook rules and/or board policy violated:		
Date and time of pre-suspension conference with student:		

(If this conference was not held because the student's conduct posed an immediate danger to persons or property, list the date and time the pre-suspension conference will be conducted.)

Date(s) of suspension:	
Date student is eligible to return to school:	

Description of incident: *(List all pertinent information, including the date, time and location, regarding the specific act(s) of gross disobedience or misconduct resulting in the decision to suspend.)*

Rational for the specific duration of the suspension:

It has been further determined that: *(At least one of the following must be completed.)*

<p>I. Your child's continued presence at school poses a threat to the safety of other students, staff or members of the school community. Due to the egregious nature of your child's conduct (i.e., physical harm, violence, threat) and/or the history or record of your child's past conduct, school officials have determined that your child is likely to engage in similar conduct in the future. These determinations include, but are not limited to, one or more of the following: <i>(List explanation below.)</i></p>		
<p>II. Your child's continued presence at school substantially disrupts, impedes or interferes with the operation of the school. Due to the egregious nature of your child's conduct (i.e., physical harm, violence, threat) and/or the history or record of your child's past conduct, school officials have determined that (a) your child is likely to engage in similar conduct in the future, and/or (b) the presence of your child at school will foster a culture that his or her behavior(s) at school is/are acceptable or tolerated. These determinations include, but are not limited to, one or more of the following: <i>(List explanation below.)</i></p>		

The school is required to make all reasonable efforts to resolve threats or disruptions and minimize the length of out-of-school suspensions. The following available and appropriate behavioral and disciplinary interventions have been exhausted: *(List all behavioral and disciplinary interventions and resources previously utilized to address the student's behavior or indicate if there are no appropriate and available interventions and resources; e.g., any previous correspondence with parents or guardians about the behavior, check-in/check-out, functional behavioral analysis (FBA), behavioral improvement plan (BIP), social academic instructional group (SAIG), in-school suspension, out-of-school suspension and/or other interventions and resources.)*

During the period of suspension, your child may not be present at school, on grounds owned or controlled by the School District or at any School District activity. Failure to comply with this directive constitutes a trespass and will be dealt with accordingly.

Your child will be given an opportunity to complete missed assignments or work missed during the suspension for equivalent academic credit in accordance with School District policy.

Students who are suspended out-of-school for longer than four (4) days must be provided with appropriate and available support services during the period of suspension. The following support services are appropriate and available to your child: *(Note that this requirement only applies to students who are suspended out-of-school for 5 through 10 school days. List all support services or indicate if no support services are appropriate and available.)*

To discuss this matter, you may contact the Building Principal. Alternatively, you have the right to have the suspension reviewed by the School Board or a hearing officer acting on the Board's behalf. To schedule a Board hearing, please send a written request within ten (10) calendar days to *(insert name and address of the Superintendent)*.

Building Principal

Date

cc: Board of Education