

211 

WILLIAM FREMD



EST. 1961  
HIGH SCHOOL

CALENDAR/HANDBOOK 2011-2012

## Bell Schedule

Period	Time	
1	7:30-8:20	
2	8:25-9:15	
3	9:20-10:10	
4	10:15-11:05	Lunch
5	11:10-12:00	Lunch
6	12:05-12:55	Lunch
7	1:00-1:50	Lunch
8	1:55-2:45	

Late Bus — 4:00 (*Tues., Wed., Thurs.*)

Evening Bus — 5:25 (*Monday–Friday*)

## School Safety and Security Information

Safety and security are of utmost importance at Fremd High School. Students or parents who hear or witness something which they think jeopardizes student or staff safety or security should share this information in a confidential way with an administrator, teacher, or counselor. This can be done in person or by calling the staff member directly. Another alternative is to use the **Fremd Information Hotline, (847) 755-2911**.

*Cover artwork created by Fremd Art Department*

# William Fremd High School

1000 South Quentin Road  
Palatine, Illinois 60067-7018

**(847) 755-2600**  
Main Number

**(847) 755-2670, 2671, 2672**  
Attendance

**(847) 755-2673**  
Activity Announcements

**(847) 755-2613**  
Activity Director

**(847) 755-2774**  
Athletic Announcements

**(847) 755-2771**  
Athletic Director

**(847) 755-2630**  
Student Services

### From the Principal ...

On behalf of the over 350 staff members, welcome to William Fremd High School! Fremd High School opened in the fall of 1961 as a freshman and sophomore building with upper classmen attending Palatine High School. In 1964, the school became a four-year high school with the student body voting to be nicknamed the "Vikings" displaying green and gold colors. The school is named after Mr. William Fremd (1902-1972), a long-standing Board of Education member, known for his dedication to the education of our students. Fremd High School is nationally recognized for excellence by the United States Department of Education and U.S. News & World Report. These awards are just two examples of how the Fremd High School community strives to excel in all aspects of the school environment.

Our staff continues the tradition of excellence at Fremd High School through the vast academic, athletic, and activity offerings. I encourage every student and parent to find a connection within our school community beyond the extensive academic opportunities. Our students' high school endeavors are enriched when everyone is involved in education, after-school events, and school programs. The Viking Parent Booster Organization, that supports all aspects of the school, is another great school connection for parents and community members. Join me in making this school year a great learning experience for all students. Go Vikes!



Lisa A. Small  
Principal

## Mission Statement

William Fremd High School, in partnership with the community, dedicates itself to challenge and inspire all students toward academic excellence, positive social development and mutual respect. Our goal is for all students to meet their highest level of achievement as determined by appropriate and meaningful evaluation. We commit ourselves to a comprehensive system of support to ensure student growth.

## Viking Fight Song

Our Viking Teams are victory bound  
so might, brave and bold!  
And Loyalty gives us the right  
to raise our Green and Gold.  
To Vikings in the battle now  
we raise our victory cry —  
Go/Fight/Win/You Viking Teams of  
mighty William Fremd High.

Now forge ahead, another goal  
our mighty team will score;  
And true to you we'll always be,  
whatever is in store.  
Strike swiftly now and gain control,  
our Vikings will defeat!  
And prove to all with FIGHT–FIGHT–FIGHT!  
Fremd Vikings can't be beat!  
Go, Go, Go–Go–Go!  
Fight, Fight, Fight–Fight–Fight!  
Win, Win, Win–Win–Win!  
Go–Fight!! Win!!! Hey!!!!

**Colors: Green and Gold Team Name: Vikings**

## For Information...

Often students and parents need specific information. Here is a handy checklist reference:

Academic Problems	Counselor
Attendance Problems	Assistant Principal/ Attendance Office
Bus Information and Problems	Guidance Office/ Mr. Gawron, Administration Building
Club Information	Activities Director
Compulsory Study Hall Appeal	Assistant Principal/ Attendance Office
Driver Education Information	Athletic Office
Free Lunch Program	Assistant Principal/Main Office

Guest Pass for Social Event	Activities Director
Locker Jam	Switchboard/Main Office
Lost and Found	Police Consultant
Medical Problems	Nurse's Office
Money Lost from Vending Machine Malfunction	Switchboard/ Main Office
Night School/Summer School/ G.E.D. Test Information	Guidance/ Administration Building
Off-Campus Permit Form	Assistant Principal/ Attendance Office
Pay for Lost Books	Cashier/Main Office
Physical/P.E. Excuses	Nurse
Problems with School Fee	Assistant Principal/ Main Office

Refunds on School Fees	Registrar/Registrar Office
School Calendar	Activities Director
Replacement of I.D. Card	Attendance Office
Sports Information	Athletic Office
Students Rights/Freedoms	Assistant Principal
Theft	Assistant Principal/Police Consultant
Title IX Information	Principal/Attendance Office/ Administration Center
Transcripts	Registrar/Guidance Office
Vehicle Registration	Police Consultant
Visitor's Pass	Assistant Principal/Attendance Office
Work Permit	Career Counselor



If you require assistance while visiting our school, please contact the assistant principal's office at (847) 755-2612.

For individuals who are deaf or hard of hearing, please access the following TTD/TTY telephone number: (847) 755-2654.

# 2011-2012 High School District 211 Calendar

## First Semester

2011

Monday, August 22	Teacher Institute — <i>No Classes</i>
Tuesday, August 23	Opening Day of School
Monday, September 5	Labor Day — <i>No School</i>
Monday, October 10	Columbus Day — <i>No School</i>
Friday, November 11	Veterans Day — <i>No School</i>
Monday, November 14	Teacher Institute — <i>No Classes</i>
Thursday, November 24	Thanksgiving Day — <i>No School</i>
Friday, November 25	Thanksgiving Holiday — <i>No School</i>
Friday, December 16	Winter Vacation Begins at Close of School

2012

Tuesday, January 3	Opening Day of School After Vacation
Monday, January 16	Martin Luther King, Jr. Day — <i>No School</i>
Friday, January 20	End of First Semester

## Second Semester

2012

Monday, January 23	Teacher Institute — <i>No Classes</i>
Tuesday, January 24	Opening Day of Second Semester
Monday, February 20	Presidents' Day — <i>No School</i>
Friday, March 23	Spring Vacation Begins at Close of School
Monday, April 2	Opening Day of School After Vacation
Friday, April 6	Non-Attendance Day — <i>No School</i>
Monday, April 9	Teacher Institute — <i>No Classes</i>
Monday, May 28	Memorial Day — <i>No School</i>
June	Graduations — <i>to be set at a later date</i>
Friday, June 8	Last Day of School

## High School District 211

Township High School District 211 serves the educational needs of 11 communities in Palatine and Schaumburg Townships through five high schools: Palatine, William Fremd, James B. Conant, Schaumburg, and Hoffman Estates; and two alternative schools: District 211 Academy-North and District 211 Academy-South.

## District 211 Mission Statement

"The Mission of Township High School District 211 is to serve the educational needs of the community by developing and implementing quality programs which challenge students to achieve their potential to become contributing, informed citizens capable of meeting the demands of a changing world."

*Approved by Board of Education, February 11, 1999.*

## Educational Goals

To further clarify and refine its purpose, the Board of Education and staff members of Township High School District 211 have developed the following goals:

- Goal 1:** Provide students with opportunities to develop knowledge that fosters attitudes for informed membership in a self-governing society.
- Goal 2:** Teach students the skills for developing their unique talents toward personal success.
- Goal 3:** Assist students in developing attitudes and critical thinking skills necessary for sound individual or shared decision-making.
- Goal 4:** Assist students in developing positive self-concepts which encourage acceptance of personal responsibility.
- Goal 5:** Assist students in developing the attitudes and skills necessary to establish and maintain positive relationships.
- Goal 6:** Encourage students to develop social, cultural, and special interest pursuits.
- Goal 7:** Provide the community at large with continuing educational services.

*Approved by Board of Education, February 11, 1999.*

## Statement of Organizational Commitment

We who serve the students and parents of Township High School District 211 pledge our continued commitment to:

- demonstrate courtesy and patience in our dealings with students, parents, and the community;
- respect the individual differences within our student body;
- respond on a timely basis to inquiries and requests for help;
- maintain our professionalism through appearance, communications, and care of school facilities;
- offer consistent, dependable service to the young people of our school community.

## Board of Education

The Board of Education meets at 7:30 p.m. at the G.A. McElroy Administration Center, 1750 South Roselle Road, in Palatine. A meeting schedule is posted at the G.A. McElroy Administration Center, at each of the District's five high schools, and on the District's web site ([www.d211.org](http://www.d211.org)). The public is welcome to attend.

**Robert LeFevre, Jr.**, *President*

**George Brandt**, *Vice President*

**Edward Yung**, *Secretary*

**Mucia Burke**  
**Anna Klimkowicz**

**Richard Gerber**  
**Bill Robertson**

## District Administration

**Nancy N. Robb**, *Superintendent of Schools*

**David S. Torres**, *Associate Superintendent for Business*

**Daniel E. Cates**, *Associate Superintendent for  
Administrative Services*

**Theresa L. Busch**, *Assistant Superintendent for Instruction*

**Samantha J. Dolen**, *Assistant Superintendent for  
Student Services*

**Charles M. Chamberlain**, *Director of Summer School,  
Evening Programs, and Continuing Education*

**Dianne S. Cieslak**, *Accounting Supervisor*

**Steven M. East**, *Director of Purchasing & Facilities*

**Renée J. Erickson**, *Assistant Director of Special Education*

**Raymond J. Gawron**, *Director of Transportation and  
Driver Education*

**Danielle L. Hauser**, *Director of Instructional Improvement*

**Lauren C. Hummel**, *Director of Food Service*

**Christopher J. Kontney**, *Director of Business Services*

**Mary P. Krones**, *Assistant Director of Special Education*

**Kathe E. Lingl**, *Assistant to the Superintendent/  
Assistant for Human Resources*

**Sheldon Luo**, *Chief Information Officer*

**Karen B. McGlooin**, *Administrative Assistant to the  
Superintendent*

**Julie C. Nowak**, *Director of Special Education*

**Thomas D. Petersen**, *Director of Community Relations*

**Otis G. Price**, *Director of Athletics, Activities, and  
Student Career Development*

**Anita M. Seaholm**, *Human Resources Assistant*

**Keith O. Sorensen**, *Director of Educational Technology*

**Reece C. Thome**, *Energy Manager*

**Eric P. Wenckowski**, *Director of Human Resources*

## Directory

Call the school first with questions about the school, individual students, or school policies.

Contact the teacher concerning the classroom and your child's progress. Call the teacher or send a message to arrange a conference.

Contact the principal concerning school operations and policy. Some of these areas are handled by assistant principals. The school switchboard operator will direct you to the proper person.

**District Information** ..... 847-755-6631  
community events, district publications, media relations, general information

**Continuing Education** ..... 847-755-6820  
Adult evening classes, alternative high school, senior citizen gold cards

**Food Services** ..... 847-755-6680  
federal government free lunch program

**Personnel** ..... 847-755-6618  
employment opportunities

**Special Education** ..... 847-755-6835  
programs for students with learning and/or behavioral disabilities

**Summer School** ..... call the school  
in your attendance area

**Transportation** ..... 847-755-6796  
school attendance areas, bus policies

**Vocational Education** ..... 847-755-6700  
career programs

### District 211 Buildings

**G.A. McElroy Administration Center** ... 847-755-6600  
1750 S. Roselle Road, Palatine, IL 60067-7336  
Nancy N. Robb, Superintendent  
[www.d211.org](http://www.d211.org)

**Palatine High School** ..... 847-755-1600  
1111 N. Rohlwing Road, Palatine, IL 60074-3777  
Gary P. Steiger, Principal  
[www.phs.d211.org](http://www.phs.d211.org)

**William Fremd High School** ..... 847-755-2600  
1000 S. Quentin Road, Palatine, IL 60067-7018  
Lisa A. Small, Principal  
[www.fhs.d211.org](http://www.fhs.d211.org)

**James B. Conant High School** ..... 847-755-3600  
700 E. Cougar Trail, Hoffman Estates, IL 60169-3659  
Timothy W. Cannon, Principal  
[www.chs.d211.org](http://www.chs.d211.org)

**Schaumburg High School** ..... 847-755-4600  
1100 W. Schaumburg Road, Schaumburg, IL 60194-4150  
Timothy J. Little, Principal  
[www.shs.d211.org](http://www.shs.d211.org)

**Hoffman Estates High School** ..... 847-755-5600  
1100 W. Higgins Road, Hoffman Estates, IL 60169-4050  
James A. Britton, Principal  
[www.hehs.d211.org](http://www.hehs.d211.org)

**District 211 Academy-North** ..... 847-755-6700  
335 E. Illinois Avenue, Palatine, IL 60067-7132  
Francesca Anderson, Program Administrator

**District 211 Academy-South**..... 847-755-6640  
1544 Brandy Parkway, Streamwood, IL 60107-1810  
Jodee Culbersson, Program Administrator

## Emergency Procedures

*In cooperation with local and State authorities, all precautions are taken for the safety and protection of students and staff.*

*Safety drills are held periodically, including fire, severe weather, and lock-downs. During these situations, it is important for students to follow directions from staff. Specific exit directions also are posted in all classrooms and hallways.*

*In the case of severe weather or other emergency, students will stay in the building in safe areas. They will not be released from school.*

*If school is not in session and severe weather or another emergency will cause school to be closed, District 211 utilizes a District-wide communication system. Parents are encouraged to update all phone numbers and email addresses in order to receive such communications. Parents also are advised to listen to the radio or television, log on to the District 211 web site ([www.d211.org](http://www.d211.org)), or call the District 211 announcement line (847-755-6635). In the event of an emergency, please try to avoid calling the school as this will tie up emergency telephone lines.*

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### Important Notice

*Information contained in this calendar/handbook is intended as a guide, and not as legal advice. Official School District policies may be examined in the District office or school library, or online at the District web site ([www.d211.org](http://www.d211.org)). From time to time, the Board of Education and Township High School District 211 administration may develop additional policies and procedures that modify or supplement this information. The School District's policies and procedures, moreover, incorporate the Illinois School Code and applicable state and federal statutes and regulations. The guidelines are, therefore, subject to change, and should be interpreted consistent with state and federal law. The application of the guidelines is subject to discretionary judgment based upon circumstances.*

## Admission and Attendance

### Admission Requirements

To enroll a student in a District 211 school, a parent or legal guardian must present the following: (1) the student's registered birth certificate; (2) results of a student's physical examination; (3) record of a series of immunizations; and (4) proof of residency in the school's attendance area. Proof of residency may include a current lease, mortgage agreement, contract to purchase, or gas or electric utility bill.

**The birth certificate** must be presented within the first 30 days of enrollment. Birth certificate verification is necessary for driver education, athletic eligibility, and work permits.

**The physical examination** must have been completed within 12 months of the first day of class.

**Immunization records** must include inoculations against measles, mumps, rubella, diphtheria, polio, varicella, pertussis, and hepatitis B. To protect the health of all students, a student whose records are not current will not be permitted in school. A tetanus-diphtheria booster is required if it has been 10 years since the previous immunization.

Transfer students must meet admission requirements. The birth certificate must be submitted within the time period stated above. The physical examination and immunization record must be submitted within one month of enrollment. If records from the school previously attended include a report of a physical examination and immunizations taken after completing eighth grade, transfer of these records may meet the requirement. Transfer students from out of state must submit a physical examination completed within the previous twelve months.

### Attendance

Daily attendance at school is required by State Law.

Success in school is linked closely with being in the classroom, joining in class discussion, and doing the assigned work on a regular basis. Only in the classroom can students take full advantage of classmates' ideas, teacher explanations of assignments, and other material that enriches learning.

*There is no way to duplicate the classroom experience after a student has been absent.*

### Absence

*Parents should call the attendance office by 10:00 a.m. when a student is too ill to attend school.* This telephone call allows the student to come to class the next day with little or no delay. Parents are requested to notify school personnel within 48 hours. If parents do not call, the student's absence will be considered truant until a parent authorizes the absence. School staff will attempt to contact parents when students are absent and a parent call has not been received.

An authorized absence means the student is not present in the school or on the campus.

*Students are not to leave school before their regular dismissal time without the permission of an administrator or the nurse.* Once students have permission to leave, they must sign out in the attendance office and leave the building.

While daily attendance is required, students may occasionally miss school for the following reasons:

- Serious illness or death in the family (inform the school as soon as reasonably possible).
- Court appearance.
- Doctor or dental appointments.
- Pre-arranged college visits (must be made two days in advance).

If one of these situations occurs, parents should call the attendance office *at least* 24 hours in advance of the absence. For court, doctor, or dental appointments during the day, the student must sign out in the attendance office. **Students will not be excused from any class in order to complete work, make-up work, or take a test or quiz.**

All work assigned when the student was absent is to be made up within two school days after the student's return to school. Extensive absences (three days or more) will be handled on an individual basis.

### Results of Excessive Absences

Absences will be recorded on a per semester basis. Students with excessive absences may be required to produce a document verifying the reason for the student's absences. The following procedures will be followed for students who accumulate six or more absences:

- **6 Days of Absence:** Parents may be notified by letter or email.

- **7 Days of Absence:** An administrator may meet with the student to discuss the reason for the absences. A justified reason could postpone the parent conference.
- **8 Days of Absence:** An administrator may request a parent conference.
- **9 Days of Absence:** If no extenuating circumstances exist, the number of courses in which student participation and credit is allowed may be reduced.

If a student is absent for 15 consecutive days, it is possible that the student may not earn course credit.

### Work and Social Events

*A Student who is too ill to attend school may not attend work-study jobs, social, or athletic events.*

### Special Absence Policies

**Family Vacations:** The District discourages vacations which keep students from school because lost time from school places students at a disadvantage. Requests from parents to excuse students for vacations with members of the immediate family (family vacations) are considered on an individual basis. *The school will not excuse a student for a vacation in which the student is not accompanied by a parent or guardian.*

To obtain approval for a family vacation, please follow these steps:

- Parents should make the request by telephone far enough in advance so students can have their teachers sign the excusal form *five school days in advance of the vacation*. The signed form must be submitted to the attendance office.
- A school administrator must approve the request.
- Students are responsible for asking their teachers for homework assignments *at least five school days in advance of the vacation*. To receive credit, daily work must be turned in on the day of return.

**College Visitations:** College-bound juniors and seniors may be excused for *two days* to visit colleges to which they have applied for admission. These absences must be prearranged through the attendance office.

## Behavior

### Classroom Discipline

Students who attend District 211 schools are expected to attend assigned classes, work conscientiously in all classes, exhibit good school citizenship, and obey the policies established by the Board of Education. Teachers maintain order in the classroom so that all students may learn. If a student's behavior becomes so offensive or disruptive in the classroom that it interferes with the instructional process or impedes classroom management, the student will be sent directly to the discipline office to be seen by an assistant principal. The use of corporal punishment is not permitted in High School District 211.

### Class Truancy

Students are truant when they are absent from classes or school without permission (see *Absence*, page 4). Students who are truant from class will be dealt with in increasing measures of discipline beginning with parent telephone conferences, after school detentions, loss of half of lunch period, revocation of privileges, written notification sent home to parents, Saturday school assignments, in-school suspensions, and assignment to reassigned learning time, and possible loss of course credit.

Students who are truant may receive no credit for that day's class work.

### School Truancy

Incidents of school truancy may include the following progressive sequence of consequences:

**First Incident of All-Day Truancy:** Four detentions assigned, telephone conference with parent, loss of half lunch period, revocation of privileges, written warning of truancy ticket, and notification sent home.

**Second Incident of All-Day Truancy:** Saturday school assigned, parent in-person conference, continued loss of half lunch period, continued revocation of privileges, referral to police consultant for truancy ticket, reassigned learning time, and notification sent home.

**Third Incident of All-Day Truancy:** In-school suspension pending parent conference, reassigned learning time, continued loss of half lunch period, continued revocation of privileges, referral to police consultant for truancy ticket, and notification sent home.

**Fourth Incident of All-Day Truancy:** Parent phone conference, reassigned learning time, continued loss of half lunch period, continued revocation of privileges, compulsory study hall assignment, referral to police consultant for truancy ticket, and notification sent home.

**Fifth Incident of All-Day Truancy:** Parent phone conference, reassigned learning time, continued loss of half lunch period, continued revocation of privileges, continued or additional, compulsory study hall assignment, referral to police consultant for truancy ticket, and notification sent home.

**Sixth, and Subsequent, Incident of All-Day Truancy:** Parent phone conference, referral to county truancy officer, reassigned learning time, continued loss of half lunch period, continued revocation of privileges, continued or additional compulsory study hall assignment, referral to police consultant for truancy ticket, and notification sent home.

Chronic truancy may result in referral to local police authorities and may result in a local ordinance ticket or court proceedings.

*High School District 211 does not authorize or condone "ditch days."*

### Tardiness

A student is tardy if not in the assigned seat or area at the start of the bell.

**One to Three Incidents:** A student is allowed three tardies per semester for emergency situations. The school will notify parents when the third tardy occurs.

**Fourth Incident:** One detention.

**Fifth Incident:** Two detentions and notification sent to parents.

**Sixth Incident:** Student will not be admitted to classes on the day following the sixth tardy until a parent telephone conference is held.

**Seventh Incident:** Student will be suspended pending a successful parent conference.

**Eighth Incident:** Handled on an individual basis. After an overview of the student's disciplinary folder, the administrator will assign penalties at his or her discretion, including possible reduction in the number of courses taken.

### Dress Code (Student Appearance Policy)

Students' dress and grooming must not disrupt the educational process, interfere with the maintenance of

a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency. Specifically, the following is prohibited at school or at school-sponsored events:

- a. Clothing which depicts the use of tobacco, alcohol, or illegal substances.
- b. Clothing which depicts graphics or wording with sexual, vulgar, lewd, or indecent meanings or connotations, or clothing which by community standards is indecent for purposes of educational and school activity. Students must be adequately clothed.
- c. Clothing which identifies one with a gang or with a group whose purpose or effect is to interfere with the operation of the school or school activities or with the safety and security of students and staff.
- d. Coats, jackets, caps, bandanas, "do-rags," and hats, except when arriving at, or departing from school or attending after-school activities. Coats, jackets, caps, bandanas, "do-rags," and hats are inappropriate in an educational institution and threaten the educational process and compromise safety. They may not be worn anywhere in the school during the school day (except as required for religious or medical purposes). This policy, also enforced during summer school, is established to ensure the health, security, and safety of students. For the purpose of this policy, jackets or coats are defined as any outer garments which are usually worn over indoor clothing for protection from outside elements.
- e. Clothing that may damage school property or be readily used as a weapon.
- f. Clothing with graphics or wording which depicts violence in any form.

Students who do not comply with the student appearance policy are subject to disciplinary action. Depending on the severity of the offense, the number of offenses, and the interference or threat of interference with the operation of the school or the safety and security of students or staff, students may be warned, asked to change objectionable clothing, assigned to Saturday School, excluded from school activities or events, suspended from school pending a parent conference, and/or recommended for expulsion. As used in this policy, the word "clothing" includes accessories such as rings, earrings, necklaces, purses, backpacks, chains, and shoes.

*(continued on next page)*

### Dress Code *(continued)*

The Superintendent or designee may develop administrative regulations and/or school rules which facilitate implementation of this policy, including identification of particular types of clothing deemed to violate this policy.

School administration reserves the right to make judgment as to whether a student's clothing is consistent with District standards.

### Respiratory Sensitivity

Use of fragrances including perfumes, colognes, and hair sprays can cause difficulties for individuals who suffer from asthma or other respiratory illnesses. Students should minimize use of fragrances and consider others when using these products.

### Drug and Alcohol Policy

Students will be subject to immediate suspension and/or expulsion from school after a proper hearing and review when:

- They are in violation of the laws governing the sale, possession, or use of drugs, alcohol, other intoxicating substances, or "look alike" drugs;
- They are under the influence or are impaired, or exhibit the odor of alcohol or "look alike" beverages, or any illegal drug, narcotic, or controlled substance;
- They are in possession of any drug paraphernalia as defined in the Drug Paraphernalia Control Act.

Students who are suspended for alcohol or drug violations may be referred to the student assistance staff for counseling. Students suspected of violating these laws also may be reported to the appropriate school officials and police for further investigation and action.

### Electronic Communications Equipment

Students are permitted to possess electronic communication devices while on school property. "School property" includes the school building, parking lots and grounds, and school-owned vehicles. **Use of such devices during school hours is limited to the cafeteria and other designated areas, and will not be allowed in instructional areas, except at the discretion of the classroom teacher.** With the exception of these areas, these devices must be turned off and stored out of sight during the school day. Such devices

shall not be used for or associated with any unlawful activities. Violation of this policy will subject the student to disciplinary consequences.

### Excessive Show of Affection

Excessive physical demonstrations of affection are inappropriate in school.

### False Fire Alarms

A fire alarm intentionally set off by a student is a serious offense and endangers the safety of students and employees. A student guilty of such an offense may be recommended for expulsion and will be subject to arrest.

### Hall Passes

Students must have a hall pass when in any non-option area. Altering passes or failing to produce a pass while in these areas results in restriction of hall pass privileges.

### I.D. Cards

Students are required to wear and properly display a current school I.D. card. The I.D. card must be worn around the neck and visible at all times during the school day except when specifically exempted on a temporary basis by an authorized faculty member. Only a school-issued lanyard may be used to wear and display the I.D. card. Students may not embellish their I.D. card with any drawing or writing. Students must have their I.D. card in their possession when participating in, or attending, any school-related extra-curricular activity. I.D. cards must be surrendered upon request of any staff member, including bus drivers and student supervisors. The card must be shown to the staff member on duty when entering buses, checking out media materials, making up tests, gaining entrance to school activities and athletic events, and when entering and leaving the school for any purpose. Students without an I.D. card on a school-issued lanyard must obtain a replacement card or lanyard immediately upon entering the school building. A \$3 fee may be charged to replace a lost or invalid I.D. card or school lanyard. If a temporary I.D. is issued to a student, privileges such as off campus may be revoked, and a fee of \$1 may be charged. Further disciplinary consequences may apply for failure to properly wear and display the current I.D. card.

### Leaving Campus

Once students have arrived at school, they may not leave the school campus without permission of a school official.

### Loitering

*Loitering in corridors, washrooms, and parking lots is prohibited and may result in disciplinary action.* Students must be in assigned areas during the scheduled school day. Loitering in the hallways can disrupt learning for other students. Students should leave the school after their last class. Exceptions to this are: a teacher or administrator conference, detention, or extra-curricular activities.

### Detention

Detention is the assignment of an additional period of supervised study. Primarily, students are assigned to detention to make up class time lost as a result of truancy or excessive tardiness. Failure to serve detention can result in additional detentions, the assignment of Saturday school, or in suspension. Student jobs and extra-curricular activities are not valid reasons for missing detentions.

### Suspension

Students can be suspended from school for continued misbehavior or a single act of gross disobedience or misconduct for a maximum of 10 school days. A suspended student is not permitted in school or on school grounds during the day, in the evening, or on a weekend while the suspension is in effect. In addition, students are not permitted to attend work-study jobs or participate in extra-curricular activities or school events. A parent conference is necessary for a student to be readmitted to school after suspension. Students are responsible for makeup work. There will be no grade reduction for work turned in on the first day the student returns to class.

A student who is suspended may be prohibited from attending any night school program.

Social suspension may be utilized when the principalship deems a student's behavior as gross misconduct (reference Board of Education Policy JFC) and could jeopardize the safety of students and staff. In these cases, the principalship may invoke social suspension in addition to school suspension.

Students may be offered the opportunity to attend a Saturday School or in-school suspension for certain offenses in place of an out-of-school suspension. Failure to attend an assigned Saturday School may result in an out-of-school suspension.

## Suspension Procedures

1. Before suspension, the student shall be provided a conference during which the charges will be explained and the student will be given an opportunity to respond to the charges.
2. When the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process, a pre-suspension conference is NOT required and the student can be immediately suspended. In such cases, the notice and conference shall follow as soon as practicable.
3. Any suspension shall be reported immediately to the student's parent(s)/guardian(s). A written notice of the suspension shall state the reasons for the suspension, including any school rule which was violated, and a notice to the parent(s)/guardian(s) of their right to a suspension review hearing.
4. When parent(s)/guardian(s) disagree with a suspension, the parent(s)/guardian(s) may seek to appeal the suspension to the principal. Should the parent(s)/guardian(s) not be satisfied with the outcome of an administrative appeal with the principal, the parent(s)/guardian(s) may request a formal hearing to review the suspension in accordance with established Board of Education policies for such hearings.
5. Upon written request of the parent(s)/guardian(s), a formal review of the suspension shall be conducted and a hearing will be held. At the hearing, the student's parent(s)/guardian(s) may appear and discuss the suspension with the hearing officer appointed by the Superintendent. The student may be represented by counsel. After presentation of the evidence by the student and school, the hearing officer will prepare a written summary of the evidence for the Board of Education. After review of the hearing officer's report, the Board shall take such action as it finds appropriate.

## Expulsion

The Board of Education may expel a student for gross disobedience or misconduct for a definite period of time not to exceed two calendar years. A student may be suspended for up to a maximum of 10 school days pending action on the recommendation of the administration to expel. Due process will be observed.

## Expulsion Procedures

1. Before expulsion, the student and parent(s)/guardian(s) shall be provided written notice of the time, place, and purpose of a hearing by registered or certified mail requesting the appearance of the parent(s)/guardian(s). If requested, the student shall have a hearing, at the time and place designated in the notice, conducted by a hearing officer appointed by the Board of Education. The hearing officer shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate.
2. During the expulsion hearing, the student and his or her parent(s)/guardian(s) may be represented by counsel, present witnesses and evidence, and cross-examine witnesses. At the expulsion hearing, the hearing officer shall hear evidence of whether the student is guilty of the gross disobedience or misconduct as charged. After receipt of the hearing officer's written summary of the evidence, the Board shall decide the issue of guilt and take such action as it finds appropriate.
3. In lieu of a recommendation of expulsion, the student may be administratively transferred to an alternative school established under the Safe Schools Act (105 ILCS5/13A) where appropriate.
4. All transfer students serving terms of suspension or expulsion from any public or private out-of-state or Illinois school must serve the entire duration of the suspension or expulsion before enrolling in District 211.

## Gross Disobedience or Misconduct (Suspension, Expulsion)

Gross disobedience or misconduct can occur at school or school activities, on or off school property, on a school bus, at a school-sponsored function, at a school-related event, or at an event reasonably related to school, and applies to interactions and communications that take place involving person-contact between individuals, written communication, or via any form of electronic transmission or communication.

The *Illinois School Code* states that students may be suspended or expelled for gross disobedience or misconduct.

Types of behavior that are considered gross disobedience or misconduct include, but are not limited to:

- Repeated or willful behavior which shows disregard for school rules and regulations.
- Insubordination to any school personnel (administrators, teachers, and all non-certified staff).
- Acts which endanger or harm the health, safety, and welfare of others.
- Behavior in which the student tries to harass, intimidate, or frighten, directly or indirectly, any student or school employee.
- Sexual harassment or assault of any student or school personnel.
- Possessing, distributing, or accessing lewd or pornographic images, including of oneself, whether stored, transmitted, or generated electronically or in the form of written material or pictures.
- Fighting or assaulting any person.
- Direct threat against the life of a student or staff member.
- Hazing, bullying, or taunting; or attempting to intimidate or harass, directly or subtly, any school personnel, student, or other individual present at any event associated with the District.
- Use of profane or obscene language.
- Excessive truancy, tardiness, or class-cutting after warnings.
- Theft, destruction of property, or possession of stolen property belonging to the school, staff, or other students.
- Unauthorized access or misuse of a computer program or network, and/or any off-campus creation or use of Internet web pages or email which materially or substantially interferes with, disrupts, or deleteriously affects any staff member, student, or the educational process.
- Unauthorized use of electronic communication devices during the school day.

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### Gross Disobedience or Misconduct *(continued)*

- Possession, use, sale, or distribution of any intoxicant, alcoholic beverage, “look-alike” alcoholic beverage, illegal drug, “look-alike” drug, or narcotic, or exhibiting the odor of alcohol or any illegal drug, narcotic, or controlled substance. This prohibition includes any attempt to sell or solicitation to obtain an illegal substance.
- Possession, control, transfer, use or attempt to use, threat to use, conspiracy to use, or aiding or abetting use of a weapon. For purposes of this policy, a weapon includes guns, rifles, shotguns, knives, brass knuckles, billy clubs, chains, bombs, flares, smoke bombs, explosives or incendiary devices, any item defined by applicable federal or state law as a weapon, and look-alikes of these types of items.

Such items as baseball bats, tools, bottles, locks, sticks, pencils, laser pointers, or pens also will be considered weapons when used or attempted to be used to cause bodily harm. Attempt to use includes any threat to use.

- Participation in games of chance.
- Commission of a felony.
- Act(s) of arson.
- Gang activity.
- Bomb threat.
- Setting off a false fire alarm.
- Possession and/or use of any laser device.
- Any student behavior or activity which actually causes or reasonably forecasts the occurrence of substantial disruption or interference with school or school activities.

A “look-alike” is any substance or item which is not, but reasonably appears to be, or is represented to be, the real substance or item. Examples are a toy gun which is very difficult to distinguish, except upon close examination, from an actual gun; or a green leafy plant material which is not, but is claimed, believed, or appears to be, marijuana.

“Possession” means having any knowledge of, and any control over, an item. Control includes, but is not limited to, having access to an item in a school locker, personal effects, a vehicle, or other place where the item is located. It is not necessary that a student intend to control the item. A student may acquire knowledge of an

item visually, by being told about the item, or through other sensory perception. A student’s knowledge will be determined based on the surrounding circumstances, not just the student’s statements. For example, “forgetting” that an item is in one’s locker, personal effects, or vehicle does not constitute lack of knowledge. Also, for example, coming onto school grounds or to a school-sponsored event in a vehicle which the student knows contains an item constitutes possession of that item, even if the vehicle or the item is not the student’s. This provision on possession applies to any policy or rule which regulates or prohibits possession of any item, such as weapons or drug paraphernalia, such substances as tobacco, alcohol, drugs, and look-alikes of such items or substances.

A “gang” means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts or acts in violation of school rules, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in, or have engaged in, a pattern of criminal gang activity or activity relating to the violation of school rules. “Gang activity” includes, but is not limited to, any act in furtherance of the gang and possession or use of gang symbols, such as drawings, hand signs, and attire.

“Harassment” includes any unwelcome verbal or physical conduct, contact or communication, whether by in-person contact, written communication or via any form of electronic transmission that is motivated by or related to race, creed, color, age, religion, ancestry, national origin, gender, marital status, sexual orientation, disability, military service, being a victim of domestic or sexual violence, use of lawful products while not at school, or any other unlawful basis of discrimination, and that creates an intimidating, hostile or offensive educational environment. Although harassment may take many different forms, examples include name-calling and other derogatory comments, jokes, gestures, posting or distribution of derogatory pictures, notes or graffiti (whether written or conveyed electronically), and pushing or hitting or other forms of physical aggression.

### North Cook Young Adult Academy (Alternative School)

An alternative school created under the Safe Schools Act (105 ILCS 5/13A), the North Cook Young Adult Academy is a school intended to educate disruptive students who would otherwise be subject to suspension or expulsion. After receiving due process, such students may be administratively transferred to the alternative school.

### Discrimination

Students and staff have a right to learn and work in an environment in which all are respected and valued. Such an environment is free of all forms of harassment and discrimination due to race, sex, sexual orientation, religion, ethnicity, national origin, or disability.

It is the policy of High School District 211 to prohibit discrimination. It is your right to be treated fairly. Any student who violates the discrimination policy will be suspended up to five (5) days, or may face expulsion.

It is a violation of the discrimination policy to:

- Make stereotypical or demeaning remarks. Such remarks include name calling, racial slurs, or “jokes” pertaining to one’s race, sex, sexual orientation, religion, national origin, or disability.
- Display or circulate written or visual materials in which the language or conduct:
  - a. results in a substantial interruption of school or school activities; or
  - b. creates a hostile, intimidating, or offensive environment that interferes with or disrupts any student’s right to fully participate in school or activities.
- Deface school property or materials with the intent to demean.
- Damage, deface, or destroy the private property of an individual.
- Make threats which harass or intimidate another person.
- Physically threaten or harm someone.

Students who believe they have been the object of harassment or discriminatory behavior may report their complaints by:

- Directly telling the alleged harasser to stop the offensive behavior.
- Notifying a teacher, counselor, or administrator who shall report the incident to the affected student’s assistant principal.

## Bullying

“Bullying” and “cyberbullying” or intimidation of others is 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 the school.

Bullying may take various forms, including without limitations one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive. At its discretion, the school District may make referrals of students who have demonstrated bullying behaviors to counselors or mental health professionals.

A student who feels any person has bullied him or her should report the complaint to an administrator, counselor, or teacher. Students determined to have committed an act of bullying will face disciplinary consequences up to and including a recommendation of expulsion, as well as possible referral to the police consultant for criminal offenses.

## Hazing

Hazing includes any humiliating or dangerous activity expected of a student in order to join a group, activity, sport, or club, regardless of that student’s willingness to participate. Hazing is a violation of the Athletic and Competitive Activity Policy, as well as Board of Education policy. Penalties may include suspension or expulsion from school, as well as suspension or expulsion from athletic and competitive activities.

## Title IX and Sexual Harassment

The Board of Education has adopted policies which prohibit sexual harassment in its schools. The policies define forms of verbal or physical sexual conduct which constitute sexual harassment.

The school has a responsibility to provide students with a learning environment free from sexual advances, requests for sexual favors, demeaning or insulting sexual remarks or conduct, and forced physical contact of a sexual nature.

Conduct which has the effect of creating a hostile or offensive environment might include sex-oriented verbal joking, teasing, questions, anecdotes, or offensive personal remarks of a sexual nature. Any student who abuses another student through any sexually harassing conduct or communication, whether via in-person contact, written communication, or via any form of electronic transmission or communication, shall have violated the policy whether such conduct occurs on school grounds, at school events, or on the school bus. Depending on the incident, violators of the policy can either be suspended from school or face expulsion.

A student who feels he or she has been sexually harassed by any person should report the complaint by (1) directly telling the alleged harasser to stop his or her offensive behavior; and /or (2) reporting the incident to a teacher, counselor, or administrator who shall report the matter immediately to the principal. Each school has a designated ADA / Title IX Coordinator designated to respond to matters of sexual harassment. The student making the complaint is not required to file a complaint with a particular administrator and may request to speak with a person of the same gender. The ADA / Title IX Coordinator at Fremd High School is Assistant Principal Eric Dolen, and he can be reached at 1000 S. Quentin Road, Palatine, IL 60067-7018; (847) 755-2612; or via email at [edolen@d211.org](mailto:edolen@d211.org).

Regardless of how the student chooses to report the alleged sexual harassment, a student’s good faith action in reporting will not adversely affect the student’s education, grades, curriculum, or record. However, if a student or witness is found to have been intentionally dishonest in making a report, the student or witness shall be subject to discipline.

## Title IX and Athletics and Activities

Otis Price, director of athletics, student activities, and student career development, serves as the Title IX coordinator for the purposes of ensuring gender equity in regard to activities and athletic opportunities. Any concerns regarding limited access to the District’s extra-curricular programs or activities based on sex discrimination can be communicated to Mr. Price, who can be reached at 1750 S. Roselle Road, Palatine, IL 60067-7336; (847) 755-6770; or via email at [oprice@d211.org](mailto:oprice@d211.org).

## Pranks

Any student who commits any mischievous act of vandalism, disruptive behavior, and/or engages in gross misconduct will be subject to a range of sanctions and penalties as listed below, up to and including expulsion. Students who commit such behaviors, or act in concert with others who do by arranging, planning, devising, and/or participating in the behavior by mutual understanding and with knowledge and consent, may be subject to any or all of the following disciplinary actions, depending upon the nature and severity of their behaviors:

- Exclusion from any regular or special event(s) or activity (example: prom, homecoming, etc.).
- Exclusion from any athletic contest(s) or activity program(s).
- Loss of privileges.
- Athletic / activity board review, if applicable.
- Exclusion from final examination exemption.
- Exclusion from graduation exercises.
- Restitution.
- Suspension.
- Expulsion.
- Possible referral to the police and arrest.

## Disabling Products

Any student who possesses and/or discharges a “stink” bomb, mace, pepper spray, any noxious substance, or other disabling products on or adjacent to school property or at a school event will be subject to discipline.

Possession or use of these devices or substances is reckless conduct which:

- a. can cause fear, mass alarm, disturbance, disruption, and bodily injury;
- b. endangers the health and safety of students and staff by exposing them to acrid, debilitating odors which these devices and substances can emit;
- c. may cause the evacuation of any area of the school, thereby imposing additional risks while emergency measures are used to exit the school, particularly during severe weather conditions.

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### Disabling Products *(continued)*

Any student who possesses, uses, or threatens to use these devices or substances, or acts in concert with others who do by arranging, planning, devising, and/or participating in the behavior by mutual understanding and with knowledge and consent commits gross misconduct. Administration of this policy shall be consistent with Board policies concerning student discipline, specifically sub-section JG. Disciplinary action may include any or all of the following, depending upon the nature and severity of the disabling products and the circumstances of their possession and/or use or threat to use:

- Suspension;
- Loss of off-campus privileges for the duration of high school years;
- Restitution;
- Exclusion from any (special or regular) event(s), athletic contest(s), or activity program(s);
- Athletic/ activity board review, if applicable;
- Expulsion (in accordance with the provisions of Student Conduct Policy-JFC).
- Possible referral to the police and arrest.

### Smoking/Tobacco

Students may not smoke, possess, or use tobacco or any "look-alike" tobacco substance in any form anywhere on school property. This policy applies to *all* tobacco derivatives and applies before, during, and after school hours. Penalties for violating the smoking/tobacco policy are:

**First Offense:** The student will be suspended pending a parent contact, at which time a decision will be made by the parent and student to attend a smoking/tobacco health awareness seminar at a later date (if available) or to take a three-day suspension immediately. Failure to attend the seminar will result in a three-day suspension.

**Second Offense:** The student will be suspended from school for five days and a parent conference will be held.

**Third Offense:** The student will be placed on indefinite suspension pending a review of the student's record by the principal.

Students may be subject to citation by the police where local ordinance prohibits possession and/or use of tobacco products.

### Gangs

Students may not recruit other students in school for membership in non-school sponsored clubs or organizations, including gangs, hate groups, and/or cults. A student who possesses, displays, or uses gang language, emblems, or symbols may be suspended and a parent conference held. Continued such misconduct may result in a recommendation of expulsion or transfer to an alternative school program. Students engaged in the advancement of gang status through recruitment, intimidation, or threat to safety will be subject to suspension and referral to law enforcement agencies. A second incident of gang-related misconduct or intimidation may result in an indefinite suspension and a recommendation of expulsion. If students commit violence on other students, staff, or school property to support gang discipline or retribution, they will be suspended, pending a possible recommendation of expulsion or transfer to an alternative school program.

Students who are approached by individuals or groups representing a gang or engaging in gang activity should immediately inform a counselor, assistant principal, or police consultant.

### Visitors

For the protection of students and school property, visitors are subject to administrative approval. All visitors must secure permission at the office upon entering the school. Visitors must wear an identification badge. *Advance* approval must be obtained for student visitors. Students wishing to bring a visitor to school must submit a written request, signed by their parents, several days in advance of the visit. Requests must be approved by the assistant principal. Schools reserve the right to restrict visitors.

### Vandalism

A student who vandalizes or abuses school property will be suspended pending a parent conference. The length of the suspension will be determined at the conference. The student must pay for the damage and may face expulsion proceedings.

### Search and Seizure

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student's person and/or personal effects, including but not limited to purses, wallets, bookbags, backpacks, electronic equipment, devices or networks, the student's electronic storage locker or student email account, and/or automobile and may seize contraband materials discovered in the search in accordance with Illinois law and the authority and guidelines established by the United States Supreme Court, and other federal law, state law, and school policies and procedures.

### Video Surveillance Monitoring

Board of Education Policy KKB established and authorizes the use of overt video surveillance cameras and monitors on District property to promote safety and security, deter inappropriate or illegal activity, and to provide evidence of crime or violation of school code. To ensure the proper use of the recorded images, the use of the system for surveillance shall be limited to the functions delineated in Board Policy. Only those authorized by the designated administrative agent or the Superintendent of Schools will have access to ongoing operation and/or use of the video images produced. Any review of the video images shall be conducted consistent with the Family Educational Rights and Privacy Act and the Illinois School Student Records Act. Images may be archived if, in the opinion of the designated administrator, it documents an event considered to be of such significance that a historical record is desirable.

# Activities

## Clubs and Activities

Participation in clubs and activities provides excellent opportunities for students to broaden their experiences and to meet other students and teachers. With this opportunity comes the responsibility that students exhibit behavior which does not infringe upon privileges of others or reflect poorly upon themselves or the school. Students who wish to participate in extracurricular activities must agree to abide by an activity code of conduct provided to them by their activity sponsor. In addition, certain clubs and activities are subject to the same academic eligibility requirements as athletics (see following list). Consult your school activity director for these requirements.

There are more than 60 organizations to meet the needs and interests of all students. Among the many groups available at our five schools are:

**Competitive Groups** (all participants are subject to the same behavior policies and procedure as athletes)\*

- |                       |                        |
|-----------------------|------------------------|
| Cheerleaders*         | Science Bowl Team*     |
| Chess Team*           | Science Olympiad*      |
| Debate Team*          | Special Olympics*      |
| Flag Squad*           | Speech Team*           |
| Math Team*            | Student Congress Club* |
| Model United Nations* | Worldwide Youth in     |
| Pom Pon Squad*        | Science & Engineering  |
| Scholastic Bowl Team* | Club*                  |

## Performing Arts

- |             |                      |              |
|-------------|----------------------|--------------|
| Band        | Drama Club           | Orchestra    |
| Choir       | Dramatic Productions | Variety Show |
| Color Guard | Orchesis             |              |

## Career Clubs

- |                                      |                                  |
|--------------------------------------|----------------------------------|
| Business Professionals of America**  | Industrial Cooperative Education |
| Distributive Education**             | Office Education                 |
| Cooperative Work Training            | Secondary Work                   |
| Home Economics Related Occupations** | Experience Program**             |

## Publications

- |                   |           |          |
|-------------------|-----------|----------|
| Literary Magazine | Newspaper | Yearbook |
|-------------------|-----------|----------|

## Student Government

- |                |                  |
|----------------|------------------|
| Class Officers | Student Council* |
|----------------|------------------|

## Honors

- |                      |                         |
|----------------------|-------------------------|
| Modern Music Masters | National Honor Society* |
|----------------------|-------------------------|

## Special Interest

- |                         |                            |
|-------------------------|----------------------------|
| Art Club                | Life & Family Studies Club |
| Astronomy Club          | Outdoor Adventure Club     |
| Auto Club**             | Peer Group Counseling      |
| Bell Choir              | Pep Club                   |
| Business Club           | Photography Club           |
| Chemical Awareness      | Presidents Club            |
| Chess Club              | Reading Club               |
| Computer-Aided Drafting | Robotics Club**            |
| Computer Club           | Science Club               |
| Cultural Awareness Club | Service Club               |
| Electronics Club        | Social Science Club        |
| Environmental Club      | Spanish Club               |
| Film Making Club        | Students Against Drunk     |
| Foreign Exchange        | Driving (SADD)             |
| French Club             | Student Chemical           |
| German Club             | Prevention Team            |
| Horticulture Club       | Theater Guides             |
| Intramurals             | Varsity Club*              |
| International Club      | Wood Workers Club          |
| Internet Club           | Writing Club               |

\* All participants in these activities must meet the same academic rules as student-athletes (see page 12)

\*\* Participants in these activities who are involved in competitions must meet the same academic rules as student-athletes (see page 12)

## National Honor Society

Each school has a chapter of National Honor Society which must follow the guidelines established by the national organization. One of the highest school honors a student can receive is membership in National Honor Society.

Membership is based on scholarship, service, leadership, and character. The criteria of scholarship is used only to determine a student's initial eligibility. To be a candidate for membership, a junior must have a cumulative grade point average of at least 3.000 for grades 9 and 10. A senior must have a cumulative average of at least 3.000 through grade 11. From these candidates, National Honor Society members are selected based on excellence demonstrated in the remaining areas of service, leadership, and character.

A faculty member council selects the students who will become members of the National Honor Society. This committee evaluates each eligible candidate, with input from other staff members. When the selection process

is complete, the eligible candidates are notified whether or not they have been granted membership. Questions regarding the selection process should be addressed to the principal or the National Honor Society sponsor.

## Student Government

The amount of student government in District 211 schools is determined by students' willingness to accept responsibility for conduct and control of activities. Student government is a valuable part of education in a democratic society; thus, student participation is encouraged.

Student Council represents and serves the entire student body. Student concerns and opinions are relayed by council members to the administration. The council supervises financial projects for activities and charitable purposes, plans and promotes social events (such as homecoming activities), and consults with school officials when an anticipated policy change will affect students.

## Absence and Participation in After-School Activities

Students attending activities must follow the same rules that apply during the school day. Students may not leave the building and return later without the permission of an administrator. **A student who is absent from school for all or part of a school day may not attend or participate in any after-school event without the permission of the principalship.** Rules apply to off-campus as well as on-campus activities. Students will be expected to abide by the Code of Behavior outlined below. **Unacceptable conduct at a social or athletic event may result in suspension from school, social probation, and/or social suspension.**

## Code of Behavior for School Events

Participation in extra-curricular activities is a privilege extended to all students in High School District 211. Students have an opportunity to participate in and enjoy social and athletic events within the intended purposes of the function. With this opportunity comes the responsibility that students exhibit behavior which does not infringe upon the privileges of others. With this in mind, I understand that I am expected to adhere to the following code of behavior at all school events:

(continued on next page)

### Code of Behavior for School Events *(continued)*

- *I will display respect, consideration, and courtesy for students, staff, and visitors in our school.*
- *I will show self-control at all times and accept the decisions of school officials.*
- *I am responsible for my own behavior at all times and will not let the crowds control my actions.*
- *I understand that any behavior expected of me during the regular school day must also be exhibited at all activities.*

*If a student's behavior infringes on another person's privileges and opportunities, that behavior is unacceptable.*

### Social Probation and Suspension

Whenever it has been determined that a student's conduct has been disruptive at a school-sponsored social or athletic event, or when the student fails to follow the rules of acceptable conduct at such an event, the principalship may invoke social probation or suspension. Social suspension also may be utilized when the principalship deems a student's behavior as gross misconduct (reference Board of Education Policy JFC) or could jeopardize the safety of students and staff. In these cases, the principalship may invoke social suspension in addition to school suspension. The duration of the social probation or social suspension is established at the discretion of the principalship in consideration of the severity and frequency of the student's misbehavior up to a maximum of 12 months.

## *Athletics & Competitive Activities*

The athletic program adheres to the by-laws of the Illinois High School Association (I.H.S.A.) which governs interscholastic athletics. High School District 211 competes in interscholastic athletics in badminton, baseball, basketball, bowling, cross-country, football, golf, gymnastics, lacrosse, indoor and outdoor track, soccer, softball, swimming, tennis, volleyball, water polo, and wrestling.

High School District 211 schools are members of the Mid-Suburban League. In addition to league contests, many teams engage in non-conference competitions. At the conclusion of each season, each school participates in I.H.S.A. sponsored tournaments.

### Interscholastic Eligibility

*To be eligible for participation in interscholastic athletics*, students must have a current physical on file with the school nurse. Physicals are valid for one calendar year; therefore, students are advised to schedule physical examinations annually prior to expiration of their previous physical to ensure eligibility throughout the following school year. They also must have a signed parent permission form and an athletic emergency medical authorization card on file in the athletic director's office.

In order to be eligible to participate in athletics and competitive activities, students must satisfy the eligibility requirements of both the Illinois High School Association and District 211. High School District 211 eligibility standards require a student to achieve a minimum 2.0 grade point average at the end of the quarter and pass all courses. Failure to satisfy either of these requirements will result in athletic or extra-curricular probation and may result in ineligibility. Students on probation must adhere to specific academic interventions to continue to compete in athletic or extracurricular programs. Information regarding the specific criteria within the District's standards is available from the athletic director's office or the guidance department.

Many competitive activities, including Cheerleading, Chess, Debate, Flags, Math Team, Model United Nations, National Honor Society, Pom Poms, Scholastic Bowl, Science Bowl, Science Olympiad, Special Olympics, Speech, Student Congress, Student Council, Worldwide Youth Science & Engineering, Auto Club, and Business Professionals of America require that participants meet the same academic eligibility rules as student-athletes.

Students also must meet the state requirements dealing with residence, school attendance, out-of-school competition in sports, outside awards, and age limits.

In all sports, coaches recommend athletes for awards based on participation, training, sportsmanship, cooperation, and attitude.

Coaches may drop athletes from squads for irregular attendance at practice. In addition, athletes may be dropped for lack of ability to perform at the standards set for squad membership. **Training rules are in effect for all 12 months.**

### Collegiate Sports Eligibility

To be eligible to participate in intercollegiate athletics during their freshman year at an N.C.A.A. Division I or Division II college, high school graduates must satisfy the requirements of the N.C.A.A. bylaw, commonly known as Proposition 16.

These requirements vary depending on the year the student-athlete will first enter college and whether enrollment is at a Division I or Division II college. Included in the requirements are successful completion of core curriculum courses in addition to attaining a specified combination of grade point average and S.A.T. or A.C.T. composite score.

A detailed explanation of these requirements is available from your school's athletic director or in the student services office.

### Athletic and Competitive Activity Policies and Procedures

One purpose of an athletic and competitive activity program is to provide students wholesome competition on an interscholastic level. A necessary corollary to this purpose is the development in students of a sense of dedication and establishment of high standards of conduct and attitude. Because participants represent their school, they are expected to represent high standards of morality and conduct the year around.

To participate in the Athletic and Competitive Activity Program, the student and his/her parents shall be required to attend a mandatory "meet the coach/sponsor" team meeting at which parents and the student will be informed about training and participation rules and the function of the Athletic/Activity Board.

Misconduct among participants shall include offenses such as the possession or use of tobacco in any form, possession or use of alcohol or drugs, theft, dishonesty, and other misconduct.

Students who are found to be involved in such misconduct will face disciplinary action according to procedures outlined in section B, Disciplinary Procedures. When alcohol or drugs in any form are present at student parties, it is recommended that students involved in athletics or activities leave the party immediately.

*(continued below on next page)*

**Athletic and Competitive Activity**

**Policies and Procedures** *(continued)*

A participant who admits to a drug, alcohol, or tobacco related problem to a school staff member before a reported training rule violation occurs will be referred to the principal. The principal will hold a conference with the student and his/her parents. After considering all information pertinent to the student’s problem, the principal will confer with the director of student activities at the District office before releasing a decision.

All participants in I.H.S.A. athletics or competitive activities must sign a consent to random testing for all performance enhancing banned substances.

**A. Athletic/Activity Board**

The Athletic/Activity Board is the disciplinary arm of the athletic/activity program. It is composed of the Athletic/Activity Director (as Chair), selected members of the coaching/activity staff, and a High School District 211 central administration representative. The Student Assistance Program coordinator will receive notification of all Board meetings.

The Board shall meet after a request has been presented to the athletic/activity director to consider a disciplinary case involving an athlete or individual in a competitive activity (Auto Club, Business Professionals of America, Cheerleading, Chess Team, Debate Team, Flag Squad, Math Team, Model United Nations, Pom Pon Squad, Scholastic Bowl Team, Science Bowl Team, Science Olympiad, Special Olympics, Speech Team, Student Congress Club, and Worldwide Youth Science & Engineering Club). The Board shall weigh the evidence that is presented and, after considering the best interests of the student and the school, make a decision on the student’s case.

**B. Disciplinary Procedures**

After a participant has been given an opportunity for due process and there is reason to conclude that the student has violated Athletic/Activity Policies based upon available information, he/she may be suspended from practices and/or competition pending a disciplinary review and decision by the Athletic/Activity Board. Parents will be notified in writing of the training rule violation and will be requested to attend a Board meeting related to their student. The Board will meet at the earliest opportunity but no later than ten (10) school days from the date of written notification of the Board meeting to consider the status of the student and render a decision. Generally, the following process will be observed for both in/ out of season violations:

1. The Athletic/Activity Board verifies that the participant has been made aware of rules of the sport or activity.
2. Upon notice to the administration, either verbal or written, of an alleged violation of the rules, the student will be informed by the athletic/activity director of the nature of the offense and suspended from practice and/or competition. The athletic/activity director will notify the student to appear at a meeting of the Board. Parents will be notified of the violation and requested to appear at the meeting. If the violation occurs out-of-season, the participant will be informed by the administration and the same procedures will be followed.
3. The Athletic/Activity Board will meet to review the situation. The Board may invoke one or more of the following:
  - a. Dismiss the charges.
  - b. Place the student on probation for a specific length of time.
  - c. Invoke a suspension.
    - (1) A minimum penalty for first violation of possession/use of alcohol, tobacco in any form, or drugs will be 25 percent of the scheduled contests. (Tournaments, multiples, invitationals, and doubleheaders count as one contest at the participant’s level of competition.)
    - (2) When a suspension is invoked for a drug, alcohol, or tobacco violation, the student must attend and successfully complete an educational program recommended by the Athletic/Activity Board. The cost of educational programs will be the responsibility of the student’s parent.
    - (3) The penalty for theft and dishonesty will be established by the Board after review of the severity of the infraction.
    - (4) When a suspension is invoked, the Board will determine the season in which the penalty will begin.
  - d. Drop the student from the sport for the remainder of the season.
  - e. Drop the student from participation in athletics or activities for the remainder of his/her time in high school.
4. The decision of the Board will be communicated in writing to the parent of the student.

**C. General Rules**

Suspected violations and/or rumors are to be directed to the student’s immediate coach or sponsor who can serve in a counseling role and directly inform the participant of the allegations and the importance of correcting an improper image. The District Director of Student Activities should be consulted if any doubt exists regarding the convening of an Athletic/Activity Board.

**Mid-Suburban League**

**East Division**

- Buffalo Grove (Bison)
- Elk Grove (Grenadiers)
- Hersey (Huskies)
- Prospect (Knights)
- Rolling Meadows (Mustangs)
- Wheeling (Wildcats)

**West Division**

- Barrington (Broncos)
- Conant (Cougars)\*
- Fremd (Vikings)\*
- Hoffman Estates (Hawks)\*
- Palatine (Pirates)\*
- Schaumburg (Saxons)\*

*\*District 211 schools*

**Sport Seasons**

	<b><u>Boys</u></b>		<b><u>Girls</u></b>
<b>Fall</b>	Cross Country Football Golf Soccer	<b>Fall</b>	Cross Country Golf Swimming Tennis Volleyball
<b>Winter</b>	Basketball Swimming Wrestling	<b>Winter</b>	Basketball Bowling Gymnastics
<b>Spring</b>	Baseball Gymnastics Lacrosse Tennis Track Volleyball Water Polo	<b>Spring</b>	Badminton Lacrosse Soccer Softball Track Water Polo

## Programs and Services

### Accessibility Accommodations

Township High School District 211 will not discriminate on the basis of disability against any qualified individual in accordance with the provisions of the Americans with Disability Act (ADA) of 1990.

If an individual with a disability would like to request an accommodation or auxiliary aid or service from the District, the individual should make that request to the school's designated ADA Administrator. The request should be made at least one week in advance of the time that the accommodation will be needed. While the District will make reasonable attempts to accommodate requests made with less than one week advance notice, the District will not be obligated. In most instances, the District cannot be expected to fulfill such requests with less than 72 hours advance notice. Requests for a sign language interpreter may be made to the ADA coordinator or to the District's Assistant to the Superintendent.

In considering the request, the ADA Administrator may ask for additional information from the individual making the request in order to understand the nature and extent of the accommodation being sought. The ADA Administrator will inform the individual making the request within three days whether the accommodation will be provided. If the individual's request is denied, the individual may appeal the decision according to the District's Uniform Grievance Procedure. The Uniform Grievance Procedure may be found on the District 211 web site or may be requested from the ADA Administrator.

### The School Visitation Rights Act

The School Visitation Act makes it mandatory for private employers, local governments, and school districts to permit employees unpaid time off from work to attend necessary educational or behavioral conferences at the school where their children attend if the employer employs at least 50 employees. Another provision of the act requires schools to make time available for visitation during regular school hours and evening hours. If you would like to see a copy of the act, or if you have any questions about the School Visitation Rights Act, please contact the Student Services Director at your school.

### Health Services

A student who is ill may obtain a pass from a teacher and go to the nurse's office. If the student must be sent

home, a parent, guardian or other responsible adult must give permission through the nurse's office for the student to leave school.

*No student who is ill may leave school without permission of the nurse.*

A student who is ill and absent from school due to a communicable disease must see the nurse before returning to classes. Some communicable diseases require a doctor's release when the student returns to school.

If a student is unable to participate in the regular physical education class for more than three days, the nurse must be given a medical excuse from a physician stating the nature and time limitation of the condition. A parent note is acceptable if the time out of class is three days or less.

### Vision and Hearing Screening

School nurses conduct vision and hearing screenings for all transfer students and students receiving special education services. Most screenings are done in the fall of each school year. These screenings **are not** a substitute for a complete examination and evaluation by a doctor.

### Medications in Schools

Prescriptions and non-prescription medications will be given according to the High School District 211 medication policy. Signed authorization from the student's physician and parent must be on file in the health services office. Only those medications which are necessary to maintain the student during school hours shall be administered by the school nurse. Medication must be brought to the school in the original package and given to the nurse. Medications will be stored in a secure area in the nurse's office. At the end of the treatment regime, the parent will be responsible for removing any unused medication from the school. If not picked up by the end of the year, the school nurse will dispose of the medications. High School District 211 retains the right to reject requests for the administration of medication.

### Communicable/Chronic Infectious Diseases

Some communicable/chronic infectious diseases may pose potential health problems for students in the school district. A student known to have a communicable/chronic infectious disease will be evaluated to determine if the student's condition poses a risk to others. An appropriate educational program for the student will be determined by the Superintendent and school staff after consultation with a team consisting of a medical advisor, school nurse, school administrator, physician, and the

student's parents. A student with a chronic infectious disease will be allowed to attend school in a regular classroom setting unless the evaluation determines the need to place specific limitations on attendance. A student will be excluded from school for the period in which there is high risk of transmitting the disease to other students or employees. The privacy of a student known to have a chronic infectious disease will be respected by maintaining confidential records in accordance with federal and state privacy laws. In certain cases, the Cook County Department of Public Health may be informed of a student's condition, and direct that student's attendance.

### Optional Student Insurance

High School District 211 does not carry accident insurance on students. Should parents feel student accident coverage is necessary, information is available on the District 211 web site at [http://www.d211.org/optional\\_insurance.shtml](http://www.d211.org/optional_insurance.shtml).

### Injuries

Any school injury should be reported immediately to a teacher. The student will be sent to the nurse for medical attention. If parents have purchased student accident insurance and need to make a claim, they may ask the school nurse to send details of the accident report to them.

### Homebound and Hospital Instruction

Home and hospital instruction is a short term service for students who will be out of school more than 10 consecutive school days for medical reasons. Pregnant students are eligible for homebound instruction and are encouraged to continue their education. High School District 211 is committed to eliminating barriers to the education of pregnant students.

Instruction time for assigned certified teachers shall total up to five hours per week. A medical certification form signed by a physician must include a diagnosis and the length of absence and must be submitted before homebound instruction begins. *Requests for homebound instruction should be made through the student services director's office.*

### Drug and Alcohol Prevention

High School District 211 is aware of the chemical abuse problem among many adolescents and is concerned about students' welfare. Your school has a team of specially trained personnel which provides services and programs to students and their families affected by alcohol or drug use and abuse.

*(continued below on next page)*

### Drug and Alcohol Prevention *(continued)*

Students or parents who want help in treating this health problem should call the school's guidance office and ask for the Student Assistance Program Coordinator. The school may refer students and parents to outside agencies for help.

### Special Education

Students with disabilities of vision, hearing, orthopedic impairment, learning disabilities, cognitive disabilities, autism, emotional disabilities, and other health impairments are served through a wide range of special education programs, ranging from minimal supplementary resource assistance to total instructional programs. Students or parents may contact their school's student services department for information related to eligibility and special education services.

High School District 211 also provides a range of related services such as speech and language therapy, occupational therapy, physical therapy, nursing services, and/or counseling. The school district receives Medicaid funding for these services. If parents have a question or concern regarding their eligible student, please contact Julie Nowak, director of special education, at (847) 755-6835.

### Behavioral Intervention Policy

Behavioral interventions shall be used with a student with a disability to promote and strengthen desirable behaviors and to reduce behavior that impedes the learning of others. Practices surrounding behavioral interventions encourage positive interventions which are based upon consideration for physical freedom, social interaction, and respect of a student's dignity. Positive, non-restrictive interventions alone may not always control gross disobedience or misconduct. Generally, restrictive interventions shall be considered when non-restrictive interventions have been attempted and failed. A copy of the policy is available upon request from the Student Services department.

### Peer Mediation

The peer mediation process gives students an opportunity to resolve conflicts confidentially with their peers using a structured format facilitated by specially trained students. The goal is to develop a win-win solution to which both parties agree. Anyone can refer two disputants to mediation, but the process is voluntary. For further information, contact your counselor or administrator.

### Student Evaluations

Staff meet regularly to review students who are experiencing difficulties which impact educational performance. If needed, interventions and strategies may be developed and implemented. If warranted, a full and individual evaluation may be conducted to determine need for special education services.

### Student Supervisors

District employees monitor student behavior and assist in controlling building security and safety. *Students should treat these supervisors with the same respect shown to teachers.*

### Police Consultant

A police consultant, a sworn police officer with the local police department, is assigned to each school. All police matters which occur at school are handled by the police consultant. The consultant's primary function is prevention of juvenile delinquency through classroom lectures and individual counseling. Students or staff members who experience thefts, vandalism, or related problems while at school should notify the police consultant.

### Reciprocal Reporting Agreements

In compliance with the *Illinois School Code*, High School District 211 has developed agreements with local law enforcement agencies for the reciprocal reporting of criminal offenses committed by students. The intent is to exchange information, to the extent permitted by law, in order to maintain safe, healthy, and non-violent school environments to which all students are entitled.

### Student Services

The Student Services Department at each school provides social, personal, and academic counseling, as well as career planning. When students enter high school, a counselor is assigned to help them in these areas. Counselors see their students several times per year. Students also can schedule appointments with their counselor. Parents are encouraged to contact the counselor at any time.

Students may meet with a counselor:

- During a study hall or lunch.
- Before or after school by appointment.
- When an emergency exists.

Additional school services include:

- **Student Support Groups:** Students who have concerns relating to divorce, grief or loss, eating disorders, or anger should contact their counselor about participating in school support groups on these issues.
- **Psychologist:** conducts psychological evaluations and interprets results for students, parents, and staff. The psychologist also provides counseling and helps locate outside referral agencies.
- **Social Worker:** Provides individual, group, and family counseling and serves as a liaison between the school and community agencies.
- **Speech and Language Therapist:** Identifies and assists students who need help with communication skills.
- **Nurse:** Provides health services within legal guidelines.
- **Student Assistance Team:** Specially trained personnel who provide services and programs to students and their families affected by alcohol or drug use and abuse.
- **Community Resources:** A list of community agencies that provide assistance for families may be obtained by contacting the school social worker.

### Automobiles and Parking

*Driving to school is a privilege, not a right.* District 211 students who have a valid license, a properly registered vehicle, and permission from their parents are eligible to use the student parking lot at their school. However, due to space limitations, not all eligible students will receive permission to purchase a parking permit. Students who receive permission to purchase a parking permit must pay a \$65 per semester fee. In cases where parking spaces are limited, a lottery may be used. There will be no refund of the student parking user fee for the current semester.

Parking stickers or tags must be displayed properly according to school directions. Vehicles must be parked in designate areas only, as permitted by each school's parking regulations. Local law enforcement officials may ticket and/or tow improperly or illegally parked vehicles. *Students are expected to drive safely and responsibly on school property.* Violators of parking regulations or the student parking user fee policy are subject to school disciplinary action, loss of parking privileges, ticketing, fine, towing at student expense, and/or arrest. Automobiles may be searched

*(continued on next page)*

### Automobiles and Parking *(continued)*

by authority of the principalship and when there is reason to believe that there are illegal or harmful materials in an automobile. By obtaining a parking permit, students give consent to the possible search of vehicles. Authorities will be notified regarding cars parked illegally, and cars parked illegally also may be searched.

Students who produce, possess, or distribute a counterfeit parking permit may be subject to disciplinary consequences up to and including suspension.

Students and parents are reminded to obey all local laws and use caution regarding the use of cellular devices when on school property or in the vicinity of a school.

### Bus Services

Free bus transportation is available to students who live 1½ miles or more from school and within school attendance boundaries. Students who live less than 1½ miles from school may elect to pay for transportation. The cost is \$170.00 a year, payable in advance.

Transportation also is provided for regular bus riders who stay after school under a teacher's supervision. A special pass, issued by the teacher, is required for either the late bus which runs on Tuesdays, Wednesdays, and Thursdays, or the evening bus which runs all five days.

Students who are scheduled to start after period 1 or are dismissed before period 8 must provide their own transportation. Students who are dismissed early must leave school after their last regularly assigned class.

**Guidelines:** The student I.D. card also is used as a bus pass and must be shown to the driver. The bus route number appears on the I.D. card.

The bus route and times are set as a general guide. However, buses do not stop more often than every block (corner) in town or about every 400 feet outside a town area. If a bus does not arrive on schedule, students are expected to wait until the bus does come.

Students must cross the road in front of the bus while the stop arm is out and the flashers are operating. *Extreme caution should be observed when entering or leaving the bus. Students may not loiter or walk through parking lots before entering or after leaving buses.*

**School rules apply on the buses.** Aside from a possible suspension from school, bus privileges may be suspended for misconduct such as vandalism, fighting, or violation

of safety procedures. Behavior expected of students during the regular school day also must be exhibited on the bus. Smoking is not permitted on the bus. To promote safety and welfare of students and staff, audio and video recording may be used on buses. A brochure detailing bus guidelines is sent home, and rules are posted in each bus.

To ride a bus other than one regularly assigned, an eligible bus rider must have a special need. Requests from parents should be sent to **Raymond Gawron**, director of transportation, 1750 S. Roselle Road, Palatine, IL 60067-7336, (847) 755-6798, who may issue a special bus pass to meet this need.

### Media Center

The media center (library) does not charge for overdue materials. However, students have the responsibility to return materials on or before the due date so that other students and faculty members may use them. Students will be charged for lost or damaged materials.

### Physical Education Uniforms

Physical education uniforms and locks may be purchased at the start of school during physical education class and are the responsibility of the student.

### Lockers

Each student is assigned a school locker. **Lockers are not to be shared, and locker combinations should be kept confidential.** A student has no reasonable expectation of privacy in a school locker or in personal effects left therein and has the responsibility to store only those items needed for school or school-related activities and other items needed for non-school activities which are neither harmful or illegal. The student to whom the locker is assigned will be held responsible for illegal or harmful materials kept in his or her locker by another individual. Lockers will not be opened for students not assigned to that locker. In the event of mechanical failure, a student's locker will not be opened without student I.D.

School officials will periodically inspect all lockers for reasons of health, safety, and the recovery of property which is not to be in lockers, or for other reasons in their discretion. Lockers may be searched only by authority of the principalship.

Each student also is assigned a physical education locker. Heavy-duty locks must be purchased at the school. Students should use locks to prevent theft. **THE SCHOOL IS NOT RESPONSIBLE FOR LOST OR STOLEN PROPERTY.**

### Food Service

The Food Service Department provides breakfast, lunch, and snacks daily. Multiple entrees are offered for both breakfast and lunch. An extensive à la carte program includes sandwiches, pizza, beverages, and desserts. Students may pay for meals in cash or through prepayments. Information on the prepayment option is available from the Food Service Manager at the school. A valid student I.D. is required to access prepayment funds and/or free and reduced-price meal benefits.

To keep the cafeteria operating smoothly, students should:

- Enter and leave through designated doors
- Stay in line
- Place all waste in containers before returning plates and trays to dish room
- Be sure table is cleared and chairs are in place

Student cooperation in maintaining cleanliness is essential. Failure to respond to reasonable requests to cooperate will result in disciplinary action. Food and beverages must be consumed only in the cafeteria.

### Free Meal Program

Free or reduced-price meals are available to students whose families meet federal guidelines. Applications for meal benefits are mailed to families each summer. Additional forms are available from the school. Applications for meal benefits must be completed each school year. Questions about the program should be directed to Lauren Hummel, director of food service, at the G.A. McElroy Administration Center, (847) 755-6680.

### Local Wellness Policy Overview

High School District 211 is committed to providing a school environment that enhances learning and development of lifelong wellness. Several school-related activities help make this possible:

- Access to student nutrition programs that meet regulations and guidelines established by the U.S. Department of Agriculture
- All foods and beverages available on campus during the school day are consistent with the current Dietary Guidelines for Americans
- All foods available on campus adhere to food safety and security regulations
- Physical activity and nutrition education are part of the school curriculum

## Academics

### Grading

The school year is divided into four quarters, each nine weeks in length. Students are graded and receive report cards on a quarterly basis.

Most semester grades are determined by averaging the two quarter grades and a semester examination grade. Each quarter grade represents 40% of the semester average and the semester examination represents 20%. In some designated courses, there is a final project and no examination; in those courses, each nine-week grade represents 50% of the semester grade. Only semester grades are recorded on a student's permanent record; the quarter grades are progress reports.

The following is an explanation of the grading scale used on report cards:

- A.....A superior grade for exceptional or outstanding work.
- B.....A commendable grade for an above-average degree of accuracy and knowledge of the subject.
- C.....A passing grade reflecting adequate and satisfactory performance.
- D .....A passing grade reflecting below average work.
- E.....A passing grade for demonstrating maximum effort and/or minimum skills.
- F .....A failing grade indicating that no credit was awarded.
- AUD .....Special permission to take a course for no grade and no credit.
- EXC.....Excused for the grading period and/or from taking the semester examination. Credit for the course may depend on any existing grades earned during the course.
- PASS .....A passing grade for a course taken on a Pass/Fail basis. Credit is given but no grade point is recorded.

FAIL.....A failing grade for a course taken on a Pass/Fail basis. No credit is given and no grade point is recorded.

W/P.....Withdrew from course with passing grade. No credit is given and no grade point is recorded.

W/F.....Withdrew from course with failing grade. No credit is given, and grade point reduction is recorded.

SAT .....Satisfactory grade.

INC.....Required work is incomplete. Students should discuss a schedule for completion of work with their teachers as soon as possible. **Parents take special note!** If work is not completed within an agreed time frame, the student may be ineligible to take a final examination and may fail the course by default.

- .....Following a letter grade indicates "minus" (i.e., "C-" means a low "C" grade).

+ .....Following a letter grade indicates "plus" (i.e., "C+" means a high "C" grade).

### Student Final Examinations

All students will be required to take final examinations. Seniors may qualify for an exemption from their last semester final examinations in all courses if the student: has at least a "C" average in the course; has fewer than six absences from the class; has never been truant from the class; has never been suspended from the class; and is not incomplete on assignments required by the teacher. Seniors who are not exempt from last semester final examinations will take their examinations at the regularly scheduled times for semester examinations.

### Weighted Grades

High School District 211 provides colleges with a student's grades and class rank computed two ways — weighted and non-weighted. This procedure allows colleges to select each student's grade-point and class rank according to their standard practice for use in determining college admissions. **Weighted grades are used only for college admissions purposes.**

### Pass/Fail Grading

In most departments, the pass/fail method of grading is available for juniors and seniors who wish to explore subject areas for academic and personal enrichment without affecting their grade point average. A passing grade is any grade of "D-" or higher. The following guidelines are used for pass/fail grading:

- The pass/fail option is available in approved courses for junior and senior students only. (Counselors can identify approved courses.)
- The pass/fail option is not available in required courses.
- Only one pass/fail course per semester may be taken.
- Full credit, but no grade-point, is awarded for successful completion of a course taken with the pass/fail option.
- Students' pass/fail permission forms must be signed and on file by the end of the 25th school day of the semester.
- Once students choose pass/fail, they may not change that option after the 27th school day of the semester.

### Fifth or Sixth Subject Drop Procedure

Students may drop a fifth or sixth class without penalty until the 25th day of the semester. Thereafter, the student will be given "W/F" or "W/P" based on academic standing at the time of the drop. **The "W/F" grade will be included in the calculation of grade point average.** Students who drop after the 25th day will be assigned compulsory study hall instead of attending class for the remainder of the semester.

### Academic Dishonesty

Academic dishonesty refers to cheating, copying, plagiarizing, or otherwise representing the work of others as one's own through verbal, written, graphic, electronic, or other means. Forms of academic dishonesty include, but are not limited to, the following:

- looking at another student's answers, or using a "cheat sheet" during a test; or, providing other students with the means to copy answers;

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### Academic Dishonesty *(continued)*

- downloading material from an online source and representing it as one's own without citing sources or crediting the author;
- copying in any form another person's computer program or software file and representing it as one's own;
- submitting work received through purchase or transfer as one's own;
- copying text in any form from a source, without proper citation, and submitting as one's own;
- falsifying, or attempting to alter, course grades, test grades, rank in class, grade point averages, credits earned, or other confidential information about oneself or others;
- acquiring and/or distributing tests, answers to tests, answer keys, class projects, research papers, reports, or school-owned materials through verbal, written, graphic, electronic, or other means.

Students determined to have been academically dishonest are subject to disciplinary action. Depending on the severity of the offense, the number of offenses, the impact on other students and teachers, and/or the curriculum, students may lose credit for a project or test, lose class or course credit, be suspended pending a parent conference, or be recommended for expulsion.

### Graduation Requirements

1. Complete 18 academic units of credit.
2. Take a physical education course for each semester of attendance (or equivalent):
  - a. Swimming for 4½ weeks as a freshman and sophomore, with junior and senior transfer students required to participate in a minimum of 4½ weeks.
  - b. Seniors who are enrolled in six academic subjects, maintain a 3.0 average, and have no free periods, excluding lunch, during the eight period day, will be eligible to be excused from physical education, provided that:
    1. At least one of the six academic courses the student is enrolled in is required for college admission; or
    2. Enrollment in at least one of the six academic courses which was previously failed or missed because of change in schools and is required for graduation.
- c. Juniors and seniors participating in interscholastic athletic programs and enrolled in at least five subjects will be eligible to be excused from physical education during their athletic season(s), and will be assigned to study hall.
3. Students must successfully complete a minimum of:
  - a. One unit of American History;
  - b. One unit of social science survey or ½ unit of economics and ½ unit of government;
  - c. Three units of mathematics, one of the three required units must be Algebra I, one unit must include geometry content, and at least one course must be at the 300-level or higher;
  - d. Two units of science;
  - e. One unit of world language, art, music or vocational education;
  - f. Four units of English;
  - g. Two years of writing-intensive courses, one of which must be English and the other of which may be English or any other subject. When applicable, writing-intensive courses may be counted towards other graduation requirements;
  - h. One-half unit of consumer education (or equivalent);
  - i. One-half unit of health;
  - j. 30 hours of instruction in safety education (driver education classroom instruction). If determined by an Individualized Education Program (IEP), a student may be exempted and allowed to participate in other curriculum that provides safety education;
4. Pass a qualifying examination on:
  - a. The State and Federal Constitutions;
  - b. The Declaration of Independence;
  - c. Use of the American flag;
  - d. The Australian (secret ballot) method of voting;
5. Students must participate in State testing at an appropriate level (either the Prairie State Achievement Examination or the Illinois Alternative Assessment, except as excused by State regulations.)

6. Students will be allowed to earn no more than one credit per year in instrumental music and no more than one credit per year in vocal music.

### Certificate of Completion

A student who is eligible to receive special education services and who requires continued public school educational experience to facilitate his/her integration into society shall be eligible for such services through age 21. In such a case, the student may receive a Certificate of Completion after the student has completed four years of high school and the issuance of the diploma may be deferred so that the student will continue to be eligible to receive special education services. The student is encouraged to participate in the graduation ceremony with his/her high school class and may only participate in one graduation ceremony.

### Early Graduation

Students who plan to graduate in less than four years must see their counselor at least one semester in advance of graduation for clarification of graduation requirements.

### Honor Roll

An honor roll is announced each quarter. Students with an average of 3.5 ("A" average) or better are placed in the high honors group. Students with a 3.0 to 3.5 ("B" average) are placed in the honors group. Grades in physical education, driver's education, and pass/fail classes are not used in determining a student's average for the honor roll or class rank (based upon non-weighted quarter grades).

*Any incomplete grade will keep a student off the honor roll.*

In computing honor roll and class rank, honor points are assigned as follows: A = 4 points, B = 3 points, C = 2 points, D = 1 point, E = 0 points, and F = 0 points.

### United States Constitution Test

State law requires that Illinois students pass a Constitution test as a graduation requirement.\*

*\*The minimum score on the Constitution Test is set by the social studies faculty. For further information, contact your school's Social Studies Department Chair or Student Services Director.*

### Instructional Supplies/Textbook Rental Fee

Students must pay a \$160 instructional material/textbook rental fee each year. Cost of the physical education uniform is not included. The fee must be paid before class schedules will be issued. Transfer students will pay a prorated portion of the fee at the time of enrollment. Students whose families face a financial hardship should call the principal to discuss special arrangements for paying fees.

### Student-Teacher Meetings

*A student is required to remain after school to discuss their performance or for individual instruction when a teacher thinks it is necessary.* Such meetings may be necessary if a student is not working up to capacity, work is incomplete, the student is in danger of failing, or there is a need to discuss the student's class performance and attitude. The teacher will give the student a day's notice, and then the student can be excused only by an administrator. Failure to meet with the teacher may result in suspension from classes until the meeting is held.

### Quarterly Progress Reports

Halfway through the quarter, mid-term progress reports are sent to parents. Those students in danger of failing or who are incomplete in their school work will be notified in the report, and their parents will be encouraged to make an appointment with the teacher to discuss the student's progress. The student's counselor also is available for consultation.

### Course Credit

Students who drop a full-year course at the end of the first semester will receive one-half unit of credit if they are passing at the time. However, students are advised that one semester of a one-year course seldom meets college entrance requirements.

Credits transferred from another school must be earned in the same or equivalent courses offered in High School District 211 in order to count toward graduation.

Refer to the *Curriculum Guide* for details on courses, prerequisites, and credits. This publication is given to students prior to freshman year and also is available in the Student Services Department and online at the District web site ([www.d211.org](http://www.d211.org)).

### Promotion

Promotion depends solely on the acquisition of the requisite number of credits. These credits need to include credit in core academic subjects. A student's class is determined by the following:

- 4.0 credits = sophomore
- 8.0 credits = junior
- 12.0 credits = senior

Students who fail to earn enough credits in a year to be promoted to the next class rank will meet with a counselor to identify appropriate supportive services and develop a plan to address the credit deficit. Individualized program planning by the counselor to facilitate promotion includes, but is not limited to, additional course work during the school year, summer school classes, correspondence courses of study, evening school classes, and courses taken at other accredited institutions.

### Career Programs

High School District 211 provides many opportunities for students to explore career possibilities. The *Curriculum Guide* outlines career programs offered at each school, as well as some off-campus sites. Students also may explore their interests through shadowing experiences, career treks, and guest speakers. Additional assistance is available from the career advisor at your school.

All career programs are offered without regard to race, color, national origin, sex, sexual orientation, or disability. For further information, Otis Price, director of career development, may be contacted at the G.A. McElroy Administration Center, (847) 755-6700.

### Test Makeup

Students who miss tests because of absence are responsible for making up this work as soon as possible. The teacher will set guidelines providing a reasonable amount of time to makeup tests after an absence. Tests will be on file in the test makeup room.

The student should get a pass from the teacher and make up this work during non-class time. An after-school job does not excuse a student from completing examinations or required assignments. An I.D. card must be presented to make up tests.

### Withdrawing from School

The procedure for withdrawing from school is:

- Obtain written parent approval
- Discuss reasons for leaving school with a counselor
- Obtain a check-out slip signed by an administrator
- Return to the registrar all property owned by the school, including but not limited to: textbooks, library books, and school I.D. card
- Secure the signature of all required personnel on the check-out slip (Signatures indicate that all student obligations have been met, making the student eligible for a refund of book rental fees based on a prearranged schedule)

A student transferring to another school will have an official transcript of credits and disciplinary records mailed to the new high school when all obligations to High School District 211 have been met and parents have signed a transcript release form.

### Summer School

Summer School is an academic enrichment program for students who desire or need additional learning opportunities. Most Summer School courses are for credit and count toward graduation, just as courses taken during the regular school year. A Summer School course catalog listing offerings is mailed to parents each spring. Many students attend Summer School to take a wider range of courses, repeat a failed course or make up credit lost by failure, repeat a course for a higher grade (subject to Student Services Director approval), or to move into more advanced work. Summer School fees are determined by the Board of Education.

*(continued on next page)*

### Summer School *(continued)*

*The same rules and regulations are in effect during summer school as during the regular school year.* In addition, the following rules apply:

- Regular attendance is required. Students absent the first two days of school will not be admitted into class in that semester. Any student who accumulates three days of absence will forfeit credit and fees. Any tardy beyond one hour counts as an absence, and any two tardies less than one hour count as an absence. Truancy will result in loss of course credit.
- Because Summer School is a concentrated program, vacations should not be scheduled during the summer school period.
- Students who engage in possession or use of tobacco or controlled substances; are truant or excessively tardy; or commit acts of gross misconduct will be immediately dismissed from Summer School and will forfeit credit and fees. These behaviors may be considered relative to the previous school year or the coming school year's behavioral expectations and terms.
- Attendance is mandatory on the last day of each semester when final examinations are scheduled. Students not in attendance will forfeit credit and fees. *Final examinations will not be given early.*
- Students may not wear hats or coats during school.

### Work Permits

**Attention Parents:** There have been changes in the child labor laws regarding work permits issued to *14 and 15 year old students*. To obtain a work permit, these students must have a current physical examination done within the last year. The application for a work permit must be signed by the parent or guardian *at school* in the Student Services Department.

### Off-Campus Courses

Students who enroll in off-campus courses are subject to school regulations while attending and en route to and from these classes. **Enrollment in these courses may commit students to attending on days other than those regularly scheduled in the District, to securing additional transportation, or to accepting other uncommon responsibilities.**

### Computer Network Use for Students

Computers are provided throughout the school for student use in a variety of applications. Students may use computers for:

- School-related assignments
- Accessing school-approved software
- Internet research under the supervision of a teacher
- Independent Internet research with parent permission
- Printing assignments or class-related information

Unacceptable uses of the computer network are:

- Accessing or distribution of abusive, obscene, or threatening material;
- Accessing systems or unauthorized software such as, but not limited to, network resources, control panels, and printer settings;
- Accessing another user's account for any purpose, or damaging other students' electronic storage, disks, or documents;
- Copying, installing, or downloading unauthorized software or program file;
- Turning off virus protection or otherwise creating a risk to the computer system or software;
- Vandalizing technology equipment.

Violations of these conditions or others prescribed in the District 211 "Computer Network Use for Students" brochure may result in a referral to an administrator, suspension of computer privileges, loss of credit, or other disciplinary action if deemed appropriate.

Students have Internet access in classrooms and laboratories under teacher supervision. Students have independent Internet access with parent permission. Students have access to a student email account issued by the District. Users of the network have no expectation or assurance of privacy for information transmitted or received via the network or contained in District-owned storage media, including but not limited to, electronic mail. The District reserves the right to search, examine, or copy at any time without cause or suspicion, the contents of District-owned storage, media, or District-issued student email

accounts. The "Computer Network Use for Students" brochure can be viewed online at [www.d211.org/pdf/brochures/computer\\_use.pdf](http://www.d211.org/pdf/brochures/computer_use.pdf).

### Community Use of Schools

The Board of Education encourages values the district's partnership with charitable, municipal, civic, and church groups within the district and will work closely with such groups to accommodate requests to use the five high schools. Among the facilities available are classrooms, cafeteria, gymnasium, auditorium, swimming pool, and outdoor athletic facilities. Priorities for use include: school instructional programs, school extracurricular programs, Continuing Education programs, and community programs.

District custodial and related costs determine charges for use. Applications for use of the facilities are available from the director of purchasing and facilities, (847) 755-6650.

### School-Community Relations

The District's community relations office serves as a liaison between individuals and groups in the community and the school district. It is responsible for District publications as well as maintenance of the District's web site ([www.d211.org](http://www.d211.org)).

Parents and other residents may call Thomas Petersen, director of community relations, at (847) 755-6631, with suggestions for improving communications between the schools and community.

High School District 211 has a courtesy announcement line which contains important information and dates, as well as emergency school closing information. The announcement line, provided as a service to students, parents, and community members, can be accessed by calling (847) 755-6635.

### Alternative High School Completion Programs

#### High School District 211 Diploma

Individuals 17 years of age or older who are no longer enrolled in high school may earn a regular High School District 211 diploma by completing a prescribed set of courses. Courses include evening classroom work and home study programs. Educational counseling services are available. For more information, call the Continuing Education Office at (847) 755-6722.

### G.E.D. Certificate

Persons over 17 years of age whose high school education has been interrupted may obtain a high school equivalency certificate from the Illinois State Board of Education by passing the General Education Development Tests. The certificate is accepted for college entrance at some institutions. District 211 does not offer GED preparation classes nor is it an approved GED testing site. GED preparation classes are available through Harper College and information about the GED can be obtained from a guidance counselor.

## Student Records

The following information describes the contents of Student Records plus procedures for inspecting, accessing, challenging, and maintaining the contents of the records.

### Definition of Student Records

*Student Records* refer to any recorded information maintained by the district by which a student may be individually identified. Recorded information maintained by a staff member for his or her exclusive use, and not disclosed to any other person except temporary substitute, is not a part of the Student Records. Student Records consist of a Permanent Record and a Temporary Record.

The term “*Parent*” refers to the biological parent of the student, or other person who has the primary responsibility for the care and upbringing of the student. All rights afforded to a parent become exclusively those of the student upon the student’s:

1. 18th birthday,
2. graduation,
3. marriage, or
4. entry into military service, whichever occurs first except that a parent retains — concurrent with the student — the right to inspect and review special education records. These rights may also be exercised by the student at any time with respect to the Student Permanent Record.

### Student Permanent Record

The *Student Permanent Record* consists of:

1. Basic identifying information: student’s and parents’ names and addresses, student’s birth date and place, and gender.
2. Academic transcript, including grades, class rank\*, graduation date, grade level achieved, Prairie State Achievement Exam scores, and scores on college entrance examinations.
3. Attendance record.
4. Accident reports and health record.
5. Record of release of Permanent Record information.

*\*Class rank is reported to colleges two ways — using weighted grades as well as non-weighted grades (see “Weighted Grades,” page 17)*

### Student Temporary Record

The *Student Temporary Record* means all information in the Student Records but not in the Student Permanent Record. Examples of this information are family background, test results, participation in extracurricular activities, special education documents, discipline reports, reports from non-educational entities, and release of Temporary Record information.

### Inspection of Student Records

1. A parent has the right to inspect, review, and copy their child’s Student Records, except:
  - a. no person prohibited by an order of protection from access to Student Records, will be allowed access;
  - b. communication otherwise protected by law as privileged or confidential shall be protected; and
  - c. the confidentiality of information communicated by a student or parent in confidence to district personnel shall not be impaired.
2. Student Records will be made available to a parent within 15 school days from the time a written request is received by the official records custodian.

3. When a parent inspects the Student Records, a qualified staff member will be present to interpret the information contained in these records.
4. Copies of Student Records will be provided to a parent upon request. The cost for duplicating Student Records may be charged to the parents at the current rate established by the Board of Education. Fees must be paid upon receipt of copies. No parent or student shall be denied a copy of student records for inability to bear the cost of copying.
5. A non-custodial parent has the same rights as a custodial parent unless specifically denied by a court order. Either parent may be asked to provide documentation regarding his or her legal access to student records.

### Access to Student Records

No Student Record, or information in a Student Record, may be released except:

1. To a parent or person specifically designated as a representative by a parent.
2. To District or Illinois State Board of Education personnel with current demonstrable educational or administrative interest in the student, in furtherance of such interest.

Personnel who must review Student Records to fulfill their professional responsibilities have a demonstrable interest.

3. To the official records custodian of another high school in which the student has enrolled or intends to enroll, upon the request of the records custodian or the student. Disciplinary and special education information contained within a Student’s Temporary Record will be included in the transferred record.\*
4. To any person for research, statistical reporting or planning, provided that no student or parent can be identified from the information released.
5. Pursuant to a court order.\*

*(continued on next page)*

### Access to Student Records *(continued)*

6. To any person as specifically required by state or federal law.\*
7. In connection with an emergency, to appropriate persons if the knowledge of the information is necessary to protect the health or safety of the student or other persons. This information may be released without parental consent; parents will be notified as soon as possible of the information released, the date of the release, the person, agency, or organization receiving the information, and the purpose of the release.
8. When relevant to court action, against a student or parent, initiated by the district.
9. To any person with the prior specific dated written consent of a parent, designating the person to whom the records may be released, the reason for the release, and the specific records to be release. When the consent is requested or obtained, the district will advise the parent in writing that the parent may inspect and copy the records, challenge their content, and limit the consent to designated records or portions of the information.

*\*The District will give the parent prior written notice of the nature and substance of the information proposed to be released and up to 10 calendar days in which to inspect and request a copy of the Student Records and challenge their content in the case of transfer to another school and up to five calendar days in all other cases.*

School “directory information” may be released to the general public at the District’s discretion unless a parent requests in writing that any or all of the information not be released. The written request should be sent to the principal. Directory information is the:

1. Student’s name, address, gender, grade level, birth date and place, and parents names and addresses.
2. Academic awards and honors.
3. Information in relation to school sponsored activities, organization, and athletics.
4. Major field of study.
5. Period of attendance in the school.

### Release of Information to Military Recruiters

Under the Federal No Child Left Behind Law, school districts must provide access to high school students’ names, addresses, and telephone listings when requested by military recruiters. A student or his/her parent/legal guardian may request that his/her individual information not be released to military recruiters. To have this information withheld, the student’s or parent/legal guardian must submit a written request to the principal’s office.

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 Temporary Record which the individual may obtain through the exercise of any right under Illinois law.

### Amendment and Challenge Procedures

1. A parent has the right to request an amendment concerning, or a hearing to challenge, the accuracy, relevance or propriety of any entry in his or her child’s Student Records, exclusive of grades. If the challenge is being made at the time the student’s school records are being forwarded to another school to which the student is transferring, parents shall not have the right to challenge references to expulsions or out-of-school suspensions.
2. The request must be made in writing to the school’s registrar and must state the specific entry or entries requested to be amended or challenged, and the basis of the proposed amendment or challenge.
3. The registrar and an administrator will conduct an informal conference with the parent within 15 school days of the receipt of the request.
4. If the request is not resolved by the informal conference, formal procedures shall be initiated in accordance with the Illinois Administrative Code governing student records challenge procedures, 23I.A.C. 375.90.
5. A parent has the right to insert in the Student Records a statement declaring the parent’s position on any disputed information in a record. The District will include a copy of the statement in any subsequent dissemination of the information in dispute.

6. A parent has a right to file a complaint with the United States Department of Education concerning alleged failures by the district to comply with federal law on Student Records. Complaints should be directed to:

*Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Avenue, SW  
Washington, D.C. 20202-4605*

### Maintenance of School Records

1. The Student Permanent Record is maintained for 60 years after the student transfers, graduates, or permanently withdraws from school. This record is destroyed after the 60-year period.
2. The Student Temporary Record is maintained for five years after the student transfers, graduates, or permanently withdraws from school. The record is destroyed shortly after the five-year period, typically within six months. Exercise of the right to copy student records before destruction must be made, in writing, to the records custodian within 30 days after the end of the five-year period.
3. A parent has a right, upon written request, to copies of the Student Permanent and Temporary Records any time before the destruction of, or deletion from, these records. The records may be needed by the student or the parent for social security benefits or other purposes.

## High School District 211 Facts

- Township High School District 211 is the largest high school district in Illinois
- **Communities served:** Hoffman Estates, Inverness, Palatine, and Schaumburg and parts of Arlington Heights, Elk Grove Village, Hanover Park, Rolling Meadows, Roselle, Streamwood, and South Barrington, in the Northwest suburbs of Chicago
- **Geographic area:** Palatine and Schaumburg Townships, serving a community of over 250,000 residents in 62 square miles
- **Five high schools:** James B. Conant, William Fremd, Hoffman Estates, Palatine, and Schaumburg High Schools; **Two alternative schools:** District 211 Academy-North and District 211 Academy-South
- **Projected 2011-2012 Enrollment:** 12,662 (*includes off-campus enrollment from District 211 Academy-North, District 211 Academy-South, and private facilities*)
- **Districtwide college-bound (Class of 2010):** 84%
- **Districtwide ACT examination composite:** 22.9 (*statewide composite 20.7 and 21.0 national composite*)
- 19 students were named 2010-2011 National Merit Scholars and 483 students were named 2010-2011 Illinois State Scholars
- **Operating expense per pupil:** \$15,527
- 971 certificated staff members; over 76% with master's degrees or beyond
- **Student/Teacher Ratio:** 13.2:1
- Comprehensive curriculum with over 270 courses and advance placement opportunities in 18 subject areas
- Over 75% of students participate in extra-curricular activities or sports; more than 60 clubs and organizations at each school, comprehensive program of 28 interscholastic sports

## Notes



## Key Provisions Regarding I.H.S.A. Rules

(For 2011-2012 School Term; Revised 3/8/2011)

### Eligibility Rules

When you become a member of an interscholastic team at your high school, you will find that both your school and the I.H.S.A. will have rules you must follow in order to be eligible for interscholastic participation. The I.H.S.A.'s rules have been adopted by the high schools which are members of I.H.S.A. as part of the Association's constitution and by-laws. They must be followed as minimum standards for all interscholastic athletic competition in any member high school. Your high school may have additional requirements, but they may not be less stringent than these statewide minimums.

The principal/official representative of your school is responsible to see that only eligible students represent the school in interscholastic competition. Any question concerning your eligibility should be referred to your principal/official representative, who has a complete copy of all I.H.S.A. eligibility rules, including the Association's due process procedure. Only the I.H.S.A. Executive Director is authorized to make formal rulings on eligibility, so if your principal/official representative has questions or wishes assistance in answering your questions, the principal/official representative should contact the I.H.S.A. Office.

Information contained here highlights only the most important features of the I.H.S.A. by-laws regarding interscholastic eligibility. It is designed to make you aware of major requirements you must meet to be eligible to compete in interscholastic competition. The information here is only a general description of major by-law provisions and does not contain the statement of the by-laws in their entirety. You can review the by-laws at [www.ihsa.org](http://www.ihsa.org).

You may lose eligibility for interscholastic competition if you are not in compliance with I.H.S.A. by-laws. Remember, if you have any questions regarding I.H.S.A. rules, please contact your principal/official representative.

### 1. Attendance

- A. You may represent only the school you attend. Participation on a cooperative team of which your school is a member is acceptable.
- B. You must be enrolled and attending classes in your high school no later than the beginning of the 11th school day of the semester.

- C. If you attend school for ten (10) or more days during any one semester, it will count as one of the eight (8) semesters of high school attendance during which you may possibly have eligibility.
- D. If you have a lapse in school connection for ten (10) or more consecutive school days during a semester, you are subject to ineligibility for the rest of the semester. The specific terms of your extended absence must be reviewed by the Executive Director to determine if it is "lapse in school connection" or not.

### 2. Scholastic Standing

- A. You must pass twenty (20) credit hours of high school work per week. Generally, twenty (20) credit hours is the equivalent of four (4) .5 credit courses (two full credits).
- B. You must have passed and received credit towards graduation for twenty (20) credit hours of high school work for the entire previous semester to be eligible at all during the ensuing semester.

### 3. Residence

Your eligibility is dependent on the location of the residence where you live full-time with your parents, parent who has been assigned custody by the court, or court-appointed legal guardian.

You may be eligible if you are entering high school as a freshman and:

- A. You attend the public high school in the district in which you live full-time with both of your parents, custodial parent, or court-appointed guardian, or
- B. In the case of a multiple school district, you attend the public high school in the attendance area where you live full time with your parents, custodial parent or court-appointed guardian; or
- C. You have paid tuition to attend a public school for a minimum of 7th and 8th grades in a district other than the one where you live with your parents, custodial parent, or court-appointed guardian, and you continue to pay tuition as a high school student in that same district; or
- D. You attend a private/parochial school located within the boundaries of the public school district where you live with your parents, custodial parent, or court-appointed guardian; or
- E. You attend a private/parochial high school and have attended a private/parochial school for 7th and 8th grades, or for any four (4) grades from kindergarten through 8th grades; or
- F. You attend the private/parochial high school which one or both of your parents attended; or
- G. You attend a private/parochial high school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent, or court-appointed guardian.

### 4. Transfer

- A. In all transfer cases, both the principal of the school from which you transfer and the principal of the school into which you transfer must concur with the transfer in writing on a form provided by the I.H.S.A. Office. **You cannot be eligible when you transfer until this form is fully executed and on file in the school office.**
- B. If you transfer after classes begin for the current school term, you will definitely be ineligible for thirty (30) days from the date you start attending classes at the new high school. In addition, you will be ineligible for that entire school term in any sport in which you engaged in any team activity, including but not limited to tryouts, drills, physical practice sessions, team meetings, playing in a contest, etc. at the school from which you transferred. For example, if you were out for cross country at the school from which you transfer and transfer after classes have started for the school term, you will be ineligible for cross country that entire school term at the new school.
- C. If you transfer attendance from one high school to another high school, you will be ineligible unless:
  1. Your transfer is in conjunction with a change in residence by both you and your parents, custodial parent, or court-appointed guardian from one public school district to a different public school district;
  2. Your transfer is between high schools within a public school district and both you and your parents, custodial parent, or court-appointed guardian change residence to the district attendance area for the school to which you transfer;
  3. Your transfer is from a private/parochial school to your home public high school, you are entering a public high school for the first time, and the principals of both your former and the new school concur with your transfer;
  4. Your transfer is from one private/parochial school to another private/parochial school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent, or court-appointed guardian, you are changing high schools for the first time, and the principals of both your former and the new school concur with your transfer;
  5. Your parents are divorced or legally separated; you transfer to a new school in conjunction with a modification or other change in legal custody between your parents by action of a judge; and required court documents are on file at the school into which you transfer;
- D. If you transfer in conjunction with a change in legal guardianship, a ruling on your eligibility must be obtained from the I.H.S.A. Office.

(continued below on next page)

- E. If you transfer attendance from one school to another while you are ineligible for any reason, the period of ineligibility imposed prior to your transfer or the period of ineligibility that would have been imposed had you stayed at the school, will be enforced at the school to which you transfer, even if you are otherwise in compliance with the by-laws.
- F. Any questions about your eligibility in any of these instances must be resolved by a formal ruling from the I.H.S.A. Executive Director.
- G. In all other transfer situations, a ruling by the I.H.S.A. Executive Director is necessary to determine your eligibility. This ruling must be obtained in writing by the principal/official representative of the school into which you transfer before you participate in an interscholastic athletic contest.

### 5. Age

You will become ineligible on the date you become twenty (20) years of age, unless your twentieth (20th) birthday occurs during a sport season. In that case, you will become ineligible in regard to age at the beginning of the sport season during which your twentieth (20th) birthday occurs.

### 6. Physical Examination

You must annually have placed on file with your principal/official representative a certificate of physical fitness, signed by a licensed physician, physician's assistant, or nurse practitioner in order to practice or participate. Your physical examination each year is good for only one (1) year from the date of the exam. The physician's report must be on file with your high school principal/official representative.

### 7. Amateur Status

- A. If you win or place in actual competition, you may accept a medal or trophy for that accomplishment, without limit to its cost. Your school may provide I.H.S.A. state champions with championship rings/mementoes.
- B. For participating in competition in an interscholastic sport, or for athletic honors or recognition in a sport, you may receive any type of award (except cash, check, or legal tender) that does not exceed \$75 fair market value. There is no limitation on the value of your school letter.
- C. The amateur rule does not prohibit you from being paid to referee, receiving pay for teaching lessons, or coaching in a little kids league, etc. It only applies to your own competition in an athletic contest.
- D. If you violate the amateur rule, you become ineligible in the sport in which you violate. You must be reinstated by the I.H.S.A. Executive Director before you may compete again.

### 8. Recruiting of Athletes

- A. The by-laws prohibit recruiting of high school students for athletics. If you are solicited to enroll in or transfer to a school to participate in athletics, you are being illegally recruited and your eligibility is in jeopardy.
- B. You will lose your eligibility if you enroll in or transfer to a school in response to recruiting efforts by any person or group of persons, connected with or not connected with the school, related to athletic participation.
- C. You will lose your eligibility if you receive special benefits or privileges as a prospective student-athlete which are not uniformly made available to all students who attend your school.
- D. You may not receive an "athletic scholarship" or any other special benefit from your school because you participate in athletics.
- E. It is a violation for any student-athlete to receive or be offered remuneration or any special inducement which is not made available to all applicants who apply to or enroll in the school.
- F. It is also a violation to induce or attempt to induce or encourage any prospective student to attend any member school for the purpose of participating in athletics, even when special remuneration or inducement is not given. Please remember that you may not be offered or receive any benefit, service, privilege, or opportunity which is not also provided or made available to all prospective students at that school.

*Note: If you are interested in finding out more information about a school, contact the principal/official representative or an administrator at the school, not a member of the coaching staff.*

### 9. School Team Sports Seasons

- A. Each sport conducted by I.H.S.A. member schools has a starting and ending date. Your school may not organize a team, begin practice, or participate in contests in a given sport until the authorized starting date. Your school may not continue to practice or participate in contests after the authorized ending date. This means that:
  1. During the school year, you may not participate on a non-school team coached by any member of your school's coaching staff unless it meets specific criteria established by the by-laws.
  2. No school coach may require you to participate in an out-of-season sport program as a requirement for being a member of a school team.
- B. Violation of the sport season by-laws will result in penalty to you and/or to your school's coaching personnel.

### 10. Playing in Non-School Competition

- A. During the time you are participating on a school team in a sport at your high school, you may neither

play on a non-school team nor compete in non-school competition as an individual in that same sport or in any skill of that sport.

- B. If you participate in non-school competition during a sport season and subsequently wish to join the school team in the same sport, you will not be eligible.
- C. If you wish to participate in a competition sponsored and conducted by the National Governing Body, or its official Illinois affiliate for the sport, your principal/official representative must request approval in writing from the I.H.S.A. Office prior to any such participation.
- D. You may try out for a non-school team while you are on your school's team in that same sport, but you may not practice, receive instruction, participate in workouts, or participate in competition with a non-school team in that same sport until you cease being a member of your school's team. You cease being a member of your school's team when the team(s) of which you are a member terminates for the school term.
- E. You will become ineligible if you participate on, practice with, or compete against any junior college, college, or university team during your high school career.

### 11. All-Star Participation

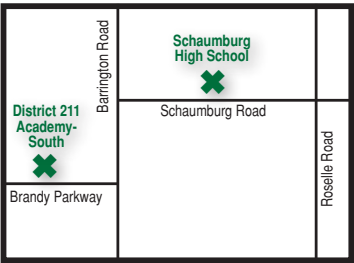
- A. After you have completed your high school eligibility in the sport of football, basketball, soccer, or volleyball, you may participate in three (3) all-star contests in any of these sports and still play for other school teams, provided the high school season in that sport has been completed. You may lose your eligibility for other interscholastic sports if you play in all-star competition in any of these sports under any other conditions.
- B. You are not restricted from participating in all-star competition in sports other than football, basketball, soccer, or volleyball, except that you may not do so during the school season for the sport.

### 12. Misbehavior During Contests

- A. If you violate the ethics of competition or the principles of good sportsmanship, you may be barred from interscholastic athletic contests, either as a participant or spectator or both.
- B. If you are ejected from a contest for unsportsmanlike conduct, you will be ineligible for your team's next contest. You are also subject to other penalties.

*The complete set of I.H.S.A. By-laws and Policies is available at [www.ihsa.org](http://www.ihsa.org).*

*District 211 Buildings*



**Palatine High School**  
 1111 North Rohlwing Road  
 Palatine, Illinois 60074-3777  
 Telephone: (847) 755-1600  
 Gary P. Steiger, Principal  
 Web Site: [www.phs.d211.org](http://www.phs.d211.org)

**District 211 Academy-North**  
 335 East Illinois Avenue  
 Palatine, Illinois 60067-7132  
 Telephone: (847) 755-6700  
 Francesca Anderson, Program Administrator  
 Web Site: [www.academy-north.org](http://www.academy-north.org)

**William Fremd High School**  
 1000 South Quentin Road  
 Palatine, Illinois 60067-7018  
 Telephone: (847) 755-2600  
 Lisa A. Small, Principal  
 Web Site: [www.fhs.d211.org](http://www.fhs.d211.org)

**District 211 Academy-South**  
 1544 Brandy Parkway  
 Streamwood, Illinois 60107-1810  
 Telephone: (847) 755-6640  
 Jodee Culberson, Program Administrator  
 Web Site: [www.academy-south.org](http://www.academy-south.org)

**James B. Conant High School**  
 700 East Cougar Trail  
 Hoffman Estates, Illinois 60169-3659  
 Telephone: (847) 755-3600  
 Timothy W. Cannon, Principal  
 Web Site: [www.chs.d211.org](http://www.chs.d211.org)

**G.A. McElroy Administration Center**  
 1750 South Roselle Road  
 Palatine, Illinois 60067-7336  
 Telephone: (847) 755-6600  
 Nancy N. Robb, Superintendent  
 Web Site: [www.d211.org](http://www.d211.org)

**Schaumburg High School**  
 1100 West Schaumburg Road  
 Schaumburg, Illinois 60194-4150  
 Telephone: (847) 755-4600  
 Timothy J. Little, Principal  
 Web Site: [www.shs.d211.org](http://www.shs.d211.org)

**Hoffman Estates High School**  
 1100 West Higgins Road  
 Hoffman Estates, Illinois 60169-4050  
 Telephone: (847) 755-5600  
 James A. Britton, Principal  
 Web Site: [www.hehs.d211.org](http://www.hehs.d211.org)





SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10 IHSA Fall Sports Begin	11	12	13
14	15 Viking Marching Band Camp Begins 2:00 - 8:00 p.m.	16	17	18 Freshman Kick-Off 11:30 a.m. - 1:30 p.m.	19	20 Viking Marching Band Camp 8:00 a.m. - 1:00 p.m.  Band Camp Showcase noon
21	22 Teacher Institute (No Classes)	23 Opening Day of School	24	25	26	27
28 District 211 Foundation "Off to the Races" noon at Arlington Park	29	30	31 Underclass Photos			



# SEPTEMBER 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Underclass Photos	2	3
4	5 Labor Day (No School)	6	7	8	9	10
11	12	13	14	15 Early Dismissal 11:50 a.m.  Parent Open House	16	17
18	19	20 Student Late Start	21	22	23 End of Mid-Grading Period	24
25	26 Powderpuff / AAG 5:30 p.m.	27 Collage Concert 7:00 p.m.	28	29 Mid-Term Reports Mailed	30 Homecoming Football Games 5:00 / 7:30 p.m. Golfcart Parade	



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1  Homecoming Dance 7:30 - 10:30 p.m.
2	3	4 Student Late Start  DIRECTIONS 2011 Post-Secondary Options Students with Special Needs 6:00-9:00 p.m. at Forest View Educational Center	5	6	7	8
9	10 Columbus Day (No School)	11	12 PSAT Test PLAN Test (for 10th graders)	13 Fall Band Showcase Concert 7:00 p.m.	14	15
16	17 Underclass Photo Retakes	18 Student Late Start	19 Early Dismissal 11:50 a.m.  District 211 College Night 7:00-9:00 p.m. at Conant H.S.	20	21	22
23	24	25	26	27	28 End of 9-Week Period	29
30	31			Trick or Treat Festival 4:30 - 6:00 p.m.		



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		<b>1</b> Student Late Start	<b>2</b> Musical 7:00 p.m.	<b>3</b> Report Cards Mailed  Musical 7:00 p.m.	<b>4</b> Musical 7:00 p.m.	<b>5</b> Musical 7:00 p.m.
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Veterans Day (No School)	<b>12</b> Speech Tournament
<b>13</b>	<b>14</b> Teacher Institute (No Classes)	<b>15</b> Student Late Start  Fall Sports Awards 7:00 p.m.	<b>16</b> District 211 Foundation Evening of Jazz 7:00 p.m. at Palatine H.S.	<b>17</b>	<b>18</b>	<b>19</b>
		← FINE ARTS FEST →				
<b>20</b>	<b>21</b>	<b>22</b> College Finance Seminar 7:00 p.m.	<b>23</b> End of Mid-Grading Period  Fall Blood Drive 7:30 a.m. - 2:00 p.m.	<b>24</b> Thanksgiving Day (No School)	<b>25</b> Thanksgiving Holiday (No School)	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b> Student Late Start	<b>30</b>			



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				<b>1</b> Mid-Term Reports Mailed  Variety Show 7:00 p.m.	<b>2</b>  Variety Show 7:00 p.m.	<b>3</b> Explore Test – Incoming Freshman Placement Test 8:00 a.m.  Variety Show 7:00 p.m.
<b>4</b>	<b>5</b>	<b>6</b>  Orchestra Concert 7:00 p.m.	<b>7</b>	<b>8</b>  Choir Concert 7:00 p.m.	<b>9</b>	<b>10</b>  Booster Craft Fair 9:00 a.m. - 4:00 p.m.
<b>11</b>	<b>12</b>	<b>13</b>  Band Concert 7:00 p.m.	<b>14</b>	<b>15</b>	<b>16</b> Winter Vacation Begins at Close of School  Dance Team Show Periods 4-7	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b> Winter Vacation (No School)	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>  Christmas Day	<b>26</b>	<b>27</b>	<b>28</b> Winter Vacation (No School)	<b>29</b>	<b>30</b>	<b>31</b>



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1  New Year's Day	2 Winter Vacation (No School)	3 Opening Day of School After Vacation	4	5	6	7
8	9  Sophomore PLAN Test Interpretation Night 7:00 p.m.	10	11	12  Incoming Freshman Parent/Student Night 7:00 p.m.	13	14
15	16 Martin Luther King Jr. Day (No School)	17	18 Semester Exams	19 Semester Exams	20 Semester Exams  End of First Semester	21  Scholastic Bowl Tournament
22	23 Teacher Institute (No Classes)	24 Second Semester Begins	25	26  College Planning Seminar 7:00 p.m.	27  Report Cards Mailed	28
29	30	31				



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1  Floral Design Showcase 7:00 p.m.	2	3	4
5	6	7	8	9	10  Dance Team Show 7:00 p.m.	11  Dance Team Show 7:00 p.m.
12	13	14 Student Late Start	15	16	17 End of Mid-Grading Period Early Dismissal 11:50 a.m.	18
19	20 Presidents' Day (No School)	21	22	23  Jazz and Java Concert 7:00 p.m.	24 Mid-Term Reports Mailed	25
26	27	28	29 Leap Year Day	← WRITERS WEEK →		



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3 Booster Craft Fair 9:00 - 4:00 p.m.
				← WRITERS WEEK →		
4	5 Winter Sports Awards 7:00 p.m.	6 Band Benefit Concert 7:30 p.m. at Schaumburg Prairie Center	7	8	9	10 Turnabout Dance 7:30 - 10:30 p.m.
11	12	13 Student Late Start	14 Spring Blood Drive 7:30 a.m. - 2:00 p.m.	15	16	17
18	19	20	21	22	23 End of 9-Week Period Spring Vacation Begins at Close of School	24
25	26	27	28 Spring Vacation (No School)	29	30	31



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Opening Day of School After Vacation	3  NHS Induction 7:00 p.m.	4	5 Report Cards Mailed  Prom Fashion Show Periods 4-7	6 Non-Attendance Day (No School)	7
8	9 Teacher Institute (No Classes)	10 Student Late Start	11	12  Concert Aria Concert 7:00 p.m.	13	14
15	16  Incoming Freshman Student Night 7:00 p.m.	17	18  Academic Teams Recognition 7:00 p.m.	19	20  Choral Classics 7:00 p.m. at CountrySide Church	21
22	23	24 Prairie State Achievement Exam for 11th Graders	25 Prairie State Achievement Exam for 11th Graders	26	27 End of Mid-Grading Period	28
29	30					



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		<b>1</b> Student Late Start	<b>2</b>  4x5 Art Show Reception 7:00 p.m.	<b>3</b> Mid-Term Reports Mailed Club Clash 3:00 p.m. Activity Recognition 4:30 p.m. The Future Begins Today Special Education Transition Fair 6:30-8:30 p.m. at Palatine H.S.	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	← Advanced Placement Examinations →				<b>12</b>
			<b>9</b>  Art Department Exhibit 6:30 p.m.	<b>10</b>  Spring Play 7:00 p.m.	<b>11</b>  Spring Play 7:00 p.m.	<b>12</b>  Spring Play 7:00 p.m.
<b>13</b>	<b>14</b>	← Advanced Placement Examinations →				<b>19</b>
			<b>16</b>  Mr. Fremd 7:00 p.m.	<b>17</b>  Honors Convocation 7:00 p.m.	<b>18</b>	<b>19</b> Prom Ticket Sales Senior - 8:00 a.m. Junior - 10:00 a.m.  D211 Honors Band 2:00 p.m.
<b>20</b>	<b>21</b>  Band Concert 7:00 p.m.	<b>22</b>  Senior Band Concert 7:00 p.m.	<b>23</b>	<b>24</b> Yearbook Distribution 4:00 - 6:00 p.m. Orchestra Concert 7:00 p.m.	<b>25</b> Senior Picnic 1:00 p.m. Thespian Induction 7:00 p.m.	<b>26</b>
<b>27</b>	<b>28</b> Memorial Day (No School)	<b>29</b>  Gifted Student Project Expo 7:00-9:00 p.m.	<b>30</b>  Spring Sports Awards 7:00 p.m.	<b>31</b> Senior Brunch  Choir Concert 7:00 p.m.		



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					<b>1</b> Graduation Rehearsal 7:30 a.m.  Early Dismissal 11:50 a.m.  Prom 6:00 p.m.	<b>2</b>
<b>3</b>  Graduation 6:00 p.m. at Sears Centre	<b>4</b>	<b>5</b>	<b>6</b> Semester Exams	<b>7</b> Semester Exams	<b>8</b> Semester Exams  Last Day of School	<b>9</b>
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b> Report Cards Mailed  1st Semester Summer School Begins	<b>14</b>	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 1st Semester Summer School Ends	4 Independence Day (No Summer School Classes)	5 2nd Semester Summer School Begins	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 2nd Semester Summer School Ends	26	27	28
29	30	31				



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8 IHSA Fall Sports Begin	9	10	11
12	13	14	15	16	17	18
19	20	21	22 Teacher Institute (No School)	23 Opening Day of School	24	25
26	27	28	29	30	31	



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 Labor Day (No School)	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

# Study Hall Option

## Introduction

The purpose of the Option Program is to give students a greater range of choices than exists in our study hall system. With the offering of additional freedom also comes additional responsibility. **Students must be responsible for their academic achievement and for mature use of the Option Program.**

## Academically Related Options

Option	Location	Description
English Resource Center	Media Center	This area is used specifically for material related to the English curriculum and related subjects. It is a quiet area.
Reference Room	Media Center East Area	The reserve/reference area of the Media Center is for individual study involving media resources. This is a quiet area.
Main Area	Media Center Main Section	An area for study or reading magazines, newspapers or fiction books in a relaxed and quiet atmosphere.
Academic Study Hall	Room 125	Study hall required for all freshmen. <b>Eating and socializing are not permitted.</b>
Guidance	Guidance Office	Students may visit their counselors or look at career information and college catalogs.
Main Area	Tutoring Center Room 2	Students may seek academic assistance from teachers or peer tutors.

## Option

Test  
Make-Up

## Location

Room 34

## Description

An area for making up tests or quizzes missed during an absence. Students must present a pass from the teacher whose test they are making up and a student I.D. to enter this area.

Computer/  
Video Editing  
Center

AV Room

An area for video editing or viewing and computer work.

## Entertainment Related Options

Option	Location	Description
Cafeteria	Cafeteria	A lounge atmosphere for socializing, snacks and relaxation.

**NO MATTER WHAT OPTION YOU CHOOSE, YOU MUST STAY THERE DURING THE LAST FIVE MINUTES OF THE PERIOD.**

**NOTE: THE FRONT OF THE BUILDING AND THE PARKING LOT ARE NON-OPTION AREAS.**

## Eligibility

Students will be informed about the option program during the first week of school. After that, all students will be eligible to enter this program. Reasons for losing options privileges will be explained in detail later.

## Attendance

Attendance will be taken in the option periods 1 and 8. For first period, students will report to the cafeteria. For eighth period, students must be in an option area when the bell rings to begin the period. For the last 10 minutes of this period, students will report to the cafeteria for attendance and will remain there until the dismissal bell rings. For the remaining periods of the day, a student must be in an option area when the bell rings. To enter a non-option area, you must have a pass.

## Leaving Campus

Fremd High School does **not** have an open campus policy. Only the following people are permitted to leave campus:

1. A student who has finished his/her class day and is formally dismissed.
2. A student who is in the work program and leaves to go to his/her job.
3. A senior or junior student whose parent has given written permission and who has signed an off-campus agreement form may be dismissed for his/her designated lunch period only. **A specially coded I.D. card must be presented each day to leave the building.**
4. Freshmen and sophomores will be issued off-campus lunch passes **only** if staying at school for lunch would create a hardship. Parents must see the Assistant Principal in these cases.

# Compulsory Study Hall

## Reasons for Losing Option Privileges

Students will be required to attend compulsory study hall for the following reasons:

1. Being marked as “PF” or “F” on a midterm notice or earning a “D” or an “F” at any grading period
2. Begin in a non-option hallway or area without a valid hall pass
3. Repeatedly violating behavior rules in an option area
4. Refusing to present a school I.D. to any District 211 staff member upon request
5. Leaving the school building without off-campus privileges
6. Leaving the school building during a period other than their lunch hour without prior excusal
7. Being dropped from a class for disciplinary reasons
8. Dropping a class after the 6-day audit

***Only a valid work permit from a teacher with administrative permission will permit a student to leave compulsory study hall.***

## Freshmen Failure Notices

All freshmen must attend a study hall during both semesters. Important details concerning rules and adjustments to high school will be covered. Beginning with first quarter grades, any student who is earning a “D” or an “F” will be placed into Freshman Guided Study Hall. Freshmen can be released from this program at future marking periods by earning a “C” or better in their classes.

## Sophomore/Junior/Senior Failure Notices

Sophomore, junior, or senior students who are earning a “D” or an “F” on a nine-week grade report will be referred to the tutoring center if they have an option study hall in their schedule. This center is staffed by Fremd High School teachers from many academic areas. These students can be released back to their option period at future marking periods by earning a “C” or better in their classes.

## Physical Education Medical Excuse and Withdrawal from Class

A student who has a medical excuse from P.E. will be assigned to compulsory study hall.

## Student I.D.s

To increase school safety and security, all students and staff members must be easily identified. Therefore, all students must wear their school-issued I.D. card while on school property.

Students who do not bring a current school-issued I.D. card to school are responsible for obtaining a temporary I.D. upon entering the building. Failure to do so could

result in disciplinary consequences. A student with a temporary I.D. will not have off-campus privileges, computer/Internet access, or Media Center privileges.

Students who have their I.D. card, but do not wear and properly display it, could be subject to disciplinary consequences.

## Hallways

Those hallways indicated as free movement hallways make it possible for a student to go from one option area to another during the option period. Loitering in halls or washrooms is not permitted. Noise in hallways must be kept at a minimum due to the proximity of academic classrooms. ***A hallway is not an option area.***

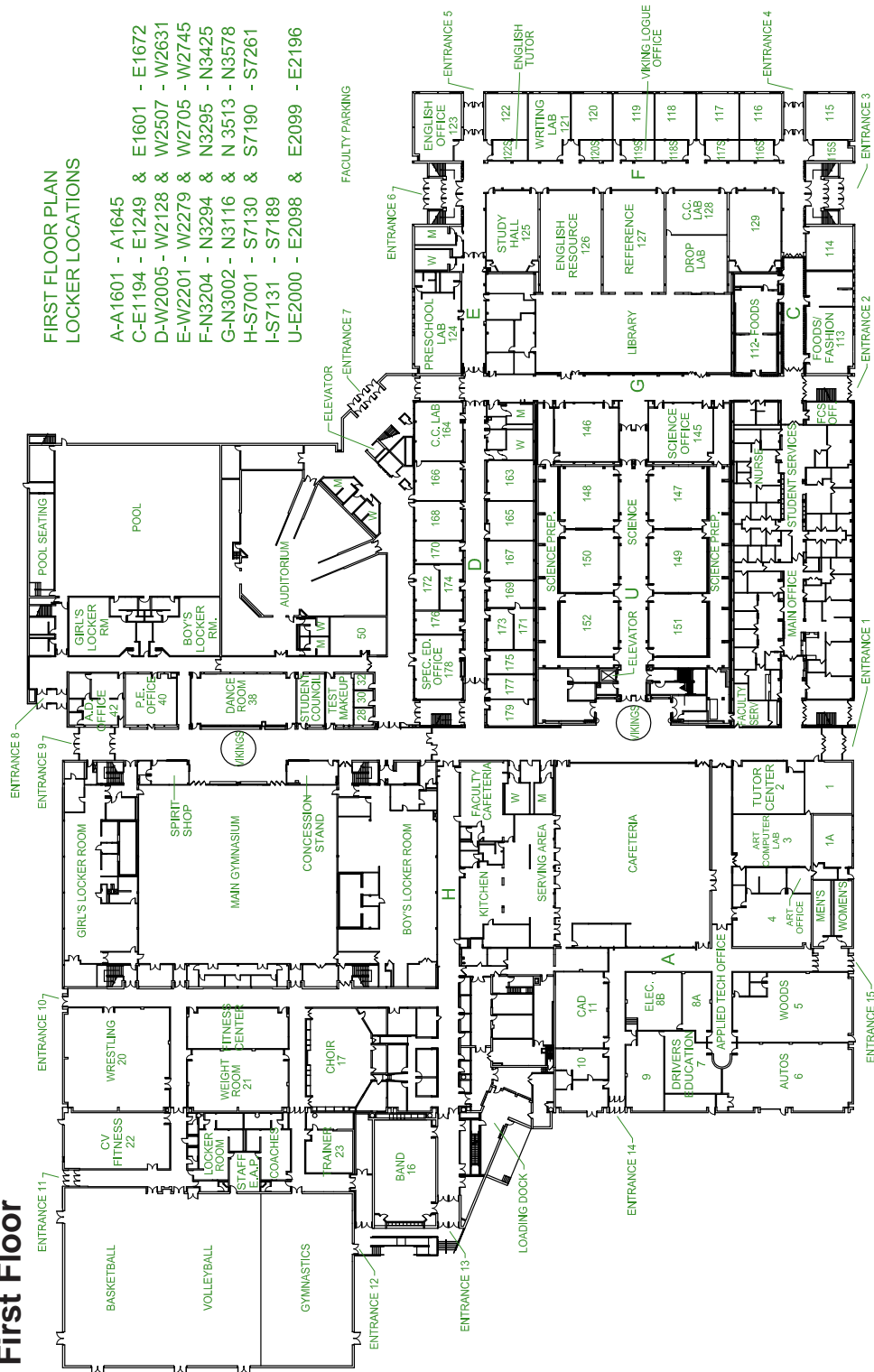
## Supervision of Hallways by Faculty and Support Staff Members

District 211 staff members are located throughout hallways to maintain an orderly and safe learning environment. ***If asked by a staff member to show their I.D. or to identify their destination, students must comply with these requests.*** Failure to comply will result in disciplinary consequences.

## Smoking

Smoking and use or possession of tobacco in any form is not permitted in school, on school grounds, or on school buses.

# First Floor



# Second Floor

