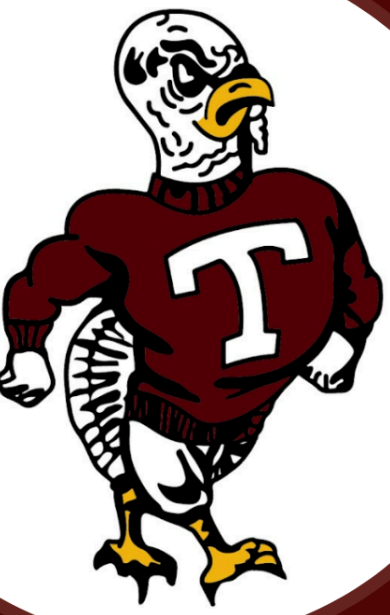
TREMONT MIDDLE SCHOOL



Student/Family Handbook

2026-2027

TREMONT SCHOOLS
A TRADITION OF EDUCATIONAL EXCELLENCE
1892

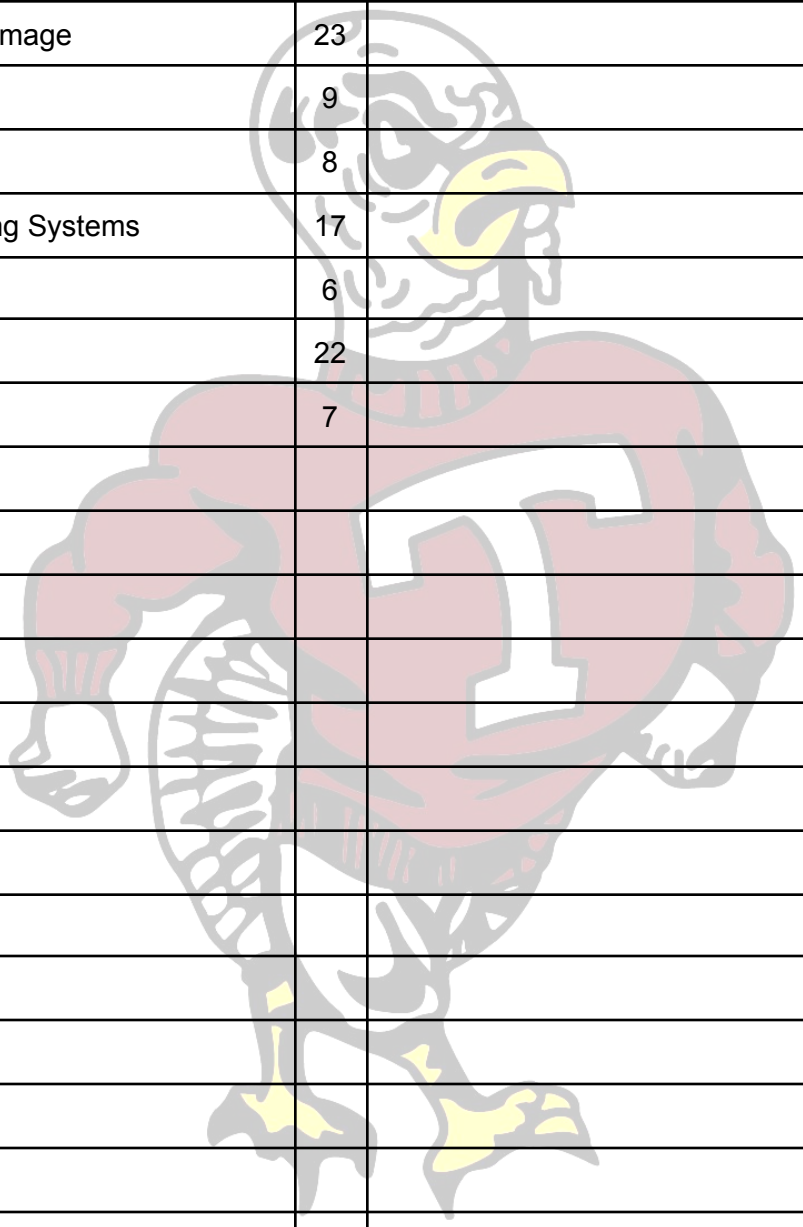
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Tremont Community Unit School District #702

Philosophy of Education

Education is a life-long process which requires that each person continuously strive to reach the maximum of his or her capabilities. The school system is responsible for providing each student the opportunity to develop the essential skills important for success in later life. The primary goal of the Tremont Schools is student achievement, which is defined as the maximum development of the whole child, intellectually, socially, physically, and emotionally. The district intends to reach this goal through a process that involves students in learning situations under the guidance and direction of their teachers and administrators.

Tremont Community Unit School District #702

Board of Education

Mr. Robert Ropp, President
Mr. Kevin Smith, Vice-President
Mrs. Renee Kaiser, Secretary
Mr. Drew Gierich
Mr. Kevin Ulrich
Mr. Cody Beer
Mr. Brent Sauder

Check out our web address:

www.tremont702.net/o/middle-school

Tremont Middle School Mission Statement

The Mission of Tremont Middle School is to provide a positive environment incorporating meaningful and challenging activities designed to instill a desire for lifelong learning.

Exit Goals

We will know that Tremont Schools are meaningful places to be when our students…

- Demonstrate effective oral and written communication skills.
- Use critical thinking to solve problems, make judgments, and integrate learning.
- Develop self-esteem by becoming motivated to achieve their individual potential.
- Demonstrate proficiency in the basic skills by applying them to real-life situations.
- Are responsible and involved citizens with high ethical standards.
- Are self-directed achievers who have learned how to learn.
- Use technology to solve problems and achieve goals.
- Appreciate the world and its diverse cultures.
- Understand the importance of good physical and mental health.
- Demonstrate the ability to work cooperatively with others

General Operational Procedures

Grades 5 – 8 Bell Schedule

There are two-morning bells before school to help ensure that students are aware of the time.

7:55 am – 1st Bell

8:00 am – Tardy Bell

Students Arriving Late

Any student arriving late to school must enter the office and obtain an admit pass to class.

Leaving Campus

No one is to leave campus without permission. Students must "sign out" in the office before leaving the campus.

Lunch Times

5th /6th Grades: 11:45-12:15

7th/ 8th Grades: 11:30-12:00

Specific lunch guidelines will be explained to each group. General guidelines include:

- Student privileges will be based on the cooperation extended by students during lunch.
- Food is not to be taken out of the cafeteria unless by the principal's discretion.
- The administration will restrict access to parts of the building during lunch.
- Students will be expected to demonstrate respect for cafeteria workers at all times.

Lunch Payment

1. The hot lunch tray price is $3.25, which includes an entrée, two sides, and milk (subject to change)
2. Ala carte prices range from $0.30-$3.50.
3. Parents/guardians can access Common Goal to check daily balances on the lunch account. Stop by the office if you need an account set up.
4. If you have any questions, please contact the Food Service Director at 925-2051 extension 1018 from 7:00 – 1:30.
5. **Paying for Lunch**-Lunch deposits should come from home in an envelope marked with the student's name, grade, and the amount to be deposited written on the envelope by 8:15 am. Payments submitted after 8:15 am may not get credited to the account until the next day. Families can combine their student's lunch deposits into one check. Funds can be deposited in your school's office or online through Common Goal. No cash can be exchanged in the lunch line. Students are required to know their lunch ID numbers. For any checks returned for insufficient funds, the signee of the check will be responsible for any fees associated with the returned check.
6. **Negative Lunch Balance-** If there is a negative balance, students are NOT allowed to purchase a la carte or extra items until their debt is paid in full and shows a positive balance. However, a student will never be denied a meal and can receive the reimbursable meal at the full price of $3.00. Unpaid meal charges are considered delinquent debt, and The District will make reasonable efforts to collect charges classified as delinquent.
7. **Free and Reduced Meals**- If a parent feels they may qualify for free/reduced meal charges, you may fill out the application found here: http://www.tremont702.net/documents (Click District and then Food Service). Once returned to the Food Service Director, the application will be reviewed, and the parent will be notified of eligibility.

Fees and Insurance

Students should pay their book/technology rental fee at the time of registration. Students may also be charged fees for consumable or rental supplies used in some classes, such as physical education, and for the use of technology.

Accident insurance is required for all students participating in sports unless parents submit proof of adequate coverage. Consent and Release Forms are available in the office and should be filled out during registration. Insurance may be purchased during registration.

Lockers

All lockers made available for student use on school premises, whether in the hallway, classroom, or locker room, are the school district's property.

Keep your locker locked at all times, and do not use any locker other than the one assigned to you. Do not share your combination with anyone. Never leave articles of value or money in your locker. Please remember that the school is not responsible

for any article stored in your locker, including your books and personal devices.

Your locker is school property and is not to be abused in any way. Periodic locker checks may be made during the school year. You will be responsible for any negligence or damage to your locker.

The school retains the right to inspect the locker and its contents to ensure that the locker is being used in accordance with its intended purpose and to eliminate fire and health hazards, maintain sanitary conditions, and attempt to locate lost or stolen materials.

Visitors

All visitors, including parents and siblings, are required to enter through the front door of the building and proceed immediately to the main office. Visitors should identify themselves and inform office personnel of their reason for being at school.

Visitors must sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting. Approved visitors must take a lanyard identifying themselves as a guest and place the lanyard around their neck in a clearly visible location. Visitors are required to proceed immediately to their location in a quiet manner. All visitors must return to the main office and sign out before leaving the school.

Any person wishing to confer with a staff member should contact that staff member to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's preparation/planning period. We do not accommodate unannounced visits from parents/guardians.

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

For security reasons, we ask that parents take pictures with only their child(ren) and not containing other students.

No person on school property or at a school event shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law or municipal, local or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with Illinois' Compassionate Use of Medical Cannabis Act and district policies.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized district employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other district policies or regulations, or a directive from an authorized security officer or district employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the district or a school function.

Medical / Parental P.E. Excuse

If a student needs to be excused from a P.E. activity because of illness or injury, you must present a request signed by your doctor stating how long the student is to avoid activity. Parents may request up to a two-day exemption from P.E. due to recent illness.

Student Medication

Taking medication during school hours or school-related activities is prohibited unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing a "Student Medical Authorization Form."

No school or district employee is allowed to administer to any student or supervise a student's self-administration of any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student is allowed to possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this procedure.

Bicycles

Students who ride bicycles are responsible for riding safely and for locking their bicycles at the rack during school. The school is not responsible for stolen or damaged bicycles.

Internet/ Social Media Use

Tremont Middle School students can access the Internet at school.

- A parent-signed acceptable use agreement must be on file. Any Internet use deemed inappropriate or illegal will be subject to administrative action.
- The district may require a student to provide a password or other related account information to gain access to the student's account or profile on a social networking website if the district has reasonable cause to believe that the student's account on a social networking website contains evidence that the student has violated a disciplinary rule or policy. (105 ILCS 75/15)

Withdrawal Procedures

If a student is withdrawing from school for any reason, he or she should contact the counselor or principal's secretary as soon as possible before the withdrawal date.

Emergency Drills

Emergency fire, bus evacuation, lockdown, and tornado drills are routinely practiced at Tremont Middle School. Fire drills will be signaled via the fire alarm, and disaster drills will be signaled over the P.A. Each classroom teacher will have specific instructions posted.

Health Services

If a student becomes ill at school, has an accident, or experiences some other emergency, the office should be contacted immediately. The school nurse, secretary, or administrator will assess the injury or illness and make the necessary arrangements with the parents.

Under no circumstances are students to leave school without the proper permission from office personnel.

Parents are asked to give emergency information when registering in the office. Names of other adults who may be contacted in the case of emergency should be included.

Treatment / Transportation

The school is not responsible for the cost of transportation to the hospital or the costs of treatment at the hospital, should that be necessary. Students will be transported with their parent's permission or in a serious or life-threatening situation.

Field Trips

Field trips are a privilege for students. Students must abide by all school policies during transportation and during field-trip activities, and shall treat all field trip locations as though they are school grounds. Failure to abide by school rules and/or location rules during a field trip may subject the student to discipline. All students who wish to attend a field trip must receive written permission from a parent or guardian with authority to give permission. Students may be prohibited from attending field trips for any of the following reasons:

- Failure to receive appropriate permission from parent/guardian or teacher;
- Failure to complete appropriate coursework;
- Behavioral or safety concerns;
- Denial of permission from administration;
- Failure to pay all fines/fees in full prior to field trip
- More than one out-of-school suspension
- Other reasons as determined by the school

Parents of students unable to attend field trips will be notified prior to the field trip.

Halls

High School students are not allowed to use the Middle School hallway or Middle School restrooms.

Attendance

Regular school attendance has many positive effects. Educational research has indicated that attendance is one of the most important variables that lead to good achievement. Additionally, good attendance teaches your students commitment, responsibility, and maturity.

Good attendance has an obvious carryover into the workforce.

Finally, high attendance figures benefit the citizens of Tremont as it will be publically reported on the Annual School Report Card. We ask that parents help us by ensuring their son or daughter is absent only for the most serious of reasons.

Tardies

Punctuality is a foundation for success. A student is considered tardy when he or she violates the classroom tardy guidelines, as explained by each teacher. Each teacher will keep track of the dates and the number of tardy incidents per class. They will turn in the violations to the office, and the following guidelines apply in each class on a grading period basis:

3 Tardies: 1 lunch detention

6 Tardies: 2 lunch detentions

8 or More: In-School Suspension

Occasionally, students will be detained in the office and a determination of whether a student is tardy or not will be made by the principal.

Reporting Absences

All student absences must be reported by 9:00 am. If the school does not receive a call by 9:00 am the student will be considered unexcused. (The school phone number is 925-3823, ext. 3011)

Types of Absences

The following guidelines have been established in an attempt to accomplish our educational objectives, address the attendance mandates of the Illinois School Code, and meet the needs of our students and families:

EXCUSED ABSENCES

Students are allowed ten (10) excused absences for the year before they may be required to bring a doctor's excuse. Absences accompanied by a note from the doctor will not count toward the 10 days.

- Illness of student (including mental or behavioral health of the student - up to 5 days before a medical note is required)
- Death in family
- Family emergency
- Situations beyond the control of the student as determined by the school board
- Circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety
- Attending a military honors funeral to sound TAPS
- Parent/Guardian is an active duty member of the uniformed services and is on leave or has immediately returned from services.
- Attending a civic event
- Pre-arranged excused absence concerning work, trips (Must be approved by the building principal)
- Surgery, Students must have doctors sign a release prior to return.

UNEXCUSED ABSENCES

An unexcused absence is an absence from school without a valid reason. After 10 excused absences without a doctor's excuse, all absences will be recorded as unexcused.

After 3 unexcused absences, the district is advised to complete a referral with the truancy officer. Depending on the nature of the absences as well as communication, next steps will be decided by building administration as well as the truancy officer.

Communication, before and after 10 absences, is our priority. If your child gets sick following 10 absences, follow normal procedures for keeping him/her home. If the child visits the doctor, please send in a doctor's excuse.

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

Dental and Doctor Appointments

It is recommended that to verify a dental or doctor appointment, students should bring in the appointment card or some other means of verification to the office.

Limited Excused Absences

The administration may approve a special group of absences in advance.

Examples include family vacations, the death of a family friend or non-immediate family relative, or family business.

When parents make the decision to utilize a limited excused absence, they do so with the understanding of the following:

- Homework will not generally be available in advance.

- Classroom instruction, projects, simulations, labs, group work, presentations, technology utilization, etc. cannot be replicated.
- Students may be issued alternative assignments that are assessed accordingly. These assignments and assessments may be different from the rest of the class.
- These procedures are not meant to be a punishment. They simply reflect the changing nature of educational practice today and clarify the expectations of the classroom teacher when dealing with a limited excused absence.

Accumulated Limits for Excused Absences

Limits for excused absences are as follows:

- Fifteen excused absences in a semester or twenty in a school year could result in retention. Serious medical problems are excluded.

Truancy

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district.

Students who miss more than 1% but less than 5% of the prior 180 regular school days without valid cause (a recognized excuse) are truant. Students who miss 5% or more of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue.

If chronic truancy persists after support services and other resources are made available, the school and district will take further action, including:

- Referral to the truancy officer
- Reporting to officials under the Juvenile Court Act
- Referral to the State's Attorney
- Appropriate school discipline

A student who misses 15 consecutive days of school without valid cause and who cannot be located or, after exhausting all available support services, cannot be compelled to return to school is subject to expulsion from school.

A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law.

The Administration reserves the right to determine if the reasons for absences warrant involving the Regional Office of Education.

For more information on the Tremont CUSD 702 Absenteeism and Truancy Policy, visit www.tremont702.net and click the Resources tab.

Making Up Homework After an Absence

- **Students have sole responsibility** to obtain all make-up work when a class is missed (for any reason, including school-sponsored activities) and turn in work to the teacher in the specified period of time.
- **Students have two (2) days for each excused absence and one (1) day for each limited excused absence** to complete make-up work and return to the teacher. The school is under no obligation to offer make-up work for unexcused absences.
- **Make-up work must be turned in before a student receives a grade or credit for the class.** The student will receive an incomplete (I) on the report card until all work is completed. Any work not turned in within the time limit established may be given a zero.
- **Alternative assignments, modified assignments, or extended deadlines may be determined at the teacher's discretion** in the event of a long-term illness or excused/unexcused absence.

Procedures when returning to school from Absenteeism

Any student who has not had their absence verified and is unexcused must check in to the office when they return to school. The student must also submit a note from his/her parent to the office.

General Academic Information

Grades

Report cards are sent home with students every semester.

With Common Goal in place, parents can access grades using the Common Goal app or website. Parents may enter the online database after completing a form, which can be picked up in the Middle School office. Once the form is completed and on file, you will receive an email with a password and instructions on how to access the site.

Standards-Based Grading

For 2024-2025, Tremont Middle School will use standards-based grading to report student achievement. The 4, 3, 2, 1 scale will be as follows:

4 – Advanced Skill Demonstration (The student demonstrates a complete and in-depth mastery of the content and can apply the knowledge and skills to additional areas or learning)

3 – Skill Attainment (The student demonstrates an understanding of the content)

2 – Approaching Skill Attainment (The student is beginning to demonstrate a basic understanding of the required skills and concepts)

1 – Beginning Skill Attainment (The student does not demonstrate progress towards meeting the expectations of required content)

Middle School students will receive a score every semester. Parents are encouraged to contact the student's teachers with questions or concerns regarding the scores earned.

Guidelines for P.E. Class

5th through 8th grade students will not be changing into a P.E. uniform. Students are required to have proper shoes for P.E. class.

Tremont School District #702 Grading Policies

The administration and professional staff of Tremont School District #702 have established the following system of evaluation and reporting academic achievement to students and their parents or guardians. This system also determines when promotion and graduation requirements have been met.

The decision to promote a student to the next grade level shall be based on the successful completion of the curriculum. A student shall not be promoted based on age or any other social reason unrelated to academic performance.

The professional staff will determine remedial assistance for a student who is not promoted. Remedial assistance may include, but not be limited to: a summer bridge program of no less than 90 hours, tutorial sessions, increased or concentrated instructional time, modifications to instructional materials, and/or retention in grade.

Every teacher shall maintain an evaluation record of progress for each student in the teacher's classroom. These records shall be reported on the student's report card issued each semester.

A District #702 administrator cannot change the final evaluation assigned by the teacher. Reasons for changing a student's final evaluation are limited to the following:

- A miscalculation of assessment scores
- A technical error in assigning a particular evaluation or score
- Teacher agreement to allow the student to do extra work that may impact the evaluation
- An inappropriate evaluation system used.
- An appropriate evaluation based on an inappropriate assignment.

Should an evaluation change be made, the administrator must sign the new record.

Tremont Middle School Indicators of Potential Retention:

- **Curricular:** Core curricular subjects are defined as Math, Science, Social Studies, and Language Arts. A student earning a score of a 1 in 25% or more of all core curricular subjects or a student earning a 1 in three or more evaluation periods (mid-terms and semesters) in one core subject area as indicated by report card records.
- **Attendance:** A student missing 15 or more days in one semester or more than 20 days during the school year. Students who exceed these absence guidelines due to a long-term illness and who have completed all required make-up work at a satisfactory level may be exempt from these criteria.
- **Additional:** A student not passing Constitution tests by the end of 8th Grade.

Students who have not demonstrated satisfactory competency in one or more of these areas will be evaluated in a retention/remediation meeting to determine promotion, retention, or further remediation options.

The meeting will be a conference with the multi-disciplinary team of parent(s), teacher(s), principal or assistant principal, and other professional staff members.

Middle School Intervention Options

Intervention strategies will be used as specific needs are identified throughout the year. Options available may include, but are not limited to, the following:

- Extra help from the teacher
- Other tutorial assistance such as teacher or peer
- Problem Solving Team (MTSS)
- Teacher Team conferences
- Parent notification and involvement
- Testing to determine special needs
- Curriculum modifications based on extenuating circumstances or special needs
- Interventions

How does Tremont Middle School Implement MTSS with Students?

Students are assessed in reading and math three times per school year (Fall, Winter, and Spring). This data and other data and teacher recommendations are examined and utilized to place students in appropriate groups. Based on what each student needs, they are placed in a group with a teacher to receive services throughout the week for 20-25 minutes at a time. A student in an intervention group for reading or math will be assessed at least monthly to monitor their progress. Decisions can then be made about continuing, changing, or dismissing a student from receiving interventions. If a student receiving interventions through the program is not making adequate progress or gains, more intensive individual problem-solving will occur.

Tremont District #702 Special Education Service

In accordance with Federal and State mandates, Tremont District #702 provides special education services to students and parents. Tremont #702 is required to identify and provide appropriate educational programs for students 3-21 years old residing in the district that require these services.

Any parent who is deaf or does not typically communicate using spoken English and who participates in a Section 504 or IEP meeting with a school district representative is entitled to the services of an interpreter.

Special Education Referral Request Procedures

1. A parent of a child, or an employee of a State Educational agency, another State agency, a local educational agency, or a community service agency may make a request.
2. The person making the request must contact Missy Ryba, the district's special education coordinator, by phone (925-3823 ext. 1015), e-mail: **missy.ryba@d702.org**, or mail at 400 W. Pearl St., Tremont, IL 61568
3. Information needed is the child's name, relationship to the child, and the specific concerns. The special education coordinator will complete the necessary paperwork for the referral.
4. To determine whether the child requires an evaluation, the district may utilize screening data and conduct preliminary procedures such as an observation of the child, assessment for instructional purposes, consultation with the teacher or other individual making the request, and a conference with the child.
5. Within 14 school days after receiving the request for an evaluation, the sp. Ed. Evaluation staff will determine whether an evaluation is warranted, and the special educational coordinator will submit this in writing to the individual requesting the evaluation.
6. If an evaluation is warranted, the parents will be advised of their Procedural Safeguards, and the consent will be obtained prior to conducting the evaluation.
7. If an evaluation is not warranted, parents will be notified in writing and also by a phone call from the special education coordinator, as to the reasons. Parents will be advised of their Procedural Safeguards.

Behavioral Intervention Guidelines

Public Act 87-1103 requires behavior intervention policies and procedures for students with disabilities be adopted and implemented by school boards by January 1, 1996. The guidelines will be distributed 15 days after policy adoption, and each school year thereafter. These guidelines and procedures apply only to those students who are experiencing serious behavior problems, and require restrictive behavioral interventions.

PUNS (Prioritization of Urgency of Need for Services)

Database Information for Students and Parents or Guardians

The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services.

IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs.

Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services.

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131.

Section 504 of the Rehabilitation Act of 1973

The District will identify, evaluate, and provide an appropriate public education to students who have a disability within the meaning of Section 504 of the Rehabilitation Act of 1973. Only school staff can determine if a 504 is appropriate for a student. A parent may request a 504; however, if there is not a substantial impact that inhibits a student's academic progress, the school can determine the student is not eligible for a 504. To request a 504 evaluation, please contact the building principal.

Access to Student Records

Tremont School District shall provide parents, guardians, or eligible students access to the education records of the student. Access rights shall consist of:

- The right to inspect and review the content of educational records.
- The right to obtain at minimal cost a copy of the educational record.
- The right to a response from the school district to reasonable requests for explanation and interpretation of the education records.
- The right to an opportunity for a hearing to challenge the content of those records.
- The rights to bring a lawyer or parent advocate to review an education record.

Procedure for Gaining Access to Records

A parent or eligible student seeking access to education records may make a request by telephone or in person. Access to the education records shall be granted as soon as possible but not later than 45 days after the request has been made.

Release of Records

Tremont School District shall not permit access or release of education records or personally identifiable information contained therein, without the written consent of the parent or eligible student. District 702 will make available to other school districts to which a student might transfer the education records of a student after they have been officially requested.

Right to a copy of any student record proposed to be destroyed or deleted

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

Special Education Student Records

The IL School Students Records Act (ISSRA) 105 ILCS 10/4(h), amended by PA 101-161m allows school districts to inform students and families within their district's handbook that all special education records will

be destroyed 7 years after the last dated record. If a student or parent would like these records after the required 7 years of district maintenance, please contact the Special Education office at (309) 925-3823 to request pick up.

Non-refusal to enroll

TMS will not refuse to enroll a student because of a student's failure to present his/her student permanent or temporary records from a school attended previously.

Birth Certificates

The parents of any child who is entering school for the first time are required to submit a copy of the child's **certified** birth certificate to the school office as verification of age. The original birth certificate will be returned to the parent.

Discipline Procedures

Philosophy

The responsibility of the administration and staff of Tremont Middle School is to provide a safe and healthy school environment that is conducive to learning. Students, teachers, staff, and administrators have the right to expect mutual courtesy, to be treated fairly and equitably, and to be informed of their rights and responsibilities.

One of the goals of TMS is to assist students in developing the ability for self-direction and self-discipline, providing the opportunity for positive decision-making. Students who infringe upon the rights of others or who violate school policies shall be subject to corrective action.

Recent school research emphasizes that safe, orderly environments characterize the most effective schools. This section of the handbook discusses the various procedures utilized by the school officials to maintain a positive educational environment for all students.

The Rights and Responsibilities of Students

Students, as citizens of the United States, are guaranteed certain individual rights and have corresponding individual responsibilities.

Parents, teachers, and administrators have a responsibility, indeed a duty, to protect the rights of students while maintaining an educational atmosphere conducive to the teaching and learning process.

The concept of balancing the rights of the individual with the rights of society is as valid in the educational community as in the larger community.

Responsibilities of students as citizens in the school community include:

- To become informed of and adhere to rules and regulations established by the Board of Education.
- To respect the rights and individuality of other students, school administrators, and teachers.
- To refrain from libel, slanderous remarks, and unnecessary obscenity in verbal and written expression.
- To dress and groom in a manner that meets a reasonable standard of modesty, health, cleanliness, and safety.
- To be punctual and present in the regular or assigned school program.
- To refrain from gross disobedience, misconduct, or behavior that materially and substantially disrupts the educational process.
- To maintain the best possible level of academic achievement.
- To respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline in the school and at school-sponsored activities.

Due Process Rights of Students

Individual rights granted by the Constitution of the United States are granted to all people regardless of age, sex, color, or creed. Students have rights as individuals. The school's disciplinary procedures should not violate those rights.

The essential rights involved in disciplinary procedures stem from the concept of *due process.*

A student is entitled to:

- Know the rules and regulations expected of students.
- Know what charges are brought against him or her.

- Present his or her point of view and/or evidence about the charge.
- Have a notice of and hearing on the charges.
- Have counsel.
- Appeal a decision regarding the charges to a higher level
- Have the charges or penalties removed from the record if the evidence demonstrates his or her innocence or non-involvement.

In the administration of the discipline procedures outlined in this handbook, the student should be made to feel that his or her value as a person is not questioned, although his or her behaviors are.

Referrals

Whenever a student is referred to the office for disciplinary matters that occur in the classroom, hallways, cafeteria, restroom, Learning Center, parking lot, transportation to or from school, or anywhere on school property during school hours or for school related events, the following procedures will be utilized:

1. A conference with the student will be initiated in an attempt to end the incident with counseling whenever possible. It may be that minor disciplinary action will be taken such as recording the incident or assigning a detention. In most cases, unless otherwise requested, the student will be given the opportunity to resolve the problem before the parents need to be contacted.
2. If the student tends to repeatedly be involved in disciplinary incidents, a conference will be held that may include all or some of the following; student, teacher, parent, counselor, and principal.
3. If no behavioral change becomes apparent, the student and his or her parents will be informed that the school authorities will take one of the following courses of action:
    - Additional counseling
    - Suspension from class
    - In-school intervention assigned
    - Suspension from school
    - Suspension of privileges or suspension from activity
    - Recommend expulsion

The principal reserves the right to determine when a student is in need of disciplinary action. However, a student has the right to a hearing with the principal and/or superintendent if he wishes to appeal the action taken.

Description of Consequences

Reprimand, Counseling, Clean-up

- Students may be reprimanded for their actions, referred to a counselor, or required to clean-up any mess made as part of the disciplinary procedures at TMS.

Demerits

- Demerits are for minor disciplinary infractions that disrupt the learning environment or violate classroom expectations.
- Four (4) demerits earned in school or at school-sponsored events over the course of a nine-week period, will result in the assignment of a detention.

Detentions

- Detentions will be assigned during lunch as needed. Detentions are a consequence for accumulating four demerits and/or other discipline issues.
- Parents will be notified by e-mail when the student receives a detention.
- Each detention earned by the student on a given grading period equals one hour or 2 lunch detentions.
- Teachers may also require students to stay in their rooms until 3:30 for various infractions of classroom policy. Incomplete homework or other academic problems may be addressed at this time as well.

Failure to Attend Detentions

If a student fails to attend a detention, he or she may be **subject to an In-School Suspension.**

In-School Suspension

In School Suspension may be used as an option for disciplinary consequences either if a student has reached 4 detentions in a grading period or in situations where the administration deems an in-school suspension inappropriate.

Students receiving an ISS will be given homework, projects, and other classroom activities to complete. Students will be escorted to and from the cafeteria to obtain their lunch.

The administration reserves the right to determine which privileges will be denied to students that received ISS or out-of-school suspensions. In addition, students will be denied the opportunity to participate in all co-curricular activities. These include athletics, fine arts participation not associated with class requirements, scholastic competition, and student council.

Out of School Suspension

This is a serious consequence and will be used in major disciplinary issues or after repeated failure of other intervention strategies. Suspension from school means that students are not permitted on school property, nor can a student participate in or attend any type of school related activity.

Additionally, suspension is considered an unexcused absence. Out of school suspensions are used only in the most serious of cases and are instituted to protect the rights of others, to alleviate a potentially volatile situation, or to protect the safety and well-being of the school.

Expulsion

Students who commit a very serious action or have had repeated behavioral problems may be recommended to the Board of Education for expulsion from school. The length of which is at the discretion of the Board.

Academic Honesty and Integrity

Intellectual honesty is at the heart of any academic undertaking, and Tremont Middle School students are expected to assure the originality of their academic work. Students are responsible for refraining from the following infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aid others in such infractions.

Infractions of Academic Integrity
DEFINITIONS:

Cheating

Intentionally and knowingly using, or attempting to use unauthorized materials, information, study aides, or electronic data in any academic exercise.

During examinations, students should assume that external assistance (e.g., books, notes, calculators, conversations with others) is prohibited unless specifically authorized by the instructor.

Substantial portions of the same academic work may not be submitted for credit more than once without authorization.

Fabrication

Intentional or unauthorized falsification or invention of any information or citation in an academic endeavor.

Facilitating Infractions of Academic Integrity

Intentionally or knowingly helping or attempting to help another commit an infraction of academic integrity.

Knowingly allowing another to copy from one's work during an examination constitutes a breach of academic integrity.

Taking an exam by proxy for someone is an infraction of academic integrity on the part of both the student enrolled in the course and the proxy or substitute

Plagiarism

Intentionally or knowingly representing the words or ideas of another as one's own in any academic endeavor.

Direct quotation: Every direct quotation must be identified by quotation marks or by an appropriate indentation and must be promptly acknowledged in the text or in a footnote.

Paraphrase

Prompt acknowledgement is required when material from another source is paraphrased or summarized in whole or in part in one's own words.

Paraphrases should be identified as such promptly (e.g.., introduced with such language as, "To paraphrase Locke…."), and accompanied by a footnote identifying the source.

Acknowledgement of a directly quoted statement does not suffice to notify the reader of any preceding or succeeding paraphrased material.

Borrowed Facts or Information

Information obtained from reading or research that is not common knowledge should be acknowledged. Examples of common knowledge might include the names of leaders or prominent nations, basic scientific laws, etc.

Bribes, Favors, Threats

Bribing or attempting to bribe, promising favors to, and making threats against any person with the intention of affecting a record of a grade or evaluation of academic performance constitutes infractions of academic integrity. This includes a student conspiring with another person who then takes the action on behalf of the student.

Academic Interference and Computer-Related Infractions

Depriving students of fair access to, and reasonable use of, educational resources, (such as computer facilities, electronic data, required/reserved readings, or reference works).

Tampering with, altering, circumventing, or destroying electronic resources or data used for student projects.

Computer-related infractions defined by the Tremont District #702 Internet User Agreement, lab policies, federal laws, state statutes, or contracts with the district (such as unauthorized use of computer licensees, copyrighted materials, intellectual property, or trade secrets).

Use of Artificial Intelligence

"Artificial intelligence" or "AI" is intelligence demonstrated by computers, as opposed to human intelligence. "Intelligence" encompasses the ability to learn, reason, generalize, and infer meaning. Examples of AI technology include ChatGPT and other chatbots and large language models.

AI is not a substitute for schoolwork that requires original thought. Students may not claim AI generated content as their own work. The use of AI to take tests, complete assignments, create multimedia projects, write papers, or complete schoolwork without permission of a teacher or administrator is strictly prohibited. The use of AI for these purposes constitutes cheating or plagiarism.

In certain situations, AI may be used as a learning tool or a study aid. Students who wish to use AI for legitimate educational purposes must have permission from a teacher or an administrator. Students may use AI as authorized in their Individualized Education Program (IEP).

Students may not use AI, including AI image or voice generator technology, to violate school rules or school district policies.

In order to ensure academic integrity, tests, assignments, projects, papers, and other schoolwork may be checked by AI content detectors and/or plagiarism recognition software.

Infractions of Academic Integrity Disciplinary Action:

An instructor who believes a student is guilty of one or more infractions of academic integrity shall:

- Notify the student of the basis for the belief and then allow the student a reasonable time to respond to the allegation
- If the instructor concludes that the student is guilty of such an infraction, a report shall be forwarded to the principal. The principal will review the evidence and authorize disciplinary action.

Penalties for violations of academic integrity are:

1st Offense:

The student will receive a detention. Also, the assignment will have to be re-done and re-scored based on the merits of the assignment.

2nd Offense:

An in-school suspension assigned to the student. The assignment will have to be re-done and re-scored based on the merits of the assignment.

3rd Offense:

The student will be suspended out of school for one day. The assignment will have to be re-done and re-scored based on the merits of the assignment.

4th Offense:

The student will appear before an expulsion hearing convened with the Board of Education. The assignment will have to be re-done and re-scored based on the merits of the assignment.

NOTE: Infractions of academic dishonesty are cumulative during a student's career in each building.

Specific Disciplinary Consequences

This section of the handbook informs of the consequences that will result from various forms of misbehavior.

It is impossible to list all discipline issues that may arise. The administration attempts to be fair and consistent dealing with each situation separately congruent with promoting the positive educational environment the community expects.

There may be cases where the use of administrative discretion is necessary.

Access to Student Social Networking Passwords and Websites

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

Cross References:
PRESS 7:140, Search and Seizure
PRESS 7:190-AP7,E1 Letter to Parents/Guardians Regarding the Right to Privacy in the School Setting

Video and Audio Monitoring Systems

A video and/or audio monitoring system may be in use on school buses and a video monitoring system may be in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

Inappropriate Display of Public Affection

Any display of affection beyond handholding is considered inappropriate at school or school related functions. Such things as arms around one another, kissing, sitting on each other's laps, or other situations that could be construed to be inappropriate will result in the following:

1st Offense: Verbal warning

2nd Offense: Lunch detention and parent contact

3rd Offense: 2 lunch detentions

Student Dress Code

Students are expected to wear clothing in a neat, clean, and well fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment.

- Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.
- Hats, coats, bandanas, sweat bands, and sunglasses may not be worn in the building during the school day.
- Hair styles, dress, and accessories that pose a safety hazard are not permitted in the school.
- Clothing that is poorly fitting, showing skin and/or undergarments, may not be worn at school.
- No shirts which do not cover the mid-section (belly) when the student is sitting or standing.
- All tops must have straps.
- No pants with holes above mid-thigh.
- The length of shorts or skirts must be mid-thigh.
- Appropriate footwear must be worn at all times.
- If there is any doubt about dress and appearance, building administration will make the final decision.
- Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject to discipline.

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

Teachers are to send all students whose clothing or grooming is in violation of the dress code to the office. These infractions are to be reported whether they are observed in the teacher's teaching space, restrooms, or hallways. All restrictions will be enforced throughout the entire school day.

Students violating the dress code will be subject to the following consequences:

1st offense:

- Adjusting the fit of the clothing (if possible to do so and meet the requirements of the dress code).
- Putting on something else that is already at school (for example, a jacket, hoodie, etc.).
- Calling home and requesting a change of clothes.

2nd offense: 1 detention and above

3rd offense: 1 detention and sent home to change with unexcused absence.

Extreme violation in Dress Code Policy will result in an immediate request to correct the situation.

Prohibited Student Conduct

Students may be disciplined for gross disobedience or misconduct, including but not limited to the following:

1. Using, possessing, distributing, purchasing, selling or offering tobacco or nicotine materials, including electronic cigarettes, e-cigarettes, vapes, vape pens or other vaping related products.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling or offering for sale:
    - Any illegal drug, controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law).
    - Any anabolic steroid unless it is being administered in accordance with a physician or licensed practitioner's prescription.
    - Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician or licensed practitioner's prescription.

- Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law.
- Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
- "Look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance or other substance that is prohibited by this policy.
- Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.
- Any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered form.

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

4. Using, possessing, controlling or transferring a "weapon" or violating the procedures listed below under the Weapons Prohibition section of this handbook procedure.
5. Using or possessing an electronic paging device.
6. Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating and sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting." Unless otherwise banned under this policy or by the building principal, all cellular phones, smartphones and other electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period; or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals..
7. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
8. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a staff member's request to stop, present school identification or submit to a search.
9. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully

giving or receiving help during an academic examination, altering report cards and wrongfully obtaining test copies or scores.

10. Engaging in bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network or other comparable conduct.
11. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault.
12. Engaging in teen dating violence.
13. Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.
14. Entering school property or a school facility without proper authorization.
15. In the absence of a reasonable belief that an emergency exists, calling emergency responders (calling 9-1-1); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus or at any school activity.
16. Being absent without a recognized excuse.
17. Being involved with any public school fraternity, sorority, or secret society.
18. Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
19. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing. The school district will seek restitution from students and their parents/guardians for vandalism or other students acts that cause damage to school property.
20. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.
21. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
22. Operating an unarmed aircraft system (AUS) or drone for any purpose on school grounds or at any school event unless granted permission by the building principal.
23. Sexting, which, for purposes of this procedure, is the act of creating, sending, sharing, viewing, receiving, or possessing sexually explicit messages, images, or videos electronically, regardless of whether they are authentic or computer-generated, through the use of a computer, electronic communication device, or cellular phone. Sexting also includes creating, sending, sharing, viewing, receiving, or possessing indecent visual depictions, non-consensual dissemination of private sexual images, and non-consensual dissemination of sexually explicit digitized depictions, as defined in State law.

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

Efforts, including the use of positive interventions and supports shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else.

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

When and Where Conduct Rules Apply

The grounds for disciplinary action also apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

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

2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;

3. Traveling to or from school or a school activity, function, or event; or

4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

5. During periods of remote learning.

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out of school voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following measures:

1. Notifying parents/guardians.
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen or damaged property.
6. In-school suspension.
7. After-school study or Saturday study provided the student's parent/guardian has been notified. (If transportation arrangements cannot be made in advance, an alternative disciplinary measure will be assigned to the student.)
8. Community service.
9. Seizure of contraband; confiscation and temporary retention of the personal property that was used to violate school rules.
10. Suspension of bus riding privileges.
11. Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.
12. Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years. An expelled student is prohibited from being on school grounds.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for transfer under State law.
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, such as, illegal drugs (controlled substances), "look-alikes," alcohol or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

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

Isolated Time Out, Time Out and Physical Restraint

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, and physical restraint as discipline or punishment, convenience for staff, retaliation, a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to

the student or others. The use of prone restraint is prohibited.

Corporal Punishment

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

Weapons Prohibition

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of not less than one year but not more than 2 calendar years:

(1) A firearm, meaning any gun, rifle, shotgun, weapon as defined by Section 921 of Title 18 of the Unites States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act, or firearm as defined in Section 24-1 of the Criminal Code of 1961. The expulsion period may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

(2) A knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including “look alikes” of any firearm as defined above.

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

Re-Engagement of Returning Students

The building principal or designee shall meet with a student returning to school from an out-of-school suspension, expulsion or alternative school setting. The goal of this meeting shall be to support the student’s ability to be successful in school following a period of exclusion and shall include an opportunity for students who have been suspended to complete or make-up missed work for equivalent academic credit.

Bus Regulations

Students who live a distance of at least 1½ miles from the high school will be transported at no cost. The bus driver has total responsibility for conduct upon the bus. Any students who cause disruptions or vandalize the bus will be subject to temporary or permanent loss of bus privileges. The following behavioral guidelines should be followed when riding the bus:

- Students may not ride home with friends. They are to only ride the bus they are assigned to.
- No profanity
- Students are to remain seated
- No shouting
- Arms, legs, and head should remain in the bus – not out window
- Pupils are expected to be on time
- No talking at railroad crossings
- Students should cross the road at least 10 feet in front of the bus obeying the driver’s signal.
- Food and drink is not allowed
- Students should dispose properly all garbage
- Insubordination is not tolerated

Failure to conduct yourself properly on the school bus will result in the loss or suspension of bus privileges.

Erin’s Law

In January 2013, Public Act 97-1147 was passed by Illinois legislators. This law, also referred to as Erin’s Law, mandates school districts to provide sexual abuse awareness and prevention education for pre-K through 12 th grade. Lesson content varies with the age of students Lesson content may include: identifying body parts (arm, leg, etc.), feelings, personal body safety rules, safe touches, defining safe people, body boundaries, safe touches, good vs. bad secrets, identifying a safe person, advocating for self, proper use of social media, recognizing and reporting inappropriate touches, dangers of online predators, recognizing and reporting sexual harassment.

The school counselor will send a note home to parents in order to opt students out of the presentation.

Harassment Prohibited

No person, including a school or school district employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived

race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identity ; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; physical appearance; socioeconomic status; academic status; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

The School and District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law.

Teen Dating Violence Prohibited

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term teen dating violence occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

For more information about this issue, please see the Centers for Disease Control and Prevention's educational materials at: www.cdc.gov/injury/features/dating-violence/index.html.

Targeted School Violence Prevention Program

Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate. Providing students and staff with access to a safe and secure environment is an important goal of the School and District. While it is not possible to completely eliminate threats, the School and District maintain a Targeted School Violence Prevention Program and a Threat Assessment Team to reduce these risks to its environment.

Parents/guardians and students are encouraged to report any expressed threats or behaviors that may represent a threat to the community, School, or self. Reports can be made to any school administrator, law enforcement authorities, or the Safe2Help Illinois helpline (www.safe2helpil.com/).

Students and parents are urged to participate in behavioral threat assessment and intervention programs if the Behavioral Threat Assessment Team believes that intervention is necessary to prevent a student from harming themselves or others. However, if for some reason there is a reluctance to participate in the process by the threat maker(s) or parent/guardian(s), the threat assessment process will continue in order to ensure a safe and caring learning environment for all.

For further information, please contact the Building Principal.

Lost or Damaged Chromebooks, Textbooks, Workbooks, Library Books, Etc.

If a student loses or damages Chromebooks, rental books, library books, and other school property or causes damage to another student's property, he or she will be charged for damage or replacement at full cost. Chromebooks and books that are slightly damaged will be pro-rated from full replacement costs at teachers' discretion.

Police or DCFS Requests to Interview a Student

There have been occasions when police officers or DCFS workers have asked to question MS/HS students during the school day.

Administrators do not have the right or the authority to prevent or delay police or DCFS workers from questioning students prior to contacting parents. With the concurrence of the police or DCFS, the school will attempt to contact parents. Parents may:

- Ask the principal or other school authority to sit in with the student during the interview.
- Request that the police officer or DCFS worker delay the interview until later in the day when either or both parents can be present.
- Approve the police or DCFS worker's request with no restrictions.

The administration and Board of Education believe it is imperative that we cooperate with local police authorities and representatives from the Department of Children and Family Services (DCFS).

Co-Curricular Activities

PHILOSOPHY:

At Tremont Middle School, co-curricular activities are considered to be an important part of the total school experience.

The intent of the various programs is to give students the opportunity to develop a cooperative attitude, leadership skills, and good sportsmanship. It is, however, the responsibility of the student and his or her parents to monitor the amount of co-curricular involvement so that the student's academic progress is not hindered, the following policies pertain to co-curricular activities:

Co-Curricular Eligibility

The Illinois Elementary School Association requires that all schools have an eligibility policy determining which students are eligible to participate in co-curricular activities. The eligibility policy for all students at Tremont Middle School is as follows:

A student is ineligible if: They have an overall score of a 1 for a specific standard and not actively reassessing or they have three missing assignments for one subject. Any student reported by a teacher on the weekly eligibility in any subject for the grading period will be ineligible to participate in all interscholastic activities for the following week. (Monday - Saturday per IESA Policy) Any student who is ineligible in any given subject for three consecutive weeks may be dropped from that activity.

Participation in Co-Curricular Activities at Tremont Middle School

- All students must have a current physical exam and be properly insured before they will be allowed to practice or participate athletically.
- Participants in all activities at Tremont Middle School are expected to represent their school and community in a positive manner.
- Coaches and sponsors may have additional behavior and participant expectations for each program.

Tremont Middle School Co-Curricular Activity Code

PURPOSE

This activity code is an attempt to state the district's expectations and to influence the positive behavior in those individuals who are choosing to represent Tremont District #702.

The administration and staff of District #702 understand that responsible behavior rests with the individual. However, it is also the position of District #702 that participating in co-curricular activities is a privilege. Thus, certain additional responsibilities are expected of those who receive the benefits provided by these extra school activities.

This activity code applies to all students who choose to represent Tremont District #702 including athletics, fine arts, student council, scholastic bowl, speech, plays and any other type of activity that involves interscholastic competition, public performance or other public meetings in which the school is represented.

This code is in effect ***year round*** and begins anew for high school students the first day following promotion from eighth grade.

Guidelines for Allowing Sixth Graders to Try Out for a Seventh-Grade Team

- Coaches will have the final decision on roster selections and playing time.

- Sixth graders may try out for the seventh-grade team only if roster spots are available.
- No seventh graders will be cut to make room for a sixth grader.
- The number of roster spots available for sixth graders will be predetermined before tryouts.
- A tryout will be held once the number of open roster spots has been determined.
- Sixth and seventh graders will compete equally for playing time if both are on the team.
- Sixth graders selected for the team must demonstrate the necessary skill level, sportsmanship, and commitment required for seventh-grade competition.
- Participation on the seventh-grade team does not guarantee placement on the same level team the following year.

Guidelines for Playing Two Sports at the Same Time

- **Pre-Season Meeting:** Coaches of multiple-sport athletes will meet before the season begins with the athletic director to discuss the sharing of players and to establish expectations for both sports.
- **Game & Practice Priority:**
    - Athletes will not miss a game/meet for the other sport's practice.
    - When conflicts arise, competing teams (teams with a game or meet) will take precedence over non-competing teams.
- **Practice Guidelines:**
    - Student-athletes participating in dual sports will discuss practice priority during the pre-season.
    - Athletes should communicate regularly with both coaches to ensure they are meeting expectations in both sports.
- **Communication & Commitment:**
    - Athletes must communicate any scheduling conflicts with both coaches in advance.
    - Coaches should work collaboratively to support the athlete's success in both sports while maintaining fairness to all team members.

Activity Code Requirements

Participants in co-curricular activities at Tremont Schools will be subjected to the stated consequences and disciplinary actions if they violate any of the rules listed below:

- Students at Tremont Middle School will be prohibited from activities involving, but not limited to, possession, smoking, vaping, or chewing tobacco.
- Students at Tremont Middle School will be prohibited from activities involving, but not limited to, illegal possession, consumption, sale, delivering or transporting of alcohol or present during activity.
- Students at Tremont Middle School will be prohibited from activities involving, but not limited to, possession, consumption, sale, delivering or transporting of drugs, look-alike drugs, or any mind-altering substances.
- Students at Tremont Middle School will be prohibited from attending events involving, but not limited to, possession, smoking, chewing, consumption, sale, delivering or transporting of tobacco, alcohol, drugs, look-alike drugs or mind-altering substances.
- Students at Tremont Middle School will not engage in any illegal activities in or out of school, which bring discredit to the students, parents, community, school district or their team.

Procedures

All reported alleged violations will be thoroughly investigated by the principal, athletic director, and appropriate coach or sponsor. The investigation process will include but not be limited to:

1. Questioning each student involved or thought to be involved.
2. Using tickets issued or information gathered from law enforcement during the investigation to question other students
3. After information has been gathered, a determination will be made in regards to the violation and the penalty to be assigned as a result of the violation.

Sequence of Communication

The following is a sequence of the communication process that begins once an investigation of a possible Activity Code violation takes place.

1. Students who may have been involved with a violation are questioned.
2. Parents of students who were questioned are called to discuss the results of the investigation.
3. If students are found to be in violation, a letter is sent to the parents to outline the violation, the penalty, and the date of possible reinstatement.

Consequences

Consequences for the violations of these rules include, but are not limited to, the following:

Attendance Only: First and Second Offense:

Suspension from all regularly scheduled activities for a designated time at the discretion of the coach/sponsor and administration.

* Students attending an event where illegal activity has occurred

** Any offense attendance or otherwise will count towards the athlete's total number of offenses.

Activity Code Violation Consequences

FIRST OFFENSE**:** Suspension from all activities for one half of the regularly scheduled events; or, one-third of the regular events and twenty hours of service to be monitored by the school. Penalties are assigned at the point when a student is participating in a sport or activity.

SECOND OFFENSE**:** Suspension from all contests and activities for one calendar year from the date of the penalty assessment.

THIRD OFFENSE**:** Suspension from all activities for a minimum of two calendar years.

Students who violate the terms of the penalty established for the violation of the activity code will be subjected to more severe penalties.

Exception to the Established Penalties

FELONIES:

Students involved with felony activity may be assigned additional consequences that take into consideration the seriousness of their offense as determined by the administration.

DEPENDENCY PROBLEM:

Any student who is experiencing a chemical dependency problem and comes forward desiring help in seeking treatment before the administration or appropriate coaching staff is aware of specific violation of the activity code, may not be required to face the activity code process; but will receive counseling and treatment restrictions, as well as participation limits, as part of his or her rehabilitation process.

MIDDLE SCHOOL TRANSITION INTO HIGH SCHOOL:

This activity code will be applied to middle school students; however, these students will start over with clean slates upon becoming high school students.

Middle School students are considered to become high school students immediately following their eighth grade promotion ceremony.

Violations in the summer between eighth grade and the start of high school will be considered high school violations.

PETITION FOR REINSTATEMENT

A student who has been suspended for a second offense and has served at least ninety days counting student attendance days and/or athletic season attendance days may petition for reinstatement. A student may only apply for reinstatement one time in a high school career. Reinstatement may occur if the student:

- **Demonstrates a changed behavior**
- **Sought and completed a counseling program**
- **Maintained acceptable academic standards**

Penalties may be reduced by 2/3 vote of the Activity Council

ACTIVITY COUNCIL:

2 Students
1 Community Leader
2 Teachers
2 Coaches
Principal
Athletic Director

PRINCIPAL, ATHLETIC DIRECTOR, AND APPLICABLE COACH'S ROLE:

- Investigate incidents
- Present information
- Communicate with students and parents.
- Determine violation and assign consequences.
- Serve on Activity Council

ACTIVITY COUNCIL ROLE

Petition for Reinstatement—

Determine student's effort to seek counseling, as well as the reduction in penalty, if any, based on evidence of changed behavior.

APPEALS CONCERNING LENGTH OF PENALTY

Appeals concerning the length of penalty may be made if there are extenuating circumstances. The activity council will listen to the students and determine if the penalty should be reduced, based on extenuating circumstances involved.

DUE PROCESS:

If a student does not agree with the decision made in regard to the violation and/or suspension, the student may appeal to the Superintendent and Board of Education within ten days of the decision.

APPROVED COUNSELING PROGRAMS

The administration and parents will work together to determine appropriate counseling programs.

ACTIVITIES AND ATHLETICS GOVERNED BY THE ACTIVITY CODE

Activities:

School Play	Yearbook
Band Contests	School Clubs
Chorus Contests	Student Council
Scholastic Bowl	Circle of Friends
Lego League	Speech Competition
Community Builders	

Athletics:

Baseball	Basketball
Cheerleading	Cross Country
Softball	Volleyball
Wrestling	Track

*Or any Interscholastic Athletic Team affiliated with Tremont Middle School.

Coach's and Sponsor's Rules and Guidelines

Coaches and sponsors may establish general and specific team rules above and beyond the Activity Code (provided these rules are deemed appropriate by the principal and/or athletic director). The rules will include the consequences for failure to comply with these guidelines. These rules should be given out at the mandatory pre-season meeting prior to participation.

Final Note

The administration and Board of Education reserve the right to waive, alter or modify any penalties or guidelines as necessary due to extenuating circumstances.

Crowd Expectation for Home and Away Contests

Extra-curricular activities have always enjoyed an enthusiastic following at TMS. The following expectations have been established for our crowds:

- Be enthusiastic in a positive manner
- Cheer *for* Tremont not against other schools
- Vulgarity or obscene language or gestures will not be tolerated
- Conduct yourself in a way that represents the school and community positively.

Failure to follow guidelines may result in a removal from activity.

Substance Abuse Testing Procedures

The Board of Education believes that the use of prohibited substances: alcohol, tobacco, or illegal drugs by students present a hazard to the health, safety and welfare of all students enrolled at Tremont Middle School. Because students that use illegal drugs affect their learning potential as well as other students learning environment the Board is adopting these procedures to deter the illegal use and consumption of prohibited substances.

The purpose of these procedures is threefold:

- To provide for the health and safety of all students.
- To undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal substances.
- To encourage students and their parents to seek help when needed.

Definitions: Substance Abuse Policy: Students

Any student who is enrolled at Tremont Middle School.

Alcohol

Any liquor, wine, beer, other drink containing alcohol or any other alcoholic liquor as defined under the Illinois Liquor Control Act.

Illegal Drugs

Any substance considered illegal under the Illinois Cannabis Control Act and the Illinois Controlled Substances Act.

Tobacco

Any tobacco product including but not limited to cigarettes, cigars, smokeless tobacco, electronic cigarettes, vapes, or pipe tobacco.

Testing Organization

Organization selected by the Board of Education to conduct drug, alcohol and/or tobacco testing and all related activities and/or tasks.

Testing Procedures

Drug, alcohol and/or tobacco testing may be performed by breath alcohol testing, urinalysis, and/or blood testing.

Upon being selected for breath alcohol testing, a student must provide an adequate amount of breath so that the measuring devise can measure any alcohol concentration in the breath.

Upon being selected for a urinalysis test, the student shall provide a sample of “fresh” urine according to the quality control standards and policy of the collection facility conducting the urinalysis.

Test Results (Drugs):

The Forensics laboratory will notify the testing organization of a positive test that shows the drug residues are in the student’s system after using at least two different types of analyses.

The Medical Review Officer (MRO) a physician - of the testing organization will notify the student’s parent/guardian of the results of a possible positive drug screen.

The student or his/her parent/guardian may submit any documented prescription or explanation of a positive test result.

The MRO will discuss any possible physical/medical history with the parent/guardian. If such a condition/history exist, within the physician’s guidelines, he will deem the drug screen positive. The drug screen will be given to the school district’s designated confidential contact.

The principal or designee will notify the student and his/her parent/guardian of the confirmed test results.

If the testing organization and MRO is unable to reach the parent/guardian after three documented attempts, the school district’s confidential contact will be notified to have the parent/guardian call to speak with the Medical Review Officer to complete the verification of the positive screen.

Test Result-Breath Alcohol

A Breath Alcohol positive test will be confirmed at the time of the testing with a second test. Results are given immediately to the school designated contact.

Behavioral Characteristics Associated with Substance Abuse

Abrupt changes in work or school attendance, quality of work, work output, grades, discipline.

- Unusual flare-ups or outbreaks of temper
- Withdrawal from responsibility.
- General changes in overall attitude.
- Deterioration of physical appearance & grooming.
- Wearing of sunglasses at inappropriate times.
- Association with known substance abusers.
- Unusual borrowing of money from friends/parents.
- Stealing small items

Program Detail

School Day

1. Any student displaying one or more of the behavioral characteristics associated with substance abuse will be referred to the school counselor. The referral may be made by the building principal, student assistance team, staff member or parent. Parents will be notified of such referral.
2. Any student who continues to display one or more of the Behavioral Characteristics, following the conference with the counselor, will be contacted by the building principal. Parents will be contacted and a meeting with the principal and parents will be scheduled. During the meeting the principal will provide the parent information relevant to the suspicion of illegal substance abuse by the student. The parent will be encouraged to have their child tested. The parent has the right to refuse such test.

Disciplinary Consequences (Referral)

1. No disciplinary action for regular school day attendance or co-curricular activities will be taken following referral to the counselor.
2. If the parent consents to the testing of their child and the results are positive; no disciplinary action will be taken if the student receives and completes a substance assessment and/or counseling. Following the initial testing, students will be required to submit to random testing for a minimum of one calendar year following an initial positive test. If additional tests are positive subsequent disciplinary action, as defined in the student handbook, will be administered.

Discipline Consequences (Under Influence)

1. Any student, in the opinion of the building principal, who is under the influence of or in possession of, an illegal substance will, following contact with parents be immediately removed from school. Subsequent disciplinary action, as defined in the student handbook, will be administered. Drug test will be required for re-admittance. If the drug of suspicion is alcohol, then trained personnel may administer a Breathalyzer test. If testing is refused, the student will be recommended for expulsion to the board of education.
2. Any student, who is found to be under the influence or in possession of an illegal substance, following disciplinary action, will be required to submit to random drug testing for a minimum of one calendar year. If additional tests are positive subsequent disciplinary action, as defined in the student handbook, will be administered. If testing is refused the student will be recommended for expulsion to the board of education.

School Sponsored Activities

Any student attending school sponsored co-curricular events and/or activities will, upon suspicion of being under the influence of any illegal substance, be subject to the previously mentioned procedures.

Disciplinary Consequences

Positive Test

School personnel will attempt to immediately contact the student's parent and/or guardian. If the parent/guardian cannot be reached the local police will be contacted. The student will be subject to disciplinary consequences as defined in the student handbook.

Financial Responsibility

1. Under this policy, the school district will pay for all initial tests and all "follow up" drug tests, requested by the district.
2. A request for another test of a "positive" urine specimen is the financial responsibility of the student's parent/guardian.
3. Counseling and subsequent treatment by non-school agencies is the financial responsibility of the student's parent/guardian.

Enforcement

The provisions of this policy are considered an addition to all other rules and regulations governing student concerns.

Tremont Middle School Dance Policies

Only students who attend school at Tremont Middle School will be allowed to attend our dances or school parties. Students must be in school the day of the dance or party in order to attend.

Once at the dance, you are to remain there until it is over or your parents come into the gym or cafetorium to take you home.

Phones will not be available and rides must be pre-arranged. When students leave, they will be expected to leave school grounds.

Search and Seizure

Search and Seizure

In order to maintain order safety and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left There by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

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

Student Searches

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or district's student rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

School officials may require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rules or school district policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination. School officials may not request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the school or district's policies or rules, evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, evidence may be transferred to law enforcement authorities.

Questioning of Students Suspected of Committing Criminal Activity

Before a law enforcement officer, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the building principal or designee will: (a) Notify or attempt to notify the student's parent/guardian and document the time and manner in writing; (b) Make reasonable efforts to ensure the student's parent/guardian is present during questioning or, if they are not present, ensure that a school employee (including, but not limited to, a social worker, psychologist, nurse, guidance counselor, or any other mental health professional) is present during the questioning; and (c) If practicable, make reasonable efforts to ensure that a law enforcement officer trained in promoting safe interactions and communications with youth is present during the questioning.

Cell Phone Policy

All cellular phones, smartphones and other electronic devices must be kept in the student's locker during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

1st Offense-The device will be confiscated by school personnel. A verbal warning will be assigned. The student will receive the device back at the end of the day in the school office.

2nd Offense-The device will be confiscated. The student's parent/guardian will be notified and required to pick up the device in the school office.

3rd Offense-The device will be confiscated. Two lunch detentions will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office.

4th Offense-The device will be confiscated. Two lunch detentions will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office. The device must be either left at home or turned in to the school office at the beginning of the school day for five school days.

-5th Offense & Subsequent-The device will be confiscated. Two lunch detentions will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office. The student is prohibited from bringing the device to school for the remainder of the school year, and other consequences are at the discretion of the administration.

Information Regarding a Pandemic

This handbook procedure is meant to apply generally to any pandemic or other health emergency and should be supplemented with other relevant and timely information.

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that impact your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Illinois Department of Public Health, local health department, emergency management agencies, and/or Regional Office of Education.

2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child to attend school on a modified schedule.

3. Students will be expected to participate in blended and remote instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in blended or remote learning will be considered truant.

4. All school disciplinary rules remain in effect during the interruption of in-person learning. Students are subject to discipline for disrupting the remote

learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom.

5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.

6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.

7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.

8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.

9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.

10. In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact

assessment procedures if this becomes necessary.

11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.

12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

Equal Opportunity and Sex Equity

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religion, physical or mental disability, status as homeless, immigration status, order of protection status, or actual or potential marital or parental status, including pregnancy.

No student shall, based on sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Tremont Middle School Handbook: A Final Note

The provisions in this handbook are not to be considered as irrevocable, contractual commitments between the school and the student. Rather, the provisions reflect the current status of rules, practices, and procedures as currently practiced and are subject to change without prior notification.

Furthermore, this handbook is not considered the only resource for all District policy, procedures, or regulations. For example, to shorten this document, the substance abuse language was not placed in this handbook this year. However, these policies are still in place and available to see. The Tremont Board of Education Policy Manual and the Illinois School Code document are available in the District office.

We invite your input as we continue to update and improve this document and our policies each year.