

# **Pre K & Elementary Student Handbook 2025-26**

## **Bloomington Public Schools District 87**

*Education ... our investment in the future.*

# ***Introduction***

August 2025

Dear Parents/Guardians:

On behalf of the Bloomington School District Board of Education and all of the members of our educational community, I welcome you to the 2025-26 school year. This handbook is designed to provide information about our district's six elementary schools and the Sarah E. Raymond School of Early Education.

Education is the most important function for any society. The quality of life for all of us is dependent on the quality of education we provide all children. I ask you to join us in this most important mission. You are your child's first and most important teacher, and we welcome your involvement and participation in the education of your child.

I encourage you to get to know your child's teacher, to visit your child's school and attend school events, and to become an active partner in your child's education. Working together, we will provide a quality of education second to none and prepare all students for the years ahead.

Yours in education,

A handwritten signature in black ink, appearing to read "Dr. David Mouser". The signature is fluid and cursive, with a large initial "D" and "M".

*Dr. David Mouser*  
Superintendent of Schools

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# ***District 87 Information***

## **Goals and Mission Statement**

### **DISTRICT 87 MISSION STATEMENT**

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

### **BLOOMINGTON PUBLIC SCHOOLS DISTRICT 87 VISION STATEMENTS, GOAL STATEMENTS & INDICATORS**

1. **Academic Achievement.** Students will annually improve their academic skills in the core curricula, performing at least at grade level or higher as evaluated using District assessments.
  - All students will meet or exceed a minimum of one year's growth over the course of each school year as measured by state and local assessments.
2. **Educational Environment.** We will promote mutual respect, an appreciation for student and staff diversity, and the importance of family and community engagement in order to provide a supportive learning environment in which students can succeed.
  - Diverse stakeholders will be provided opportunities to engage and support the learning environment as measured by state and local surveys.
3. **Personnel.** We will employ, support, and retain an outstanding and diverse staff.
  - All staff will meet or exceed expectations as measured by the appraisal process.
4. **Facilities.** We will maintain facilities that are safe, energy- efficient, and conducive to teaching and learning.
  - Infrastructure to support one-to-one curriculum and other 21<sup>st</sup> century teaching and learning will be completed & assessed against the 5-year one-to-one curriculum plan.
5. **Finances.** We will manage the District's resources and spending as responsible stewards for our taxpayers and community.
  - The final audit of the budget will result in a financial ranking of 3.54 or higher as measured by the state financial profile designation process.

## Board of Education



Pictured left to right:

Brigette Gibson (Vice President), Mark Wylie, Dr. Charles Irwin (President),  
Elizabeth Fox Anvick, Dr. Cathy Lust, Courtney Turnbull, Velda Harvey

# Administrators and Directors

## **District Office**

300 E. Monroe Street  
Bloomington, IL 61701  
Phone: (309) 827-6031

**Dr. David Mouser**  
Superintendent of Schools  
mouserd@district87.org

**Dr. Nicole Rummel**  
Asst. Sup't Teaching & Learning  
rummeln@district87.org

**Dr. Sherri Thomas**  
Asst. Sup't Human Resources  
thomass@district87.org

**Mr. Mike Cornale**  
Chief Financial and Facilities Officer  
cornalem@district87.org

## **Directors**

**Leslie Albee**  
Director of Human Resources  
albeel@district87.org

**Caroline Bubulka**  
Director of Food Service  
bubulkac@district87.org

**Jennifer Bohlmann**  
Director of Accounting Services  
bohlmannj@district87.org

**Richard Hirsch**  
Director of Safety and Security  
hirschr@district87.org

**Courtney Marks**  
Director of Student Services  
Fax: 828-2917  
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**Jim Peterson**  
Director of Technology  
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**Natalie Shumaker**  
Director of Curriculum/Development  
shumakern@district87.org

**Kim Taber**  
Director of Multilingual Services  
taberk@district87.org

**Tony Bauman**  
Athletic Director  
Phone: 828-5201  
baumant@district87.org

**Pre-K Early Education**  
**Sarah E. Raymond School**  
1402 W. Olive Street  
Phone: 827-0308  
Jeff Dobbs, Principal  
dobbsj@district87.org

**Elementary K-5**  
**Bent School**  
904 N. Roosevelt Avenue  
Phone: 828-4315  
Guille Delgado, Principal  
delgadog@district87.org

**Irving School**  
602 W. Jackson Street  
Phone: 827-8091  
Connie Morgan, Principal  
morganc@district87.org

**Oakland School**  
1605 E. Oakland Street  
Phone: 662-4302  
Leslie Blockman, Principal  
blockmanl@district87.org

**Sheridan School**  
1403 W. Walnut Street  
Phone: 828-2359  
Danel Behrends-Harr, Principal  
harrd@district87.org

**Stevenson School**  
2106 Arrowhead Drive  
Phone: 663-2351  
Lynn Shook, Principal  
shookl@district87.org

**Washington School**  
1201 E. Washington Street  
Phone: 829-7034  
Zach Freeman, Principal  
freemanz@district87.org

**Middle School 6-8**  
**Bloomington Junior High School**  
901 N. Colton Avenue  
Phone: 827-0086; Fax: 829-0084

Ms. Messina Lambert, Principal  
lambertm@district87.org

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Teresa Peoples, Assistant Principal  
peoplest@district87.org

Daniel Zummo, Assistant Principal  
zummod@district87.org

**High School 9-12**  
**Bloomington High School**  
1202 E. Locust Street  
Phone: 828-5201; Fax: 829-0178

Tim Moore, Principal  
mooret@district87.org

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Jennifer Borland, Assistant Principal  
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Dan Saken, Assistant Principal  
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Isaiah Tubbs, Assistant Principal  
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Moise Moctezuma Santiago  
Dean of Students  
moctezumasantiagom@district87.org

**Bloomington Career Academy**  
2309 E. Oakland  
Phone: 829-8671; Fax: 828-3546

Bryce Hansen, Director  
hansenb@district87.org

Suzanne Adams, Assistant Principal  
adamss@district87.org



# Our Schools

## **Sarah E. Raymond School of Early Education**

1402 W. Olive Street  
Bloomington, IL 61701  
phone: 309 827 0308  
fax: 309 829 2574



Bloomington Public Schools serves the educational needs of our youngest students in the following programs at Sarah E. Raymond School:

- Pre-Kindergarten Program for children who may be at-risk for academic difficulty.
- Early Childhood Special Education Program for children with special needs.

School Day:

Morning Session: 8:45 to 11:15 a.m.

Afternoon Session: 12:45 to 3:15 p.m.



Mr. Jeff Dobbs, Principal  
[dobbsj@district87.org](mailto:dobbsj@district87.org)

Courtney Castillo, Administrative Assistant

Leathea Speer, Office Assistant

Jennifer Strange, School Nurse

Mission: Our mission is to maximize each child's potential to be a self-directed, lifelong learner.

## **Bent Elementary School**

904 N. Roosevelt Avenue

Bloomington, IL 61701

phone: 309 828 4315

fax: 309 828 3587



School Day: 9:00 a.m. to 3:15 p.m.

8:45 a.m.: Line up at designated locations

9:00 a.m.: Tardy Bell

3:15 p.m.: Dismissal

- Students who eat breakfast at school should arrive no earlier than 8:30 a.m.
- Student supervision begins at 8:45 a.m.



Ms. Guille Delgado, Principal

[delgadog@district87.org](mailto:delgadog@district87.org)

Kristina Curry, Administrative Assistant

Ana Gregory, Office Assistant

Breanna Lopez, School Nurse

Mission: Education is a right, and to educate all students to their greatest capability is our mission.

## **Irving Elementary School**

602 W. Jackson Street  
Bloomington, IL 61701  
phone: 309 827 8091  
fax: 309 829 2295



School Day: 9:00 a.m. to 3:15 p.m.  
8:45 a.m.: Line up at designated locations  
9:00 a.m.: Tardy Bell  
3:15 p.m.: Dismissal

- Students who eat breakfast at school should arrive no earlier than 8:30 a.m.
- Student supervision begins at 8:45 a.m.



Connie Morgan, School Principal  
[morganc@district87.org](mailto:morganc@district87.org)

Nessa McGill, Administrative Assistant  
Tiffany Smith, Office Assistant

Anne Gibson, School Nurse

Mission: The Irving School community fosters a positive learning environment and is supportive of the academic, social, emotional, and physical needs of our diverse student population. It is our mission to prepare lifelong learners to be productive citizens.

## **Oakland Elementary School**

1605 E. Oakland Avenue

Bloomington, IL 61701

phone: 309 662 4302

fax: 309 663 4385



School Day: 9:00 a.m. to 3:15 p.m.

8:45 a.m.: Line up at designated locations

9:00 a.m.: Tardy Bell

3:15 p.m.: Dismissal

- Students who eat breakfast at school should arrive no earlier than 8:30 a.m.
- Student supervision begins at 8:45 a.m.



Leslie Blockman, Principal

[blockmanl@district87.org](mailto:blockmanl@district87.org)

Katie Thomas, Assistant Principal

[thomask@district87.org](mailto:thomask@district87.org)

Carly Immke, Administrative Assistant

Jamie Fehr, Administrative Assistant

Erick Heikkila, School Nurse

Mission: All Oakland School students will learn and succeed.

## **Sheridan Elementary School**

1403 W. Walnut Street  
Bloomington, IL 61701  
phone: 309 828 2359  
fax: 309 829 3209



School Day: 9:00 a.m. to 3:15 p.m.  
8:45 a.m.: Line up at designated locations  
9:00 a.m.: Tardy Bell  
3:15 p.m.: Dismissal

- Student supervision begins at 8:45 a.m.



Danel Benrends-Harr, Principal  
[harrd@district87.org](mailto:harrd@district87.org)

Alison Armstrong, Dean of Students  
[armstronga@district87.org](mailto:armstronga@district87.org)

Krista Chandler, Administrative Assistant  
Jennifer McBurney, Administrative Assistant

Amanda McCarthy, School Nurse

Mission: Sheridan School works with home and community to promote the development of each child's ability to internalize discipline, motivation, creativity, esteem and responsibility. Sheridan challenges the student to reach his/her highest academic potential to prepare for a productive life.

## **Stevenson Elementary School**

2106 Arrowhead Drive  
Bloomington, IL 61704  
phone: 309 663 2351  
fax: 309 827 3613



School Day: 9:00 a.m. to 3:15 p.m.  
8:45 a.m.: Line up at designated locations  
9:00 a.m.: Tardy Bell  
3:15 p.m.: Dismissal

- Students who eat breakfast at school should arrive no earlier than 8:30 a.m.
- Student supervision begins at 8:45 a.m.



Lynn Shook, Principal  
shookl@district87.org

Courtney White, Assistant Principal  
whitec@district87.org

Lisa Pruett, Administrative Assistant  
Melissa Taflinger, Administrative Assistant

Morgan Strauch, School Nurse

Mission: Building a community of lifelong learners.

## **Washington Elementary School**

1201 E. Washington Street  
Bloomington, IL 61701  
phone: 309 829 7034  
fax: 309 829 1207



School Day: 9:00 a.m. to 3:15 p.m.  
8:45 a.m.: Line up at designated locations  
9:00 a.m.: Tardy Bell  
3:15 p.m.: Dismissal

- Students who eat breakfast at school should arrive no earlier than 8:25 a.m.
- Student supervision begins at 8:45 a.m.



Mr. Zach Freeman, School Principal  
[freemanz@district87.org](mailto:freemanz@district87.org)

Jennifer Shay, Administrative Assistant  
Heather Cavinder, Administrative Assistant

Courtney Davis, School Nurse

Mission: Working together...learning for life.

# ***I. Student Information***

## **Admission and Age Requirements**

Any child whose fifth (5<sup>th</sup>) birthday occurs on or before September 1<sup>st</sup> may enter kindergarten at the opening of school. Any child whose sixth (6<sup>th</sup>) birthday occurs on or before December 31<sup>st</sup> may enter first grade at the opening of school provided they meet the following requirements:

- Attended pre-school and Kindergarten.
- Pre-school and Kindergarten program was taught by a certified teacher.
- Demonstrate readiness for the first grade curriculum.

Children ages 3 to 22 years with exceptional needs who qualify for special education services are eligible for admission.

Students enrolling in the District for the first time or re-enrolling must present a Certified Birth Certificate, as well as proof of residency within District 87, immunization from disease as required by state law, and the required physical examination.

## **McKinney-Vento Education for Homeless Children**

Each child of a homeless individual and each homeless youth have equal access to the same free and appropriate public education as provided to other children and youths, including a public pre-school education. A homeless child has the legal right to attend the school where they currently reside or where they last attended (McKinney-Vento Homeless Assistance Act, 42 U.S.C. 1143).

## **Emergency Card Information**

Emergency information will be maintained for all students and should be filled out during the registration process. It is important to have the name and phone number of a person other than the parent/guardian to call in case of a school emergency when parents cannot be reached. Please contact the office if any changes occur during the school year.

## **General Contact Protocols**

Parents who have an emergency, such as a missing child, which requires immediate attention after school hours, should contact:

- The Principal at the school office if the emergency relates to school issues. School offices are open until 4:00 p.m.
- Illinois Central School Bus (309-828-4373) if the emergency relates to transportation. The bus company will contact the Police, Principal, and District Office where appropriate.
- The District 87 Office (309-827-6031, ext. 0 for operator) if unable to reach the bus company or Principal. The District 87 office is open until 4:30 p.m.
- The Bloomington Police Department (911 for emergency and 309-820-8888 for front desk) can be contacted **at any time**. The Bloomington Police Department will contact a School Resource Officer and the Superintendent of District 87.

We also suggest that parents consider:

- Contacting friends and relatives of the child to see if they have seen the child.
- Contacting other students who return home the same way as the student (bus, daycare, carpool, walking group, etc.).
- Checking familiar places along the route home.



## Indoor/Outdoor Temperature Guidelines

Students should dress appropriately for the weather as they will be outside of the school building before school opens, during recess, and after school while waiting to board the bus except in extreme cases of inclement weather, including when the outside temperature considering wind chill is below 20 degrees Fahrenheit.

## Student Records

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **Student Insurance**

Bloomington Public Schools, District 87 does not carry medical, dental or other insurance for students injured in accidents on school premises. Parents are responsible for the costs of such accidents and any student insurance coverage. Because so many students have accidents at school, it is highly recommended that parents purchase their own insurance coverage. As a convenience for parents, District 87 annually designates an optional student accident insurance plan that parents can purchase. Information and forms for this coverage are available at the time of school registration. While District 87 takes care to select a reliable insurance company, the District does not endorse the plan or recommend it instead of other insurance plans. The contract is solely

between parents and the company, and District 87 has no financial or legal responsibility for the plan or contract.

## **School Meal Program**

All District 87 schools provide an opportunity for students to eat breakfast and lunch at school. School meals follow the Dietary Guidelines for Americans and encourage students to eat more fruits and vegetables, whole grains and low fat dairy products. Menus can be viewed [here](#).

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

The following rules apply to the meal program:

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

### Free and Reduced-Price Food Services Eligibility

When the parents/guardians of students are unable to pay for their child(ren)'s meal services, meal charges will apply per a student's eligibility category and will be processed by the District accordingly.

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Dept. of Agriculture, and distributed by the Illinois State Board of Education.

### Meal Charges for Meals Provided by the District

The Building Principal and District staff will work jointly to prevent meal charges from accumulating. Every effort to collect all funds due to the District will be made on a regular basis and before the end of the school year. Contact your Building Principal or designee about whether your child(ren)'s charges may be carried over at the end of the school year, i.e., beyond June 30th.

Unpaid meal charges are considered delinquent debt when payment is overdue as defined by Board policy [4:45](#) - Insufficient Fund Checks and Debt Recovery, and the Hunger-Free Students' Bill of Rights Act (105 ILCS 123/). The District will make reasonable efforts to collect charges classified

as delinquent debt, including repeated contacts to collect the amounts and, when necessary, requesting that the student's parent(s)/guardian(s) apply for meal benefits to determine if the student qualifies for such benefits under Board policy [4:130](#), Free and Reduced-Price Food Services. The District will provide a federally reimbursable meal or snack to a student who requests one, regardless of the student's ability to pay or negative account balance.

When a student's funds are low and when there is a negative balance, reminders will be provided to the staff, students, and their parent(s)/guardian(s) at regular intervals during the school year. State law allows the Building Principal to contact parents(s)/guardian(s) to attempt collection of the owed money when the amount owed is more than the amount of five lunches [or insert lower amount]. If a parent/guardian regularly fails to provide meal money for the child(ren) that he/she is responsible for in the District and does not qualify for free meal benefits or refuses to apply for such benefits, the Building Principal or designee will direct the next course of action. Continual failure to provide meal money may require the District to notify the IL Dept. of Children and Family Services (DCFS) and/or take legal steps to recover the unpaid meal charges, up to and including seeking an offset under the State Comptroller Act, if applicable.

## Student Fees and Charges

The following student fees and charges are established by the Board of Education for

### **Textbook Rental**

Elementary Grades K through 5	\$80.00
-------------------------------	---------

### **Breakfast**

Elementary	\$ 2.20
Adult	\$2.90
Extra Milk	\$ .50

### **Lunch**

Elementary	\$3.05
Adult	\$4.30
Extra Milk	\$.50

Registration fees shall be paid at time of enrollment.

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

A student is eligible for a fee waiver if at least one of the following prerequisites is met:

The student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the federal free meals programs;

The student's parent is a veteran or active-duty military personnel with income at or below 200% of the federal poverty line.

The student is homeless, as defined by the [McKinney-Vento Homeless Assistance Act](#).

The building principal will give additional consideration where one or more of the following factors are present:

- An illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Unemployment;
- Emergency situations; or
- When one or more of the parents/guardians are involved in a work stoppage.

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

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

## **Therapy Dogs**

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

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

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

- Trained, certified and insured as a therapy dog;
- Licensed and registered as an animal pursuant to City rules;
- Current on all required shots and veterinary check-ups
- Housebroken, free of parasites, clean and well groomed; and
- Socializes well, not aggressive and does not disrupt the educational environment.

The trainer is responsible for:

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

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

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

## **Personal Items/Valuables**

Students should not bring personal items and valuables to school (phones, electronics, toys, etc.) and are responsible for such items if they are brought to school. District 87 Schools assume no liability or responsibility for lost, damaged or stolen personal items or valuables brought to school.

## **Forgotten, Lost and Found Items**

Parents and/or guardians who are called by their children to bring necessary items such as eyeglasses, band instruments, etc. to school should bring the items to the office. These items will be delivered by office personnel.

Each school maintains a lost and found receptacle in the school office or other convenient location. Most items found, except eyeglasses, jewelry, watches, calculators, wallets, and purses, are placed in this receptacle.

Parents are welcome to check the lost and found items for articles belonging to their child. To insure the return of lost articles, it is requested that all items brought into the school by a student be plainly marked with his/her name.

## **Celebrations**

Invitations to parties cannot be distributed at school. Due to health concerns and scheduling, treats for any occasion must be arranged with the teacher in advance. No homemade snacks or treats are allowed at school. Store-bought snacks and treats must be in their original package with the nutritional/ingredient list. Non-food items are preferred, including bookmarks, pencils, erasers, etc.

Special deliveries for students, such as flowers and balloons, should not be made to school. Deliveries that arrive at school will be held in the office for pick-up by parents.

## ***II. Academic Services***

### **Educational Goals**

The curriculum of Bloomington Public Schools encompasses those learning experiences leading to the development of skills, knowledge, and understandings important to achieve a successful and well-rounded life potential for each student. The skills and knowledge of the language arts shall be incorporated throughout the curriculum. The curriculum is broad in scope and balanced in implementation, thus providing for the range of students' needs in terms of readiness, abilities, interests, and achievement.

Components of the curriculum shall include, but not be limited to:

- A strong program of the basic skills of language arts and mathematics.
- In language, emphasis is on a balanced literacy approach which includes instructional focus on phonemic awareness, phonics, fluency, vocabulary and comprehension. Oral and written communication and spelling are also taught.
- The effective use of basic skills requires the development of communication and logical thinking skills in students, with the result that they are able to express themselves clearly, evaluate information factually, and make critical judgments affecting their lives.
- In mathematics, early emphasis is placed on the tools of learning and progresses to application of skills, which will ultimately enable students to successfully complete algebra and geometry by the end of tenth grade.

District 87 endorses the Illinois Learning Standards for students approved by the Illinois State Board of Education in the six curricular areas of language arts, mathematics, the sciences, social sciences, fine arts, and physical development/health.

### **Academic Acceleration**

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

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

### **Bilingual Education**

The district offers a developmental bilingual program for students in grades PreK-5 whose first language is Spanish. The program recognizes the student's primary language and culture as educational assets and seeks to develop the necessary proficiency in English to provide the student access to the regular educational program.



## **English Learners (EL)**

The district offers an ESL program for students K-12 whose native language is not English. In this program, students spend a majority of the school day in the general classroom. Students receive supplemental instruction in English as a second language during the week.

## **Special Education**

District 87 has a strong commitment to meeting the needs of students with disabilities. A Child with a disability means a child having an intellectual disability, a hearing impairment (including deafness), a speech or language impairment, a visual impairment (including blindness), a emotional disability, an orthopedic impairment, autism, traumatic brain injury, an other health impairment, a specific learning disability, deaf-blindness, or multiple disabilities, and who, by reason thereof, needs special education and related services. For children ages three to nine, a child with a disability refers to a child who is experiencing developmental delays in one or more of the following areas: physical development, cognitive development, communication development, social or emotional development, or adaptive development. To be eligible for special education services, a child must have a disability and that disability must affect the child's ability to learn and make progress in the general curriculum. District guidelines for provision of services are based on the rights afforded disabled children by the Individuals with Disabilities Education Act, operate in accordance with Article 14 of the Illinois School Code, and meet the specific needs of District 87.

District 87 provides a comprehensive program of special education services to meet the educational needs of students with disabilities in the least restrictive environment. The intent of services is to improve educational outcomes for children with disabilities and to support the student's involvement and progress in the general curriculum. Students with disabilities are to the maximum extent appropriately educated with children who are not disabled. Each student's education plan is individually designed by a team of qualified individuals who are knowledgeable about the child. A written Individualized Education Plan (IEP) is developed, reviewed, and revised at least annually. Parents/guardians are members of the IEP team and are involved in all decisions regarding the educational placement of their child. Students with disabilities will be disciplined in a manner consistent with non-disabled students, provided their actions are not related to the disability. The school will consider, when appropriate, strategies and supports to address the behavior when the child's behavior impedes his or her learning or that of others. Specific disciplinary procedures exist for students with an identified or suspected disability. These procedures may be obtained by contacting the office of the principal.

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

## **Multi-Tiered System of Support (MTSS)**

MTSS is a systemic, prevention-focused, data-informed framework/structure for continuous improvement providing a continuum of support for ALL learners. MTSS formally Response to Intervention (RtI) is a federal mandate built on the idea of intervening early to prevent failure and to maximize the effectiveness of grade level curriculum and instruction. It is a framework for

providing high quality curriculum, instruction, and intervention to support all students including English Learners and Special Education students, who need support beyond the regular classroom environment. This framework is designed to ensure District 87 achieves its mission to challenge, support, and inspire all students to learn and achieve to their highest potential in order to become productive citizens and lifelong learners.

- Tier 1: All students receive high-quality instruction and support in the general classroom. Teachers use various teaching strategies to meet students' needs.
- Tier 2: Some students may need additional help beyond the regular classroom. They receive targeted interventions and small group support to address specific challenges.
- Tier 3: A few students might require more intensive and personalized assistance. They receive individualized support and interventions tailored to their unique needs.

MTSS helps ensure that every child gets the help they need to thrive academically and emotionally. It's a collaborative effort between teachers, parents, and school staff to support the overall growth and success of each student.

## **Library/Media Centers**

In each building, the Learning Center serves as a multi-media center which provides resources to students and professional staff.

The Library/Media Center program focuses on enriching the instructional program. Each building's collection of materials is of a comprehensive nature, supporting the curriculum and providing for varied individual needs, interests, abilities and maturity levels. Material is selected on the basis of encouraging the growth of knowledge and developing literacy, cultural and aesthetic appreciation and ethical standards. There are opportunities for free selection of materials based on the student's interest, as well as guided selection of materials appropriate to specific, planned learning experiences.

## **Grade Promotion and Retention**

District 87 is dedicated to providing the best program for the continuous development of each student.

Students in Kindergarten through Grade 5 normally will progress annually from grade to grade based on satisfactory completion of required student outcomes contained in District 87 curriculum. Failure to achieve student benchmarks may result in the suggestion for supplemental educational programs outside the regular school day. Consultation with the parent/guardian throughout the school year will be maintained and documented when educational progress is not satisfactory. The final decision regarding the need for supplemental educational programs outside the regular school day and a student's promotion to the next grade shall be the responsibility of the building principal.

## **Social Promotion**

As required by State Law, District 87 shall not promote a student to the next higher grade level based upon age or any other social reasons not related to the academic performance of the student.

## **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.

### ***III. Health Related Topics***

#### **School Nurse**

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

#### **Emergency Care Plans**

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

#### **Where To Get Medical Forms**

Copies of medical forms may be obtained from the school nurse or local healthcare providers and are found in the back of this book and online at [www.district87.org](http://www.district87.org).

Copies of Board of Education Policy 7.100, ***Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students***, are available in each school's office or online at [www.district87.org](http://www.district87.org).

#### **Administering Student Medicine**

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

A medication authorization form must be completed by the parent and licensed physician and filed with the nurse along with the medication in its original container with the correct label.

This form is available in the nurse's office, in most local doctors' offices, and can be found online at [www.district87.org](http://www.district87.org).

Additional information about the Board of Education Policy [7.270](#), ***Administering Medicines to Students***, can be obtained from the school nurse or online at [www.district87.org](http://www.district87.org).

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

## Self-Administer EPI-Pen and Asthma Medication

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

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

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

## Prevention of Anaphylaxis

While it is not possible for the School or District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on anaphylaxis prevention, response, and management in order to reduce these risks and provide accommodations and proper treatment for anaphylactic reactions. Parent(s)/guardian(s) and students who desire more information or who want a copy of the District's policy may contact the Building Principal.

## Undesignated Medications

The school may maintain the following undesignated prescription medications for emergency use: (1) Asthma medication; (2) Epinephrine injectors; (3) Opioid antagonists; and (4) Glucagon. No one, including without limitation, parents/guardians of students, should rely on the school or district for the availability of undesignated medication. This procedure does not guarantee the

availability of undesignated medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

## **Transfer/New Students**

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

## **Special Diets**

Students requiring an individual or modified diet from the school cafeteria for a medical reason must file an annual Food Substitution form signed by a licensed physician and must file a Diet Modification form with the school nurse. Parents/guardians can obtain the Diet Modification form from the school nurse. The form can be obtained from the school nurse or online at [district87.org](http://district87.org), "Family Resources", "Useful Forms", "Diet Modification Form", and must include:

- Identification of the medical condition requiring the diet modification or substitute;
- Explanation of the restriction to the child's diet;
- Identification of the specific food or foods that must be omitted from the child's diet; and
- Identification of the specific food or foods that must be substituted and/or modified.

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

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

## **Immunization and Physical Examination Requirements**

### **Introduction**

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

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


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

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

immunization requirements. After that, the student will be excluded from school until proof of meeting the requirements is given to school authorities.

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

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

 Health Requirements	First time entry to PreK & Kindergarten	SIXTH GRADE	NINTH GRADE	TRANSFER IN STATE 30 Days + 10	TRANSFER OUT OF STATE 30 Days + 10	OUT OF COUNTRY TRANSFER
SCHOOL PHYSICAL- including health history & diabetes screen	X	X	X	X	X	X
LEAD-screening &/or blood test required if under age 6 & live in 61701 zip code	X			If under age 6 & in 61701	If under age 6 & in 61701	If under age 6 & in 61701
IMMUNIZATIONS	KINDERGARTEN	SIXTH GRADE	12th GRADE	Transfer students-Refer to child's grade for immunization requirements		
MENINGITIS-MCV4		1st dose	2nd dose *only one dose required if 1st dose given at 16 or older			
HEPATITIS B series		Completed 3 dose series				
POLIO-see note	4 or more doses-last dose on or after 4th birthday					
Note: The requirements for the polio vaccination will be progressive until the 2028-2029 school year by which all students K-12 will be required to have 4 or more doses of the polio vaccination. For the 2022-2023 school year K-6, 2023-2024 K-7 and so on until all grades are covered in the 2028-2029 school year.						
DTP/DTaP/Td	4 or more doses-last dose on or after 4th birthday					
Tdap		1 dose at age 11-12				
MMR	2 doses					
VARICELLA	2 doses or proof of disease					
Dental Exams	Dental exams are due on May 15th for K, 2nd, 6th, and 9th graders					
Vision Exams	Vision exams are due on October 15th for Kindergarten and any student entering the district for the first time, regardless of grade					

## Vision and Hearing Exams

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

## Medical Excuses for Physical Education Classes

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

Students with an Individualized Education Program may also be excused from physical education courses for reasons stated in Board Policy [7:260](#).

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

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

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

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

## Head Lice

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

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

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

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

Consult the school nurse if you have questions regarding diagnosis and treatment.



## **Student Welfare Services**

The following services are provided by the School District:

- Health services supervised by qualified school nurse(s).
- Educational and psychological testing services and the services of a psychologist as needed. In all cases, written permission to administer a psychological examination must be obtained from the parents(s)/guardian(s). The results will be given to the parent(s), with interpretation, as well as the appropriate professional staff.
- The services of a social worker, provided that the parent(s)/guardians(s)' informed consent to be secured in advance.
- Guidance and counseling services directed by the building principal.

## ***IV. Attendance and Absences***

### **Attendance**

Students need to be in school for academic learning to occur. Regular attendance is required of all students enrolled in grades Kindergarten through 12 who are between the ages of 5 and 21 years. District 87 expects parent(s), guardian(s), or other persons having custody or control of enrolled students to cause the regular attendance of students and to inform the school of all absences and the reasons for such absences. Principals will monitor student attendance and inform parent(s), guardian(s), or other persons having custody or control of enrolled students of any unapproved absence and/or attendance problems.

Understanding certain circumstances, the District may require a parent(s), guardian(s), or other persons having custody or control of an enrolled student to provide medical documentation or other proof of the cause of a student's absence.

Students who are subject to compulsory school attendance shall be considered truant if they are absent without cause for a school day or portion thereof.

It is important that we keep in good communication relative to student attendance. School personnel will attempt to be in contact with you within the first two hours of the attendance day if a call is not received on the first day of an absence. A student may return to school from an absence at any time during the day. All students must report to the school office when returning the same day that the absence occurs.

### **Absences**

The District considers the following three categories of absences:

- Excused
- Official
- Unexcused

#### **Excused Absences**

In the event of any absence, the student's parent/guardian is required to call the school before 9:30 a.m. to explain the reason for the absence. If a call has not been made to the school on the day of a student's absence, a school official will communicate with parents via email, REMIND or phone call to inquire why the student is not at school. If the parent/guardian cannot be contacted, the student will be required to submit a signed note from the parent/guardian explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent/guardian, the reason for an absence will be kept confidential.

Excused absences include make-up privileges with full credit, including a reasonable amount of help from teachers. District 87 considers the following circumstances to be valid causes for student's absence:

- Illness of the student (including up to 5 days per school year for mental or behavioral health of the student). However, a student reported absent and seen about the community, after

being reported sick, may be declared unexcused. Students may be required to present medical documentation upon return to school.

- Illness or death in the student's family.
- Early dismissal for medical appointments.
- Court appearances of student.
- Observance of a religious holiday.
- Situations which cause reasonable concern to the parent(s), guardian(s), or other persons having custody or control of an enrolled student for the safety or health of the student.
- Circumstances that cause reasonable content to the parent/guardian for the student's mental, emotional or physical health or safety.
- Other situations beyond the control of the student as approved by the Board of Education, the Superintendent, or by the building's principal.
- Suspensions (out-of-school)

Any requests for make-up work should be made 24 hours in advance and can be picked up in the office after 3:00 p.m. the following day.

Students who are absent from school for any reason other than an official or excused (except illness) absence may not attend any school function for the remainder of the absence date.

Special requests for early dismissal, such as dentist or doctor appointment, should be made in writing by the parents and/or legal guardians. The school may require documentation explaining the reason for the student's absence.

- The note should be presented to the teacher before class begins.
- Students must check-out at the main office before leaving.
- If a student returns to the building after checking out, he/she must be checked in at the main office by an adult.

Additionally, a student will be excused for up to 5 days in cases where the student's parent/guardian is an active-duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. A student and the student's parent/guardian are responsible for obtaining assignments from the student's teachers prior to any excused absences and for ensuring that such assignments are completed by the student prior to his or her return to school.

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

### **Official Absences**

If a student is absent from school as a member of a school team, organization, or other representation of the school, arrangements for make-up procedures shall be made in advance of the absence.

### **Unexcused Absences**

Unexcused absences will be absences not mentioned in the preceding groups. Absences for reasons that can normally be completed outside the school hours will be unapproved. Work must

be made-up for all absences, and it is the student's responsibility to gather the work and hand to the teacher. The following are listed as examples of unapproved absences:

- Truancy from school or class
- Leaving school without permission from any school official
- Shopping, babysitting, being out-of-town, and/or vacations
- Leaving class without permission from the teacher
- Missing the bus
- Parent appointments

Teachers are not expected to provide assignments in advance for anticipated absences.

Students who are absent from school for any reason other than an official or excused absence may not attend any school function or school-sponsored activity for the remainder of the absence date. Students not in attendance by noon (12:00 pm) due to illness will normally not be allowed to participate in any after-school or evening school function or school-sponsored activity the day of the absence.

## **Participation in School Functions and School-Sponsored Events**

Participation in voluntary school functions and school-sponsored activities is a privilege and not a right and is contingent on compliance with school rules, good behavior and attendance. The Principal can limit a student's participation in such activities for failure to maintain these standards.

## **Illnesses**

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

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

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

## **Tardiness/Leaving School Early**

Arriving at school late and leaving school early interrupt the instruction of students in the classroom. As a result, leaving school early will be treated the same as tardiness, and the same conditions will be used to determine whether an absence is considered excused or unexcused.

Repeated occurrences of tardiness or leaving school early will result in consequences, including after or before school detentions.

## **Changes in After School Pick-Up Arrangement**

For student safety, it is important to have consistent after-school arrangements. Any temporary or permanent changes in after-school arrangements should be communicated in writing to the teacher. Occasionally, parents may need to make a temporary change with the office. Phone calls to the office for this purpose should be made prior to 3:00 P.M.

# ***V. Disciplinary Guidelines***

## **Student Discipline**

Students are expected to conduct themselves appropriately. Students also are expected to respect the rights, feelings, and property of others, and to respect the skill and authority of all school staff.

Students may be disciplined whenever unacceptable conduct occurs on school grounds, at school-sponsored activities, or when traveling to and from school or school-sponsored activities. This includes walking to school or at the bus stop. Students may be disciplined for out-of-school behavior whenever the student's conduct impacts on the academic or disciplinary environment of the school or the student body.

Students who are suspected of engaging in conduct that violates criminal laws while on school property or attending school-sponsored activities, in addition to being subject to discipline from the school, may have charges filed against them with appropriate law enforcement authorities.

Formal discipline of students will vary according to age level and may take any of several different forms. The type of discipline imposed will depend upon the severity of the student's misconduct or disobedience, how the student's conduct disrupts the educational environment and threatens school safety, previous incidents of unacceptable behavior, the student's academic record, the student's interest, the student's attitude toward corrective action, and the facts and circumstances of each case. Building Principals may choose not to use all the discipline options listed below.

### **Removal from Classroom**

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

### **Extended Removal from Class**

Students who chronically misbehave in class interfere with other students' rights to an education. As a result, students who disrupt a particular class can be temporarily reassigned to a study hall or other non-class location for a period of up to ten (10) days.

### **Detentions**

A detention requires a student to spend additional time at the school before or after regular school hours. Detentions may be assigned by any teacher or school administrator. Families will be notified of the detention. Detentions are considered an extension of the school day and shall receive priority over team practices, rehearsals, club activities, and other extra-curricular activities.

Detentions are not a parental option, and detention time may be doubled if the detention is not served when assigned. Failure to meet this additional detention may result in more severe disciplinary action. Failure to return signed written notice may also result in increased consequences.

### **In-School Suspension**

An in-school suspension consists of spending all or part of the school day in the office or in a special classroom. The student's classroom teacher(s) will provide assignments for the student to complete during time spent in the suspension.

Students who do not cooperate in the in-school suspension and/or do not follow directions will be suspended from school and will not receive credit for the time spent in the in-school suspension room toward the out-of-school suspension time.

### **Out-of-School Suspension**

Students who engage in gross misconduct or disobedience may be suspended out-of-school for a period not to exceed ten (10) school days pending review by the School Board or a hearing officer appointed by the Board. Any such suspension shall be reported to the School Board or the appointed hearing officer, and to the parent(s)/guardian(s) of such student along with a full statement of the reason for the suspension, a justification for its duration, and notice of the right to review the decision.

Prior to any out of school suspension, the school will make reasonable efforts to resolve the threat or disruption and minimize the student's duration out of school, including implementing other available and appropriate interventions. If the suspension is more than three days, the school shall exhaust appropriate and available behavioral and disciplinary interventions.

A suspended student may not appear on school property or at any school-sponsored activity. The student will be required to make up all work and tests missed, and it is the student's responsibility to make arrangements with teachers for such work.

Regardless of previous offenses, upon the third suspension during a school year, the parent(s)/guardian(s) and student will be notified that if the student engages in any further acts of gross misconduct or disobedience, an expulsion from school may be recommended.

A parent(s)/guardian(s) and student conference may be necessary prior to the suspended student returning to school. The school will work with the student and parent to facilitate reengagement of the student back to school, including the opportunity to make up work for academic credit.

### **Removal from school-sponsored events and/or extra-curricular activities**

Students who display unacceptable behavior at any time, whether or not such behavior is on school property or at a school-sponsored event or activity, should not be entitled to the privilege of being able to engage in activities designed to promote the image of the Bloomington Public Schools District 87 student body and prepare students for good citizenship. Therefore, students who display unacceptable conduct at any time may be declared by the school administration to be ineligible to participate in school-sponsored events and/or extra-curricular activities.

### **Expulsion**

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

Before an expulsion occurs, the student's parent(s)/guardian(s) will be requested to appear at a meeting of the School Board, or at a meeting with a hearing officer appointed by the Board, to

discuss the child's behavior. This request shall be made by certified mail and shall state the time, place, and purpose of the meeting.

The Board, or the hearing officer appointed by the Board, at such a meeting, shall state the reasons for the expulsion and the date on which it is to become effective.

A student who is found guilty by the Board, or a hearing officer appointed by the Board, of the possession, use, or display of a firearm while on school property shall be expelled from school for a period of not less than one (1) year. However, at the discretion of the Board, or a hearing officer appointed by the Board, such expulsion may be reduced to a period of less than one (1) year on a case-by-case basis.

A student who brings a firearm or explosive device onto school property shall be referred to the criminal justice or juvenile delinquency system.

### **Conditional Probation**

Students who are determined by the Administration to have engaged in gross misconduct or disobedience warranting a recommendation for expulsion from school may, at the Administration's discretion, be offered conditional probation as an alternative to expulsion.

Whether or not conditional probation is offered by the Administration depends upon the student's academic record, past disciplinary record, school attendance, and attitude toward corrective conduct.

If conditional probation is to be recommended, it shall be reviewed and approved in advance by the Superintendent or a designee. To become effective, conditional probation must be offered by the building Principal or a designee and accepted in writing by the parent(s)/guardian(s) and the student following an explanation of the conditional probation program.

Conditional probation shall be granted only when the student and parent(s)/guardian(s):

- Acknowledge and agree that the student had engaged in gross misconduct or disobedience warranting expulsion;
- Agree to waive the right to any hearing before the School Board prior to being placed on conditional probation;
- Agree that any violation of the terms or conditions of the probation agreement shall result in revocation of the probation and subsequent expulsion from school.

A copy of the completed Conditional Probation Agreement shall be sent to the Superintendent for distribution to members of the School Board.

Should it become necessary to revoke the conditional probation because of a violation of the written agreement, the student will be offered the right to a hearing before the Board, or a hearing officer appointed by the Board, to determine if the probation agreement was violated.

If probation is violated, the Board may expel the student on the basis of the original act(s) committed as specified and admitted to in the conditional probation agreement. No notice or hearing shall be given the student and the Board may act only on the original offense(s) and the student's admission of those offense(s).



## Gross Misconduct or Disobedience

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

- Insubordination of school personnel, including failure to follow directions.
- Possession, use or distribution of alcohol, drugs (including “look-a-like” drugs, narcotics, or any illegal substance as well as any controlled substance without a valid prescription, or any drug paraphernalia. Drug paraphernalia means all equipment, products, and materials of any kind that are peculiar to, marketed for use in packaging, repackaging, storing, containing, concealing, or otherwise introducing into the human body, any controlled substance other than as prescribed by a healthcare provider. Cigarette paper, bongs, and pipes are among the items considered to be drug paraphernalia.
- Being under the influence of alcohol, drugs, narcotics, or any illegal substance as well as any controlled substance without a valid prescription.
- Violation of the District’s and/or school’s non-tobacco policy. This policy prohibits the possession of tobacco, including cigarettes, cigars, pipes, pipe tobacco, “dip,” chewing tobacco, smokeless tobacco, and any other tobacco products as well as e-cigarettes. Matches and cigarette lighters are also prohibited.
- Intimidation of, or any attempt to intimidate, school personnel or other students.
- Fighting with, or any assault on, school personnel or other students.
- Intentional damage to, destruction of, or any attempt to damage or destroy school property or property of school personnel or other students.
- Verbal abuse of school personnel or other students or use of profane words or gestures.
- Endangering of the physical or psychological well-being of school personnel or other students by conduct or actions, including:
  - Improper release of school fire alarm or tampering with fire extinguishers;
  - Setting off, or attempting or threatening to set off, explosive devices on school property;
  - Starting, or attempting to start, a fire on school property;
  - Possession, use, or display of a dangerous weapon or any “look-a-like” or facsimile gun or weapon, including Airsoft or other bb or pellet guns with orange tips; and
  - Reckless driving on school grounds.
- To threaten, harass or intimidate through computer, phone or other electronic devices including, but not limited to, email, voice mail, text messages, and personal or social websites such as “Myspace” or “Facebook”. Elementary students who utilize social media must be responsible for their actions, and such conduct is prohibited regardless of location or time it occurs.
- Repeated incidents of misbehavior, including repeated refusal to comply with school rules.
- Repeated unexcused tardiness or absenteeism during any part of the school day.
- Falsifying or tampering with school records.
- Participation in gang-related activities. This includes wearing any gang-related clothing, jewelry, or any other item that is worn in a manner that is so closely associated with gang membership as to present a possible danger to the student.

- Being involved with any public school fraternity, sorority, or secret society, by being a member, promising to join, pledging to become a member, or soliciting any other person to join, promise to join, or be pledged to become a member, as defined in 105 ILCS 5/31-1. Wearing of insignia or clothing indicating membership in secret societies shall be considered evidence of membership.
- Disruptive behavior to such an extent that the student fails to make reasonable progress toward the next grade level or graduation, or that the student interferes with the right of other students to receive an education.
- Theft or attempted theft of school property or the property of others.
- Sexual harassment of another student or a staff member.
- Writing or publishing material for distribution or viewing and/or distributing material, including posting material electronically that:
  - is obscene or libelous, invades the privacy of others, threatens, or bullies students or staff, advocates conduct which is otherwise inconsistent with shared values or a civilized social order, or will otherwise cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
  - promotes specific religious belief and leads other students to reasonably believe it is school-sponsored or endorsed; or
  - was recorded or filmed through the inappropriate use of cell phones or other messaging or recording devices on school property.
- Harassment of school district employees or other students on or off campus when such harassment creates a reasonably foreseeable substantial disruption to the learning environment.
- Improper displays of affection at school or school-sponsored activities.
- Unauthorized use of computer hardware, software, Internet access, or any other violation of the District's Board Policy [6.235](#), *Access to Electronic Networks*. This includes any use of school district computers not specifically sanctioned by the school personnel.
- Trespassing by being on school property between the hours of 10:00 p.m. and 6:00 a.m. unless under the direct supervision of a staff member is a violation of school rules.
- All forms of bullying are prohibited. A bully shall be defined as a student who repeatedly teases, frightens, or hurts others. Prohibited behavior may take the form of unkind actions or remarks, verbal taunting, physical aggression, or exclusion from groups, including in person or electronically.
- Leaving a location without permission from an adult.
- Operating a drone on or over school property or at a school function in any other location is prohibited without specific written approval from the Principal or Superintendent.

## Anti-Bullying Policy

Bloomington Public Schools, District 87 believes that every student has the right to enjoy learning, free from intimidation. Our school community will not tolerate bullying behavior of any kind. Bullying, intimidation, and harassment of anyone by any means by students is prohibited whether on school grounds or not and whether during school hours or not and is subject to appropriate discipline pursuant to Board Policies including, among others, [2.260](#), [2.265](#), [6.10](#), [6.15](#), [7.10](#), [7.20](#), [7.130](#), [7.180](#) (See Section X "Laws, Notices, Policies & Forms"), [7.185](#), [7.190](#), [7.192](#), [7.230](#) and other student discipline provisions below.

Students are encouraged to immediately report bullying to any teacher, administrator or staff member. Students can anonymously report bullying by calling the SeapUp for Safety phone number listed on the District website under "Family Resources." The school district shall respond

promptly and appropriately to address “students who have demonstrated behaviors that put them at risk for aggressive behavior, including bullying.”

Bullying is prohibited. A bully shall be defined as a student who severely or pervasively teases, frightens, or hurts others. Prohibited behavior may take the form of unkind actions or remarks, verbal taunting, physical aggression, and exclusion from groups.

In the event school officials identify bullying or aggressive behavior occurring at school or when such bullying or aggressive behavior has a legitimate school connection, parents and or legal guardians shall be notified.

School officials shall involve and employ such district and community-based resources as in the sole discretion of school officials are deemed appropriate in instances of bullying or aggressive behavior including but not limited to:

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

## **School Dress Code – Personal Appearance**

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

Specific dress rules include:

1. Students shall not wear clothing or other apparel which creates a concern for safety or causes a disruption.
2. Students must wear footwear with rubber or hard soles.
3. Students will be allowed to wear hoods, hats, sweatbands, bandanas, do rags, bonnets, stocking caps, and scarves rolled up to serve as actual headbands. Hats must face straight forward or straight backward. Hats must allow the face to be visible to staff and not interfere with the line of sight of any student or staff. Hoods may be worn (i.e., hoodie sweatshirts) overhead, but the face and ears must be visible to school staff. Exceptions for head coverings worn will be made for medical or religious reasons.
4. Students should not wear clothing that suggests themes of profanity, tobacco use, alcohol, drugs, and promiscuity or gang association.
5. Any articles of clothing or jewelry worn with writing and/or pictures on them must be in good taste without profanity, obscene language, obscene gestures, gang symbols, or suggestive connotations.
6. Students are encouraged not to wear jackets or coats during the school day. Lockers and/or coat hooks are provided for the storage of these items. A sweater or extra shirt may be worn in the building on chilly days.

7. Students are encouraged not to carry heavy backpacks and/or oversized sport bags into classrooms. Student lockers, and/or coat hooks are provided for the storage of these items.
8. Students are not allowed to wear pajamas, pajama pants, slippers, or onesies during the school day. Students wearing this type of clothing will be told to change.
9. Students who carry or wear blankets at school will be asked to put them in a locker or on a coat hook or they may be confiscated.
10. Students shall not wear clothing that exposes undergarments or exposes the body/chest area. Students not meeting this requirement will be required to correct the violation before returning to class.

## **Cellular Phones/Messaging Devices**

Unless authorized by and under the direct supervision of a teacher or administrator for educational purposes, students are not allowed to use or display cellular phones or any other messaging or recording devices on school property during school hours including any illegal eavesdropping or any recording or pictures or sound. Such items must be turned off and stored in a backpack or locker during school hours including lunch. Such items are subject to confiscation and a parent must reclaim the item. The District assumes no liability or responsibility for such items if they are lost, damaged or stolen while confiscated.

# ***VI. Transportation***

## **Introduction**

Transportation is provided for students living one (1) mile or more from school and to students living less than one (1) mile from school where the state Department of Transportation has identified a safety hazard for walking. Transportation is also provided for field trips and extra-curricular activities.

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

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

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

In the event school is cancelled or dismissed early for any reason, parents will be notified via Skyward as well as through social media and the media. Parents are strongly encouraged to have an emergency plan in place in the event school is cancelled or dismissed early in an emergency. In inclement weather, if emergency sirens sound while students are being transported, the bus will proceed to the nearest school so that students can be sheltered indoors. Transportation services will continue only after the National Weather Service cancels the emergency warning.

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

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

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

## **Bus Behavior**

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

- Be ready and waiting at the designated bus stop five (5) minutes before the scheduled stop time.

- Stay off the road at all times while waiting for the bus.
- Wait until the bus comes to a complete stop and the door is opened before attempting to board the bus.
- Do not cross the street to board the bus or after leaving the bus until the driver signals it is safe.
- Remain ten (10) feet from all sides of the bus and do not cross behind the bus.
- Follow the driver's instructions and assist in keeping the bus safe and clean.
- Remain seated and facing the front of the bus.
- Do not lower windows below the safety line.
- Keep arms, legs and head out of the aisle and inside the bus.
- Keep hands and feet to yourself. Keep all personal belongings under control on your lap or where specified by the driver.
- Items may not be thrown inside or outside the bus.
- Avoid loud talking and laughing which can divert the driver's attention. Be absolutely silent when approaching and crossing a railroad track.
- Obscene verbal remarks or gestures must not be made to persons inside or outside the bus.
- Eating on the school bus is not permitted.
- Smoking on the school bus or at the bus stop is not permitted.
- The transportation of large musical instruments can only be done if space permits.
- Toys and balloons are not permitted on the bus.

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

### **Where to Go With Transportation-Related Questions**

It is the philosophy of District 87 and Illinois Central School Bus to address all questions and concerns as safely and as quickly as possible. Parents who have questions about their child's transportation should first call Illinois Central School Bus. Parents should also contact the school if their child's transportation arrangements need to be changed in any way.

The schools will forward this information to Illinois Central School Bus for appropriate action. Illinois Central School Bus will then supply the school with route adjustments so the school can notify the parents. Route adjustments typically take three (3) days to be completed.

Unresolved concerns about transportation should be addressed with the school in which the student attends.

Questions may also be directed to the bus company, Illinois Central School Bus, at 1-309-828-4373.

## ***VII. Early Dismissal and Cancellations***

### **Automated Phone System**

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

### **Winter Weather Related Cancellations**

District 87 is located within the Bloomington city boundaries and it is, therefore, rare that schools would close due to winter weather conditions. When a determination is made to cancel school, close early due to wintry weather, and/or cancel sports or other school-related activities, parents will be notified through Skyward, social media, and the media as well as the district's website @ [www.district87.org](http://www.district87.org).

### **Transportation for Early Dismissal**

Periodically, the District will schedule early dismissals for various reasons during the school year, i.e., School Improvement Days. The dismissal times for elementary schools in District 87 will be 12:05 p.m.

# ***VIII. Building Security, Safety and Emergencies***

## **Security**

### **Visitors**

Parents are welcome and are encouraged to visit District 87 schools and to attend classes with their children. It is the school's policy to accept other visitors only if they have legitimate business at school. Entry points to buildings are secured during the school day. All visitors must register in the Main Office immediately upon entering the school building and wear an appropriate visitor badge. School policy does not permit students from other schools to visit classes.

### **Surveillance**

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

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

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

## **Emergency Crisis Plans**

Should an emergency or disaster situation arise while school is in session, District 87 schools have made preparations to respond effectively to such situations and to care for all students. District 87 has developed a specific emergency operations plan with the assistance of our police and fire departments for each school and has trained staff in anticipation of various types of emergencies, including a major catastrophe. During an emergency crisis, the District will do everything it can to protect your child and to communicate with all parents as quickly as possible.

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

The District may use an automated phone system to call parents with important information, particularly during an emergency or the cancellation of school due to weather. The District will use phone numbers provided during registration. To ensure you receive such telephone calls, please make sure your child's school has your current phone numbers on record.



## **Parent/Guardian Instructions during an Emergency**

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

- Please do not telephone the school and tie up lines needed for emergency communication.
- Please do not come to the school during an emergency or crisis.
- During an emergency, we must know where every student is at all times, and students will be kept at their school until the emergency passes and it is safe. Once it is safe, students will be dismissed using the normal transportation and dismissal procedures or parents and guardians will be allowed to pick them up. Students will be released only to their parents or guardians.
- Go to the District web site @[www.district87.org](http://www.district87.org) and look for emergency information and directions.
- The District will notify the media of the situation to pass on parent/guardian information and instructions. Please listen to the media for details.
- The District may use an automated phone system to call all parents with information. To ensure that you receive such a telephone call, please make sure that the school has your current phone number on record.

Please discuss these matters with your student and immediate family and plan ahead to understand what you should do during an emergency. Impress upon your student the need for them to remain at school and to follow the direction of school personnel in times of an emergency crisis.

## **Lockdown**

During a school lockdown, the following will apply:

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

## **Transportation**

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

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

## **Safety Drill Procedures and Conduct**

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

During threatening weather, students and buses may be detained to insure our students' safety. After reporting to the school office, legal parents and guardians may take their children home. Friends, babysitters, relatives, etc. will not be allowed to transport children during these times unless they are listed on the emergency card.

## **Secure Firearm Storage**

The Board of Education of Bloomington School District #87 has adopted a resolution directing the Superintendent to notify parents of the need for secure storage of firearms. Unsecured firearms put children and staff at risk in our school, and keeping students, teachers and staff safe from the threat of gun violence should be the responsibility of all adult stakeholders at each of our school sites. Adults may be liable both criminally and civilly when a child gains unsupervised access to firearms which are not appropriately and securely stored.

Unsecured guns in the home pose a risk to students beyond gun violence in schools. Every year, 350 children under the age of 18 unintentionally shoot themselves or someone else. That is roughly one unintentional shooting per day. More than 1,200 children die by gun suicide each year. In the overwhelming majority of these incidents, the gun used was one that belonged to someone in their home.

One study found that 70 % of parents believe their teen cannot access the gun(s) in their home. Yet, the study also found that half of teens said they could gain access to a loaded gun in their home in under an hour, including one-third who said they could do so in under five minutes. Research shows that secure firearm storage practices are associated with up to an 85% reduction in the risk of self-inflicted and unintentional firearm injuries among children and teens. Storing firearms securely protects any child in the home as well as students throughout the school district and community.

Nothing in the foregoing shall be read to establish an implied or contractual right of action for the victim of gun violence.

## ***IX. Volunteer Opportunities***

### **School Volunteers**

District 87 seeks and encourages volunteers to serve in our schools. Adults who would like to devote an hour or more each week on a regular basis are needed in the education program. Every school can use interested adults in a variety of assignments. Volunteers should contact the principal or a teacher.

Volunteers who supervise students, or work with students out of view of the supervising staff, including field trips, are required to complete an annual criminal background check.

### **PTA / PTO**

PTAs/PTOs help build a bridge between home and school. All parents are encouraged to become active members. A good working relationship between parents and school personnel is essential to a child's growth and educational progress. A small donation may be requested to join PTA/PTO.

## ***X. Laws, Notices, Policies & Forms***

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

### **Awareness and Prevention of Child Sexual Abuse, Grooming Behaviors, and Boundary Violations**

Child sexual abuse, grooming behaviors, and boundary violations harm students, their parent/guardian, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn.

#### **Warning Signs of Child Sexual Abuse**

**Warning signs of child sexual abuse include the following:**

Physical signs:

- [Sexually transmitted infections \(STIs\)](#) or other genital infections
- Signs of trauma to the genital area, such as unexplained bleeding, bruising, or blood on the sheets, underwear, or other clothing
- Unusual weight gain or loss

Behavioral signs:

- Excessive talk about or knowledge of sexual topics
- Keeping secrets
- Not talking as much as usual
- Not wanting to be left alone with certain people or being afraid to be away from primary caregivers
- Regressive behaviors or resuming behaviors that the child had grown out of, such as thumb sucking or bedwetting
- Overly compliant behavior
- Sexual behavior that is inappropriate for the child's age
- Spending an unusual amount of time alone
- Trying to avoid removing clothing to change or bathe

Emotional signs:

- Change in eating habits or unhealthy eating patterns, like loss of appetite or excessive eating
- Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling "down"
- Change in mood or personality, such as increased aggression
- Decrease in confidence or self-image
- Anxiety, excessive worry, or fearfulness
- Increase in unexplained health problems such as stomach aches and headaches
- Loss or decrease in interest in school, activities, and friends
- Nightmares or fear of being alone at night
- Self-harming behaviors or expressing thoughts of suicide or suicidal behavior

- Failing grades
- Drug or alcohol use

### **Warning Signs of Grooming Behaviors**

School and District employees are expected to maintain professional and appropriate relationships with students based upon students' ages, grade levels, and developmental levels.

Prohibited grooming is defined as (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples of grooming behaviors include, but are not limited to, the following behaviors:

- Sexual or romantic invitations to a student
- Dating or soliciting a date from a student
- Engaging in sexualized or romantic dialog with a student
- Making sexually suggestive comments that are directed toward or with a student
- Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
- Sexual, indecent, romantic, or erotic contact with a student
- Failing to respect boundaries or listening when a student says "no"
- Engaging in touching that a student or student's parents/guardians have indicated as unwanted
- Trying to be a student's friend rather than filling an adult role in the student's life
- Failing to maintain age-appropriate relationships with students
- Talking with students about personal problems or relationships
- Spending time alone with a student outside of their role in the student's life or making up excuses to be alone with a student
- Expressing unusual interest in a student's sexual development, such as commenting on sexual characteristics or sexualizing normal behaviors
- Giving a student gifts without occasion or reason
- Spending a lot of time with a student
- Restricting a student's access to other adults

### **Warning Signs of Boundary Violations**

School and District employees breach employee-student boundaries when they misuse their position of power over a student in a way that compromises the student's health, safety, or general welfare. Examples of boundary violations include:

- Favoring a certain student by inviting the student to "hang out" or by granting special privileges
- Engaging in peer-like behavior with a student
- Discussing personal issues with a student
- Meeting with a student off-campus without parent/guardian knowledge and/or permission
- Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside of a professional role
- Transporting a student in a school or private vehicle without administrative authorization
- Giving gifts, money, or treats to an individual student
- Sending a student on personal errands
- Intervening in a serious student problem instead of referring the student to an appropriately trained professional
- Sexual or romantic invitations toward or from a student

- Taking and using photos/videos of students for non-educational purposes
- Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting
- Inviting a student to an employee's home
- Adding a student on personal social networking sites as contacts when unrelated to a legitimate educational purpose
- Privately messaging a student
- Maintaining intense eye contact with a student
- Making comments about a student's physical attributes, including excessively flattering comments
- Engaging in sexualized or romantic dialog
- Making sexually suggestive comments directed toward or with a student
- Disclosing confidential information
- Self-disclosure of a sexual, romantic, or erotic nature
- Full frontal hugs
- Invading personal space

If you believe you are a victim of child sexual abuse, grooming behaviors, or boundary violations, or you believe that your child is a victim, you should immediately contact the Building Principal, a school counselor, or another trusted adult employee of the School.

Additional Resources include:

National Sexual Assault Hotline at 800.656.HOPE (4673)

National Sexual Abuse Chatline at [online.rainn.org](http://online.rainn.org)

Illinois Department of Children and Family Services Hotline at 1.800.25.ABUSE (2873)

### **Reporting Child Sexual Abuse, Grooming Behaviors, and/or Boundary violations**

Reasonable suspicions of child sexual abuse and grooming behaviors shall be reported to DCFS. Other boundary violations and violations of the code of conduct shall be reported to the building principal.

### **Support Services**

The Superintendent or designee will ensure that each school building's Student Support Committee identifies counseling options for students who are affected by sexual abuse, along with District and community-based options for victims of sexual abuse to obtain assistance and intervention. Community-based options must include a Children's Advocacy Center and sexual assault crisis center(s) that serve the District, if any.

## **Sexual Abuse Response and Prevention Resource Guide**

The Illinois State Board of Education (ISBE) maintains a resource guide on sexual abuse response and prevention. The guide contains information on and the location of children's advocacy centers, organizations that provide medical evaluations and treatment to victims of child sexual abuse, organizations that provide mental health evaluations and services to victims and families of victims of child sexual abuse, and organizations that offer legal assistance to and provide advocacy on behalf of victims of child sexual abuse. This guide can be accessed through the ISBE website at [www.isbe.net](http://www.isbe.net) or you may request a copy of this guide by contacting the school's office.

# **Employee Professional and Appropriate Conduct- Faith's Law Notification**

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. In addition, the Code of Ethics for Illinois Educators, adopted by the Illinois State Board of Education, is incorporated by reference into this policy. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), engages in grooming as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct, or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal. This policy expressly incorporates Board Policy [5:120](#) in its entirety by this reference.

The Superintendent or designee shall identify appropriate employee conduct standards and provide them to all District employees. Standards related to school employee-student conduct shall, at a minimum:

1. Incorporate the prohibitions noted in paragraph 1 of this policy;
2. Define prohibited grooming behaviors (as above in 8-11) to include, at a minimum, sexual misconduct. Sexual misconduct is (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to: a. A sexual or romantic invitation b. Dating, or soliciting a date c. Engaging in sexualized or romantic dialog d. Making sexually suggestive comments that are directed toward or with a student e. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature f. A sexual, indecent, romantic, or erotic contact with the student
3. Identify expectations for employees to maintain professional relationships with students, including expectations for employee-student boundaries based upon students' ages, grade levels, and developmental levels. Such expectations shall establish guidelines for specific areas, including but not limited to: a. Transporting a student b. Taking or possessing a photo or video of a student c. Meeting with a student or contacting a student outside the employee's professional role
4. Reference employee reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), and the Elementary and Secondary Education Act (20 U.S.C. § 7926);
5. Outline how employees can report prohibited behaviors and/or boundary violations pursuant to Board policies [2:260](#), Uniform Grievance Procedure; [2:265](#), Title IX Sexual Harassment Grievance Procedure; and [5:90](#), Abused and Neglected Child Reporting; and
6. Reference required employee training related to educator ethics, child abuse, grooming behaviors, and boundary violations as required by law and policies [2:265](#), Title IX Sexual Harassment Grievance Procedure; [4:165](#), Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors; [5:90](#), Abused and Neglected Child Reporting; and [5:100](#), Staff Development Program.

## Employee-Student Boundaries

The relationship between students and school employees is an inherently unequal imbalance of power because school employees are in a unique position of trust, care, authority, and influence in relation to students. District employees breach employee-student boundaries when they misuse their position of power over a student in a way that compromises the student's health, safety, or general welfare. Employee-student boundaries are categorized into four areas that are not mutually exclusive:

- Emotional Boundaries – both the employee's own emotional state and self-regulation as well as students' emotional states and developmental abilities to self-regulate.
- Relationship/Power Boundaries – recognizing, as noted above, that the employee-student relationship is unequal and employees must safeguard against misusing positions of power.
- Communication Boundaries – how and what employees communicate to students, including communication that is verbal, nonverbal, in person, or via electronic means.
- Physical Boundaries – physical contact between employees and students.

While some employee-student boundaries are clear and easy to recognize, there are some unclear, *grey* areas that employees must plan for and respond to with sound judgment. This means recognizing the potential negative consequences for students and/or employees engaging in certain behaviors with students or allowing inappropriate conduct to continue. Employees may use *time, place, and circumstances* as a guiding principle by asking themselves:

- Is this the appropriate *time* for my planned action?
- Have I chosen the appropriate *place* for the planned action?
- Are these appropriate *circumstances* for me to take my planned action?

To avoid behavior or conduct which may lead to a breach in employee-student boundaries, employees should also recognize their own unique vulnerabilities. Examples of vulnerabilities that employees may experience include, but are not limited to:

- Employees regarding students as peers
- Employees who too closely identify with students and their issues
- Employees experiencing adult relationship issues
- Immature employees, or employees with an under-developed moral compass
- Employees feeling a need for attention
- Employees who abuse alcohol or other substances
- Employees who lack personal crisis management skills

Employees experiencing difficulties in their personal lives may be particularly susceptible to engaging in at-risk behavior or conduct with students. Employees must be alert to such risks and ensure they maintain professional boundaries at all times. The [REFLECT](#) ethical decision-making model may help employees evaluate and address conduct that concerns them.



**Guidelines for Specific Boundary Areas**

<b>Boundary Area</b>	<b>Inappropriate</b>	<b>Appropriate</b>
<b>Emotional</b>	<p><b>Favoring certain students by inviting them to your classroom at non-instructional times to “hang out.”</b></p> <p><b>Favoring certain students by giving them special privileges.</b></p> <p><b>Engaging in peer-like behavior with students.</b></p> <p><b>Discussing personal issues with students.</b></p>	<p><b>Inviting students who need additional instructional support to your classroom for such additional support.</b></p> <p><b>Conducting one-on-one student conferences in a classroom with the door open.</b></p>

<p><b>Relationship/Power</b></p>	<p><b>Meeting with a student off-campus without parent/guardian knowledge and/or permission.</b></p> <p><b>Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside your professional role.</b></p> <p><b>Transporting a student in a school or private vehicle without administrative authorization.</b></p> <p><b>Giving gifts, money, or treats to individual students.</b></p> <p><b>Sending students on personal errands.</b></p> <p><b>Intervening in serious student problems instead of referring the student to an appropriately trained professional.</b></p> <p><b>A sexual or romantic invitation toward or from a student.</b></p> <p><b>Taking and using photos/videos of students for non-educational purposes.</b></p>	<p><b>Meeting with a student off-campus with parent/guardian knowledge and/or permission, e.g., when providing pre-arranged tutoring or coaching services.</b></p> <p><b>Transporting a student in a school or private vehicle with administrative authorization.</b></p> <p><b>Taking and using photos/videos of students for educational purposes, with student and parent/guardian consent, while abiding by student records laws, policies, and procedures.</b></p>
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<p><b>Communication</b></p>	<p><b>Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting.</b></p> <p><b>Inviting students to your home.</b></p> <p><b>Adding students on personal social networking sites as contacts when unrelated to a legitimate educational purpose.</b></p> <p><b>Privately messaging students by any means.</b></p> <p><b>Maintaining intense eye contact.</b></p> <p><b>Making comments about a student's physical attributes, including excessively flattering comments.</b></p> <p><b>Engaging in sexualized or romantic dialog.</b></p> <p><b>Making sexually suggestive comments directed toward or with a student.</b></p> <p><b>Disclosing confidential information.</b></p> <p><b>Self-disclosure of a sexual, romantic, or erotic nature.</b></p>	<p><b>Limiting communication to what is necessary for educational and/or extracurricular activities.</b></p> <p><b>Using District-approved methods for communicating with students.</b></p>
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Physical	<p>Full frontal hugs.</p> <p>Invading personal space.</p> <p>Massages, shoulder rubs, neck rubs, etc.</p> <p>Lingering touches or squeezes.</p> <p>Tickling.</p> <p>Having a student on your lap.</p> <p>Physical exposure of a sexual, romantic, or erotic nature.</p> <p>Sexual, indecent, romantic, or erotic contact with a student.</p> <p>Assisting a young student or a student with special needs with a toileting issue without obtaining parent/guardian permission.</p>	<p>Occasionally patting a student on the back, shoulder, or arm.</p> <p>Momentary physical contact with limited force designed to prevent a student from completing an act that would result in potential physical harm to the student or another person or damage to property; or to remove a disruptive student who is unwilling to leave the area voluntarily.</p> <p>Assisting a young student or a student with special needs with a toileting issue when parent/guardian permission has been granted.</p>
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# **Statement of Non-Discrimination and Sexual Harassment Policies**

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

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

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

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

## **Uniform Grievance Procedure**

[Board Policy 2.260](#) establishes a Uniform Grievance Procedure for anyone to make a complaint to the District. The Board has assigned Dr. Sherrilyn Thomas, Assistant Superintendent for Human Resources, and Dr. Nicole Rummel, Assistant Superintendent for Teaching and Learning, as Complaint Managers to investigate and attempt to resolve complaints. They can be contacted at 300 E. Monroe Street, Bloomington IL 61701; telephone: 309-827-6031; or by email at [thomass@district87.org](mailto:thomass@district87.org) or [rummeln@district87.org](mailto:rummeln@district87.org).

## **Complaints About Curriculum, Instructional Materials and Programs**

Parents or guardians have the right to inspect all instructional materials used as a part of their child's education. If you believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy, you may file a complaint under the District's uniform grievance policy.

Parents or guardians with other suggestions or complaints about curriculum, instructional materials, or programs should complete a Curriculum Objection Form, which is available from the

school office. A parent or guardian may also request that their child be exempt from using a particular instructional material or program by completing a Curriculum Objection Form.

## **Access to Electronic Networks**

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

## **Corporal Punishment Policy**

District 87 complies with Public Act 103-0806. This policy does not allow the use of corporal punishment in the public schools within the State of Illinois.

## **Abused Child Law**

Illinois Law requires that all cases of suspected physical abuse, malnutrition, neglect, or injury to children be immediately reported to the Illinois Department of Children and Family Services (DCFS).

The law currently requires any healthcare provider, surgeon, dentist, osteopath, chiropractor, podiatrist, Christian Science practitioner, school teacher, school administrator, truant officer, social worker, nurse, day care center, or nursery school staff member to report real or suspected child abuse. Persons required to make such reports are immune from any liability. Child abuse includes injury or disability from physical abuse, neglect, malnutrition, and deliberate withholding of feeding.

Such reports are required to be made immediately by phone or in person to (DCFS) and must also be made in writing within 24 hours of receipt of such reports. The department may provide protective social services to prevent further abuses to the child and to safeguard his/her welfare, and it may petition the court to remove the child from the custody of the parents.

## **Sex Offender Community Notification**

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except for in the following circumstances as they relate to the individual's child(ren):

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board.

Anytime that a convicted child sex offender is present on school property – including the three reasons above - he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children.

A violation of this law is a Class 4 felony.

Information about sex offenders or violent offenders against youth is available to the public on the Illinois State Police (ISP) website. The ISP website contains the [Illinois Sex Offender Registry](#) and the [Illinois Murder and Violent Offender Against Youth Registry](#).

[Frequently Asked Questions Concerning Sex Offenders](#)

## **Missing Children Records Act**

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

## **Asbestos Management Plan Notice**

District 87 has submitted its Management Plan prepared pursuant to the requirements of the Asbestos Hazard Emergency Response Act (AHERA) for all District 87 facilities. Copies of the Management Plan are available at the Educational Services Center located at 300 East Monroe Street, Bloomington, and in the office of each school building.

Management Plans are available for your inspection, Monday through Friday from 9:00 a.m. to 3:00 p.m. We request that appointments be scheduled with us to review these plans. To make an appointment, please contact the Chief Financial & Facilities Officer at 827-6031, ext. 1022.

## **Integrated Pest Management Notice**

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

Therefore, District 87 has established a notification registry for each school of all people who want to be notified. To be included in this registry, please contact the Facilities Management Office at 827-6031, extension 1014, and submit the following information: name, address, telephone number, and school(s) your children attend within District 87. If you have any other questions regarding District 87's integrated pest management practices, you may contact the Chief Financial & Facilities Officer at 827-6031, extension 1022.

## **Family Educational Rights and Privacy Act (FERPA)**

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

1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2) The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate.

Parents or eligible students may ask the Principal to amend a record that they believe is inaccurate. They should contact the School Principal, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3) The right to consent to disclosures of personally identifiable information (PII) contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform an institutional service or function for which the School would otherwise use its own employees and who is under the direct control of the School with respect to the use and maintenance of PII (such as an attorney, auditor, medical consultant, educational software provider, IlliniCloud, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

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

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



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

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

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

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

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

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

Board Policies [7.15](#) and [7.340](#) provide more information on student records.

## **Notification of Rights under the Protection of Pupil Rights Amendment (PPRA)**

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

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

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

Receive notice and an opportunity to opt a student of:

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

Inspect, upon request and before administration or use:

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

District 87 has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.

District 87 will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes. District 87 will also directly notify parents and eligible students, such as through U.S. Mail or email, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participation in:

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

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

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

## **Parents Right to Know**

In accordance with the ESEA Section 1111(h)(6) PARENTS RIGHT-TO-KNOW, Bloomington Public Schools, District 87 is notifying every parent of a student in Title I school that you have the right and may request information regarding the professional qualifications of your child's classroom teacher. This information regarding the professional qualifications of your child's classroom teachers including, at a minimum, the following:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If at any time your child has been taught for four or more consecutive weeks by a teacher not highly qualified, the school will notify you. If you have any questions, please feel free to contact Dr. David Mouser, Superintendent of Schools, at 309-827-6031.

## **Board Policy 7.180 - Prevention of and Response to Bullying, Intimidation and Harassment**

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

Bullying on the basis of actual or perceived race, color, religion, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge from military service, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations:

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

### Definitions from [105 ILCS 5/27-23.7](#)

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

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

*Bullying* may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

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

*Restorative measures* means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Ill. Human Rights Act.

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

# **Bullying Prevention and Response Plan**

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the [First Amendment to the U.S. Constitution](#) or under [Section 3 of Article I of the Illinois Constitution](#).
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report. Anonymous reporting phone numbers are posted within each school building.

## **Nondiscrimination Coordinator:**

Dr. Sherrilyn Thomas, Assistant Superintendent of Human Resources  
300 E. Monroe Street, Bloomington IL  
[thomass@district87.org](mailto:thomass@district87.org)  
309-827-6031

## **Complaint Managers:**

Dr. Sherrilyn Thomas, Assistant Superintendent of Human Resources  
300 E. Monroe Street, Bloomington IL  
[thomass@district87.org](mailto:thomass@district87.org)  
309-827-6031

Mr. Michael Cornale, Chief Financial & Facilities Officer  
300 E. Monroe Street, Bloomington IL  
[cornalem@district87.org](mailto:cornalem@district87.org)  
309-827-6031

4. Consistent with federal and State laws and rules governing student privacy rights, the parents/guardians of all students involved in an alleged incident of bullying will be notified of such, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is made aware of the student's involvement in the incident. As appropriate, the school's administration shall also discuss the availability of social work services, counseling, school psychological services, other interventions, and restorative measures. The school shall make diligent efforts to

notify a parent or legal guardian, utilizing all contact information the school has available or that can be reasonably obtained within the 24-hour period.

5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
  - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
  - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
  - c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
  - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

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

6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion with regard to students.
8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's publicly accessible website, if any, and include it in the student handbook, and, where applicable, post it where

other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.

11. Pursuant to State law and Board policy [2:240](#), *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:
  - a. The frequency of victimization;
  - b. Student, staff, and family observations of safety at a school;
  - c. Identification of areas of a school where bullying occurs;
  - d. The types of bullying utilized; and
  - e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

- 1) An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
- 2) If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary; or
- 3) A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:
  - a. [2:260](#), *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
  - b. [2:265](#), *Title IX Grievance Procedure*. Any person may use this policy to complain about sex discrimination in violation of Title IX of the Education Amendments of 1972.
  - c. [2:270](#), *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. Any person may use this policy to complain about

discrimination or harassment on the basis of race, color, or national origin in violation of Title VI of the Civil Rights Act of 1964 and/or the Illinois Human Rights Act.

- d. [6:60](#), *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- e. [6:65](#), *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.
- f. [6:235](#), *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- g. [7:20](#), *Harassment of Students Prohibited*. This policy prohibits *any* person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
- h. [7:185](#), *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
- i. [7:190](#), *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- j. [7:310](#), *Restrictions on Publications; Elementary Schools*, and [7:315](#), *Restrictions on Publications; High Schools*. These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

13. The Superintendent or designee shall fully inform staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it.

## **Education of Children with Disabilities**

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

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

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



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

### **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, or physical restraint as discipline or punishment, convenience for staff, retaliation, as 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.

District 87 shall provide interpretation services if needed and adequately scheduled for all IEP and 504 planning meetings.

For further information, please contact:

Director of Student Services  
(309)827-6031 ext. 1012  
Educational Service Center, 300 E. Monroe, Bloomington, IL 61701

### **Discipline of Students with Disabilities**

#### **Behavioral Interventions**

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

#### **Discipline of Special Education Students**

The District shall comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

### **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, or physical restraint as discipline or punishment, convenience for staff, retaliation, as 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.

## **Student Privacy Protections**

### **Surveys**

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified or who created the survey.

### **Surveys by Third Parties**

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the Building Principal.

### **Surveys Requesting Personal Information**

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent/guardian may: (1) inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or (2) refuse to allow their child to participate in the survey. The school will not penalize any student whose parent/guardian exercised this option.

### **Instructional Material**

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

### **Prohibition on Selling or Marketing Students' Personal Information**

No school official or staff member may market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term personal information means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

Unless otherwise prohibited by law, the above paragraph does not apply: (1) if the student's parent/guardian have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's personal information to a business organization or financial institution that issues credit or debit cards.

A parent/guardian who desires to opt their child out of participation in activities provided herein or who desires a copy or access to a survey or any other material described herein may contact the Building Principal.

## **District 87 Spectator Expectations**

Spectators and fans of all ages, regardless if they are students, parents or members of the community, are an integral part of the school athletic environment we want our District 87 student-athletes to experience. Spectators can help to support, encourage, motivate students and when cheering in a positive manner serves to enhance the overall atmosphere of any event.

Attending events (home or away) means that the spectator has assumed a responsibility to represent Bloomington Public Schools - District 87 in an appropriate manner which is respectful to all in attendance.

Unfortunately, sometimes spectators choose to act in a manner that does not represent the good sportsmanship ideals supported by District 87 and other educational institutions or the governing body (IESA, IHSA) which oversees and monitors event participation. Examples of spectator behavior which will not be tolerated at any event include but are not limited to:

- Harassment of event officials or judges
- Verbal abuse directed toward anyone

- Demeaning or hateful comments
- Obscene language or gestures
- Leaving the spectator area and entering onto the competition area
- Vandalism of the site property
- Possession or use of alcohol or other illegal substances
- Physical aggression or violence of any type
- Possession of a firearm

### **Consequences for Inappropriate Behaviors**

When spectator behaviors are exhibited which the supervising event, officials and/or school administration deem as inappropriate, the following actions will be taken.

Note - Spectators may or may not be warned for inappropriate behavior. The administration may eject a spectator from an area without prior warning depending on the nature and severity of the behavior.

When engaging in appropriate spectator behavior, the spectator will be asked to leave the event. When asked to leave, the spectator may need to leave the facility and remain off District grounds until further notice. If the spectator refuses to leave, law enforcement will be called to assist with the removal of that spectator. If law enforcement is required, the nature of the assigned consequences may be escalated.

- 1st Ejection - Spectator will be required to meet in person with a district administrator and will be suspended for a minimum of the next two events in that activity, regardless of the event location. Spectator will be required to watch the free NFHS Sportsmanship online course and provide documentation to a school administrator of successful course completion. Letter documenting the ejection and District 87 spectator expectations will be issued.
- 2nd Ejection - Spectator may be suspended from attending all future District 87 events (home/away).

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