

DAVE KOCH/BOARD SCHOLARSHIP

At the May 19, 2014 Board of Education meeting, a student from each of our high schools will be honored as the recipient of the Dave Koch/Board of Education Scholarship.

Attached you will find information about Abby Meinen, the honoree from Addison Trail High School, and Mira Staykova, the honoree from Willowbrook High School.

Addison Trail High School
May 2014 – David Koch Scholarship
Abby Meinen

Abby Meinen, Addison Trail's recipient for the David Koch Scholarship, has performed at the highest academic level throughout her years at Addison Trail High School. Abby's strong commitment to academics, dedication to extracurricular activities, positive attitude, and commitment to service make her the perfect representative of the David Koch Scholarship.

Academically, Abby has excelled in multiple honors and college level Advanced Placement courses. Abby has been listed on the Distinct Honor Roll all four years, an AP Scholar with Honors, AT's Best, and an Illinois Scholar. Abby's selection to the National Honor Society speaks to her moral character, values and participation in both school and community activities. She is a hard working, positive, reflective student who exudes strength, persistence and character that will, without doubt, place her in a successful role in life.

Next year, Abby will be attending MSOE (Milwaukee School of Engineering) where she will be studying Industrial Engineering on a free tuition scholarship.

Her message to future Blazers is simple, "Get a good foundation of study habits. Find your passion. Surround yourself with people who will have a positive influence on you. Strive for your goals."

Congratulations Abby, and good luck in your future endeavors!

**Willowbrook High School
May 2014 – David Koch Scholarship
Mira Staykova**

Mira Staykova is a model of service who has dedicated herself to helping others; as a result, she has become a leader in the truest sense of the word.

Mira has taken eight AP and a variety of honors courses at Willowbrook High School and has maintained a ranking within the top fifth percentile of her class. She is a member of the National Honor Society, the World Language Honor Society, the Math Honor Society, and Civitas – the Social Studies Honor Society. She is a member of numerous clubs here at Willowbrook such as Key Club, Model U.N., Mock Trial, Math Team, O Ambassadors, Philosophy Club, New Beginnings, and Student Council.

Mira has been described by Willowbrook staff members with words such as passionate, enthusiastic, positive role-model, intelligent, selfless and well-rounded.

As she looks to the future, Mira has been accepted to Northwestern University in the School of Education and Social Policy. She plans to study either Human Development and Psychology or Social Policy and hopes one day have a career in Foreign Service, a fitting career for a person wanting to give back to the world.

Willowbrook High School is proud and honored to recognize Mira Staykova for her dedication and service to others. Mira has a very bright future and is a perfect candidate for the David Koch Scholarship.

DISTRICT 88 ART SCHOLARSHIP

At the May 19, 2014 Board of Education meeting, two students from each of our high schools will be honored as the recipients of the District 88 Art Scholarship.

The honorees are Cheyenne Lam and Aime Zuniga from Addison Trail High School, and Kathrene Garcia and Liama Licitis from Willowbrook High School.

PPS INTERVENTIONS-HOME VISITS

The Board will hear a presentation from the PPS teams at Addison Trail and Willowbrook regarding the PPS Interventions- Home Visits.

LIST OF BILLS -- APRIL 2014

It is recommended that the expenditures, by fund, be approved for April 2014.

Education Fund	\$3,920,240.70
O&M Fund	190,730.55
Debt Service	2,000.00
Transportation Fund	337,879.61
IMR Fund	176,123.55
Capital Projects	0.00
Activity Fund	596,680.91
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	<u>\$5,223,655.32</u>

EARLY TAXES RESOLUTION

It is recommended that the Early Taxes Resolution on the following page be adopted as presented.

TO: Dr. Scott Helton
Board of Education

DATE: May 5, 2014

FROM: Mr. Edward Hoster

RE: **Bank Depositories 2014-15**

I am recommending the Board of Education approve the attached list of bank depositories for the coming 2014-15 fiscal year. There is only one addition to the list for First Empire Securities who can provide us with some added potential for negotiable certificate of deposit and related investments that are allowed within the current Board Policy 4:30 Revenue and Investments. They have reviewed and confirmed that they will be able to comply with the terms outlined in Board Policy including collateralization.

Suggested Motion:

Move that the Board of Education approve the list of Authorized Bank Depositories for 2014-15 at presented.

TO: Dr. Scott Helton
 Board of Education

DATE: May 2, 2014

FROM: Mr. Robert Flemming

RE: **Custodial Supply Bid for 2014-15**

This bid represents the purchase of custodial supplies for Addison Trail, Willowbrook, and the District Office for the 2014-15 school year. It consists of 39 items with bids received from 16 suppliers. Details listing all bids are on the attached spreadsheet. Below are the proposed total award amounts for each responsible and responsive bidder.

Jon-Don	\$ 261.08
Calico Industries	\$ 364.80
Industrial Soap	\$ 642.30
The Standard Companies	\$ 921.80
Wipeco	\$ 1,162.50
Central Poly	\$ 1,216.00
Pyramid	\$ 1,231.63
Cicero Manufacturing	\$ 3,415.00
UniPak	\$ 5,041.25
Expert Chemical	\$ 5,604.00
Valdes	\$ 14,847.50
HP Products	\$ 15,258.68
Ramrod	<u>\$ 21,615.24</u>
	\$ 71,581.78

Suggested Motion:

Move that the Board of Education approve the acceptance of the lowest responsible and responsive bids as indicated above in the total amount of \$71,581.78. Payment will be made from the Operation and Maintenance Fund in the 2014-15 fiscal year.

Cc: Mr. Edward Hoster

Building Futures

TO: Dr. Scott Helton
Board of Education

DATE: May 2, 2014

FROM: Mr. Robert Flemming

RE: Fall Athletic & PE Equipment and Supplies Bid for 2014-15

This bid represents the purchase of fall athletic and physical education supplies for Addison Trail and Willowbrook for the 2014-15 school year. The bid included 42 items with bid responses received from 8 suppliers. No bids were received for 5 items. Additionally, there were 22 items for which it is believed there is not an adequate number of bids to assure the best pricing. I recommend that the Board reject these items. For these items additional pricing will be solicited to assure competitive pricing before purchase. Full detail can be found on the attached spreadsheet. Below, for the accepted items, are the proposed total award amounts for each responsible and responsive bidder.

MFAC	\$364.90
BSN Sports	\$1,353.75
Bill Fritz Sports	\$2,524.00
Pyramid School Products	\$2,992.90
Total	\$7,235.55

Suggested Motion:

Move that the Board of Education approve the acceptance of the lowest responsible and responsive bids as indicated above in the total amount of \$7,235.55. Payment will be made from the Education Fund in the 2014-15 fiscal year.

cc: Mr. Edward Hoster

TO: Dr. Scott Helton
Board of Education

DATE: May 2, 2014

FROM: Mr. Robert Flemming

RE: **Athletic Training Services for 2014-15**

I am recommending that the Board of Education accept the renewal proposal from NovaCare Rehabilitation for athletic trainer services at Willowbrook and a new proposal from NovaCare Rehabilitation to engage services for Addison Trail for the 2014-15 school year.

Last year the Board approved authorization to contract with NovaCare Rehabilitation at Willowbrook and Accelerated Rehabilitation Centers at Addison Trail with an option to renew for two additional years upon mutual agreement of both parties. While both schools have been pleased with services provided by their respective trainers and would like to retain them, Accelerated Rehabilitation Centers declined to renew their agreement at the existing pricing. NovaCare Rehabilitation did offer to extend the existing contract for Willowbrook at the current rates in effect for 2013-14.

As a result, we initiated a Request for Proposal (RFP) process for Addison Trail and received responses from all four major providers common to area high school districts. The most competitive proposal was from Novacare Rehabilitation at \$9.50 per hour for a trainer. Details of the proposals we received are outlined in the attached Athletic Trainer Proposal Review. We are basing our recommendation on our satisfaction with NovaCare Rehabilitation's services for the past several years at Willowbrook, the favorable pricing proposed, and the opportunity to retain the same physician currently used at Addison Trail.

Suggested Motion:

Move that the Board of Education approve 1) the renewal of the contract for athletic trainer services at Willowbrook HS with NovaCare Rehabilitation for 2014-15 at the current contract rates, and 2) approve a new agreement with NovaCare Rehabilitation for 2014-15 for Addison Trail HS with an option to renew both for up to an additional two years upon mutual agreement of both parties.

Cc: Mr. Edward Hoster

TO: Dr. Scott Helton
Board of Education

DATE: May 2, 2014

FROM: Mr. Robert Flemming

RE: Riding Lawn Mower – Addison Trail

I am recommending the purchase of a replacement riding lawn mower for Addison Trail High School from the state contract in the amount of \$53,908.00 with an additional sunshade in the amount of \$461.44 for a total of \$54,369.44.

Currently, the three mowers used at Addison Trail are a 1998 Jacobsen, 2008 Bobcat, and 2009 Kubota. All of these units are designed with only five feet (5') cutting decks. I am proposing to replace the 1998 Jacobsen which runs very slow and is prone to frequent repairs which affect both maintenance cost and productivity. In recent years, in addition to our own property, the Building and Grounds department now has the responsibility for maintaining an additional 1.5 acres at the Nature Center and another 19.6 acres at Blazer Park. The proposed mower, a model # 30609 Toro Groundmaster 4000-D will have an eleven foot (11') cutting deck that will allow for more reliable and significantly more efficient cutting of the above noted properties.

We have previously utilized the Illinois Department of Central Management Services (CMS) contract to acquire larger pieces of equipment such as mowers, buses, and driver education vehicles. CMS large volume contracts maximize savings and other governmental agencies are permitted to make purchases on their bid. This purchase would be made with capital funds budgeted in the Operations and Maintenance Fund in FY 2013-14. Unfortunately, there is limited trade-in value for the 16 year old Jacobsen (1998) mower. It will either be traded in or included on the semi-annual disposal list.

Suggested Motion:

Move that the Board of Education approve the purchase of a replacement Toro Groundmaster 4000-D riding lawn mower for Addison Trail High School from the CMS state contract in the amount of \$54,369.44 including the additional sunshade. Payment will be made from the Operation and Maintenance Fund in the 2013-14 fiscal year.

Cc: Mr. Edward Hoster

Building Futures

TO: Dr. Scott Helton
Board of Education

DATE: May 2, 2014

FROM: Mr. Robert Flemming

RE: HAZARDOUS BUS ROUTES RENEWAL

Chapter 105 ILCS, 5/29-3 of the Illinois School Code, requires that the Board of Education annually review areas within 1 1/2 miles of school where free bus transportation is provided because conditions are such that walking constitutes a serious hazard to the safety of the students due to vehicular traffic. Currently, four such areas have been approved by the Illinois Department of Transportation:

1. From North Entrance Kings Point to Junction of Rohlwing Road & Army Trail Road. (Approved May 25, 1984.)
2. From Frontage on Rohlwing Road to Junction of Rohlwing Road & Army Trail Road. (Approved May 25, 1984.)
3. Along Riordan Road from Ardmore Avenue to Monterey Avenue. (Approved October 19, 1985.)
4. Along Ardmore Avenue from Roosevelt Road to Canterbury. (Approved February 24, 1986.)

Suggested Motion:

Move that the Board of Education certify that the hazardous conditions in these areas remain unchanged and that walking continues to constitute a serious hazard to students due to vehicular traffic.

cc: Mr. Edward Hoster

PERSONNEL REPORT MAY 12, 2014

CERTIFIED STAFF RETIREMENT:

It is recommended that you accept the following certified staff retirement:

Margaret Wealton

Willowbrook Special Education Teacher

Effective: end of the 2018-2019 school year at which time Margaret will have completed 11 years of service with District 88

CLASSIFIED STAFF RETIREMENTS:

It is recommended that you accept the following classified staff retirements:

Rita DeFilippis

Willowbrook 10 month Student Supervisor

Effective: June, 2016 at which time Rita will have 27 years of service with District 88

Nancy Oskin

District Office Executive Assistant

Effective: June 30, 2016 at which time Nancy will have 20 years of service with District 88

CLASSIFIED STAFF RESIGNATIONS:

It is recommended that you accept the following classified staff resignations:

Nelda Byers

Willowbrook Administrative Assistant to the Assistant Principal

Effective: June 30, 2014

Patricia Picardi

Willowbrook 10 Month Student Supervisor

Effective: June 12, 2014

INTERN STAFF APPOINTMENTS:

It is recommended that you approve the following intern staff appointments:

Christine Palumbo

Willowbrook School Psychology Intern

Salary: \$15,000 stipend

Effective: for the 2014-2015 school year

Lindsay Poole

Willowbrook School Psychology Intern

Salary: \$15,000 stipend

Effective: for the 2014-2015 school year

TREASURER'S REPORT

April 2014

It is recommended that the Treasurer's Report for April 2014, reflecting the following cash ending balances, be approved as follows:

Education Fund	\$9,661,064.85
O&M Fund	2,848,621.13
Transportation Fund	627,744.94
Activity Fund	2,184,582.13
Fire Prevention/Safety (L/S)	718.28
Capital Projects	0.00
Debt Fund	78,915.81
IMR Fund	494,962.00
Working Cash Fund	2,422,540.80
Total Cash Balance	<u>\$18,319,149.94</u>
Investments	<u>\$13,754,285.21</u>
Total Cash/Investments	<u><u>\$32,073,435.15</u></u>

FUND	Cash Balance 3/31/2014	Monthly RECEIPTS	Monthly DISBURSEMENTS	Cash Balance 4/30/2014	INVESTMENTS @ COST 4/30/14	CASH PLUS INVESTMENTS
Education	\$9,559,746.57	5,742,855.98	\$4,369,435.44	\$10,933,167.11	\$6,244,559.41	\$17,177,726.52
{Technology}	(\$1,254,457.92)	0.00	17,644.34	(\$1,272,102.26)	0.00	(1,272,102.26)
Activity	\$1,006,667.71	236,416.85	129,685.24	\$1,113,399.32	0.00	1,113,399.32
{Reserved for Medical Self-Insurance}	\$1,061,285.97	509,073.87	499,177.03	\$1,071,182.81	0.00	1,071,182.81
O & M	\$2,306,462.80	\$1,014,790.65	472,632.32	\$2,848,621.13	2,109,725.80	4,958,346.93
Transportation	\$627,544.70	341,432.03	341,231.79	\$627,744.94	2,000,000.00	2,627,744.94
Fire Prevention & Safety	\$718.28	0.00	0.00	\$718.28	0.00	718.28
Capital Projects	\$0.00	0.00	0.00	\$0.00	0.00	0.00
Debt Service	\$80,900.54	15.27	2,000.00	\$78,915.81	400,000.00	478,915.81
IMR	\$671,009.19	76.36	176,123.55	\$494,962.00	0.00	494,962.00
Working Cash	\$520,336.35	1,902,204.45	0.00	\$2,422,540.80	3,000,000.00	5,422,540.80
	<u>\$14,580,214.19</u>	<u>\$9,746,865.46</u>	<u>\$6,007,929.71</u>	<u>\$18,319,149.94</u>	<u>\$13,754,285.21</u>	<u>\$32,073,435.15</u>

NOTE: Technology is listed separately, but is part of the Education Fund.

Reserve for medical insurance is listed separately, but is part of the Activity Fund.

Investments Matured/Purchased :

\$6,500,000.00

Interest Received 4/1/14-4/30/14

\$10,557.64

Bank Balance as of April 30, 2014

Inland Bank [WB Cafe]	\$51,442.88
MB Financial Bank	\$169,724.63
MB Financial Bank Money Market	\$10,356,994.51
Fifth Third/Elmhurst	\$5,742,545.16
Fifth Third-Money Market	\$1,670,280.83
Fifth Third-Allied	\$0.00
Oxford Bank [AT Cafe]	\$51,391.45
Harris Bank-Villa Park	\$193,653.96
Harris Bank Imprest Petty Cash	\$5,000.00
Petty Cash	\$3,100.00
ISDLAF	\$75,016.52
	<u>\$18,319,149.94</u>

Investments as of April 30, 2014

Principal	Type	Purchase Date	Due Date	Institution	Rate
\$248,234.24	cpn	06/15/12	06/16/14	PMA751	0.45%
\$248,232.57	cpn	06/20/12	06/20/14	PMA752	0.80%
\$3,600,000.00	CD	06/18/13	05/01/14	PMA773	0.20%
\$2,109,725.80	CD	06/18/13	06/02/14	PMA774	0.20%
\$1,000,000.00	CD	09/03/13	05/01/14	PMA 779	0.22%
\$2,800,399.65	CD	09/03/13	06/02/14	PMA 780	0.23%
\$498,600.00	CD	09/03/13	06/03/14	PMA 781	0.25%
\$249,092.95	CD	09/03/13	06/06/14	PMA 782	0.25%
\$600,000.00	CD	09/03/13	06/11/14	PMA 783	0.25%
\$1,200,000.00	CD	09/17/13	05/01/14	PMA 785	0.21%
\$1,200,000.00	CD	09/17/13	06/02/14	PMA 786	0.21%
<u>\$13,754,285.21</u>					

BUDGET STATUS REPORT

It is recommended that the Budget Status Report for April 2014 be accepted as presented.

BUDGET STATUS SUMMARY APRIL 2014

EDUCATION FUND

<u>REVENUES</u>	<u>BUDGET</u>	<u>YTD TOTAL</u>	<u>BALANCE</u>	<u>% REC'D</u>	<u>PRIOR YEAR</u>	<u>VARIANCE</u>
LOCAL SOURCES	\$ 43,218,192	\$ 23,417,918	\$ 19,800,274	54.19%	52.98%	1.21%
STATE SOURCES	6,163,536	5,613,571	549,965	91.08%	87.91%	3.17%
FEDERAL SOURCES	2,238,179	2,315,799	(77,620)	103.47%	62.98%	40.49%
TOTAL REVENUES	\$ 51,619,907	\$ 31,347,288	\$ 20,272,619	60.73%	57.28%	3.45%

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>YTD TOTAL</u>	<u>BALANCE</u>	<u>% EXP</u>	<u>PRIOR YEAR (3)</u>	<u>VARIANCE</u>
STRUCTION	\$ 35,789,594	\$ 26,420,550	\$ 9,369,044	73.82%	75.11%	-1.29%
SUPPORT	15,655,506	11,784,731	3,870,775	75.28%	80.12%	-4.85%
OTHER/CATEG.	2,209,721	1,923,998	285,723	87.07%	69.74%	17.32%
TOTAL EXPENDITURES	\$ 53,654,821	\$ 40,129,278	\$ 13,525,543	74.79%	76.31%	-1.52%

TECHNOLOGY	\$ 837,717	\$ 356,505	\$ 481,212	42.56%	46.32%	-3.76%
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Notes:

1. Education Fund Revenue Budget of \$51,619,907 includes \$10,000 of investment earnings allocated to Technology.
2. Education Fund Expenditure Budget of \$53,654,821 includes \$837,717 for Technology expenditures.
3. Prior year expenditures exclude encumbrances. (All Funds)

BUDGET STATUS SUMMARY APRIL 2014

OPERATION & MAINTENANCE FUND

<u>REVENUES</u>	<u>BUDGET</u>	<u>YTD TOTAL</u>	<u>BALANCE</u>	<u>% REC'D</u>	<u>PRIOR YEAR</u>	<u>VARIANCE</u>
LOCAL SOURCES	\$ 6,261,995	\$ 3,337,161	\$ 2,924,834	53.29%	52.23%	1.06%
STATE SOURCES	0	50,000	(50,000)	0.00%	0.00%	0.00%
FEDERAL SOURCES	0	0	0	0.00%	0.00%	0.00%
TOTAL REVENUES	\$ 6,261,995	\$ 3,387,161	\$ 2,874,834	54.09%	52.23%	1.86%

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>YTD TOTAL</u>	<u>BALANCE</u>	<u>% EXP</u>	<u>PRIOR YEAR (3)</u>	<u>VARIANCE</u>
SUPPORT SERV.	\$ 6,064,210	\$ 4,726,434	\$ 1,337,776	77.94%	77.38%	0.56%
PERM. TRANSFER	0	0	0	0.00%	0.00%	0.00%
TOTAL EXPENDITURES	\$ 6,064,210	\$ 4,726,434	\$ 1,337,776	77.94%	77.14%	0.80%

O & M UTILITY EXPENSES

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>% Exp.</u>	<u>Prior Year</u>	<u>Variance</u>
Heating	\$ 192,000	\$ 261,903	\$ (69,903)	136.41%	91.37%	45.04%
Electricity	960,000	664,583	295,417	69.23%	70.88%	-1.65%
Water	149,500	92,053	57,447	61.57%	74.61%	-13.04%
Telephone	165,000	120,885	44,115	73.26%	56.50%	16.76%
Total	\$ 1,466,500	\$ 1,139,424	\$ 327,076	77.70%	72.06%	5.63%

Note:

1. Heating expenditures are through 3/31/14.
2. Electricity expenditures are through 3/13/14.
3. Prior year expenditures exclude encumbrances. (All Funds)

BUDGET STATUS SUMMARY APRIL 2014

TRANSPORTATION FUND

<u>REVENUES</u>	<u>BUDGET</u>	<u>YTD TOTAL</u>	<u>BALANCE</u>	<u>% REC'D</u>	<u>PRIOR YEAR</u>	<u>VARIANCE</u>
LOCAL SOURCES	\$ 2,206,178	\$ 1,131,958	\$ 1,074,220	51.31%	50.56%	0.75%
STATE SOURCES	1,314,062	1,311,621	2,441	99.81%	99.85%	-0.04%
TOTAL REVENUES	\$ 3,520,240	\$ 2,443,578	\$ 1,076,662	69.42%	67.11%	2.31%

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>YTD TOTAL</u>	<u>BALANCE</u>	<u>% EXP</u>	<u>PRIOR YEAR</u>	<u>VARIANCE</u>
TOTAL EXPENDITURE	\$ 3,518,708	\$ 2,687,573	\$ 831,135	76.38%	76.09%	0.29%

ILLINOIS MUNICIPAL RETIREMENT (IMR) PENSION FUND

<u>REVENUES</u>	<u>BUDGET</u>	<u>YTD TOTAL</u>	<u>BALANCE</u>	<u>% REC'D</u>	<u>PRIOR YEAR</u>	<u>VARIANCE</u>
LOCAL SOURCES	\$ 2,391,444	\$ 1,943,419	\$ 448,025	81.27%	52.42%	28.85%
OTHER SOURCES	\$ -	\$ -	\$ -	0.00%	0.00%	

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>YTD TOTAL</u>	<u>BALANCE</u>	<u>% EXP</u>	<u>PRIOR YEAR (3)</u>	<u>VARIANCE</u>
SOC. SEC./IMR/MEDICARE	\$ 2,193,845	\$ 1,659,880	\$ 533,965	75.66%	72.49%	3.17%

3. Prior year expenditures exclude encumbrances. (All Funds)

Building Futures

TO: Dr. Scott Helton
Board of Education

DATE: May 13, 2014

FROM: Mr. Edward Hoster

RE: **Annual Treasurer Bond Renewal**

Annually the Board of Education must consider the amount of treasurer surety bond coverage to purchase. The actual bond is to be in place before July 1 and reported to the Regional Office of Education. The minimum level of bonding allowed, according to the Illinois School Code, is 25% of the highest available monies available during the period of coverage. I have reviewed the current year treasurer reports and the highest monthly balance is consistently in September or October. As of September 2013 the combined cash plus investment balance was at \$64,767,207 so allowing for the expected increase of funds from the tax extension and other sources, a bond of \$16,500,000 would be appropriate.

As the previous year premium for coverage was quite high and not as competitive as other area rates, I took this out to market to secure the best pricing for the highest quality bond. Therefore, I am recommending that the Board of Education accept the proposal from Brokers' Risk for a \$16,500,000 surety bond at a premium cost of \$10,762. This is equivalent to \$652 per \$1M of coverage compared to the \$850 per \$1M that we paid in 2013-14. The incumbent renewal quotation from Liberty Mutual was for \$13,200 or \$800 per \$1M so we will save \$2,438.

Suggested Motion:

Move that the Board of Education accept the proposal from Brokers' Risk to purchase a treasurer surety bond in the amount of \$16,500,000 at a premium cost of \$10,762.



Brokers' Risk*
navigating alternative risk

155 North Wacker, Suite 3700 • Chicago, IL 60606-1731
Phone: (800) 255-1195 • Fax: (312) 906-8116 • BrokersRisk.com

April 16, 2014

Dr. Scott Helton of DuPage H.S.D. #88

SENT VIA EMAIL

Re: Non-member Treasurer's Bond

Dear Dr. Helton:

Thank you for the opportunity to provide DuPage H.S.D. #88 with a quotation for your new bond 7/01/2014 through 7/01/2015.

Following is a quotation, which will remain valid for thirty (30) days. Please let me know the status of the quotation by checking the appropriate box, signing the bottom portion of this page and returning it via fax (312-906-8116) or mail as soon as possible.

If you have any questions, please do not hesitate to call.

Sincerely

Jennifer Stockwell
Underwriter

/pa

☐ Please Bind Coverage for DuPage H.S.D. #88 for a Non-member Treasurer's Bond with a limit of \$16,500,000 and an annual premium of \$10,762.00.

*annual premium includes \$1,276.00 risk surcharge for Treasurers that hold additional positions at the district.

*annual premium includes \$978 bond issuance fee.

☐ Do Not Bind Coverage At This Time.

School Representative Signature: _____

School Representative Title: _____

Date: _____

PLEASE RETURN TO BIND COVERAGE

All ancillary bonds are subject to minimum premium.

NOTICE OF SCHOOL TREASURER AND TREASURER'S BOND(S)Date: May 19, 2014School district name and number and address:DuPage High School District 882 Friendship PlazaAddison, IL 60101**Treasurer's name and phone:**Edward J. Hoster (630)-530-3970

Treasurer's date of election or appointment:

February 24, 2014

Treasurer's date of expiration of office (if applicable):

July 1, 2015

The maximum amount of bonds, notes, mortgages, moneys and effects of which the treasurer shall have custody at any one time during this school year is anticipated to be:

\$ 65,000,000

The amount of the bond(s) for said treasurer has been fixed at \$ 16,500,000 which is at least 25% of the above amount and which said bond(s) being a surety bond(s) we have purchased and submit for approval as follows: **(An original of the Bond must be on file in the Regional Superintendent's Office, as well as an original Rider when applicable.)**

<u>Surety Company</u>	<u>Amount of Bond</u>	<u>Issuance Date</u>	<u>Expiration Date</u>
<u>Brokers's Risk</u>	<u>\$16,500,000</u>	<u>7/1/2014</u>	<u>until cancelled</u>

We affirm that the above information is accurate and current.

School Board PresidentSchool Board Secretary**Return completed form by June 11 to:**

Dr. Darlene J. Ruscitti, Regional Superintendent
 DuPage County Regional Office of Education
 421 N. County Farm Road
 Wheaton, IL 60187

APPROVAL OF LIST OF BILLS EXCEEDING \$5,000.00

Attached for approval to release is a list of payments to vendors whose total for the month to date is in excess of \$5,000.00. This would include individual payments in excess of \$5,000.00 as well as any payments for a given vendor which bring the cumulative total for the month above the \$5,000.00 threshold.

District 88

Finance & Reporting

Vendors over \$5,000.00
 05-01-2014 to 05-14-2014
 Generated on 05-14-2014 at 2:22 PM
 Total Results: 4

CENGAGE LEARNING (50937)					\$8,044.43
05-14-2014	Regular - SUPPLIES AT BUS ED	506895	10	Education Fund	\$8,044.43
D & H EDUCATION (45527)					\$6,096.00
05-14-2014	Regular - SUPPLIES WB PRIN OFF	506897	10	Education Fund	\$6,096.00
HEARTLAND BUSINESS SYSTEMS (53590)					\$6,595.00
05-14-2014	Regular - DIST NON CAP TECH	506905	10	Education Fund	\$6,595.00
OAK BROOK MECHANICAL SVC (54270)					\$6,580.52
05-14-2014	Regular - PUR SVC WB MAINTENANCE	506940	20	O & M Fund	\$6,580.52

PERSONNEL REPORT MAY 19, 2014

CERTIFIED STAFF APPOINTMENT:

It is recommended that you approve the following certified staff appointment:

Kira Bonk

Addison Trail Part Time Science Teacher .8

Salary – Scale 1, Step 1 - \$41,273.92 – 9/11ths of \$50,445.95

Effective: 2014-2015 school year

CERTIFIED STAFF RE-HIRE:

It is recommended that you approve the following certified staff rehire:

Laura Lopez

Willowbrook Career & Technical Education/Special Education Teacher

Salary: Scale 3, Step 9 - \$72,339.51

Effective: 2014-2015 school year

CLASSIFIED STAFF RETIREMENT:

It is recommended that you accept the following classified staff retirement:

Richard Rentner

Willowbrook Student Supervisor

Effective: June 4, 2015 at which time Richard will have completed 32 years of service with District 88.

CLASSIFIED STAFF RESIGNATION:

It is recommended that you accept the following classified staff resignation:

Kristina Ciaglia

Addison Trail Special Education Teacher Aide

Effective: June 13, 2014

INTERN STAFF APPOINTMENTS:

It is recommended that you approve the following intern staff appointments:

Jennifer Immen

AT School Psychologist Intern

Salary: \$15,000 Stipend

Effective: 2014-2015 school year

Julie Rogers

AT School Psychologist Intern

Salary: \$15,000 Stipend

Effective: 2014-2015 school year

DUPAGE HIGH SCHOOL
DISTRICT 88 ADDISON TRAIL
WILLOWBROOK

Building Futures

Buildings and Grounds Committee Meeting

Tuesday, April 8, 2014

Board Conference Room, District Administrative Office

MINUTES

Present: Jay Irvin, Tommy Edmier, Mark Johnson, Dr. Scott Helton, Ed Hoster,
Bob Flemming, Tom Cantlin, Tom Manka,
Scott Flanagan & James Mark (Wight & Co.)

Absent: Courtney Dement

Meeting called to order at 5:40 p.m. in the District 88 Conference Room.

o **Village of Villa Park Stormwater Utility Fee**

Mr. Rich Keener (Village Manager) and Mr. Vydas Juskelis from the Village of Villa Park presented the proposed Stormwater Management Program including the new stormwater fee materials. Discussion included the request from the committee members to provide more credit than the maximum 50% currently under consideration as the taxpayer's have already invested significant funds at the Willowbrook HS property to accomplish water management under the BTF project. Committee members acknowledged that there is a problem in the community and Mr. Juskelis said that if we can prove our case with hard facts and modeling of the additional water detention above what is expected from the DuPage County regulations they might be able to negotiate but at this time all property owners are being treated the same, including the Village. Mr. Mark and Mr. Flanagan from Wight both explained that the BTF project included extensive water management work on the property and that it exceeds the required amount. As such we are already making a positive contribution to the flood water related problems for that area.

The Village proposal is on hold and expected to be presented for full board consideration November 2014 with a tentative start date of January 2015 at which time a monthly fee will be imposed. Current estimate for District 88, at full value, is \$1,541.81 per month or \$18,501.72 per year. We qualify for the maximum 50% allowed credit under the Direct Discharge program which would reduce annual cost to \$9,250.86.

○ **WBHS Fieldhouse Beam Investigation & AHS floor settling update**

- 1) Mr. Flanagan updated the Committee regarding the findings of the GPR scanning that took place Monday, March 31, 2014 with coordination by Jeanine E. from Lend Lease, Eagle Concrete, Scott F. from Wight & Co along with District representatives. Steel rebar was found, although not in the places they should be according to the design drawings. According to Larson Engineering, the structural review of as-built existing reported conditions are acceptable and will perform as designed. The existing cracking of both the floor tile and wall areas are due to the top slab thickness being much smaller than designed. Wight & Co. will prepare final report of findings concluding that Eagle Concrete did not perform and install as designed. We will be demanding 100% correction through our attorney with the allowance for alternative that Eagle Concrete fill the pit area as directed by Larson Engineering and cover cost for tile replacement, new soft joint material, concrete flooring and all installation costs. Mr. Flanagan will prepare a document regarding details of what is needed to complete this project so we can coordinate with district attorney.

○ **Culvert Repair Project @ WBHS**

Mr. Hoster updated the Committee regarding the final permit and security deposit \$11,000 from the Village of Villa. Payment will be issued and permit in our possession by end of the week with work to be scheduled as soon as practical. The high water level of the creek is a concern for the outside agencies overseeing the project so we will work closely with Hoppy's Landscaping to coordinate the earliest possible start date, likely in the next two weeks.

○ **Summer 2014 Facility Improvement Project Recommendation**

Mr. Hoster presented the most recent approved list of projects that was approved at the February 24, 2014 board meeting. Mr. Flanagan updated the Committee as to the recent roof inspection coring work that was performed at the Willowbrook HS campus. Existing roof is unique with extensive insulation that is in very good condition. Mr. Flanagan is recommending that we not do a complete "tear off" of the existing roof and that we proceed with a recovering and some drainage work to complete the roofing project. The bidding schedule is tight with many roofing contractors already declining to participate on this project due to existing contracts for work this summer. We discussed the possibility of moving back the completion date and all agreed that this area, including the contractor staging, would not likely be a problem to extend the completion to August 15.

The one project that remained unresolved as to scope of work was the Highridge walking path at Willowbrook. The Committee discussed the project again including a brief video of the uneven and rutted surface areas and general student traffic use counts. Committee members affirmed their decision to not repave this entire surface but some of the uneven areas could be repaired.

Given the financial challenges we are facing the Committee discussed if we would consider delaying the project work and forfeit the ISBE Matching Maintenance Grant of \$50,000. All agreed to proceed with the work as planned.

Mr. Flanagan and Mr. Mark from Wight & Co. exited the meeting at this time.

Dr. Helton and Mr. Hoster initiated discussion with the Committee regarding the ongoing discussion of architect/engineering fees for project work. We continue to dialog with Wight & Co. regarding the types of project work and what reasonable fees should be. Discussion included the expectations that they be attending all meetings and assisting the district at this time without an hourly billing arrangement. As such, actual project fee level is being impacted to account for this time. Dr. Helton was directed to continue discussions and consider negotiating a long term agreement with fee structure for different types of work. Mr. Hoster reminded the committee that the 10 year Health, Life Safety study project is due in 2015 so we will request a proposal from Wight & Co. to perform this work as it typically takes 12-15 months to complete.

- **Board Policy 4.150 Facility Management and Building Programs**

Mr. Hoster briefly presented the existing board policy and identified the old language regarding the Build the Future project authorization to allow for projects up to \$50,000 to not require bidding. Mr. Hoster requested consideration to update the policy and determine a new level of authority up to \$25,000 for facility projects. The committee discussed this request and affirmed that the policy will remain unchanged and that they would still require written proposals/quotations for work before recommendations would be considered as this is in the best interest of the community. Mr. Hoster will work with the board policy committee and Dr. Helton to present policy language that reflects these concerns.

- Next meeting will be Tuesday, May 6, 2014 at 2:00 p.m.

Meeting was adjourned at 7:10 P.M.

President, Board of Education

Secretary, Board of Education

Attest: _____
Date

DUPAGE HIGH SCHOOL
DISTRICT 88 ADDISON TRAIL
WILLOWBROOK

Building Futures

Buildings & Grounds Committee Meeting

Tuesday, April 8, 2014, 5:30 p.m.
District Office

AGENDA

1. Village of Villa Park – Stormwater Utility Fee
2. Field House Flooring & Beam Investigation – Willowbrook HS
3. Summer 2014 Facility Improvement Project Review - D88/Wight & Co
4. Board Policy 4:150 Facility Management and Building Programs
5. Culvert Repair Project Status Update
6. Other
7. Adjournment

District 88 Strategic Plan

- Goal 1:** Addison Trail, Willowbrook High Schools and District 88 will develop plans to improve student performance, close the achievement gap and monitor the acquisition of 21st Century knowledge and skills.
- Goal 2:** Learning programs will focus on high local and global standards, incorporating: critical thinking, applied learning, interdisciplinary curriculum, project-based, career connected, articulated programs and digital learning.
- Goal 3:** Provide time and resources for on-going professional growth and development programs that focus on learning standards, diverse learners, assessment and data practices, instructional strategies and social-emotional learning.
- Goal 4:** Create school-community partnerships that embrace youth, learning and activity before/during/after school hours.

DUPAGE HIGH SCHOOL
DISTRICT 88 ADDISON TRAIL
 WILLOWBROOK

Building Futures

Board of Education Regular Business Board Meeting

Monday, April 14, 2014

Board Room, District Administrative Offices

7:30 P.M.

MINUTES

Call to Order

Mrs. Cain, president of the board, called the meeting to order at 7:30 p.m.

Pledge of Allegiance

Roll Call

Members Present: Mrs. Lullo, Mrs. Kucik, Mr. Johnson, Mr. Edmier, Mrs. Cain

Members Absent: Mr. Gillen, Mr. Irvin,

Others Present: Dr. Helton, Messrs. Hoster, Cantlin, Flemming, Lenaghan,
 Mss. Barbanente, DeMent, Duffin, Brink, Presta
 Mr. Marquez

Petitions and Hearings

None

RECOGNITION OF BUSINESS PARTNERS

Dr. Scott Helton, Superintendent of Schools, presented Abel Marquez of Stir Crazy in Oak Brook with a certificate acknowledging the alliance between District 88 and the Business Partner. Each month, Stir Crazy supports the District 88's Best Award by donating two gift certificates to be awarded to the District 88's Best recipients for reaching their personal best in the areas of academics, highly improved performance, extracurricular activities, service work and performing arts/electives. District 88 thanks Stir Crazy for their support!

DISCUSSION ITEMS REQUIRING NO ACTION

A. Financial Reports:

1. List of Bills – March 2014

Mr. Edward Hoster, Chief Financial Officer, recommended that the List of Bills for March 2014 in the amount of \$6,069,424.51, with the exception of the check #505696 to Jay Irvin and check #505705 to Phyllis Johnson, be approved.

B. Purchases1. Physical Education Uniforms – Addison Trail/Willowbrook

Mr. Robert Flemming, Director of Business Services, recommended the Board accept the lowest responsible bids submitted by A&R Screening, LLC for items #2, #3 & #5 in the amount of \$6,416.50 and from Fitnesswear for items #1, #4 & #6 in the amount of \$3,430.95 for the purchase of physical education uniform components for the 2014-15 school year.

2. Student Agenda Planners – Addison Trail/Willowbrook

Mr. Flemming recommended the Board accept the lowest responsible bid submitted by PRIDE Enterprises in the amount of \$11,374.64 for the purchase of student agenda/planners for the 2014-15 school year.

3. Duplicating Paper – Addison Trail/Willowbrook/District

Mr. Flemming recommended the Board accept the lowest responsible bid submitted by Unisource for items #1 through #4 in the amount \$38,474 for the purchase of non-recycled duplicating paper for the 2014-15 school year.

C. Disposal of Equipment/Materials

Mr. Flemming recommended the Board authorize the disposal of listed equipment and materials as presented.

D. Personnel

Mrs. Vanessa Duffin, Director of Human Resources, recommended that the following Personnel be approved:

CERTIFIED STAFF RESIGNATIONS:

- James Bryla, Addison Trail CTE Teacher, effective at the end of the 2013-14 school year.
- Nicholas Metcalf, Willowbrook Special-Education Teacher, effective at the end of the 2013-14 school year.
- Amy Peppi, Addison Trail English Teacher, effective at the end of the 2013-14 school year.

CLASSIFIED STAFF RESIGNATIONS:

- Ines Cring, Addison Trail Music Teacher Aide, effective at the end of the 2013-14 school year.
- Sarah Pouls, Willowbrook Writing Center Part-time Teacher Aide, effective March 28, 2014.

CLASSIFIED STAFF APPOINTMENT:

- Joseph Michals, Willowbrook Part-time Writing Center Teacher Aide, effective April 7, 2014.

INTERN STAFF APPOINTMENT:

- Nadia Gomez-Moran, Addison Trail Social Work Intern, effective for the 2014-15 school year.

SEPARATE ACTION ITEMS**A. Approval of List of Bills Exceeding \$5,000.00**

Mrs. Kucik moved and Mr. Edmier seconded to approve the List of Bills Exceeding \$5,000.00.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Edmier, Mrs. Lullo, Mr. Johnson, Mrs. Cain

Nays: None

Motion carried.

B. Donations

Mrs. Kucik moved and Mrs. Lullo seconded to approve the following donations: a 2005 Volkswagen Jetta to Addison Trail's CTE Department automotive program from Andrea Stawiry of Bloomingdale; \$500 to Willowbrook's Boys Volleyball Team from the Steve and Deloras Sarovich Foundation; and a 1996 Ford Explorer to Willowbrook's CTE Department automotive program from Tom and Dawn Head of Villa Park.

Roll Call vote:

Ayes: Mrs. Kucik, Mrs. Lullo, Mr. Edmier, Mr. Johnson, Mrs. Cain

Nays: None

Motion carried.

C. Resolution of Appointment to DuPage Area Occupational Education Systems (DAOES) Board of Directors

Mrs. Kucik moved and Mrs. Lullo seconded to appoint Dr. Scott J. Helton as the DuPage High School District 88 Board of Education representative to the DAOES Board of Directors for the 2014-15 school year.

Roll Call vote:

Ayes: Mrs. Kucik, Mrs. Lullo, Mr. Edmier, Mr. Johnson, Mrs. Cain

Nays: None

Motion carried.

D. Resolution Authorizing the Elimination or Reduction of Certain Certified Employment Positions

Mrs. Kucik moved and Mr. Johnson seconded to adopt the following resolution authorizing the elimination or reduction of certain certified employment positions, effective with the 2014-15 school term: IEP Coordinator 1.0 FTE (AT) – reduce position to 0.8 FTE position; IEP Coordinator 1.0 FTE (WB) – reduce position to 0.8 FTE position.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Johnson, Mrs. Lullo, Mr. Edmier, Mrs. Cain

Nays: None

Motion carried.

E. Resolution Authorizing Re-Assignment and Transfer of Teachers

Mrs. Kucik moved and Mr. Johnson seconded to adopt the following resolution authorizing reassignment and transfer of teachers, effective June 30, 2014, due to the reduction of the positions of IEP Coordinator: Matthew Cochran and Julie Johnson.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Johnson, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried.

F. Resolution Authorizing Notice and Honorable Dismissal of Certain Educational Support Personnel

Mrs. Kucik moved and Mr. Johnson seconded to adopt the following resolution authorizing notice and honorable dismissal of certain educational support personnel, effective as of the of the 2013-14 school term: Samantha Barca, Kelly Carey, Stephanie Ciura, Tahani Ihsan, Christine King, Nicole Longo, Michael Marotta, Joseph Michals, Margaret Owens, Jeremy Pack, Priya Pandya, Alessandra Passarelli, Whitney Roth, Hans Schuller, Carrie Skala, James Smith, Reed Sundberg, Steven Tadlock, Donna Tyler, Kevin Ward, Laura Wells, Brittany Wolski, Anna Fritz, Ashley Langley, Mallory Miller, Carina Turner, Jacqueline Jilek, and Kara Kroculik.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Johnson, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried.

G. Resolution Authorizing Honorable Dismissal of Teachers

Mrs. Kucik moved and Mr. Johnson seconded to adopt the following resolution authorizing honorable dismissal of teachers, effective at the end of the 2013-14 school term: Mark Ailes, Elizabeth Bass, Jean Boston, Kelly Carey, Valeria Carrillo, Stephen Kallaus, Laura Lopez, Michael Marotta, Karen Martinez, Jeremy Pack, Sarah Pouls, Whitney Roth, Emily Schultz, Reed Sundberg, Renate Toth and Brittany Wolski.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Johnson, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried.

INFORMATION/DISCUSSION ITEMS**Recognition of Tenure**

Congratulations to the following teachers, who have been granted tenure status for 2014-15: Kim Eger, Curtis Tate, Kendrick Thomas, Roseann Janusz and Margaret Lamb!

Insurance (Medical & Dental) Premium Renewal Rates 2014-15

Mr. Hoster presented the medical and dental insurance premium renewal rates for the 2014-15 school year. Overall, premiums reflect a rate reduction, with the exception of HMO Dental.

Credit Card Payment Summary

Mr. Hoster reviewed the district's credit card use report for March 2014, as outlined in Board Policy 4:55, Use of Credit and Procurement Cards.

Preliminary Property Tax Extension 2013

Mr. Hoster reviewed the property tax extension, which serves for the 2014-15 school year, and highlighted some of the changes from the prior year. The projections for the tax extension proved to be more favorable than originally anticipated.

Educational Focus Items for April 28, 2014

Educational Focus Items for the April 28 Board meeting will include District 88's Best Students, new textbook requests, handbook changes and the Sister Cities Italy exchange trip.

Freedom of Information Requests

The following Freedom of Information requests were received and fulfilled:

A request from Esther Castillejos from Better Government Association (BGA) for copies of: 1) Any and all current collective bargaining agreements, including, but not limited to, union contracts with teachers. 2) Any and all employment/personnel agreements and contracts with current administrators, including, but not limited to, superintendents. 3) The most recent approved operating and capital budgets. 4) Any and all confidentiality agreements adopted, approved or signed in calendar years 2011, 2012 and 2013. (These agreements would involve any agreements governed by a confidentiality or nondisclosure clause – and often involve personnel matters, real estate transactions and the like.) 5) Documents sufficient to show the names and corresponding job titles and salaries of any and all employees and Board members as of today.

A request from Ms. Lennie from Education Matters for electronic copy of all e-mails (including attachments) sent/received since February 13, 2014, via school district e-mail services with the following keyword: DILLARD.

Upcoming Board Committee Assignments

The Board reviewed its committee assignments for the art shows, scholarships and graduation.

School Recognition

Assistant Principals Courtney DeMent and Thomas Cantlin highlighted upcoming events, accomplishments and recognitions for each school.

Addison Trail

- Addison Trail, once again, is recognized by The Washington Post as one of "America's Most Challenging High Schools" and ranked in the top 6 percent of U.S. public high schools for 2014.
- Congratulations to Harmenpreet Singh, SkillsUSA State Champion in Principles of Technology! Singh advanced to Nationals and will compete this summer in Kansas City! Also, congratulations to Antonio Vargas, who placed 4th in Automotive Service Technology, and Carlos Rodriguez, who placed 8th in Principles of Technology!
- On April 16, 2014, Addison Trail will host its 4th Annual College Fair, with more than 140 colleges/universities attending. The event runs from 6 to 8:30 p.m.
- At the Winter Sports Awards, 22 students were recognized as All-Conference, and 22 were recognized as All-Academic. Congratulations!
- Congratulations, Science Olympiad! This past weekend at U of I, the team placed 14th in the Large School Division out of 47; 1st in Bungee Drop; 2nd in Elastic Launch Glider, 4th in Air Trajectory and 4th in Boom-a-lever.

Addison Trail-continued

- Opening Ceremonies for the WSC Special Needs Sports Spectacular begins at 10 a.m. on Tuesday, May 6, 2014.
- Boys Volleyball is undefeated, 9-0. The team took 1st place last Saturday at the Rolling Meadows Invite. Congratulations, and best of luck!
- This past Saturday, Boys Gymnastics took 3rd place at the Addison Trail Invite. Congratulations to Marco Martinez, who placed 2nd in the All-Around Competition!
- Softball is off to a positive start. Current record is 5-4, with victories against Montini, Fenton, Glenbard East, Rolling Meadows and Hoffman Estates. Go, Blazers!
- Highlights from the Glenbard East Badminton Invite, wherein the team took 3rd place are: Izy Kantor, 3rd place at 1st Singles; Kinga Kaczowska, 3rd place at 3rd Singles; Daniella Gonzalez and Rachel Schneider, 3rd place at 2nd Doubles; and Brenda Rodriguez and Paola Ortega, 3rd place at 3rd Doubles. Congratulations to all!

Willowbrook

- Willowbrook, once again, is recognized by The Washington Post as one of "America's Most Challenging High Schools" and ranked in the top 6 percent of U.S. public high schools for 2014.
- Congratulations to the Science Olympiad team! Last weekend, the team traveled to U of I and captured 1st place at the State competition. Nineteen individual medals were awarded. Those individuals earning 1st-place medals were Kevin Monaco and Chris Cheng in Water Quality; Brandon Young and Kevin Cheng in the Dynamic Planet Competition; and Emily Gornick in the Designer Genes Competition.
- Last Friday, the Introduction to Engineering PLTW class traveled to College of DuPage for the first time to participate in the Annual Engineering Olympics. Students competed against 37 other schools in hands-on competitions to test skills and abilities in the integration of Science, Technology, Engineering and Math (STEM). One of our student teams was recognized with a 4th-place finish in the Engineering Design Competition. Congratulations!
- Our Model UN students competed at Northwestern University this past weekend and presented a position to their committees representing the countries of Iran, Jordan and Japan. Senior Rocky Dubinas was recognized for his outstanding work and received 3rd place in this area of concentration. Congratulations to Dubinas and the Model UN Team!
- At the SkillsUSA Competition, John Khouri placed 1st in Auto Body Refinishing. Khouri will compete in June at the National competition in Kansas City. Congratulations, and best of luck!
- Spring sports are under way, with a positive start. Go, Warriors!
- Upcoming events: April 16 – PE Dept/Nurse's Office Wellness Day Fair; April 23 and 24 – PSAE testing; April 24 through 26 – Spring play, "God of Carnage"

Board Member Reports

Mrs. Lullo reported out on the Addison Women's Club Fashion Show and thanked them for their donation to District 88's scholarship program.

Mr. Johnson reported out on the Storm Water meeting with Villa Park officials. Mr. Johnson also requested everyone read the LEND update and contact their State Representatives.

Mrs. Cain reported out on the Joint Citizens Advisory Council meeting. Also, Mrs. Cain informed the Board of the new date, February 15, 2015, for the PIE Foundation "West Side Story" fundraiser.

Public Comments

None

Announcements

- o Educational Focus Meeting: Monday, April 28, 2014, 7:30 p.m., District Boardroom located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.
- o Regular Business Board Meeting: Monday, May 12, 2014, 7:30 p.m., District Boardroom located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.

Closed Session Meeting

Mrs. Kucik moved and Mr. Edmier seconded to go into closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity, and collective negotiating matters. The Board went into closed session at 8:21 p.m.

Roll Call Vote:

Ayes: Mrs. Kucik, Mr. Edmier, Mrs. Lullo, Mr. Johnson, Mrs. Cain

Nays: None

Motion carried.

Reconvene to Open Meeting

The board returned to open session at 9:00 p.m.

Roll Call:

Members Present: Mrs. Lullo, Mrs. Kucik, Mr. Johnson, Mr. Edmier, Mrs. Cain

Members Absent: Mr. Gillen, Mr. Irvin

Adjournment

Mrs. Kucik moved and Mrs. Lullo seconded that the meeting adjourn.

Voice vote.

Motion carried. The board meeting adjourned at 9:00 p.m.

President, Board of Education_____
Secretary, Board of Education

Attest: _____

Date

DUPAGE HIGH SCHOOL
DISTRICT 88 ADDISON TRAIL
 WILLOWBROOK

Building Futures

Board of Education
Behavioral Interventions Committee

Wednesday, April 16, 2014
 Board Room, District Administrative Office
 4:00 P.M.

MINUTES

Members Present: Jean Barbanente, Sam Bentsen, Erica Craig, Michael Bolden, Carita Nelms, Zachary Novak, Brianna Sitkowski, Andrew Kanelos, Jada Stills, Elaine Ebeling, Katie Prast, Raquel Galvan, Travanna Green, Jose Jaramillo, Hans Schuller, Katherine Castellano, Nikole Rushing, Jay Irvin, B. Tina Bouzarelos-Kopta, Lisa Lullo.

Introductions were made and Mrs. Barbanente explained the purpose and process for the review of behavior and bullying policies. Mike Bolden and Sam Bentsen gave updates on the PBIS process outlining the success of the program at both schools highlighting the 13-14 new program components.

The following behavior policies were reviewed and proposed changes discussed:

Student Appearance, Student Discipline, Attendance, Bullying, and Code of Conduct

Mrs. Barbanente shared the recommended changes. No suggestions for language changes were given.

Policy revisions are attached with changes highlighted.

The meeting adjourned.

PRESIDENT, BOARD OF EDUCATION

SECRETARY, BOARD OF EDUCATION

ATTEST: _____
DATE

DUPAGE HIGH SCHOOL
DISTRICT 88 ADDISON TRAIL
WILLOWBROOK

Building Futures

Behavioral Interventions Committee Meeting

Wednesday, April 16, 2014

District Administrative Offices

4:00 P.M.

The Board of Education Behavioral Interventions Committee of DuPage High School District 88 will meet on Wednesday, April 16, 2014 at 4:00 p.m. This meeting will take place in the Board Conference Room at 2 Friendship Plaza, Addison, IL 60101.

District 88 Strategic Plan

- Goal 1:** Addison Trail, Willowbrook High Schools and District 88 will develop plans to improve student performance, close the achievement gap and monitor the acquisition of 21st Century knowledge and skills.
- Goal 2:** Learning programs will focus on high local and global standards, incorporating: critical thinking, applied learning, interdisciplinary curriculum, project-based, career connected, articulated programs and digital learning.
- Goal 3:** Provide time and resources for on-going professional growth and development programs that focus on learning standards, diverse learners, assessment and data practices, instructional strategies and social-emotional learning.
- Goal 4:** Create school-community partnerships that embrace youth, learning and activity before/during/after school hours.

2:10 – 2:50 Attendance

The school laws of the State of Illinois require regular school attendance. Each student is expected to be in attendance except when there is a valid excuse. Student involvement in daily classroom activities is essential. All students are expected to attend at least 6 periods in a school day. Absences from school may result in failing grades, withdrawal from classes and/or other disciplinary actions. It is imperative that parents attempt to plan family trips/vacations to coincide with scheduled school vacations and to plan professional visits to doctors, dentists, orthodontists, etc. during non-school hours. Attendance is a vital part of a successful education experience. **It is the parent's responsibility to substantiate an excused absence.**

A TRUANT is a student subject to compulsory school attendance and who is absent without a valid excuse. These absences are unexcused and are subject to the consequences of an unexcused absence. **A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law.**

A CHRONIC TRUANT is a student subject to compulsory school attendance and who is absent without valid excuse for 5% or more of the previous 180 regular attendance days. **Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue.**

EXCUSED ABSENCES

District 88 High School defines a valid excuse for absence as: a serious illness, a death in the family, a major religious holiday, an absence as part of a school program, an extraordinary emergency in the home (fire, flood, etc.), a college visit* or job interview for last semester of senior year, and a prearranged family vacation absence. Visits to the doctor, dentist, court clerk, college representative, etc. are excused absences and should be prearranged. The school reserves the right to request validation of the absence by a note from the office that you are visiting on its letterhead. The school may accept parental notes excusing a student's absence for medical visits. Prearranged absences during exams will be granted only on the basis of a family emergency.

*Students are not permitted to be absent for a full day for visits to College of DuPage. College visits must be prearranged by completing the appropriate forms, which are available in the Attendance Office. The Navy Pier College Fair is not considered a college visit.

STUDENTS' ATTENDANCE DIRECTLY IMPACTS CLASSROOM GRADES. STUDENTS MAY BE WITHDRAWN FROM CLASS FOR EXCESSIVE ABSENCES.

UNEXCUSED ABSENCES (unaccounted)

A student may expect that an unexcused absence will contribute to a reduction in the grade earned. Unexcused absences from class may result in removal from class with a reduction of grade to "F" and assignment to study hall. A student is expected to complete class work missed due to an unexcused absence.

STUDENT/PARENTAL RESPONSIBILITIES

The parent/guardian is the individual who is responsible for notifying the school when a student is absent. Failure to call will result in an unexcused absence. Calls will be made to the parent/guardian within 24 hours when a student is absent, and we have NOT received a call from the home. A letter will be sent if the parent has not been contacted.

1. When a student must be absent from school, the parent/guardian must phone the Attendance Office (628-3333 @ Addison Trail) or (530-3428 @ Willowbrook) by 1:00 p.m. It will be left up to the Dean's discretion

whether or not a call will be accepted after 1:00 p.m. based on extenuating circumstances. It is the parent's responsibility to call the Attendance Office on the day of a student's absence.

NOTE: A night recorder (Addison Trail @ 628-3333, or Willowbrook @ 530-3428) will be on from 3:30 p.m. until 7:00 a.m. for parents who cannot phone in the morning. Parents must state their name, the name and year of their student, the date of absence, and a number where they can be reached after 12:00 p.m.

2. Students who have been absent should report directly to class the first day back to school.
3. If students leave school due to illness, permission must be secured from the nurse. For anything other than illness, permission must be secured from the Dean's Office staff. If a student comes to school late, the student must report to the Attendance Office when returning to school.
4. Students who have been absent due to hospitalization, communicable disease, fracture, medical tests, or a prolonged illness, must report to the Health Services Office when returning to school. A note from a physician is required if a physical education excuse is needed for more than a few days. This is also true for students who have been on homebound.

NOTE: Students who are absent from school due to illness on the day of a play, concert, athletic contest, or other comparable activity cannot participate in that activity.

NOTE: Students who are absent due to disciplinary suspension may not participate in or attend any school activity on the day or during the suspension.

NOTE: Partial day absences will be handled on an individual basis by the Deans' Office.

NOTE: There are no school sanctioned senior trips nor do we condone any senior ditch days. Senior ditch days are considered unexcused absences.

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the dean's office at least 5 calendar days before the student's anticipated absence(s).

Students excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement

PREARRANGED EMERGENCY ABSENCES

For absences of less than one school day (dental or doctor appointment or court appearance), bring a parent note to the Attendance Office prior to the day of absence or call the Attendance Office the morning of the absence.

For prearranged absences of one or more school days: (college visits, etc.)

1. Obtain a Prearranged Absence Form from the Guidance Office prior to the absence.
2. Return a signed prearranged form to the Guidance Office prior to the absence.

For absences related to family military involvement.

The school administration may excuse a student's absence for the purposes of visiting with a parent or legal guardian who is an active duty member of the uniformed services and has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or combat support posting.

MAKE-UP WORK

1. Student make-up work is required.
2. A student is allowed three days for each day of absence to make up work.
3. The day a student returns from an absence, it is the **student's responsibility** to arrange for make-up work.
4. Make-up work should be done outside the student's class period.
5. Late bus service is provided. See section 4:10 for late bus schedule for each building. Early bus service is provided for students needing to arrive on campus for "zero" hour. Students arriving on campus early must remain in supervised areas or make arrangements with their teachers.
6. **In case of truancy, make-up work is still required, though the grading and credit granted are at the discretion of the teacher**
7. In case of "out of school" suspension students are allowed the opportunity to make up missed work. Requested assignments are held in the Guidance office and arrangements can be made for pick up with the Guidance secretaries.

ATTENDANCE AND TARDY PROCEDURES

The following steps will be taken to assist students and families with the responsibility of school attendance:

Single Period Unexcused Absence

Intervention 1:

The parent/guardian and student will be contacted regarding the first single period unexcused absence with a phone call by that period's teacher. The parent/guardian will also be informed of the unexcused absence by an automated phone call that will go out twice daily. A disciplinary consequence will occur. ***Consequence--Teacher Consequences***

Intervention 2:

The Deans' Office will conduct a parent/guardian conference via phone and with student for the second single period unexcused absence to discuss the problem and to outline future interventions if pattern continues. Parent/guardian will also be contacted of unexcused absence(s) by an automated phone call that will go out twice daily. A disciplinary consequence will occur. ***Consequence—Deans Detention - Extended After-school Detention***

Intervention 3:

The Deans' Office will conduct parent/guardian conference via phone and with student for the third single period unexcused absences to discuss the problem and to outline future interventions if pattern continues. Parent/guardian will also be contacted about the unexcused absence(s) by an automated phone call that will go out twice daily. Student may be issued a Truancy Ticket by the police liaison officer in a student conference. The police liaison officer will inform the parent/guardian of the issuance of the Truancy Ticket. A disciplinary consequence will occur. ***Consequence—Extended Detention, In-School Suspension, Truancy Ticket, and PPS Discretion***

Intervention 4:

A student-parent/guardian conference will be called by a PPS team member for the fourth single-period unexcused absence. Parent/guardian will also be contacted about the unexcused absence(s) by an automated phone call that will go out twice daily. The purpose of this conference will be to review the attendance of the student and the interventions to date and to listen to student and parent/guardian concerns. Teachers will be invited to participate in the conference and/or send documentation about the student's attendance and performance. A plan will be

developed and agreed upon by conference participants for future interventions if the pattern of attendance continues. Those interventions could include loss of school privileges, detentions, learning plans, withdrawal from class with an "F" and placed in a study hall, or other agreed upon interventions. A summary of this conference will be given to the parent/guardian. A disciplinary consequence will occur. ***Consequence—In-School Suspension with Enhanced Interventions, Truancy Ticket, and PPS Discretion***

Multiple Period Unexcused Absence

Intervention 1:

The parent/guardian and student will be contacted regarding the first multiple-period unexcused absence with a phone call by the Deans' Office to discuss the problem and to outline future interventions if the pattern continues. The parent/ guardian will also be informed of the unexcused absence by an automated phone call that will go out twice daily. The Deans' Office shall log information of this intervention into PowerSchool and a disciplinary consequence will occur. ***Consequence—Deans Detention - Extended Detention(s)***

Intervention 2:

The Deans' Office will conduct parent/guardian conference via phone and with student for the second multiple period unexcused absence to discuss the problem and to outline future interventions if pattern continues. Parent/guardian will also be contacted of unexcused absence(s) by an automated phone call that will go out twice daily. Student may be issued a Truancy Ticket by the police liaison officer in a student conference. The police liaison officer will inform the parent/guardian of the issuance of the Truancy Ticket. A disciplinary consequence will occur. ***Consequence—In-School Suspension, Truancy Ticket, and PPS Discretion***

Intervention 3:

A student-parent/guardian conference will be called by a PPS staff member for the third multiple-period unexcused absence. Parent/guardian will also be contacted about the unexcused absence(s) by an automated phone call that will go out twice daily. The purpose of this conference will be to review the attendance of the student and the interventions to date and to listen to student and parent/guardian concerns. Teachers will be invited to participate in the conference and/or send documentation about the student's attendance and performance. A plan will be developed and agreed upon by conference participants for future interventions if the pattern of attendance continues. Those interventions could include loss of school privileges, detentions, learning plans, withdrawal from class with an "F" and placed in a study hall, or other agreed-upon interventions. A summary of this conference will be given to the parent/guardian. The guidance staff will log the intervention into Powerschool and a disciplinary consequence will occur. ***Consequence—In-School Suspension with Enhanced Interventions, Truancy Ticket, and PPS Discretion***

Excused Absence

Intervention 1:

Students who accrue 10 days of excused absences in a semester will be sent a letter from the Attendance/Deans' Office and/or be placed on a contract. This letter/contract will remind them that school attendance is important and that there may need to be a meeting to discuss the absences. Classroom teachers are asked to monitor student attendance patterns and contact the student's dean when the student reaches 10 excused absences.

Intervention 2:

Students who accrue 15 days of excused absence in a semester will be required to attend a meeting with PPS Team members and the parent/guardian to discuss the absences. Classroom teachers are asked to monitor student attendance patterns and contact the student's counselor when the student reaches 15 excused absences.

The Attendance or Dean's office may periodically call a student's listed home to verify addresses or contact information, to verify called-in absences or to report unaccounted absences. The District is not required to contact any student's home on a daily basis. The District is not required to contact a student's home on account of any excused or unexcused absence. The District shall not be responsible for any losses, injuries or damages because of its failure to contact a student's home to verify address or contact information, verify an authorized absence or report an unaccounted absence.

6:20 Student Appearance

The primary purpose of the school is education and matters of personal dress and grooming must be appropriate to the situation. Thus, the responsibility for implementing the rules and regulations which the Board of Education expects every student to observe is delegated to the principal who has the authority make discretionary judgments regarding the appropriateness of student dress, and to take corrective and/or disciplinary action as necessary.

Students shall wear appropriate clothing and footwear and groom themselves for school in a manner that does not offend the rules of decency or reflect negatively on, or detract from any phase of the educational program.

Requirements of certain areas of the school program may necessitate further restrictions of dress and grooming. The following is a list of apparel/items that may not be worn/visible in a District #88 High School:

1. Inappropriate garments (i.e. see-through, tight, excessively short, midriff tops, halter tops, strapless tops, backless tops, revealing-exposed cleavage, visible undergarments, pants that fit below the waist, potentially dangerous jewelry, jewelry excessive in size and length, etc.)
2. Extremes in hairstyles or make-up.
3. Headwear*, coats, sunglasses, bandanas, and hairnets.
4. Clothing/accessories/tattoos which could be construed as depicting or promoting the illegal, the immoral, or the obscene, specifically items which depict or refer to alcohol, drugs, gangs, obscenities, or weapons.
5. Physical education clothing, except in gym classes or as approved by staff.

*Except for hats worn as a part of an authorized athletic uniform on the way to or during the athletic event or practice or as authorized for religious belief.

Administratively approved team uniforms may be worn on days designated as appropriate by the administration.

6:30 Student Discipline

The Board of Education believes that every student, who has a sincere desire to remain in school, to be diligent in study, and to profit by the educational experiences offered, will have the opportunity for educational success. It is expected that each student will comply with the established, well-defined school rules and regulations. Moreover, students are prohibited from engaging in conduct that, in any way, disrupts the educational process or infringes upon the rights of others. The policy set forth states in brief form examples of prohibited behavior and the usual disciplinary action that will be taken. However, the Administration and the Board will review the individual circumstances of any misconduct. Any gross disobedience/misconduct, as determined by the Administration and the Board, shall result in suspension and may be grounds for expulsion, definition to follow. For gross misconduct, the Board of Education has the authority to expel a student for up to two calendar years from the date of the Board approval of the expulsion. If a student violates a law, the police department will be notified of the illegal action. Additionally the District will report any incidents involving drugs, weapons, or battery to staff to the Illinois State Police via the School Incident Reporting System. **Any incident posing a "clear and present danger" will be reported to the Illinois State Police as part of the "School Administrator Reporting of Mental Health Clear and Present Danger Determinations Law".**

Attendance and behavior problems may result in loss of driving privileges, attendance at prom and other activities, including the exclusion from the graduation ceremony. If a student does not conduct himself or herself according to the school rules and regulations, disciplinary action, other than corporal punishment, will be taken. It must be remembered that the teacher has the right and responsibility to maintain order in the classroom, even if it means physical restraint to insure the safety of the class. In addition, in the event of a disciplinary related incident, due process will be exercised. 'Due process' will be followed in all disciplinary related cases. Behavior violations that take place out of school can be subject to school consequences if the incident can be tied to a potential school disruption. *Note: There may be a sequence of consequences for each behavior incident. Pupil personnel teams who could recommend other interventions or special education screening continually monitor student behaviors and academic performances.*

Definition of Gross Disobedience/Misconduct

Gross disobedience or misconduct shall include any conduct, behavior or activity, which causes or may reasonably lead school authorities to forecast substantial disruption or material interference with school activities or the rights of others. It shall be further defined to include, but is not limited to, the following types of conduct, behavior or activity, or any other activity or behavior which may be prescribed by the school board from time to time:

- Insubordination to any school personnel, which includes failure to follow directions or produce student identification, passes, etc.
- Possession of, use of, or distribution of any dangerous/controlled substance or weapon (All school officials including certified and classified staff will notify the principal's office immediately in the event they observe any person with a weapon in the building).
- Intimidating or attempting to intimidate persons within the school.
- Fighting with or assaulting anyone within the school.
- Intentional damage to or destruction of school property of anyone within the school.
- Verbal abuse or use of profanity or obscenity to anyone within the school.
- Gang activity which includes any group of 2 or more persons whose purpose includes the commission of illegal acts. Gang activity can include:
 - a. Wearing, using, distribution, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign, or other thing that are evidence of membership or affiliation in any gang,
 - b. Committing any act or omission, or using speech, mob action, either verbal or non-verbal (such as gestures, or hand-shakes) showing membership or affiliation in a gang, and
 - c. Using any speech or committing any act or omission in furtherance of any gang activity.
- Endangering the physical or psychological well-being of the school population by acts such as:
 - a. Improper release of a school fire alarm or tampering with a fire extinguisher.
 - b. Starting a fire in or to school property or attempting to do so.
 - c. Setting off explosive devices in or to school property or attempting to do so
- Repeated incidents of misbehavior including repeated refusal to comply with school rules.
- Other acts which directly or indirectly jeopardize the health, safety and welfare of the school population.
- Other behavior or conduct which is of such gross nature as to constitute a violation of the spirit or intent of these rules though not explicitly stated above or which in itself is so gross as to constitute on its face gross disobedience or misconduct.

Such conduct may occur on school grounds, on a school bus or at a school function. Such conduct may also occur outside the school provided there is a direct relationship between the conduct and a disruption or adverse effect on the school's educational function or operation.

Multiple Behavioral Incidents

- When a student has two significant (3 days or more) suspensions within a school year, the student will be referred to the PPS Team for review of the student's educational program. A recommendation will come from this meeting and be shared with the student and parent in a parent conference.
- Disciplinary probation may occur when a student has repeated incidents of misbehavior, including repeated refusal to comply with school rules that lead to four significant (3 days or more) suspensions or 15 days of suspension in a school year. This recommendation would come from the Principal after a meeting conducted by the Student Screening Team (SST). This committee includes, but is not limited to, the Assistant Principal for PPS, Director of Deans, Director of Guidance, appropriate guidance counselor, psychologist, social worker, Department Chair of Special Education parent and student. The disciplinary plan would be agreed upon and signed by the student parent/guardian and the Director of Deans. A letter from the Principal would be sent to the student detailing the process of disciplinary probation.

- Any additional violation of school rules that warrants suspension will result in a meeting with the Student Screen Team (SST). The recommendation from this meeting may result in a recommendation for expulsion/change in placement.

BEHAVIOR	DEFINITION	RANGE OF USUAL CONSEQUENCES
Affection	Display of affection other than hand holding is not permitted.	Student conference, contact parent, detention and suspension.
Alcohol ¹	Having possession of or being under the influence of intoxicating beverages in the building, on school property, school buses or at any school sponsored activity. (See Controlled Substance)	Parent conference, 10-day suspension and expulsion. ² Suspension may be reduced if parent and student agree to complete chemical alternative program. ²
Academic Dishonesty	Cheating, intentionally plagiarizing, wrongfully giving or receiving help during an examination	Academic consequences, student conference, parent conference and referral to PPS for further intervention
Academic Fraud	Obtaining test copies or scores and/or attempting to communicate and/or distribute questions and/or answers to other students	Academic consequence, student conference, parent conference, detention, In-school suspension, suspension
Appearance	A student must dress appropriately for school. (See Student Appearance)	Student conference, parent contact, or student sent home to change or wear school issued clothing when applicable.
Arson ¹	Arson or attempted arson.	Suspension/expulsion. ³
Battery	Intentionally or knowingly (1) causes bodily harm or (2) makes physical contact of an insulting or provoking nature towards a student or any district employee. (<i>excluding inadvertent contact</i>)	Parent contact, suspension and expulsion ^{1 & 3}
Bomb Threat ¹	Transmitting a bomb threat.	Suspension/expulsion. ³
Bullying	<i>See intimidation</i>	
Burglary/Theft ¹	Commission of or accomplice to burglary, robbery, theft/possession of stolen property.	Suspension/ expulsion.

BEHAVIOR	DEFINITION	RANGE OF USUAL CONSEQUENCES
Bus Behavior	Infraction of bus regulations.	Parent contact, loss of bus privilege, detention, in-school suspension, suspension and expulsion.
Cafeteria Behavior	Littering, leaving trays or other refuse, throwing things/or inappropriate behavior in or about the cafeteria and halls.	Detention before or after school, loss cafeteria privilege, in-school suspension. If behavior continues, longer detention period, longer period in study hall or both will result.
Cellular Phones	<i>See telecommunication devices.</i>	
Class Behavior	Inappropriate class behavior or disruption of the educational process is prohibited.	Teacher/Student conference, referral to Dean, in-school suspension, suspension; parent contact; withdrawal from class.
Controlled Substance (1 st time possession/1 st time purchase) ¹	Use, possession, being under the influence, or 1 st time purchase of a controlled substance, look-alike substance, exotic botanicals, or intoxicants (including medical marijuana) causing the effect of a "high" or paraphernalia on school property, buses, or activities is prohibited.	Parent conference – 10-day suspension and expulsion. Suspension may be reduced if parent and student agree to complete chemical alternative program. ²
Controlled Substance (sales/multiple purchase, 2 nd or subsequent possession) ¹	Trafficking, distributing, (includes intent to distribute) aiding, abetting, concealing, purchasing narcotics, drugs, controlled substance; or look-alike substances on school property, buses, or activities is prohibited.	Suspension/expulsion. ³
Disrespect/Defiance ¹	Disrespect toward any school employee or student is not to be tolerated.	Detention, parent conference, in-school suspension, suspension and expulsion.
Disruptive Conduct	Disrupts or interferes with the liberty, educational process, property, or rights of others.	Detention, in-school suspension, suspension and expulsion.
Eating in Non-Designated Areas	Food is only permitted in the cafeteria and designated areas.	Possible loss of cafeteria privileges or before or after school detention, in-school suspension.
False Fire Alarm ¹	Deliberately transmitting a false report of a	Suspension and expulsion ³ .

	fire and/or breaking a fire alarm glass cover.	
Fighting ¹	Fighting or assault (with a student or any District employee).	Suspension – minimum 3 days, and expulsion. ²
Forgery	Fraudulently making or altering school documents.	Parent contact, suspension and expulsion.
Gambling ¹	Gambling of any kind.	Detention, in-school suspension, suspension and expulsion.
Gang or Cult Activity	Gang is defined as any group of 2 or more persons whose purpose includes the commission of illegal acts. Also included in this section would be any other organization composed wholly or in part of District students that is detrimental to the public good. Possession, display or use of gang/cult emblems, symbols, language, etc. or participation in gang activity is prohibited.	Confiscation of item(s), parent conference and minimum 5-day suspension; second offense-10-day suspension and expulsion. ²
Gang or Cult Recruitment ³	Recruitment or intimidation for gang/cult membership.	Suspension and expulsion. ³
Halls and Other Restricted Areas	Once a class begins, students are not allowed in restricted hallways without a pass. Students are not permitted in restricted areas without permission.	Detention, loss of privilege to come early or stay late, loss of cafeteria privilege, in-school suspension.
Hazing	Soliciting, encouraging, aiding, or engaging in any intentional, knowing, or reckless act directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.	Parent contact (notification), in-school suspension, suspension and expulsion.
I.D. Cards	A student must carry an I.D. card at all times and present it at the request of staff members.	Warning and parent contact. If continued, suspension until I.D. is obtained.

Intimidation/Assault/ Extortion/Bullying/ Verbal Altercation	Intimidation, bullying (including cyber bullying), hazing, assault and/or extortion, including direct or implicit threats to another student or school employee or physical harm to another student.	Parent contact (notification), in-school suspension, suspension and expulsion. ¹
Invasion of Privacy	Intruding upon the legitimate privacy expectations of others by such conduct as searching through personal belongings or revealing sensitive private matters.	Parent conference, in-school suspension, suspension and expulsion. ²
Leaving Building	A student shall not leave the building during the school day without permission of the Deans/Nurse. Students may be subject to search upon their return to the building.	Detention, in-school suspension, and suspension.
Life Saving Device ¹	Breaking the glass of an AED. Vandalism and theft of a life saving device.	Pay damages, suspension and expulsion.
Loitering	Students will not loiter on any property adjoining or near the school. Loitering is defined as standing, sitting idly, or remaining on or around school property without the permission of school officials.	Parent contact, detention, in-school suspension, suspension.
Multiple Incidence of Disobedience	Students with multiple behavioral incidents and/or misconduct.	Parent conference, in-school suspension, suspension, disciplinary probation, and expulsion.
Parking/Parking Lot	The student parking lot is available to a student with a valid sticker. (Temporary stickers are available in Deans' Office.) A student must abide by all rules and regulations. A student is not to be in the parking lot during his/her school day. (See Student Driving)	Loss of sticker and/or towing the vehicle at owner's expense. Stickers may be revoked for poor attendance, grades, or behavior.
Radios/Headphones/ CD's/Tape Recorders/ Camcorders/MP3 (Audio only)	Radios, CD's, and/or headphones must not be used in the classroom. Tape recorders, noisemakers, TV's, camcorders, and etc., are not permitted on campus. MP3 players are permitted for audio purposes only.	Item kept in Deans' Office, detention in-school suspension, and suspension. Parent must be present when item is returned.
Referrals	Failure to report directly to the Dean on Dean Referrals may be considered as an unexcused absence.	Unexcused absence and detention, in-school suspension, suspension.

Ridicule	Insulting, belittling, ridiculing or ostracizing others on the basis of personal traits or characteristics in situations where the subject of the ridicule is ill-prepared to deal with it.	Parent conference, in-school suspension, suspension, and expulsion.
Sexual Harassment ¹	A learning and working environment that is free from any form of sexual harassment is essential and shall be maintained. It is a violation of School Board policy for any student or staff member to harass another individual. Such actions shall be considered grounds for disciplinary action and shall be reported to the administration.	Detention, in-school suspension, suspension and expulsion.
Sexting ¹	Sending, receiving or possessing sexually explicit or otherwise inappropriate picture or images, commonly known as "sexting". Prohibited conduct includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, smartphone or cellular phone.	Parent contact, In-school suspension, suspension and expulsion.
Smoking/Tobacco Use ¹	Possession of tobacco and/or nicotine in any form, or smoking paraphernalia, including electronic cigarettes and look-alike substances, or attempting to use tobacco is not allowed on or near school property, school buses or school activities.	In-school suspension and suspension ²
Tardiness (to classes)	A "Tardy" to class is defined as not being present in the classroom when the bell stops ringing.	Detention, in-school suspension, suspension
Technology/Network Usage ¹	Improper use of, or electronic intrusion of District Technology, networks, Internet, or electronic records in violation of District Appropriate Use Procedures.	Parent contact, revoked privileges, restitution of damages, Detention, in-school suspension, suspension, and expulsion.
Telecommunication Devices	Unauthorized or inappropriate use of any device capable of receiving or transmitting speech, data signals, pictures or other information, including but not limited to paging devices, cellular and mobile telephones, and radio transceivers, transmitters, and receivers. See cellular	Parent contact, confiscation, revoked network privileges, detention, in-school suspension, suspension and expulsion. Parent must be present when the item is returned.

phone and electronic devices.

Trespass ¹ (student)	Students will not trespass on any school property.	Parent contact, detention, in-school suspension, suspension.
Truancy	Absent from school without a valid excuse.	Parent contact and suspension/detention, parent conference, removal from class, referral to county truant officer, application of village truancy ordinance.
Vandalism ¹	Vandalism of any kind to any part of the building equipment, grounds or buses will not be tolerated.	Pay damages, suspension and expulsion.
Verbal Altercation	<i>See intimidation</i>	
Vulgarity	Use of vulgar or obscene language, lewd indecent behavior, or the writing of same.	Detention, parent conference, Detention, in-school suspension, suspension and expulsion.
Weapons		
A. Weapons and Firearms ¹	Possession of, trafficking, aiding, abetting, concealing, assisting in the sale of but not limited to the following: guns; stun guns; ammunition; explosives; dangerous knives; and/or stilettos.	Confiscation, suspension and expulsion (minimum of one calendar year). ³
B. Items Used as Weapons ¹	Use of such items as, but not limited to baseball bats, pipes, bottles, locks, sticks, pencils, and pens may be considered weapons if used or attempted to be used to cause bodily harm.	Confiscation, suspension, and expulsion (minimum of one calendar year). ³
Other Prohibited Devices		
A. Chemical Sprays ¹	Possession and/or use of chemical sprays, gas (mace, pepper gas) or any similar device used	Confiscation, suspension/expulsion. ³

to cause bodily harm is prohibited and illegal.

B. Knives ¹	Possession of knives of any kind is prohibited.	For items not described in Section A. (weapons), confiscation, suspension and expulsion.
C. Fireworks/Look-alike Weapons ¹	Possession of fireworks, smoke bombs and look-alike weapons is prohibited.	Confiscation, suspension and expulsion.
D. Laser Pointing Devices	Possession of any laser or other electronic pointing device.	Confiscation, suspension and expulsion.

¹These violations may be referred to authorities for legal action, as they are violations of the Illinois Compiled Statutes.

²**Reduction of Suspension days.** In order to provide a positive alternative for suspension due to drug, alcohol, aggression, smoking violation, gang activities or any behavior identified by the Deans as appropriate for intervention, Addison Trail High School and Willowbrook High School, in conjunction with appropriate professional personnel, have developed educational programs for parents and students. These programs focus on assessment and education. These are not treatment programs; rather, they are designed to be positive alternatives to students missing educational opportunities. The school views these programs as a positive alternative to students missing educational opportunities. Additional information about these programs may be obtained in the Deans' Office. (The cost of these programs is the family's responsibility)

³**Expulsion recommendation to Board of Education is required for these behaviors.**

SUSPENSION:

Suspension is the exclusion of a student from school for a period of one to ten days. Suspended students may not participate in any extracurricular activities, practices, etc., during the suspension. Suspended students may not be on school grounds and are subject to more severe penalties if this is violated. Students are entitled to make up missed work at a time convenient for the teacher. Students must initiate the request to make up work and ensure the work is completed. Student and parent may be requested to meet with a dean prior to re-entry upon the completion of a suspension.

IN-SCHOOL Suspension: The Addison Trail In-School Intervention Program (ISI) and The Willowbrook Behavior Improvement Center (BIC) serve as alternative programs to "out of school" suspensions. Students assigned to in-school suspension will spend the school day in detention working on missed assignments and engaging in behavior improvement activities. Any questions regarding the ISI or the BIC should be directed to the Assistant Principal for PPS.

ACADEMIC HONESTY: A student violating academic honesty, as defined by the instructor, will receive a grade of "0" for the assignment/test/project/paper. Students will not be allowed to make up this work for a higher grade. Teachers are to make a telephone contact to parents and complete a Dean's referral for recordkeeping purposes. If a

parent cannot be reached by telephone, a written communication will be made by mail. Additional violations will result in a parent conference and possibly further disciplinary action.

CONTROLLED SUBSTANCE – BEING UNDER THE INFLUENCE – In the event that school personnel has reasonable suspicion that a student may be under the influence of a controlled substance, the school has the right to suspend the student. Parents may challenge the suspension with drug screening results obtained the same day (or at a time determined by the administration) from a legitimate institution at the parent's expense.

SUPERVISION AFTER SCHOOL – Each day, 20 minutes after the end of the school day, all students who are not under the direct supervision of a staff member will be asked to leave the school property. Students unable to leave the school property will be escorted to a supervised area of the building.

CELLULAR PHONE AND ELECTRONIC DEVICES: Students are permitted to use cellular telephones before and after the school day only unless otherwise authorized by the school administration, provided that it is not disruptive to school activities or events. These phones are to be turned off and stowed away during the regular school day. Students may also use hand-held lap-tops and electronic devices for instructional purposes during the school day. Any device with photo capability is not permitted in bathrooms or locker rooms at any time.

Students who do not follow the above regulations are subject to disciplinary actions as stated in the Student Behavior Regulations in this handbook.

Notice regarding electronic devices: Students who bring any type of personal property, cellular/wireless phone, pager, hand-held game, CD/MP3/video player, camera, recording device, PDA, laptop or similar device to school, on school property or to a school-related activity do so at their sole risk. District 88 will investigate but cannot always put a high priority on the investigation of these items. (re-stated in the technology section and on parent sign off)

The School District is not responsible for the loss or theft of any personal property or device regardless of whether use of the property or device has been authorized. Prohibited devices left unattended upon school property are subject to confiscation by the District.

The District is not responsible for any confiscated or surrendered device. Confiscated or surrendered devices shall be returned to the parent or guardian of a student upon request.

VIDEO SURVEILLANCE: To assist in maintaining security and to deter inappropriate conduct, DuPage High School District 88 may position video cameras and/or monitors in public areas of school property, such as in the hallways, stairwells, the gymnasium, cafeteria, school buses, and exterior locations of school buildings. Appropriate disciplinary action may be taken for misconduct, which is recorded or observed from the camera.

Student IDs: Students are issued identification cards each year for a fee of \$3.00. The purpose of the card is to assist in the proper control of visitors to the building and the lending of library books and various kinds of school property. **ALL STUDENTS ARE REQUIRED TO PRODUCE THE I.D. CARD WHEN ASKED TO DO SO BY ANY STAFF MEMBER.** Students who lose cards should report to the Deans' Office to have new ones made. The replacement fee is \$3.00.

Application of School Rules

The right to attend school is not absolute. The right of one person to attend school must not place in jeopardy the opportunity of others to profit from school. **The policies and procedures of DuPage High School District 88**

insure that there will be no discrimination on the basis of sex, race, religious preference or other legally protected characteristics. Questions concerning this policy may be referred to Jean Barbanente, Assistant Superintendent.

Parents having a concern/complaint involving a member of the professional staff should first discuss the matter with the person or persons directly involved. If the concern is not resolved satisfactorily, subsequent conferences may be held in the following order:

1. A conference including the department chairperson with the parties involved.
2. A conference including the responsible administrator and the parties involved.
3. A conference including the principal and the parties involved.

It is expected that these conferences be held in person.

DUE PROCESS

A person who alleges that a Policy or procedure (*including suspension from school*) has been wrongfully applied or has resulted in the unfair and/or inequitable treatment of a student may submit such allegation, in writing, within ten (10) calendar days of the event giving rise to the allegation.

PROCEDURES:

1. The allegation shall be submitted to the Assistant Principal for Pupil Personnel Services (PPS) in writing.
2. The Assistant Principal for PPS shall schedule an administrative review conference with the grievant within five (5) school days of the receipt of the appeal form. The conference will be held within ten (10) school days of the receipt of the appeal conference.
3. If the matter is not resolved at the Assistant Principal for PPS level, you may request and appear at a hearing to discuss the allegations with a Board of Education hearing officer. This written request should be sent to the Assistant Superintendent in the district office within five (5) school days of receipt of the PPS Supervisor's. At the hearing, the student may be represented by counsel and may also present witnesses, documents, and other evidence and arguments related to the allegations. After the hearing, the Board of Education will take such action, as it deems appropriate.

6:40 Bullying and Sexual Harassment

Bullying, intimidation, **teen dating violence** and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal.

Bullying on the basis of actual or perceived race, color, nationality, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic 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, school sponsored or school sanctioned events or activities, or activities that take place off school property that disrupt the learning/school environment.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.

For purposes of this policy, the term *bullying* means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student in reasonable fear of harm to the student's person or property.
2. Causing a substantially detrimental effect on the student's physical or mental health.

3. Substantially interfering with the student's academic performance.
4. Substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Bullying, intimidation, teen dating violence and/or harassment may take various forms, including without limitation: threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. For purposes of this policy, the term bullying includes harassment, intimidation, teen dating violence, retaliation, and school violence.

A student who is being bullied is encouraged to immediately report it orally or in writing to the District Complaint Manager, Nondiscrimination Coordinator or any staff member with whom the student is comfortable speaking. Anyone who has information about actual or threatened bullying is encouraged to report it to the District Complaint Manager, Nondiscrimination Coordinator or any staff member. The school will not punish anyone because he or she made a complaint or report, supplied information, or otherwise participated in an investigation or proceeding, provided the individual did not make a knowingly false accusation or provide knowingly false information. The school will protect students against retaliation for reporting incidents of bullying, intimidation, teen dating violence or harassment, and will take disciplinary action against any student who participates in such conduct.

Teen dating violence in District 88 is unacceptable. We are committed to providing our students with a school environment where they can learn free from worries about school violence. The Board Policy 7:185, *Teen Dating Violence Prohibited* is a component of the District's anti-bullying program.

For more information about this issue, please see the Centers for Disease Control and Prevention's educational materials at:

www.cdc.gov/ViolencePrevention/intimatepartnerviolence/teen_dating_violence.html

Parents witnessing or becoming aware of these behaviors are encouraged to contact the Dean's office immediately. In addition, District 88 has established a Bullying Hotline in each building. Anyone wishing to make an anonymous report can call the hotline established for each building.

Addison Trail Bullying Hotline – 630-782-2801

Willowbrook Bullying Hotline – 630-782-2803

Complaint Managers:

Addison Trail – Assistant Principal for PPS 630-628-3305

Willowbrook – Assistant Principal for PPS 630-782-3101

District 88 – Assistant Superintendent 630-530-3985

For more information on Bullying Prevention efforts in District 88 please contact the Assistant Principal for Pupil Personnel Services in each building.

8:10 Search and Seizure

LOCKERS: A student is assigned a locker exclusively for his/her use. Only locks purchased in the school bookstore can be used for these lockers (including Physical Education lockers) and unauthorized locks will be removed by the administration. All student lockers remain the property of District 88 and shall be subject to inspection and search, with or without student consent, at any time and under any circumstances by the Superintendent or his designee. Locker assignments are handled in the Deans' Office.

STATEMENT OF PURPOSE

Consistent with its mission of providing an educational experience of maximum quality for all students enrolled, the Board of Education has determined that such educational experience is significantly threatened by activities which may tend to injure, or which threaten to injure, students or members of the educational community. Such activities are specified herein. While a function of schools in a democratic society is to foster adherence to constitutional rights, the Board of Education believes such adherence to constitutional rights of all students must be constantly measured in relationship to avoidance of the possibility of threats to the welfare of all students. In pursuit of such purpose, the Board of Education declares that certain activities and conduct are inherently detrimental to the attainment of maximized educational experiences.

PROCEDURES OF IMPLEMENTATION

The Board of Education authorizes its administrators and deans to exercise the following:

Search all places of storage, including, but not limited to, desks, all lockers, and other places within the ownership and control of the District.

Search all possessions of a student, including, but not limited to, the person or the extension of the person, such as, without limitation, vehicles, book bags, briefcases and articles of transport, pockets, purses, cell phones, electronic devices, and articles of clothing of the student. The administrators conducting such searches outlined above may include the use of devices including, but not limited to, search dogs, magnetometers, scanning, video or audio equipment (whether concealed or not) and the like.

CONDITIONS PRECEDING SEARCHES

The searches outlined above shall be conducted in the reasonable judgment of the administration or deans, provided that an administrator, dean, or other employee or agent of our Board of Education has reasonable cause to believe that the student has committed or intends to commit a violation of the discipline policy or a prohibited activity. Where practical, and when not involving property owned by the District, an employee of the School District should request permission for such search. For property owned by the School District, or within the control of the School District, no such permission shall be required as the Board of Education finds and declares that a student shall have no expectation of privacy in such property or premises.

In the event a School District employee has reasonable belief to request a search of a student, the search shall be limited to the unrolling of cuffs and sleeves; the emptying of pockets and purses; and the removal of jacket-type garments, shoes, and socks. Parents will be notified by a School District employee that a search has occurred. If a student refuses a request for a search under the conditions outlined above, the matter will immediately be referred to law enforcement officials and parents will be notified. In the event a School District employee believes more detailed searches are necessary to enforce the provisions of this policy, the School District shall contact the parent and refer the matter to law enforcement officials and shall not participate in further consequential searches.

ENTRY SEARCHES

The District may utilize a magnetometer at school entrances and/or conduct manual searches of parcels carried into school only where a violent act with a weapon has occurred recently on school property or information that violence with a weapon may occur on school property has been received.

Entry searches will be limited in scope to finding weapons; however, if other contraband is found in plain sight of the entry search, both weapons and other contraband will be confiscated and the violator will be turned over to school officials for discipline.

Parents and students will be notified of the purpose and procedure of entry searches prior to the district initiating the entry search process. Students will be informed of their right to refuse to submit to an entry search and the penalties facing them for an unexcused absence.

Urinalysis, breathalyzer, blood, lie detector and other tests, may only be given by the district where:

1. The School District already has sufficient evidence to discipline the student for a particular violation and is only using such test to strengthen the case against the student. Tests are not to be used as the sole evidence of the violation.
2. The student shall be made aware of all evidence against him/her.
3. The student and the student's parents or guardian consent to the tests.
4. Having reasonable cause, the district may require students participating in any school-sanctioned activities to submit to a urinalysis test to detect drugs, alcohol or steroid use. If a student refuses to submit to the urinalysis test, the administration has the right to suspend the student from the school-sponsored activity.

Access to Student Social Networking Passwords and Websites for Violations of School Rules or Procedures

If a student has an account on a *social networking website*, e.g., Facebook, Instagram, Twitter, ask.fm, etc., please be aware that State law requires school authorities to notify students and parents that any student may be asked to provide his or her password for these accounts to school officials in certain circumstances. *Social networking website* means an Internet-based service that allows students to: (1) construct a public or semi-public profile within a bounded system created by the service; (2) create a list of other users with whom they share a connection within the system; and (3) view and navigate their list of connections and those made by others within the system.

School authorities may require a student or his or her parent/guardian to provide a password or other related account information in order to gain access to his/her account or profile on a social networking website if school authorities have reasonable cause to believe that a student's account on a social networking website contains evidence that a student has violated a school disciplinary rule or procedure.

Please contact the school if you have any questions.

PROCEDURAL CHALLENGE TO POLICY

Any person who alleges that this Policy has been wrongfully applied, or has resulted in the unfair and/or inequitable treatment of a student may submit such allegation, in writing, using the procedures outlined in this handbook.

DUE PROCESS

Parents, guardians and students are afforded an opportunity for a hearing to challenge the contents of the student's records to insure that the information is not inaccurate, misleading, or inappropriate and to provide for the correction, deletion, or explanation of such information. Hearing procedures have been established that include the following:

- a. A decision shall be given within a reasonable time.
- b. The hearing shall be given, and the decision made, by an educational official, or other person who has no direct interest in the matter.
- c. The parents, guardian or student shall be granted full and fair opportunity to present evidence and statements.

The Assistant Principal of Operations has been designated custodian of all records at each high school. If you have any questions about school records, feel free to call Addison Trail High School @ (630) 628-3306 or Willowbrook High School @ (630) 530-3441.

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 the law or these regulations.

9:10 Student Activities and Code of Conduct

Recognizing that co-curricular activities assist each student in meeting his/her educational goals, the school has established numerous programs and activities for our students and selected guests. Attendance and participation at these activities is at the discretion of school authorities. **Students must be in attendance the day of any activity or practice.** Students suspended or expelled from the high school educational program are not permitted to participate in or attend any school curricular or co-curricular events or activities. **Students must possess student I.D. cards at all co-curricular activities.**

If a student or group of students is interested in starting a new club, activity, sport or sport level, they should contact the Athletic Office.

Every Friday, it is the responsibility of the head coach to check the eligibility of his/her student athletes. To be eligible to represent the school in interscholastic contests, students must be passing 5 academic classes per week during the season and must have passed 5 academic classes the semester prior to participation. Passing work shall be defined as work of such a grade that if on any given date a student would transfer to another school, passing grades for the course would immediately be certified on the student's transcript.

Any student who fails to meet the academic criteria stated above will be ineligible for interscholastic competition for the following week beginning Monday through Saturday of that week.

Any student ruled ineligible for not meeting the academic criteria stated must be passing 5 academic classes at the end of the ineligible week or the ineligibility will continue for another week.

1. To participate in Illinois High School Association activities such as athletics, music, drama, speech, cheerleading, debate, math team, or academic team, a student:
 - A. Must be enrolled in and pass five academic classes each week to be eligible.
 - B. Must pass five academic classes each semester.
 - C. Must have parental consent, training rules, current physical.
 - D. See IHSA Athletic Eligibility Rules at <http://ihsa.org/AbouttheIHSA/ConstitutionBylawsPolicies.aspx>
2. Students are subject to the Code of Conduct and school disciplinary rules.

HOWEVER, any violation of school rules noted by a faculty member will be brought to the Faculty Council for further discussion and may jeopardize a student's acceptance into National Honor Society (or may be grounds for dismissal if the problem arises after the student has been accepted) regardless of the number of positive faculty votes involved. This will be at the discretion of the Faculty Council. It is understood that students must reapply for membership each year. Continued membership in National Honor Society is not automatic.

DuPage High School District 88 provides Student Accident Insurance Coverage for all students through OBE Insurance Corporation. This program provides coverage for students for any injuries incurred while participating in school sponsored and/or supervised activities, including athletics. **If students have other insurance coverage, then the District 88 coverage is secondary.** The program is administered by Zevitz, Redfield & Associates, phone #312-346-7460 or #847-374-0888. Claim forms are available in the Assistant Principal's office.

Student Activities Code of Conduct

I. Purpose

Participation in student activities is viewed by the school as a worthwhile endeavor that enhances the educational process. Participation is considered an extension of, but separate from the regular high school educational program. While the curricular program is a right afforded to each student, participation in the extra-curricular program is a privilege and, as such, carries certain expectations beyond those found in the normal classroom situation. The important goals of the activities program are to offer students direction in developing healthful habits, discipline, leadership, teamwork, citizenship skills, and respect for structure, rules, and responsibilities. It is to these ends that a **Code of Conduct** is established for those choosing to take part in the student activities program. Consequences as a result of **Student Behavioral Regulations** violations override **Code of Conduct** consequences. **New and current students participating in co-curricular activities and summer camps are bound by the terms of the Code of Conduct twelve months a year (including summer, winter, & spring intermissions), both in & out of an activity season, at school, at school events, and in the community at large. Code of Conduct consequences will be imposed for conduct that occurred in a previous school year provided the Code was applicable to the student at the time the conduct occurred, and consequences for the conduct are imposed within a reasonable time after the administration first became aware of the conduct.**

II. Expectations

Conduct themselves at all times in a manner that does not depict, condone or promote the unlawful use, possession or distribution of alcohol, tobacco, cannabis, controlled substances or look-alikes thereof. This includes representations in photos, videos and the Internet.

- A. Attend school, practices, and contests/performances.
- B. Travel on school arranged transportation to and from all away school events.
- C. Meet the minimum IHSA scholastic requirements (passing five academic classes on a weekly and semester basis) and adhere to all IHSA policies regarding steroid usage.
- D. Adhere to all rules and regulations set forth in the student handbook.
- E. Submit an annual physical examination prior to athletic participation.
- F. Conduct themselves in a manner that demonstrates respect for people, property, and public laws at all times.
- G. Refrain from attending gatherings where the unlawful use of, or possession of alcohol or any other controlled or look-alike substance is occurring. Students shall immediately remove themselves from the premises where such conduct is occurring.
- H. Refrain from the use of, distribution or possession of tobacco, nicotine products, alcohol, or any other controlled or look-alike substances including paraphernalia.

III. Consequences for Not Meeting Expectations (In effect for one full calendar year.) Consequences must be completed prior to returning to activity/competition.

- A. Participants violating II-A, II-B, II-C, II-D, II-E, II-F and/or II-G will be appropriately disciplined by the sponsor, director of athletics/student activities, and the building principal.
- B. Multiple or Flagrant violations of II-A, II-B, II-C, II-D, II-E, II-F and/or II-G may result in consequences listed in Section C below.
- C. Participants violating II-H.
 - 1. Participants violating II-H will be suspended from the activity in which he/she is participating. Suspension will be for 1/3 of the activity season in which he/she is participating **if the following conditions are met:**
 - *a. Participant and parent(s) participate in medical counseling, the cost of which is to be paid solely by the parent, at a recommended treatment center.
 - *b. Participant and parent(s) **successfully complete** the medical counseling program.
Students are permitted to participate in a sport/activity for the first time and use a portion of that season to serve out a 1/3 of a season suspension, provided all requirements for the sport/activity are met (i.e., attendance at practices while on code suspension and completing the remainder of season; contests and practices once the suspension is served.) Students who are in both sport(s) and activities will receive their consequences for not meeting expectations in both the sports and activities program.

**If the above conditions are not fulfilled, the activity member will be suspended for one full activity season. Applies to A and B only.*
 - 2. Participants violating II-H for a second time will be ineligible for one calendar year from the date of the second infraction.
 - 3. Participants violating II-H for a third time will be declared ineligible for all activities/athletics/for the remainder of his/her high school career.
 - 4. While on Code suspension students will be expected to practice and to attend their school sponsored team/activity events. If a student is disruptive in either of these environments, they may be excluded at the discretion of the athletic director, sponsor(s), coach and the building principal.

5. Participants holding a team/activity leadership position may be removed from his/her leadership position at the discretion of the coaches/sponsors and administration.
- D. Any member of the student activities program who *presents* himself/herself to the director of athletic/student activities as having a substance abuse problem will have full practice and participating privileges as long as the following conditions are deemed applicable by the school administration:
1. Admission of the said abuse is not initiated by the participant as a means of escaping disciplinary action
 2. Participant and parent(s) receive medical counseling, the cost of which to be paid solely by the parent(s) at a recommended treatment center
 3. Participant and parent(s) successfully complete such medical counseling.
 4. Participant does not violate II-H after he/she admits said abuse.

Student Activity Passes and Fees

Student/Family Passes may be purchased during registration week, at the first two home football games, or by mail. Students may purchase an activity pass for \$10.00 which admits them to most school activities at a considerable savings over regular admission prices. The events include home football, volleyball, basketball, gymnastics and wrestling contests as well as school plays (except musicals), most Music Department concerts, and many Student Council activities.

The \$50.00 Family Pass entitles all immediate family members admission to most school sponsored events.

The Family Pass does not include your high school student.

Passes are not valid at any away contest, at an IHSA State sponsored event, at Band-O-Rama or the Collage Concert, or musical theatrical productions.

Ticket prices for the 2012-2013 school year for each activity are listed below:

	Adults	Students	Child**	Student Act. Pass	Sr.
Citizens					
Musicals*	\$7.00	\$5.00	\$5.00	\$3.00	Free w/Gold Card
Drama	\$7.00	\$5.00	\$5.00	\$3.00	Free w/Gold Card
Music Progs.	\$3.00	\$2.00	Free	Free	Free w/Gold Card
Orchesis	\$7.00	\$5.00	\$5.00	\$3.00	Free w/Gold Card
Athletics***	\$4.00	\$2.00	Free	Free	Free w/Gold Card
<i>Parking Fee</i>		<i>\$150.00</i>			
<i>Activity Pass</i>	<i>\$50.00***</i>	<i>\$10.00</i>			
<i>Yearbook</i>		<i>\$40.00</i>			
BTW Driver Education		\$175.00			
Technology Fee		\$25.00			
Activities/Athletics		\$50.00			

* Musical productions vary in cost due to copyrights, costumes, props, etc. depending on the particular musical selected.

** Anyone 12 and under, accompanied by an adult, is admitted free.

*** Admission for athletics will be charged for the following events: football, boys' & girls' basketball, boys' & girls' volleyball, boys' & girls' gymnastics, and wrestling.

**** The \$50.00 adult charge for an activity pass is a family pass.

*****Yearbooks ordered after November 1 will be \$45.00

9:20 Attendance at School Dances

Attendance at school-sponsored dances is a privilege.

Only students who attend the school may attend school-sponsored dances, unless the principal or designee approves a student's guest in advance of the event. A guest must be "age appropriate," defined as below the age of 21.

All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. ~~Prohibited behaviors include but are not limited to:~~

- ~~1. Use, possession, distribution, purchase, or sale of tobacco materials~~
- ~~2. Use, possession, distribution, purchase, or sale alcoholic beverages.~~

- ~~3. Use, possession, purchase, sale, barter, or distribution of any illegal substance or paraphernalia;~~
- ~~4. Use, possession, purchase, sale, barter, or distribution of any object that is or could be considered a weapon or any item that is a "look alike" weapon.~~
- ~~5. Vandalization or theft;~~
- ~~6. Hazing other students;~~
- ~~7. Behavior that is detrimental to the good of the school; or~~
- ~~8. Insubordination or disrespect toward teachers and chaperones.~~

Students and/or guests who violate the school's discipline code will be required to leave the dance immediately and the student's parent/guardian will be contacted. The school may also impose other action/discipline as outlined in the school's discipline code.

DUPAGE HIGH SCHOOL
DISTRICT 88 ADDISON TRAIL
WILLOWBROOK

Building Futures

Technology Committee Meeting

Monday, April 21, 2014

Board Room, District Administrative Offices

MINUTES

Present: Dr. Scott Helton, Donna Craft-Cain, Sharon Kucik, Aaron Lenaghan, Courtney DeMent and Tom Cantlin

Meeting called to order at 6:40 p.m. in the District 88 Conference Room.

1. Online Subbing Options

- Discussion on the review of existing systems with continued focus on online management of scheduling, electronic calls and online substitute requests. We are researching how automation of existing systems can increase services between our Human Resources department, our Technology department and our Business department specific to integration and communication to streamline work flow between our departments.

2. Renewal for Emergency Call System

- Discussion and update on current options for our emergency call system while maintaining existing budget needs. Our future focus is on continued integration with our student management system.

3. Online Credit Recovery

- Discussion on the review of existing systems regarding online credit recovery software specific to budget considerations and student need.

4. Student E-mail Options

- Discussion on gradual sequential implementation of an updated student e-mail interface for collaboration between our staff and students. Ongoing focus includes increasing student and staff collaboration options through GAFE (Google Applications for Education) with targeted trainings with the updated e-mail interface for our staff and students from our Instructional Technology coaches.

5. Other

- Addison Trail Technology updates:
 - i. Technology Coaching updates with field-testing Nucleus, our Learning Management System regarding staff development opportunities and training sessions.
 - ii. Updates on a series of staff development lunch and learns (Nucleus LMS, Google Docs and Mastery Manager) using the "Carousel Model" this spring including the creation and implementation of interactive online videos for staff that targets Technology staff development.
- Willowbrook Technology updates:
 - i. Lunch and learn updates for pilot groups of staff with field testing Nucleus, our Learning Management System and our Technology coaches with Pilot group feedback for LMS communication options between staff and students.
 - ii. Updates on technology use with Advanced Placement Testing and "Project Lead the Way" curriculum.
 - iii. Updates at front door kiosk with interactive computer monitors and the creation an interactive Hall of Fame kiosk.

6. Other

- Review of options specific to student devices including using a limited field test for Chromebooks as student laptops (30 at each

school) this fall to measure student ease-of-use using these devices in the classroom.

- Wi-Fi location community survey discussion for our students who may have limited access at home and how to communicate these locations to our students.
- Updated on Policy committee with Remote Education Plan for review.
- Discussion on electronic documents for Board meetings with options for PDF documents with e-reader options to field-test at our June meeting.
- There will be a Technology update section at our Education focus Board of Education meeting in the fall.

7. Meeting adjourned at 7:30 p.m.

President, Board of Education

Secretary, Board of Education

Attest: _____
Date

DUPAGE HIGH SCHOOL
DISTRICT 88 ADDISON TRAIL
WILLOWBROOK

Building Futures

Technology Committee Meeting

Monday, April 21, 2014

Board Room, District Administrative Offices

6:30 P.M.

AGENDA

1. Online Subbing Options
2. Renewal for Emergency Call System
3. Online Credit Recovery
4. Student E-mail Options
5. Other
6. Adjournment

District 88 Strategic Plan

- Goal 1:** Addison Trail, Willowbrook High Schools and District 88 will develop plans to improve student performance, close the achievement gap and monitor the acquisition of 21st Century knowledge and skills.
- Goal 2:** Learning programs will focus on high local and global standards, incorporating: critical thinking, applied learning, interdisciplinary curriculum, project-based, career connected, articulated programs and digital learning.
- Goal 3:** Provide time and resources for on-going professional growth and development programs that focus on learning standards, diverse learners, assessment and data practices, instructional strategies and social-emotional learning.
- Goal 4:** Create school-community partnerships that embrace youth, learning and activity before/during/after school hours.

DUPAGE HIGH SCHOOL
DISTRICT 88 ADDISON TRAIL
 WILLOWBROOK

Building Futures

**Board of Education
 Educational Focus Meeting**

Monday, April 28, 2014

Board Room, District Administrative Offices

7:30 P.M.

MINUTES

Call to Order

Mrs. Cain, president of the board, called the meeting to order at 7:30 p.m.

Pledge of Allegiance

Roll Call

Members Present: Mrs. Lullo, Mrs. Kucik, Mr. Johnson, Mr. Gillen, Mr. Edmier, Mrs. Cain

Members Absent: Mr. Irvin

Others Present: Dr. Helton, Messrs. Hoster, Krause, Cibulka, Lenaghan, Flemming,
 Mss. Barbanente, Brink, Presta,
 Mr. Cole, Mrs. Craig and community members

Petitions and Hearings

None

RECOGNITION OF DISTRICT 88 SUCCESSES

88's Best Students

88's Best Students Morgan Pirtle from Addison Trail and Colleen Shelton Willowbrook were recognized for the month of April. The students were congratulated on their many accomplishments. The students thanked the Board, their teachers and their families for their support. As a token of their achievements, Morgan and Colleen were given an 88's Best glass sculpture, and a certificate.

EDUCATIONAL FOCUS ITEMS

Sister Cities Italy Exchange Trip

Mrs. Jean Barbanente, Assistant Superintendent, and Mr. Shane Cole, faculty member, along with several students who traveled on the Addison-Triggiano Sister Cities student exchange program presented their experiences from this opportunity. The group thanked the Board for their support.

Mrs. Cain called for a break at 8:25 p.m.

Mrs. Cain called the meeting back to order at 8:35 p.m.

Roll Call

Members present: Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mrs. Kucik, Mr. Johnson, Mrs. Cain

Members absent: Mr. Irvin

EDUCATIONAL FOCUS ITEMS - CONTINUED

Behavioral Interventions Committee Recommendations

Mrs. Barbanente discussed changes to the behavior policies for the 2014-15 school year, which were recommended by the Behavioral Interventions Committee. Changes occurred in the following policies: 2:10-2:50 Attendance, 6:20 Student Appearance, 6:30 Student Discipline, 6:40 Bullying and Sexual Harassment, 9:10 Student Activities and Code of Conduct, 9:20 Attendance at School Dances, and 8:10 Search and Seizure. These policies will be presented for approval at the May 12, 2014 Board meeting.

Motion to Establish Consent Agenda

Mrs. Kucik moved and Mr. Gillen seconded to establish the consent agenda for items 7A through 7F as presented.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mrs. Lullo, Mr. Johnson, Mr. Edmier, Mrs. Cain

Nays: None

Motion carried.

List of Bills –March 2014

Approve List of Bills for March 2014 in the amount of \$6,069,424.51, with the exception of check #505696 to Jay Irvin and check #505705 to Phyllis Johnson.

Physical Education Uniforms – Addison Trail/Willowbrook

Accept the bids submitted by A & R Screening, LLC in the amount of \$6,416.50 and Fitness Wear, Inc. in the amount of \$3,430.95 for physical education uniform components for the 2014-15 school year.

Student Agenda Planners – Addison Trail/Willowbrook

Accept the bid submitted by PRIDE Enterprises in the amount of \$11,374.64 for student agenda planners for the 2014-15 school year.

Duplicating Paper – Addison Trail/Willowbrook/District

Accept the bid submitted by Unisource Worldwide, Inc. in the amount of \$38,474 for non-recycled duplicating paper for the 2014-15 school year.

Disposal of Equipment/Materials

Authorize the disposal of listed equipment and materials in the best interest of the district.

Personnel

Approve the Personnel Report as presented at the April 14, 2014 board meeting.

Motion to Approve Consent Agenda

Mrs. Kucik moved and Mr. Gillen seconded to approve the consent agenda for items 7A through 7F as presented.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mr. Johnson, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried.

DISCUSSION ITEMS "REQUIRING ACTION"**A. Treasurer's Report for March 2014**

Mrs. Kucik moved and Mr. Johnson seconded to approve the Treasurer's Report for March 2014.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Johnson, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried.

B. Budget Status Report for March 2014

Mrs. Kucik moved and Mr. Edmier seconded to approve the Budget Status Report for March 2014.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Edmier, Mrs. Lullo, Mr. Johnson, Mr. Gillen, Mrs. Cain

Nays: None

Motion carried.

C. Check #505696 to Jay Irvin

Mrs. Kucik moved and Mr. Gillen seconded to approve payment of \$200.25, check #505696 to Jay Irvin for Triple I Conference reimbursement.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mr. Johnson, Mrs. Cain

Nays: None

Motion carried.

D. Check #505705 to Phyllis Johnson

Mrs. Kucik moved and Mr. Mr. Gillen seconded to approve payment of \$210.00, check #505705 to Phyllis Johnson for accompanist on March 8, 2014.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mr. Johnson, Mrs. Cain

Nays: None

Motion carried.

E. Approval of List of Bills Exceeding \$5,000.00

Mrs. Kucik moved and Mrs. Lullo seconded to approve the List of Bills exceeding \$5,000.00.

Roll Call vote:

Ayes: Mrs. Kucik, Mrs. Lullo, Mr. Johnson, Mr. Gillen, Mr. Edmier, Mrs. Cain

Nays: None

Motion carried.

F. Amended Budget 2013-14

Mrs. Kucik moved and Mr. Johnson seconded to approve the placement of the amended budget for 2013-14 on file for thirty day public review effective Friday, May 2, 2014.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Johnson, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried.

G. Fundraiser Contract Exceeding \$1,000.00

Discussion was had. Item tabled pending additional information.

H. Personnel

Mrs. Kucik moved and Mr. Gillen seconded to approve the following Personnel Report.

CERTIFIED STAFF APPOINTMENT:

- Brian Chelmecki, Willowbrook Math Department Chair, Salary: Scale 6, Step 10 - \$85,959.91 plus \$10,729.85 Department Chair Stipend, effective for the 2014-15 school year.

CERTIFIED STAFF RE-HIRE:

- Valeria Carrillo, Willowbrook World Language Teacher, Salary: Scale 1, Step 1 - \$50,445.95, effective for the 2014-15 school year.

CLASSIFIED STAFF RETIREMENT:

- Amelia Silvestri, Willowbrook 10-Month Building Secretary, effective at the end of the 2015-16 school year, at which time Amelia will have 14 years of service with District 88.

CLASSIFIED STAFF RESIGNATIONS:

- Judy Kruse, Addison Trail Math Teacher Aide, effective June 12, 2014.
- Brandi Kisse, Addison Trail Special-Education Teacher Aide, effective April 17, 2014.

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mr. Johnson, Mrs. Cain

Nays: None

Motion carried.

I. New Textbook Requests

Mrs. Kucik moved and Mrs. Lullo seconded to approve the new textbook requests for the 2014-15 school year as presented.

Roll Call vote:

Ayes: Mrs. Kucik, Mrs. Lullo, Mr. Edmier, Mr. Johnson, Mr. Gillen, Mrs. Cain

Nays: None

Motion carried.

J. Change in Chief Financial Officer Title from CFO to CFO/CSBO

Mrs. Kucik moved and Mr. Gillen seconded to approve changing the chief financial officer's title to Chief Financial Officer/Chief School Business Official (CFO/CSBO).

Roll Call vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mr. Johnson, Mrs. Cain

Nays: None

Motion carried.

K. Minutes

Mrs. Kucik moved and Mr. Gillen seconded to approve the following Board of Education minutes: March 10, 2014, Regular Business Board meeting; March 13, 2014, Board of Education Workshop; March 24, 2014, Educational Focus Board meeting; and March 24, 2014, Closed Session Board meeting.

Roll Call Vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mrs. Lullo, Mr. Johnson, Mr. Edmier, Mrs. Cain

Nays: None

Motion carried.

INFORMATION/DISCUSSION ITEMS**Use of Four Emergency Days**

Dr. Scott J. Helton, Superintendent of Schools, discussed the emergency days used in January due to inclement weather and the extension of the 2013-14 school year. Dr. Helton recommended the following makeup days: June 9, 10, 11 and 12.

PARCC Update (NCLB Waiver)

Dr. Helton presented an update from the Illinois State Board of Education that Illinois has won approval from the U.S. Department of Education for its request for flexibility from parts of the federal No Child Left Behind (NCLB) law to improve the quality of education for schoolchildren in Illinois. Helton discussed how the waiver changes the landscape in Illinois and what impact it will have on the PARCC Assessments.

School Recognition

Principals Adam Cibulka and Dan Krause highlighted upcoming events, accomplishments and recognitions for each school.

Addison Trail

- The 4th Annual College Fair was held on April 16, 2014, with more than 140 college representatives. Approximately 500 students and parents attended this event.
- In support of National Autism Awareness Month, staff was encouraged to wear their autism T-shirt or the color blue every Tuesday during the month of April.
- More than 100 students participated in the Orchesis Show this past weekend. What an outstanding job!
- The WSC Special Needs Sports Spectacular is Tuesday, May 6, from 10 a.m. to 1 p.m.
- Last week our students took the PSAE Test. All grade levels had high attendance. Great job!
- Badminton competes in the WSC Championship at Willowbrook on Friday, May 2.
- Boys Gymnastics competes in the WSC Championship at Hinsdale South on Saturday, May 3.
- Upcoming events: April 29 through May 2 – Spring Art Show; April 29 – Spring Band Concert; April 30 – Spring Art Show Reception; April 30 – Spring Choir Concert

Willowbrook

- This past week marked the final testing for PSAE. Overall, attendance was high.
- Congratulations to the cast and crew of "God of Carnage!" The last performance was this past weekend.
- The World Language Honor Society Induction Ceremony is Tuesday, April 29.
- Students will be honored at the Outstanding Student Breakfast on May 1, 2014.
- The 2014 Orchesis Show "On Broadway" opens this weekend.
- Seven students will compete at the Business Professionals of America (BPA) Nationals in Indianapolis this weekend. Best of luck!
- The Freshman Recognition Awards takes place on Monday, May 5, 2014.
- Next week, Addison Trail hosts the WSC Special Needs Sports Spectacular.
- The Social Studies Honor Society CIVITAS Induction Ceremony is May 7, 2014.

Board Member Reports

Mrs. Cain reported out on Rep. Willis' Education meeting.

Public Comments

None

Announcements

- Regular Business Board Meeting: Monday, May 12, 2014, 7:30 p.m., District, Board Room located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.
- Educational Focus Board Meeting: Monday, May 19, 2014, 7:30 p.m., District, Board Room located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.

Closed Session Meeting

Mrs. Kucik moved and Mr. Edmier seconded to go into closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity, and collective negotiating matters. The Board went into closed session at 9:27 p.m.

Roll Call Vote:

Ayes: Mrs. Kucik, Mr. Edmier, Mr. Johnson, Mr. Gillen, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried.

Reconvene to Open Meeting

The board returned to open session at 9:53 p.m.

Roll Call:

Members Present: Mr. Edmier, Mrs. Lullo, Mrs. Kucik, Mr. Johnson, Mr. Gillen, Mrs. Cain

Members Absent: Mr. Irvin

Adjournment

Mrs. Kucik moved and Mr. Gillen seconded that the meeting adjourn.

Voice vote.

Motion carried. The board meeting adjourned at 9:54 p.m.

President, Board of Education

Secretary, Board of Education

Attest: _____
Date

CREDIT CARD PAYMENT SUMMARY

The attached usage report details the credit card transactions for the month of April, total activity for the month is \$ 2,408.61.

This information is provided as outlined in Board Policy - 4:55

DuPage High School District 88 Credit Card Usage Report

To allow for timely processing of credit card billing, please submit to business office within 3 days of the purchase. Purchase documentation must be attached to this form when submitted.

[illegible]

2014-15 ILLINOIS ASSOCIATION OF SCHOOL BOARDS

The Illinois Association of School Boards annual dues have been received for the 2014-15 school year in the amount of \$9,411.00. This year's dues show an increase of \$170 from last year. This membership will be brought to the June 9, 2014 meeting for action.



2921 Baker Drive
 Springfield, Illinois 62703-5929
 217/528-9688, ext. 1142
 Fax: 217/528-2831
 FEIN: 31-1540788

County Code: 022
 County Name: Dupage
 Date: 05/01/2014

ANNUAL DUES INVOICE

220880

DuPage HSD 88
 2 Friendship Plz
 Addison, IL 60101-2787

RECEIVED

MAY 12 2014

BUSINESS OFFICE

THE EXPERIENCE OF EACH FOR THE BENEFIT OF ALL

Restricted Annual Dues for the 2014-2015 School Year		9,411.00
Average Daily Attendance for 2011-2012	3,818.92	
Net Operating Expense for 2011-2012	\$59,480,241	
Calculated Dues by Dues Formula	10,374.00	
	AMOUNT DUE	9,411.00

Please note: By accepting membership in the Illinois Assn of School Boards you are consenting to the receipt of faxed and e-mailed solicitations.

REVISED AND AMENDED BOARD POLICIES

The following board policies have recently been revised and amended due to new legislation and are being presented for review by the board.

- **4:80 Accounting and Audits**
 - Add language regarding capitalization thresholds for new purchases and for capital improvements.
- **4:150 Facility Management and Building Programs**
 - Removal of language related to BTF.
- **5:90 Abused and Neglected Child Reporting**
 - Modification and addition of language concerning observing and reporting of incidents, providing staff development regarding detection, reporting, etc.
- **5:120 Ethics and Conduct**
 - Addition of language.
- **5:130 Responsibilities Concerning Internal Information**
 - Addition of language.
- **5:170 Copyright**
 - Deletion of language.
- **5:220 Substitute Teachers**
 - Deletion and addition of language to comply with Illinois School Code 105 ILCS 5/24-11.
 - Determination of school term changed to being present and participating for 120 days or more.
 - Addition of language restricting the number of days a substitute can work to avoid awarding substitute with tenure.
- **7:180 Preventing Bullying, Intimidation, and Harassment**
 - Addition of language defining bullying and providing purpose of policy.
 - Addition of language supporting implementation and enforcement.
 - Addition of language related to communication of the Policy and Reporting.
 - Addition of language protecting First Amendment Rights.

o **7:190 Student Discipline**

- Addition of language related to use, possession, distribution, purchase or selling of medical cannabis, marijuana, and hashish.
- Addition of language concerning performance-enhancing substances.
- Addition of language concerning creating, sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person.
- Addition of language regarding prohibition of conduct involving use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing bullying, bullying using a school computer or a school computer network.
- Addition of language concerning an explicit threat on an Internet website against a school employee, student or any school-related personnel.
- Addition of language concerning weapons, including guns, rifle, shotgun, knife, and brass knuckles.

o **7:340 Student Records**

- Addition of language to support the inclusion of video and electronic recordings into student records.
- Addition of language concerning students who are less than 17 years of age.
- Elimination of language associated with the collection of student biometric information.

Note: Deletions are noted by strikeouts. Additions are noted by bold and underline.

Operational Services

4:80 Accounting and Audits

All reporting formats used for the Annual Financial Report will be consistent with the Illinois Program Accounting Manual, as adopted by the Illinois State Board of Education.

At the close of each fiscal year, the Superintendent shall arrange to have the District books and accounts audited by an independent certified public accountant designated by the School Board in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each School Board member and to the Superintendent.

The Superintendent shall annually, on or before October 15, submit an original and one copy of the Annual Financial Report to the Regional Superintendent of Schools.

Accounting and Audits - continued

Inventories

The Superintendent is responsible for developing and maintaining an inventory of District buildings and capital equipment. The inventory record of equipment shall include such items as a description of each item, the quantity, the location, the date of purchase, and the cost or the estimated replacement cost.

The capitalization threshold for new purchases will be set at \$5,000 and the threshold for capital improvements to property/renovations will be set as \$10,000.

Disposition of District Property

The Superintendent shall notify the Board, as necessary, of any: (1) District personal property no longer needed for school purposes, and (2) school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient, so that the Board may consider its disposition.

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and Illinois State Board of Education rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of \$500.00. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Treasurer or Board President.

Internal Controls

The Superintendent is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable

financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

The Superintendent or designee shall annually audit the District's financial and business operations for compliance with established internal controls and provide the results to the Board. The Board may from time-to-time engage a third-party to audit internal controls in addition to the annual audit.

LEGAL REF.: 105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-22.8, and /17-1 et seq.; 23 Ill.Admin.Code Parts 110 and 125.

CROSS REF.: 4:10 (Fiscal and Business Management), 4:90 (Student Activity Fund Management)

ADOPTED:

REVISED:

Operational Services

4:150 Facility Management and Building Programs

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance the law, the standards set forth in this policy, and other applicable Board policies. The Superintendent or designee shall cooperate with and facilitate:

(1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, and (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district.

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior School Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$10,000, including the cost equivalent of staff time. ~~except all contracts related to the Building the Future project for repair, maintenance, remodeling, renovation, or construction in excess of \$50,000 shall be made in accordance with State law bidding procedure.~~ This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Facility Construction and Building Programs

As appropriate, the School Board will authorize the production of a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. School Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the School Board will confer with members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State or federal law.

Provide for low maintenance costs and energy efficiency.

Facility Management and Building Programs - continued

Memorials

The Board is proud and appreciative of its students, employees and others who serve the School District. It desires to make appropriate recognition for outstanding achievement and long, faithful service. Recognition may take any of several forms.

However, the Board does not intend to approve the naming of any buildings (or part thereof) or grounds for an individual.

Memorials generally should take the form of Certificates of Recognition, Scholarships, Plaques, Portraits or other approved appropriate forms.

ADOPTED:

REVISED: 01.31.2011

General Personnel

5:90 Abused and Neglected Child Reporting

Any District employee who suspects or receives knowledge that a minor student, or a student with disabilities age 18 through 21, may be an abused or neglected child ~~or, for a student aged 18 through 21, an abused or neglected individual with a disability~~, shall immediately: (1) report or cause a report to be made to the Illinois Department of Children and Family Services on its Child Abuse Hotline 800/25-ABUSE or 217/524-2606, (2) follow any additional directions given by the Illinois Department of Children and Family Services to complete a report, DCFS concerning filing a written report within 48 hours with the nearest DCFS field office (3) contact police liaison, and (4) contact DuPage County Children Center of the State's Attorney's Office. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made. ~~All District employees shall sign the Acknowledgement of Mandated Reporter Status form provided by the Illinois Department of Child and Family Services (DCFS) and the Superintendent or designee shall ensure that the signed forms are retained.~~

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 800/843-5678, or online at www.cybertipline.com. The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made.

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Abused and Neglected Child Reporting Act (ANCRA), School Code, and Erin's Law Training

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect.

All District employees shall:

1. Before beginning employment, sign the Acknowledgement of Mandated Reporter Status form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within one year of initial employment and at least every 5 years after that date.

The Superintendent will encourage all District educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting

child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting.

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing when he or she has reasonable cause to believe that a certificate holder was dismissed or resigned from the District as a result of an act that made a child an abused or neglected child. The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the certificate holder.

~~The Superintendent or designee shall provide staff development opportunities for school personnel working with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect.~~

Special School Board Member Responsibilities

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that an enrolled student is an abused child as defined in the Abused and Neglected Child Reporting Act, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse. (Amended: 06.25.2012) For purposes of this section, a Board member has the authority in his or her individual capacity to direct the Superintendent or other equivalent school administrator to comply with the requirements of the Act.

LEGAL REF.: 105 ILCS 5/10-21.9.

20 ILCS 1305/1-1 et seq.

20 ILCS 2435/.

325 ILCS 5/.

720 ILCS 5/12C-50.1.

CROSS REF.:

2:20 (Powers and Duties of the Board), 5:20 (Workplace Harassment Prohibited), 5:100 (Staff Development Program), 5:120 (Ethics and Conduct), 5:150 (Personnel Records), 6:120 (Education of Children with Disabilities), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

ADOPTED:

REVISED:

General Personnel

5:120 Ethics and Conduct

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 or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

The following employees must file a *Statement of Economic Interests* as required by the Illinois Governmental Ethics Act:

1. Superintendent;
2. Building Principal;
3. Head of any department;
4. Any employee responsible for negotiating contracts, including collective bargaining agreement, in the amount of \$1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

School Board policy 2:105, *Ethics and Gift Ban*, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

Outside Employment and Conflict of Interest

No District employee shall be directly or indirectly interested in any contract, work, or business of the District, or in the sale of any article by or to the District, except when the employee is the author or developer of instructional materials listed with the State Board of Education and adopted for use by the School Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District.

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated

by reference: 5:120-E (Code of Ethics for Illinois Educators)

LEGAL REF.: U.S. Constitution, First Amendment.

5 ILCS 420/4A-101 and 430/**1-1 et seq.**

50 ILCS 135/**1 et seq.**

105 ILCS 5/10-22.39, 5/22-5, and 5/24-22.

775 ILCS 5/5A-102.

23 Ill.Admin.Code Part 22, Code of Ethics for Illinois Educators.

Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).

Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 5:100 (Staff Development Program)

ADOPTED:

REVISED:

General Personnel

5:130 Responsibilities Concerning Internal Information

District employees are responsible for maintaining: (1) the integrity and security of all internal information, and (2) the privacy of confidential records, including but not limited to: **public records**, student school records, personnel records, and the minutes of, and material disclosed in, a closed Board meeting. Internal information is any ~~information~~, oral or recorded **information**, ~~in electronic or paper format~~, **regardless of physical form or characteristics**, maintained by the District or used by the District or its **officials, employees, or agents**. The Superintendent or designee shall manage procedures for safeguarding the integrity, security, and, as appropriate, confidentiality of internal information.

LEGAL REF.: 20 U.S.C. §1232g.
 5 ILCS 140/1 **et seq.**
 50 ILCS 205/1 **et seq.**
 105 ILCS 10/1 **et seq.**
 820 ILCS 40/1 **et seq.**

CROSS REF.: 2:140 (Communications To and From the Board), 2:250 (Access to Public Records),
 5:150 (Personnel Records), 7:340 (Student Records)

ADOPTED:

REVISED:

General Personnel

5:170 Copyright

Works Made for Hire

The Superintendent shall manage the development of instructional materials and computer programs by employees during the scope of their employment in accordance with State and federal laws and School Board policies. Whenever an employee is assigned to develop instructional materials and/or computer programs, or otherwise performs such work within the scope of his or her employment, ~~it is assured the~~ District shall be the owner of the copyright.

Copyright Compliance

While staff members may use appropriate supplementary materials, it is each staff member's responsibility to abide by the District's copyright compliance procedures and ~~to obey~~ copyright laws. The District is not responsible for any violations of the copyright laws by its staff or students. A staff member should contact the Superintendent or designee whenever the staff member is uncertain about whether using or copying material complies with the District's procedures or is permissible under the law, or wants assistance on when and how to obtain proper authorization. No staff member shall, without first obtaining the permission of the Superintendent or designee, install or download any program on a District-owned computer. At no time shall it be necessary for a District staff member to violate copyright laws in order to properly perform his or her duties.

LEGAL REF.: Federal Copyright Law of 1976, 17 U.S.C. §101 et seq.
105 ILCS 5/10-23.10.

CROSS REF.: 6:235 (Access to Electronic Networks)

ADOPTED:

REVISED:

General Personnel

5:220 Substitute Teachers

The Superintendent may employ substitute teachers as necessary, ~~to replace teachers who are temporarily absent.~~ A substitute teacher must hold either a valid teaching or substitute ~~certificate~~ **license** and may teach in the place of a certified teacher who is under contract with the Board. **The Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.** ~~There is no limit on the number of days that a substitute teacher may teach in the District during the school year. However there is a limit on the number of days that a substitute teacher may teach for any one certified teacher under contract with the District in the same school year. The following limitations apply:~~

1. A substitute teacher holding a substitute ~~certificate~~ **license may teach for any one certified teacher under contract for no longer than** 90 school days.
2. A teacher holding a valid **professional educator license with an endorsement in** early childhood, elementary, **or secondary education** ~~high school, or special certificate~~ may teach only for a period not to exceed 120 **may teach for any one certified teacher under contract for no longer than 119** school days.

A substitute teacher who is a ~~The Teachers' Retirement System~~ **annuitant may teach only** ~~(TRS) in Illinois limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.~~

A substitute teacher may teach when no certified teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, and subject to the limitations set forth in this policy, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent will notify the appropriate Regional Office of Education within 5 business days after the employment of a substitute teacher in an emergency situation.

~~The School Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.~~

Emergency Situations

~~A substitute teacher may teach when no certified teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent will notify the appropriate Regional Office of Education within 5 business days after the employment of a substitute teacher in an emergency situation.~~

LEGAL REF.: 105 ILCS 5/21-9, 5/21B-20(3), and 24-5.
23 Ill.Admin.Code §1.790.

ADOPTED:

REVISED:

Students

7:180 Preventing Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal.

Bullying on the basis of actual or perceived race, color, nationality, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic 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.

For purposes of this policy, the term *bullying* means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect of one or more of the following:

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

Bullying, intimidation, and/or harassment may take various forms, including without limitation: threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. For purposes of this policy, the term *bullying* includes harassment, intimidation, retaliation, and school violence.

A student who is being bullied is encouraged to immediately report it orally or in writing to the District Complaint Manager or any staff member with whom the student is comfortable speaking. Anyone who has information about actual or threatened bullying is encouraged to report it to the District Complaint Manager or any staff member. The District will not punish anyone because he or she made a complaint or report, supplied information, or otherwise participated in an investigation or proceeding, provided the individual did not make a knowingly false accusation or provide knowingly false information.

The Superintendent or designee shall develop and maintain a program that:

1. Fully implements and enforces each of the following Board policies:
 - a. 2:260, *Uniform Grievance Procedure*. This policy contains the process for an individual to seek resolution of a complaint. A student may use this policy to complain about bullying. The District Complaint Manager shall address the complaint promptly and equitably. After an investigation, the Complaint Manager shall file a written report of his or her findings with the Superintendent for his or her action. The student may appeal any decision to the Board.

- b. **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. It subjects any individual to the loss of privileges, disciplinary action, and/or appropriate legal actions for violating the District's **Authorization of Electronic Network Access.**
- a. c. **7:20, Harassment of Students Prohibited.** This policy prohibits any person from harassing, intimidating, or bullying a student based on an actual or perceived characteristic that is identified in the policy. Those characteristics are also identified in the second paragraph of 7:180, *Preventing Bullying, Intimidation, and Harassment.*
- d. **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. It encourages anyone with information about an incident of teen dating violence to report it to any school staff member.
- a. e. **7:190, Student Discipline.** This policy prohibits students from engaging in hazing, bullying, or any kind of aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct; prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, or other comparable conduct.
- b. f. **7:310, Restrictions on Publications.** This policy prohibits students from: (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 photographs and Internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

Full implementation of the above policies includes: (1) conducting a prompt and thorough investigation of alleged incidents of bullying, (2) providing each student who violates one or more of these policies with appropriate consequences and remedial action, and (3) protecting students against retaliation for reporting bullying.

2. Examines the appropriate steps to understand and rectify conditions that foster bullying, intimidation, and harassment; this contemplates taking action to eliminate or prevent these disruptive behaviors beyond traditional punitive disciplinary actions.
3. Includes bullying prevention and character instruction in all grades in accordance with State law and Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Fully informs staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. 5. This includes each of the following:
 - a. Communicating the District's expectation and State law requirement that teachers and other certificated or licensed employees maintain discipline.
 - b. Establishing the expectation that staff members: **(1) intervene immediately to stop a bullying incident that they witness or immediately contact building security and/or law enforcement if the incident involves a weapon or other illegal activity, (2) report bullying, whether they witness it or not, to an administrator, and (3) inform the administration of locations on school grounds where additional supervision or monitoring may be needed to prevent bullying.**

c. Where appropriate in the staff development program, providing strategies to staff members to effectively prevent bullying and intervene when it occurs.

d. Establishing a process for staff members to fulfill their obligation to report alleged acts of bullying.

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

This policy is not 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 or 4 of Article 1 of the Ill. Constitution.

LEGAL REF.: 405 ILCS 49/, Children's Mental Health Act.

105 ILCS 5/10-20,14, 5/24-24, and 5/27-23.7.

23 Ill.Admin.Code §§1.240 and §1.280.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Discipline), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:310 (Restrictions on Publications)

ADOPTED:

REVISED:

Students

7:190 Student Discipline

Prohibited Student Conduct

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

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

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

4. Using, possessing, controlling, or transferring a "weapon" as that term is defined in the *Weapons* section of this policy, or violating the *Weapons* section of this policy.
5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the

device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. **Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone.** Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. **Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*, is prohibited.**
10. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
11. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
12. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
13. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
14. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.
15. **Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.**
16. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted

intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

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

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

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

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

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

Disciplinary Measures

Disciplinary measures may include:

1. Disciplinary conference.
2. Withholding of privileges.
3. Seizure of contraband.
4. Suspension from school and all school activities for up to 10 days, provided that appropriate procedures are followed. A suspended student is prohibited from being on school grounds.
5. Suspension of bus riding privileges, provided that appropriate procedures are followed.
6. Expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years, provided that the appropriate procedures are followed. An expelled student is prohibited from being on school grounds.
7. Notifying juvenile authorities or other law enforcement whenever the conduct involves illegal drugs (controlled substances), “look-alikes,” alcohol, or weapons.
8. Notifying parents/guardians.

9. Temporary removal from the classroom.
10. In-school suspension for a period not to exceed 5 school days. The Building Principal or designee shall ensure that the student is properly supervised.
11. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
12. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure giving the student and/or parent/guardian the choice.

A student may be immediately transferred to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in Article 13A or 13B of the School Code.

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

Weapons

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

1. **A firearm, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code (18 U.S.C. § 921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).**
2. **A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including "look alikes" of any firearm as defined above.**

The expulsion requirement under either paragraph 1 or 2 above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

This policy's prohibitions concerning weapons apply regardless of whether: (1) a student is licensed to carry a concealed firearm, or (2) the Board permits visitors, who are licensed to carry a concealed firearm, to store a firearm in a locked vehicle in a school parking area.

Required Notices

A school staff member shall immediately notify the office of the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member.

Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, State Police, and any involved student's parent/guardian. "School grounds" includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

Delegation of Authority

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

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

Student Handbook

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

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

LEGAL REF.: Gun-Free Schools Act, 20 U.S.C. §7151 et seq.
 Pro-Children Act of 1994, 20 U.S.C. §6081.
 410 ILCS 130/, Compassionate Use of Medical Cannabis Pilot Program.
 430 ILCS 66/, Firearm Concealed Carry Act.
 105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-20.36, 5/10-21.7, 5/10-21.10,
 5/10-22.6, 5/10-27.1A, 5/10-27.1B, 5/24-24, 5/26-12, 5/27-23.7, 5/31-3, and
 110/3.10.
 23 Ill.Admin.Code §1.280.

CROSS REF.: 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline),
 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out
 of School and Graduation Incentives Program), 7:70 (Attendance and Truancy),
 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150
 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170
 (Vandalism), 7:180 (Preventing Bullying, Intimidation, and Harassment), 7:185
 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210
 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students
 with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular
 Activities), 7:270 (Administering Medicines to Students), 7:310 (Restrictions on
 Publications), 8:30 (Visitors to and Conduct on School Property)

ADOPTED:

REVISED:

Students

7:340 Student Records

School student records are confidential. Information from them shall not be released other than as provided by law. 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 by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school.
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 17 years who has been arrested or taken into custody.

State and federal law grants students and parents/guardians certain rights, including the right to inspect, copy, and challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to object to the release of information regarding his or her child. However, the District will comply with an *ex parte* court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to, or the consent of, the student's parent/guardian.

The Superintendent shall fully implement this policy and designate an *official records custodian* for each school who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, and inform students and their parents/guardians of their rights regarding school student records.

Student Biometric Information Collection

~~The Superintendent or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention. Such recommendation shall be consistent with budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.~~

~~Before collecting student biometric information, the District shall obtain written permission from the person having legal custody or the student (if over the age of 18). Upon a student's 18th birthday, the District shall obtain written permission from the student to collect student biometric information. Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.~~

~~All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, lease, or other disclosure of biometric information to another person or entity is strictly prohibited.~~

~~The District will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from the School District, or (2) the District receives a written request to discontinue use of biometric information from the person having legal custody of the student or the student (if over the age of 18). Requests to discontinue using a student's biometric information shall be forwarded to the Superintendent or designee.~~

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law.

- LEGAL REF.: Chicago Tribune Co. v. Chicago Bd. of Ed., 773 N.E.2d 674 (Ill.App.1, 2002).
Owasso I.S.D. No. I-011 v. Falvo, 122 S.Ct. 934 (2002).
 Family Educational Rights and Privacy Act, 20 U.S.C. §1232g; 34 C.F.R. Part 99.
 Children's Privacy Protection and Parental Empowerment Act, 325 ILCS 17/.
 105 ILCS 5/10-20.21b, 20.37, 20.40, 5/14-1.01 et seq., and 10/.
 50 ILCS 205/7.
 23 Ill.Admin.Code Parts 226 and 375.
- CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct)
- ADMIN PROC.: 7:15-E (Notification to Parents of Family Privacy Rights), 7:340-AP1 (School Student Records), 7:340-AP1, E1 (Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records), 7:340-AP1, E3 (Letter to Parents Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information), 7:340-AP2 (Storage and Destruction of School Student Records), 7:340-AP2, E1 (Schedule for Destruction of School Student Records)
- ADOPTED:
- REVISED:

NEW BOARD POLICIES

The following board policies are being presented for review by the board due to new legislation:

- **6:185 Remote Educational Program**
 - Add policy that provides for the development, maintenance and supervision of a Remote Educational Program consistent with Section 10-29 of the School Code.

- **7:185 Teen Dating Violence**
 - Addition of new Policy.

Instruction

6:185 Remote Educational Program

The Superintendent shall develop, maintain, and supervise a remote educational program consistent with Section 10-29 of the School Code. The remote educational program shall provide an opportunity for qualifying students to participate in an educational program delivered by the District in a location outside of a school.

The remote educational program shall:

1. Align its curriculum with the Illinois State Learning Standards and Board policies 6:10, *Educational Philosophy and Objectives* and 6:15, *School Accountability*.
2. Offer instruction and educational experiences consistent with those given to students at the same grade level in the District through compliance with Board policies 6:30, *Organization of Instruction* and 6:300, *Graduation Requirements*.
3. Provide instructors that meet the teacher qualifications in Board policy 5:190, *Teacher Qualifications*. Instructors are responsible for the following elements of the program:
 - a. Planning instruction,
 - b. Diagnosing learning needs,
 - c. Prescribing content delivery through class activities,
 - d. Assessing learning,
 - e. Reporting outcomes to administrators and parents/guardians, and
 - f. Evaluating the effects of instruction.
4. Provide a remote educational program anytime during the period of time from and including the opening date to the closing date of the District's regular school term. It may operate on any calendar day, notwithstanding whether it is a student attendance day or institute day on the School District's calendar or any other provision of law restricting instruction on that day. The District's regular school term is established by Board policy 2:20, *Powers and Duties of the Board of Education* and 6:20, *School Year Calendar and Day*. The remote educational program may be offered outside of the regular school term as part of any authorized summer school program.
5. Calculate the number of clock hours a student participates in instruction in alignment with Board policy 6:20, *School Year Calendar and Day*.
6. Approval of students in the program will be on a space-available basis.
7. Authorize the Superintendent or designee to approve students for participation in the program when the student shows evidence of:
 - a. Enrollment in the District pursuant to board policies 7:60, *Residence* and 7:30, *Student Assignment and Intra-District Transfer*.
 - b. Prior approval from their individualized educational program (IEP) team, if applicable.
 - c. How the remote educational program best serves the student's individual learning needs.
 - d. An appropriate attendance, discipline, and academic record.
8. Include a process for developing and approving a written remote educational plan for each student participating in the program.

9. Require students to complete their participation in the program within 12 months, unless student's participation is extended by the District.
10. Require students to participate in all assessments administered by the District pursuant to State and federal law and Board policy 6:340, *Student Testing and Assessment Program*.
11. Align with the requirements of Board policy 7:340, *Student Records*.
12. Comply with other State and federal laws and align with all applicable Board policies. This includes the Superintendent submitting a copy of this policy to the Illinois State Board of Education along with any amendments to it and any data on student participation.
13. Be monitored by the Board pursuant to Board policy 2:240, *Board Policy Development* and included as a topic for discussion in the annual report required by Board policy 6:10, *Educational Philosophy and Objectives*. It shall include a discussion of the process for renewal of the program when applicable.

LEGAL REF.: 105 ILCS 5/10-29.
23 Ill. Admin. Code §226.360.

CROSS REF.: 2:20 (Powers and Duties of the Board of Education), 2:240 (Board Policy Development), 5:190 (Teacher Qualifications), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:30 (Organization of Instruction), 6:300 (Graduation Requirements), 6:340 (Student Testing and Assessment Program), 7:30 (Student Assignment and Intra-District Transfer), 7:60 (Residence), 7:340 (Student Records)

ADOPTED:

Students

7:185 Teen Dating Violence Prohibited

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

The Superintendent or designee shall develop and maintain a program to respond to incidents of teen dating violence that:

1. Fully implements and enforces each of the following Board policies:
 - a. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on the student's actual or perceived characteristics of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).
 - b. 7:180, *Preventing Bullying, Intimidation, and Harassment*. This policy prohibits students from engaging in bullying, intimidation, and harassment at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.
2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals:
 - a. Any school staff member. School staff shall respond to incidents of teen dating violence by following the District's established procedures for the prevention, identification, investigation, and response to bullying and school violence.
 - b. The Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager identified in policy 7:20, *Harassment of Students Prohibited*.
3. Incorporates age-appropriate instruction in grades 7 through 12, in accordance with the District's comprehensive health education program in Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager.
5. Notifies students and parents/guardians of this policy.

Incorporated
by Reference: 7:180-AP1, (Prevention, Identification, Investigation, and Response to Bullying
and School Violence)

LEGAL REF.: 105 ILCS 110/3.10.

CROSS REF.: 2:240 (Board Policy Development), 5:100 (Staff Development), 5:230
(Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student
Social and Emotional Development), 7:20 (Harassment of Students Prohibited),
7:180 (Preventing Bullying, Intimidation, and Harassment), 7:190 (Student
Discipline), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with
Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities)

ADOPTED:

**RESOLUTION AUTHORIZING AND APPROVING ISSUANCE OF A SECOND NOTICE TO
REMEDY TO EMPLOYEE #05192014**

WHEREAS, Employee #05192014 is a teacher in the employment of DuPage High School District No. 88, DuPage County, Illinois; and

WHEREAS, the Board of Education has received reports from the administration concerning certain alleged conduct by Employee #05192014; and

WHEREAS, the Board hereby finds and determines that such reports state causes, charges, reasons and defects in the conduct of Employee #05192014 which, if not removed and remedied, are causes, charges and reasons warranting the discipline and/or discharge and dismissal of Employee #05192014 as a teacher and employee in this School District.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of DuPage High School District No. 88, DuPage County, Illinois, as follows:

1. The foregoing recitals are incorporated into and made a part of this resolution.
2. The Board of Education hereby approves, ratifies and adopts a Second Notice to Remedy and Direction to Act substantially in the form of the Notice discussed by the Board in closed session during its May 19, 2014 meeting and summarized in the minutes of said closed session as its Second Notice to Remedy and Direction to Act to Employee #05192014.
3. The Board Secretary or designee, shall cause a Second Notice to Remedy and Direction to Act substantially in the form of the Notice discussed by the Board in closed session during its May 19, 2014 meeting and summarized in the minutes of said closed session to be served on Employee #05192014 and placed within his personnel file.
4. This resolution shall be in full force and effect immediately upon its passage.

After a full and complete discussion thereof, member _____, moved and member _____, seconded the motion that this Resolution be adopted.

The President directed the Secretary to call the roll for vote upon the motion to adopt this Resolution.

Upon a roll call vote, the following vote was received:

AYES:

NAYS:

ABSENT:

WHEREUPON, the President declared this motion carried and the Resolution adopted this 19th day of May, 2014.

BOARD OF EDUCATION OF DuPAGE HIGH
SCHOOL DISTRICT NO. 88, DuPAGE COUNTY,
ILLINOIS

By: _____
President

Attest: _____
Secretary

RESIGNATION/RETIREMENT

It is recommended that the Board of Education approve the resignation/retirement of Mrs. Ann Kimpton effective at the end of the workday on June 27, 2014.

Suggested motion:

Move to approve Mrs. Ann Kimpton's resignation/retirement effective at the end of the workday on June 27, 2014.