

# *Mahomet-Seymour High School 2025-2026 Building Procedures*



The mission of Mahomet-Seymour High School is to develop life-long learners, effective communicators, and responsible citizens.

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 @MSHSBulldogs  @mshsathletics

# Welcome to Mahomet-Seymour High School

This handbook has been prepared to provide information to students and parents concerning high school operations and activities. Policies and procedures may be modified by school administration as situations arise. It is hoped this handbook will be kept as a reference for use throughout the year.

Policies and regulations are necessary for an orderly and functional atmosphere conducive to learning. Courtesy and respect should govern the relationship among faculty, students, staff, and visitors during all school activities. It is in this area of courtesy and respect that students have the greatest opportunity to demonstrate their pride in Mahomet-Seymour High School.

We hope that you will participate in our varied activities and find those things that will help prepare you to live a better life and finally take your place in this complex society.

Mahomet-Seymour High School welcomes you and hopes you will always be conscious of its requirements and traditions of excellence. Your school will be whatever you make it. A positive attitude and spirit will help in making it an outstanding experience.

Chad Benedict,  
Principal

## A Mahomet-Seymour High School Graduate Is Expected to...

- possess a good work ethic
- strive for life-long learning
- interact successfully with others
- become a productive and creative citizen
- extend kindness, courtesy, and sensitivity to others
- communicate effectively through the written and spoken word
- display independence, self-reliance, and responsibility
- demonstrate positive self-esteem and confidence
- recognize the need for diversity
- pursue chosen career pathways
- plan and manage time wisely
- choose a substance-free life

...become a well-rounded individual.

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## **GENERAL STUDENT INFORMATION**

### **ATTENDANCE POLICY**

When a student will be absent from school, a parent or guardian is expected to call and report the absence and reason for the absence within a reasonable amount of time. If a call has not been made to the school by 10:00 a.m. on the day of a student's absence, an automated Skyward call will go out notifying the student's parent/guardian of the absence. If the school does not hear from the parents or guardians the absence will be marked unexcused.

After nine days, the school will send a letter to inform the student and their family of the status of their child's attendance. At that point, the administration will determine if further absences will be excused.

Excused absences include:

1. Illness and medical appointments with a doctor's note (including up to 5 days per school year for the mental or behavioral health of the student)
2. Observance of a religious holiday or event
3. Death in the immediate family
4. Family emergency
5. Circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety
6. Attending a military honors funeral to sound TAPS
7. Attend a civic event
8. Cases, where the student's parent/guardian is an active duty member of the uniformed services and has been called to duty, is on leave from or has immediately returned from deployment to a combat zone or combat-support postings (up to 5 days).
9. School Events
10. Court Appearances with written documentation from court officials
11. Students eligible to vote are also excused for up to two hours to vote in a primary, special, or general election.
12. Other reasons as approved by the building administration

While it is understood that in unusual circumstances, it may be necessary for students to be absent from school due to family travel, Mahomet-Seymour staff strongly discourages student absences for family vacations or travel.

Teacher/student and student/student class interaction, as well as in-class instruction, is a very important part of the educational process that cannot be replicated outside of the classroom.

We may use or request the following interventions to improve attendance after 9 days:

- Student Meeting
- Parent Meeting/Contact home
- Required doctor's note to excuse illnesses
- Staff or Social Work check-ins
- Home visit
- Youth Assessment Center referral (JH and HS)
- Referral to Attendance Improvement Program through the Regional Office of Education (for chronic absenteeism and for chronic truancy or for patterns that indicate a student is establishing poor attendance)
- Other disciplinary measures
- Referral to Family Engagement Specialist

After the 9th and 18th absences, the school will send a letter to inform the student and their family of the status of their child's attendance. At 18 absences, the student will be considered Chronically Absent by the definition provided by the state.

#### Definitions

*Chronic absenteeism:* If a student is absent for ANY reason for 10% (18 days) in a school year, he/she is considered to be chronically absent.

*Chronic truancy:* If a student is absent without valid cause for 5% (9 days) in a school year, he/she is considered to be

chronically truant. Chronic truancy is a violation of the state compulsory attendance law. This data is reported to the Illinois State Board of Education for inclusion on the Illinois School Report Card.

cross reference: Board Policy 7:70

### **CAFETERIA and LUNCH**

Mahomet-Seymour High School has a closed campus lunch. All students are to eat in the cafeteria. Students are expected to conduct themselves appropriately, follow the requests of adult supervisors, and clean up after themselves. Students who do not comply with expected lunchroom behavior will be subject to disciplinary action. During lunch hours, students are not permitted to leave the school building without permission from the office. Students are to stay in the Commons area until the bell rings. Food deliveries to students are not allowed without the permission of the Principal.

### **CELL PHONES AND ELECTRONIC DEVICES**

The possession and use of cell phones and other non-school issued electronic devices are subject to the following protocols:

1. The use of cell phones and other electronic devices is prohibited in academic spaces. Cell phones must be turned off during instructional time and placed in the classroom cell phone caddies.
2. Cell phones and other electronic devices may be used before and after school, during passing periods and lunch, and during an emergency.
3. Cell phones may not be used in any manner that will cause disruption to the educational environment or will otherwise violate student conduct rules. Any use of cell phones in the locker rooms or bathrooms is strictly prohibited.
  - 1st Offense: Cell Phone confiscated, turned into the office, and returned at the end of the day; Teacher contacts home and administration will issue student discipline for insubordination
  - 2nd Offense: Cell Phone confiscated, turned into the office, and returned at the end of the day; Teacher contacts home and administration will issue progressive student discipline for insubordination
  - 3rd Offense: Cell Phone confiscated, turned into the office, and parents will be required to pick up the device in the school office; Teacher contacts home and administration will issue progressive student discipline for insubordination

***Note: Mahomet-Seymour High School assumes no responsibility for cell phones that are lost, damaged, or stolen. Items confiscated and not retrieved by June 30<sup>th</sup> will be donated to charity. Medical exceptions will be considered by MSHS administration.***

### **CHANGE OF ADDRESS OR TELEPHONE**

Use Skyward Family Access to keep your address, email, and telephone numbers up to date.

### **DANCES (HOMECOMING, WINTER FORMAL, PBIS DANCES, AND PROM)**

The Homecoming Dance, Winter Formal, PBIS Dances, and Prom are dances for Mahomet-Seymour High School students and their guests who are high school age or older. Proper attire and behavior are required at all school dances. Students who are selected as King or Queen of a respective dance are not eligible for future dance courts. Students must each sign the Dance Code of Conduct Form. Guests are to be registered at the main table. Their behavior is the responsibility of the MSHS student. Students must fill out the dance request form in advance for student guests. Both forms will be provided by the sponsor of the dance the week of the dance. MSHS administration uses attendance and behavioral incentives leading up to a dance. Unexcused absences, including suspensions and referrals, may prohibit a student from attending a dance.

## Dance Code of Conduct

- School rules apply at the dance.
- Once you leave the dance, you may not re-enter later.
- Guest must fill out the MSHS Dance Visitor Request Form
- As for dancing, remember that this is a public school dance and not a private party. Good taste is the rule. Parents, guests of the school, community members, and students from all walks of life will be there. Dancing will be free of sexually suggestive moves by oneself or with anyone else. Students must be facing face to face while dancing. No front-to-back dancing will be tolerated.

**Consequences:** First Offense- Warning

Second Offense- Student will be asked to leave the dance and not return

I fully understand the following information:

1. I have read and fully understand the Mahomet-Seymour High School Dance Code of Conduct.
2. On my second warning of violating the Code of Conduct, I will be removed from the dance, and my parent(s) will be called. No refunds will be given for the cost of admission.
3. Tickets are non-refundable and non-transferable, even due to disciplinary actions prior to the dance.

\_\_\_\_\_  
Students' Printed Name

\_\_\_\_\_  
Student's' Signature

\_\_\_\_\_  
Parents' Printed Name

\_\_\_\_\_  
Parents' Signature

\_\_\_\_\_  
Parents' Phone Number

## Mahomet-Seymour High School Dance Request Form

Instruction: A student requesting to bring a date who is not a Mahomet-Seymour High School student must have this form completed and returned at least three days before the event. This form requires the signature of the principal or administrator of the guest's school. The guest must provide a driver's license with a photo ID at the dance entrance.

**Please complete this form in pen.**

As an MSHS student, I understand that all MSHS rules apply at any school function. I am also aware that once my date and I leave the dance, we will not be allowed for reentry for any reason. I understand that neither my guest nor I may be under the influence of drugs or alcohol during this activity. The use of/or possession of tobacco products is not allowed at any school activity. I will take full responsibility to inform and ensure my date's compliance with all school rules while attending the dance. The guest must always have photo identification in his/her possession and must not be older than 20 years of age, younger than a current 9th grader in school or younger than 14 years old.

\_\_\_\_\_  
Name of Dance

\_\_\_\_\_  
Date of Dance

\_\_\_\_\_  
Name of MSHS Student

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Signature of MSHS Student

\_\_\_\_\_  
Date

As the parent of the above MSHS student, I find his/her date to be a responsible person and I approve of him/her as an acceptable guest for this MSHS social event.

\_\_\_\_\_  
Parent/Guardian Signature of MSHS Student

\_\_\_\_\_  
Date

### GUEST INFORMATION(PLEASE PRINT)

Name\_\_\_\_\_

Age(As of date of event)\_\_\_\_\_

Address\_\_\_\_\_

Phone\_\_\_\_\_

School/City\_\_\_\_\_

If not a student, list one of the following (employer, college advisor, supervisor) and phone number

\_\_\_\_\_  
Employer/College Advisor/Supervisor

\_\_\_\_\_  
Phone

As the Principal/Administrator of the school that this potential visitor to MSHS attends, I verify he/she is a student in good standing.

\_\_\_\_\_  
Name of Administrator

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Signature of Administrator

\_\_\_\_\_  
Date

**\*\*Any false representation of information provided on this sheet will result in the guest being prohibited from attendance at this specific event\*\***

### OFFICE USE ONLY

Approved\_\_\_\_\_

Administrator Signature

Not Approved\_\_\_\_\_

Administrator Signature

## **DIRECTORY**

The following information will be designated as “Directory Information” under the Family Educational Rights and Privacy Act (FERPA) and will be the information that is disclosed when requested.

- a.) Student name, address, and telephone number.
- b.) Participation in officially recognized activities, events, and sports.
- c.) Weight and height of athletic team members.
- d.) Honors, honor rolls, degrees, and awards received and grade placement.
- e.) Photographic, video, or electronic images of students.
- f.) Information generally found in yearbooks.

Unless you advise the school office that you do not want any or all of this information released, school officials may release personally identifiable information that has been designated as “directory information.” Upon receiving written notice from parents/guardians or eligible students objecting to disclosure, this information will not be released without the prior consent of the parent/guardian or eligible student.

## **DISASTER DRILLS**

Mahomet-Seymour High School annually conducts School Safety Drills as required by the provisions of the Illinois School Code. Included in these drills are Fire Drills, Bus Evacuation Drills, Severe Weather (Shelter-in-Place) Drills, and a Supervised Law Enforcement Drill.

## **DISPLAYS OF AFFECTION**

Expressions of affection other than hand-holding are considered inappropriate and in poor taste in the school setting and are subject to disciplinary action.

## **DRESS CODE**

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

The following standards will be observed during school hours at Mahomet-Seymour High School:

1. Hats, hoods, bandannas, sweatbands, capes, and sunglasses may not be worn in the building during the school day.
2. Appropriate footwear is required at all times.
3. Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
4. Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.
5. Clothing with holes, rips, and tears must be appropriate for the school environment. Clothing that is otherwise poorly fitting, showing excess skin, and/or undergarments may not be worn at school.
6. Clothes and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education.
7. The length of shorts or dresses/skirts must be appropriate for the school environment.
8. Coats and jackets exceeding fingertip length are not to be worn in the classroom.

If there is any doubt about dress and appearance, the building administration will make the final decision. Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff, or others may be subject to discipline. The principal may allow exceptions in special circumstances or occasions such as holidays or special performances and may further prescribe dress in certain classes such as physical education, vocational classes, and science labs.

Cross reference: Board Policy 7:160

## **ERIN'S LAW**

Each year, students in grades Pre-K-5 will participate in sexual abuse education, as required by the state of Illinois under "Erin's Law", Public Act 96-1524. Erin's Law is prevention-based and provides valuable information to students, in developmentally appropriate ways. Lessons will be provided by the building social worker, with the classroom teacher present as well.

Students in grades 6-12 are required to have information on teen dating violence, as well. This instruction is provided through Health Class in grades 6-9 as part of their Health curriculum. Students in grades 10-12 will be provided information during advisory, by the school social worker, the health teacher, or another certified staff member.

Additionally, the law requires that all district staff be trained regarding sexual abuse and, for secondary teachers, teen dating violence. Training includes recognizing and reporting suspected child sexual abuse, how to respond to and support students who have been abused, and strategies to support a safe and supportive school environment. All district employees are also mandated reporters of suspected child abuse, per state law, and undergo annual training for that as well which is to be completed by January 31st of each year.

### **Erin's Law Ethics, Training & Educator Misconduct**

Erin's Law was amended to provide that school districts must develop a policy on sexual abuse that includes

- An age-appropriate and evidence-informed curriculum (grades PK-12)
- Inclusion of information in the parent/student handbook on the warning signs of child sexual abuse and available resources:
- Infancy - 5 years • Fearfulness, anxiety, unprovoked crying; • Sudden rejection of normal physical affection; • Sudden reluctance to be with a specific person or go to a specific place; • Artwork with sexual images; • Any disclosure of sexual abuse.
- 6 – 11 years • Withdrawal from normal activities; • Anxiety, bedwetting, nightmares; • Development of eating disorders; • Artwork with sexual images Indicators of Sexual abuse...
- 12 – 18 years • Depression • Insomnia • Sudden failure in school • Truancy • Withdrawal from family and/or friends • "Running away" from home • Drug problems • Criminal behavior • Self-injury/ self-destructive behavior • Suicidal behavior • Sudden mood shifts • Sexually aggressive behavior • Aggression and bullying • Pregnancy/ STDs
- Resources: Please contact DCFS, local police, or the High School office
- Training for school personnel (by January 31st of each year) on sexual abuse of students, grooming behaviors and boundary violations, including how to report these behaviors.

## **FAITH'S LAW PREVENTION OF CHILD ABUSE**

**Definition of "Sexual Misconduct":** Any act including but not limited to any verbal, nonverbal, and written or electronic communication or physical activity by an employee or agent of the school district, charter school, or non-public school with direct contact with a student that is directed toward or with a student to establish a romantic or sexual relationship with the student.

Such an act includes but is not limited to any of the following:

1. A sexual or romantic invitation
2. Dating or soliciting a date
3. Engaging in sexualized or romantic dialogue
4. Making sexually suggestive comments that are directed toward or with a student
5. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature.
6. Sexual, indecent, romantic, or erotic contact with a student.

### **Employee Conduct Standards**

School districts are required to include in their student handbook the District's Employee Code of Professional Conduct. These standards, in part, define appropriate conduct between school employees and students. A copy of these standards can be found on the District's website or requested from the Superintendent's office.

### **Superintendent Reporting Requirement**

The superintendent shall notify in writing the state superintendent and the regional superintendent of schools of any license holder whom he or she has reasonable cause to believe has committed (i) an intentional act of abuse or neglect

with the result of making a child either an abused child or neglected child, (ii) an act of sexual misconduct that result in dismissal or resignation from the school district.

### **Required Notifications to Students and Parents**

Requires verbal and written notification to parents if their child is the victim of alleged sexual misconduct by a school employee or school contractor. Prior to parental notification, requires notification to the child that their parent will be contacted and the nature of the parental contact.

### **Notification to student must include**

- That the student's parents will be contacted
- The information that will be provided to parents
- Available resources in the school and community and available counseling resources
- Beginning July 1, 2025, the name and contact information for the domestic and sexual violence and parenting resource coordinator.

### **Notification to parents must include**

- Information on the alleged misconduct
- Available resources in the school and community and available counseling resources
- Beginning July 1, 2025, the name and contact information for the domestic and sexual violence and parenting resource coordinator.

## **FIELD TRIPS**

Student field trips, which may have significant educational and/or social value, will be scheduled as opportunity and finances permit. Such trips are planned by staff and are coordinated with the school curriculum. The teacher will notify parents about the time, date, special clothing, lunch arrangements, and if money will be required for tickets, extra fees, etc.

Field trips are a privilege for students. Students must abide by all school policies during transportation and during field trip activities and shall treat all field trip locations as though they are school grounds. Failure to abide by school rules and/or location rules during a field trip may subject the student to discipline.

All students who wish to attend a field trip must receive written permission from a parent or guardian with the authority to give permission. Students may be prohibited from attending field trips for any of the following reasons:

- Failure to receive appropriate permission from parent/guardian or teacher
- Failure to complete appropriate coursework
- Behavioral or safety concerns
- Denial of permission from the administration
- Other reasons as determined by the school.

## **FREE AND REDUCED LUNCH/BREAKFAST**

Free and reduced lunch/breakfast guidelines are available in the district business office. Free and reduced lunch/breakfast applications can be obtained from the high school office.

## **HALLWAY TRAFFIC**

In order for students to be in the hall or restroom during class time, they must have a pass from their teacher. **THIS PASS SHOULD BE VISIBLE AT ALL TIMES.** This pass must state the time of leaving class and the destination. If students wish to leave the study hall for another classroom or area, they must have a pass from a teacher and give it to the study hall teacher. All passes must be obtained before class begins. Passes will be given at the discretion of the teacher on a limited basis.

## **NON-DISCRIMINATION STATEMENT**

Mahomet-Seymour CUSD #3, in compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990,

and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, disability, or age in any of its policies, practices, or procedures. The lack of English language skills will not be a barrier to admission and participation in educational programs. Any person having questions regarding the above is directed to contact Mahomet-Seymour CUSD #3 Superintendent of Schools, Dr. Kenny Lee, Title IX, and Section 504 Coordinator, at 1301 S. Bulldog Dr., Mahomet, Illinois, 61853 or (217) 586-2161.

Mahomet-Seymour High School ensures that equal educational opportunities are offered to students, regardless of race, color, national origin, age, sex, religion, or handicap. Questions in reference to educational opportunities may be directed to Dr. Kenny Lee, Superintendent, at 586-4995.

MSHS offers the following CTE courses to all students: Agricultural Education; Business, Marketing, and Computer Education; Family and Consumer Sciences; Health Sciences Occupations; Industrial Occupations. Questions in reference to educational opportunities may be directed to Dr. Kenny Lee, Superintendent, at 586-4995.

### **PARTICIPATION FEES**

Extracurricular activities are a fun, productive, and vital part of attending the Mahomet-Seymour Schools. It is our hope that a family's financial constraints do not prohibit a student from participating in any activity in which he/she expresses interest or desire to be involved in. To that end, should financial considerations be an issue with regard to your child's participation in ANY extracurricular activity, please contact the building's administrator to discuss scholarship opportunities.

### **PUNS (PRIORITIZATION OF URGENCY OF NEED FOR SERVICES)**

Database Information for Students and Parents or Guardians

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

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

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

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

You may also contact the following District employee for assistance:1

Christine Northrup  
Director of Student Support Services  
(217) 586-2161

### **RESTROOM USAGE**

The restrooms are open for the convenience of the students. Students share responsibility for keeping the restrooms clean and in good working condition. There should be no loitering or socializing in the restrooms. Only one student should occupy any stall at a single time. If given permission to use the restroom from class, students should utilize the restroom located in the hallway from where they were dismissed or the nearest restroom. Any student found deliberately littering or abusing expectations of the restrooms will be referred to the administrators for disciplinary action.

## **SALES AT SCHOOL**

The school premises are not to be used by students for the sale of anything unless approved by the office.

## **SEARCH AND QUESTIONING OF STUDENTS**

To maintain order and security in the schools, school authorities are authorized to conduct searches of school property and equipment, as well as of students and their personal effects. The assistance of law enforcement officials may be requested at any time. Students may be questioned by school administrators at any time regarding issues relating to student discipline, student welfare, or school-related business. Every child has a right to seek parental advice in any matter adverse to the educational or legal constitutional interests of the child.

When a student is questioned or interviewed by police for a criminal matter, the school will make a reasonable effort to ensure that the parent or guardian of the student is present for the questioning. If the parent or guardian is not present, the law enforcement personnel will ensure that a school social worker, psychologist, counselor, or other mental health professional is present during the questioning.

## **TARDINESS**

Students are tardy if they are not in the classroom when the bell rings. Oversleeping, missing the bus, or experiencing car trouble are not considered valid reasons for being tardy to class. Tardiness may result in the assignment of detentions from the teacher or from the administration.

1. 1<sup>st</sup> offense – warning from the teacher
2. 2<sup>nd</sup> offense – teacher-issued detention and teacher contacts home (missed detention = referral to the office)
3. 3<sup>rd</sup> offense – referral to the office; teacher contacts home
4. All tardies greater than four -- The student will be referred again to the administration for further consequences including additional detentions, Saturday Supervised Study, or suspension from the class or school.

\*Tardies will be marked in the Skyward system.

## **TECHNOLOGY ACCEPTABLE USE POLICY**

Mahomet-Seymour is deeply committed to technology as a vital tool for its students, teachers, and parents. The District has determined that as a tool, technology will be integrated into our district curriculum in a way that enhances the learning of our students. As a tool, responsibilities fall on both the District and the student to ensure that the tools are effective, safe, and appropriate to support our overall goal of teaching and building responsible, well-balanced contributors to our environment. As a user of technology, I understand that it is my responsibility to honor the Responsible Use Policy and uphold these Mahomet-Seymour Core Values both online, offline, at school, and at home. I understand that my actions can affect others and that I will be accountable for my behavior.

### **Mahomet-Seymour CUSD #3** **Core Value, Responsibilities, and Restrictions**

We value communication; therefore, I will: use language that is pertinent and appropriate when submitting academic work, participating in online forums, and working collaboratively. I will use thoughtful and appropriate language for social postings. I will be mindful of how my words are interpreted by others.

We value privacy; therefore, I will: be aware of the privacy settings on any website to which I subscribe. **I understand that anything I do online that may be interpreted as dangerous to myself or others or inappropriate for learning or the intended curriculum, may not be considered private and may be monitored.** I understand that anything I do online or electronically is not private and can be monitored. I will not share personal information about myself, family, friends, or faculty.

We value honesty and safety; therefore, I will: not engage in behavior that puts myself or others at risk. I will represent myself honestly. I will seek help if I feel unsafe, bullied, or witness unkind behavior. I will communicate only with people I know. I will follow safety guidelines posted by sites to which I subscribe. **The District will provide a mechanism for reporting any bullying or behavior that a student(s) may perceive as harmful to themselves or others.**

We value learning; therefore, I will: apply existing knowledge to generate new ideas, products, or processes. I will evaluate the validity of the information presented online. I will ask questions and seek help when using school technology. I will have a positive attitude and be willing to explore different or new technologies. **The district and its staff will provide as part of its curriculum, instruction, and examples on how to appropriately evaluate online resources and information and integrate that into a student's work and learning.**

We value respect for self and others; therefore, I will: not upload or post personal information, private communications, or photos of other people without permission. I will respond thoughtfully to the opinions, ideas, and values of others. I will not send or share mean or inappropriate electronic communications.

We value respect for school and personal property; therefore I will take proper care of all equipment. I will report misuse and/or inappropriate content to my teachers or adults.

RESPONSIBILITIES: The student will:

1. Adhere to these guidelines each time the device is used at home and school.
- 2. Ensure their device is charged and ready for use. The District will provide charging opportunities during the school day.**
3. Use appropriate language in all communications avoiding profanity, obscenity, and offensive or inflammatory speech. Cyberbullying, including personal attacks or threats toward anyone, made while using either district-owned or personally owned technology, is to be reported to responsible school personnel. Communication should be conducted in a responsible, ethical, and polite manner.
4. Respect the Internet filtering and security measures included on all district devices and student accounts. All student 1:1 computing devices provided by the District are configured so that Internet content is filtered both when the student is at school and when on any other public or private network.
5. Use technology only for school-related purposes during the instructional day while refraining from use related to personal, commercial, or political purposes. **Teachers and staff have the right to confiscate a device that is not being used appropriately in a class. Students will be held responsible for any missed work while the device is confiscated.**
6. Follow copyright laws and fair use guidelines. Students should only download music, video, or other content that is related to classroom assignments and which students are authorized or legally permitted to use.
- 7. The District uses software designed to restrict access to unacceptable content in order to protect students from harm or danger. If the District has credible reason to believe a student may be accessing dangerous or unacceptable content, the District will take steps to intervene. These steps will include parental/guardian notification which includes the suspected danger or violation and a procedural plan to remedy the activity. This plan may include monitoring of district technology, student files, and student activity for the sole purposes of protection of the student and others; where the information is gathered is specifically used as examples and as a part of a plan for corrective measures.** You must make your 1:1 device available for inspection if requested by an administrator or teacher.

RESTRICTIONS: The student will not:

1. Mark, deface or place stickers on the Chromebook, or related accessories.
2. Reveal or post identifying personal information, files, or communications to unknown persons through email or the Internet.
3. Attempt to override, bypass, or otherwise change the Internet filtering software, device settings, or network configurations.
4. Attempt access to networks and other technologies beyond their authorized access. This includes attempts to use another person's account and/or password or access secured wireless networks.
5. Share passwords or attempt to discover passwords. Sharing a password is not permitted and doing so may subject the student to disciplinary action and they may be liable for the actions of others if problems arise from that unauthorized use.
6. Download and/or install any programs or games from the Internet or other sources onto any district-owned technology. This includes the intentional introduction of computer viruses and other malicious software.
7. Tamper with computer hardware or software, attempt unauthorized entry into computers, and/or vandalize or destroy the computer or computer files. Intentional or negligent damage to computers or software may result in criminal charges.

8. Attempt to locate, view, share or store any materials that are unacceptable in a school setting. This includes but is not limited to pornographic, obscene, graphically violent, or vulgar images, sounds, music, language, video, or other materials. The criteria for acceptability is demonstrated in the types of material made available to students by administrators, teachers, and the school media center.

In addition to the specific values, responsibilities, and restrictions detailed above, it is expected that students and families will apply common sense to the care and maintenance of district-provided 1:1 technology **is in their possession and under their control**. In order to keep Chromebooks secure and damage-free, please follow these additional guidelines:

- Do not loan your 1:1 device or charger and cords to anyone else.
- Avoid having the device in any extreme temperatures.
- Do not leave the 1:1 device in a vehicle or leave it unattended at any time.
- Do not eat or drink while using the 1:1 device or have food or drinks in close proximity.
- Keep your 1:1 device away from locations like table edges, floors, seats, or pets.
- Do not stack objects on top of your 1:1 device, leave it outside, or use near water.

Despite these safeguards, we understand there is always a risk that district-provided 1:1 technology may be damaged, lost, or stolen. **If it is determined that a good faith effort or willful failure to protect District property has occurred, the student and their family may be responsible for repair or replacement of the Chromebook.** As with any district-issued resource, students are financially responsible for loss/theft, or damage of the 1:1 device, per the Chromebook damage and replacement plan.

Mahomet-Seymour CUSD #3 is not responsible for any loss resulting from the use of district-issued technology and makes no guarantees that the technology or the district network systems that support student use will be available at all times. If the district network is unavailable and restricts a student's ability to complete schoolwork, the District and staff will make accommodations for the completion of the work. By signing this policy you agree to abide by the conditions listed above and assume responsibility for the care and proper use of MSCUSD #3 district-issued technology. You understand that should you fail to honor all the terms of this Policy, access to 1:1 technology, the Internet, and other electronic media may be denied in the future. Furthermore, students may be subject to disciplinary action outlined in the Mahomet-Seymour CUSD #3 Student Handbook.

As the parent/guardian, my signature indicates I have read and understand this policy and give my permission for my child to have access to and use a district-issued Chromebook.

Parent/Guardian (please print): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

As the student, my signature indicates I have read or had explained to me and understand this policy, and accept responsibility for abiding by the terms and conditions outlined and using these resources for educational purposes.

Student (please print): \_\_\_\_\_ Grade: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **VIDEO SURVEILLANCE**

Sections of our school building and school grounds are under video surveillance.

## **VISITORS**

Mahomet-Seymour High School accepts only those visitors who have legitimate reasons to be at school. Visitors must

have PRIOR APPROVAL (24 hours) by classroom teachers and administration in order to attend classes with a Mahomet-Seymour High School student. Visitors must sign-in in the main office with a state-issued ID and pick up a visitor pass.

## **WEEKLY BULLETIN**

The weekly bulletin provides information concerning school activities. Weekly bulletins will be sent out via Skylert.

## **WORK PERMITS**

**(Issued only by the principal)**

Employment Certificate--This form is issued for minors between 14 and 16 years of age for either full- or part-time work outside school hours and/or for full-time vacation employment. The following items are required before the issuance of an employment certificate:

1. The student will fill out an Illinois Department of Labor Employment Certificate, located in the main office
2. Once completed the student will be provided the completed form to submit to their employer.

CERTIFICATE OF AGE--Issued only for minors 16 years of age or over and provides an employer with authentic proof of age. A birth certificate must be presented before issuance.

## **ACADEMIC INFORMATION**

### **ACADEMIC RECOGNITION AND GRADE POINT AVERAGE**

Academic Recognition is calculated by counting all the semester grades of a student in a regular academic program and multiplying these grades by the following scale: A=4, A-=3.67, B+=3.33, B=3, B-=2.67, C+=2.33, C=2, C-=1.67, D+=1.33, D=1, D-=0.67, F=0. Honor points will be awarded for classes designated as honors or advanced placement, providing that earned grades are a "C" or higher. These classes receive a higher point value and are reflected accordingly in each student's grade point average (GPA). The numerical average of all grades is the grade point average (G.P.A.). Grades for Physical Education and Driver Education are not used to determine G.P.A. Students who desire to earn maximum honors points need to carefully plan and monitor their four-year course sequence. If students desire to know their class rank for scholarship or college admissions purposes, they should contact the High School Registrar, Amy Shore.

### **ACADEMIC RECOGNITION PLAN**

The MSHS academic recognition plan seeks to recognize a student's mastery and understanding of content as opposed to relative academic standing among peers.

#### **Honors Recognition System**

*The Honors System would recognize students for their cumulative GPA.*

- Honors
  - Students whose Cumulative GPA is 3.9 to 4.34
- High Honors
  - Students whose Cumulative GPA is 4.35 to 4.74
- Highest Honors
  - Students whose Cumulative GPA is 4.75 or higher
- Qualifying students will have colored chords to wear during the graduation ceremony.

### **ACCREDITING ASSOCIATION**

Mahomet-Seymour High School is fully accredited by the North Central Association of Colleges and Secondary Schools. Mahomet- Seymour is also fully approved by the Illinois State Board of Education and the Regional Office of Education.

### **ALTERNATIVE EDUCATION**

Alternative Education provides an alternative way for Mahomet-Seymour High School students to earn their high school diploma. Students in the program have access to flexible scheduling computer-based learning, and independently paced

courses. To be considered for placement, students must meet with their counselor and fill out an application. In general, the program is designed for students who face significant obstacles in completing their high school education. Since a limited number of placements are available, priority will be given to those students with the greatest need. Once students are enrolled in Alternative Education, they must maintain the expectations of the program that are defined by the Alternative Education and MSHS administration to maintain their status.

## **CONDITIONALS**

A Conditional is issued for failing work only in the first semester of a full-year course if the teacher feels there is a chance for the student to pass the second semester's work. If a student fails the first semester of a full-year course, the student shall request a conditional from their first-semester teacher. It is to the discretion of the teacher to issue a conditional. If the student successfully passes the second semester, then the first semester conditional is changed to a "D-" in the grade book. The conditional must be made up within the next semester of the school year or the privilege is forfeited and the "CO" in the grade book becomes an "F."

## **COLLEGE ADMISSIONS**

Colleges will conditionally admit students after three years of high school. Final acceptance to college is based on verification of graduation from high school. Admission to all public two-year and four-year colleges and universities in Illinois is based on academic performance and/or SAT/ACT test scores. Parkland College will accept all students who are high school graduates. Parkland does use a selective admissions procedure (evaluating science grades, class rank, and SAT/ACT scores) to admit students to special programs, such as nursing, animal health technology, etc.

## **DROP/ADD PROCEDURES**

The following procedure is in effect for all students:

1. A student may drop a course and add another within the first week of the semester with approval from the Guidance Office and the instructors involved.
2. Students may not drop a required course or a course that is their fourth academic subject.
3. Students may drop an elective course without it appearing on their transcript at any time within the first nine weeks of each semester.
4. A student who drops a class after the deadline ends will have a grade of "F" entered on his/her transcript for that course.
5. Dropping down from honors or AP course to the equivalent "standard" course: Schedule and space permitting, students may move down from the honors/AP version of a course to the equivalent non-honors/non-AP level of the same course so long as the request is made within the first 15 school days of the semester. Any changes requested after the 15th day require the permission of both the current teacher and the "new" or receiving Teacher. No changes will be considered after the first nine weeks of the semester.
6. COLLEGE-BOUND SENIORS: It is your responsibility to notify the college you plan to attend and the NCAA Eligibility Center of schedule change(s) during your senior year.

## **FINAL EXAM SCHEDULE AND RULES**

**1<sup>st</sup> semester finals will be held prior to our winter break. 2nd semester finals will be held prior to summer break. Days and times for finals will be communicated prior to finals.**

Final Exam Expectations for MSHS Students:

1. All students are expected to take final exams in their courses. Exceptions need to be approved by the administration.
2. Students are expected to be in class for the duration of their scheduled final exam time. Exceptions need to be approved by the administration.
3. Final Exams are worth 20% of the overall semester grade.
4. Study Hall and Physical Education do not hold finals. Students do not need to report to those classes during Final Exams.

5. Students who are absent during 1st Semester Final Exams will make up their exams on the teacher institute day before the second semester begins, and the first day of instruction of the second semester, if necessary. Students will need to coordinate their makeup time with the teacher.

PARENTS—On the days of finals, Mahomet-Seymour High School operates the day under an open campus. Students do not have to go to class unless they have a final exam. Lunch will be available for purchase in the cafeteria on Final Exam days.

## **FINAL EXAM EXEMPTION PROCESS FOR SENIORS**

### **1. Attendance Requirement:**

- Students must have **zero (0) unexcused absences** to be eligible to opt out of final exams. Unexcused absences for any single class period will disqualify students from this option.
- **Approved/Excused school-sponsored extracurricular activities and field trips** will not impact eligibility for opting out of finals.
- Students transferring into the school during the semester must have been present for more than **50% of the semester** to be eligible to opt out of final exams.

### **2. Behavior/Conduct Requirement:**

- Students must have maintained good behavioral standing throughout the academic semester, with no in-school or out-of-school suspensions.

### **3. Eligibility to Opt-Out of Final Exams (Based on Absences and Grade):**

- Students who have **4 or fewer excused absences** and a **final grade of 73%\* or higher** may opt out of taking the final exam.
- Excused absences will be calculated for each specific class.

### **4. Mandatory Final Exams:**

- **All dual credit and Advanced Placement (AP) classes** will require students to take the final exam, regardless of their attendance or grade.
- Seniors in any of these courses must complete the final exam for credit purposes.

**Note:** This exemption process applies only to seniors and is intended to provide flexibility while ensuring academic integrity and consistency. Students are encouraged to maintain good attendance and stay on top of their coursework to maximize their options regarding final exams.

\*This document was updated on 11/17/25 to reflect the language approved by the Board of Education on May 19th, 2025.

## **GUIDANCE DEPARTMENT**

The guidance department offers students an opportunity for personal, vocational, and academic counseling and guidance. Students are assigned to a counselor alphabetically.

A-G --- Mr. Lybarger

H-O --- Mr. Floress

P-Z --- Mrs. Mills

Students are welcome to come in at any time. If counselors are not available, students may leave a note for his/her counselor.

## **GRADES**

Student grades can be seen in the Skyward Family Access. Day-to-day grades are updated frequently in the Skyward Family Access portal.

## **GRADING SCALE**

A+ and A=93-100

A- =90-92

B+=87-89

B = 83-86

C=73-76

C- =70-72

D+ =67-69

D=63-66

B- =80-82  
C+ =77-79

D- =60-62  
below 60=F

## **GRADUATION REQUIREMENTS**

1. Students enrolled at Mahomet-Seymour High School must earn 20 credits and pass Physical Education during each semester of enrollment to meet graduation requirements. Physical Education will count as .25 credit per semester. Early graduates must attend seven semesters of high school. Students who do not meet graduation requirements will not be permitted to participate in graduation ceremonies.
2. Full-time students must take a minimum of four academic courses and Physical Education each semester.
3. Academically eligible students should have Driver Education (30 hours of classroom instruction) before graduation.
4. Required Courses for graduation are:
  - Four years of English, which must include:
    - English 1, 2 and 3 (year long courses)
    - One year of English elective courses
  - Three years of Math.
  - Two years of Science, including Biology.
  - Two years of Social Studies, which must include:
    - One year of US History or AP US History and successful completion of the US and Illinois Constitution tests
    - One semester of Civics or equivalent
    - One semester of Social Studies electives
  - Consumer Education – can be met by one of the following classes:
    - Consumer Education (11 or 12)
    - Economics (12)
    - Agribusiness Management (11 or 12)
    - For graduation purposes, Consumer Education and Economics will be considered Social Studies electives.
  - One semester of Health
  - One year of Career Education (Agriculture, Business, Family and Consumer Science, Technology), or World Language, or Fine Arts (Art, Drama, Music)
  - PE (1/4 credit per semester)
    - PE is required each semester except:
    - The semester a student takes Health
    - During the 11th and 12th grade for ongoing participation in an interscholastic athletic program, marching band, or dance team
5. Definitions  
Academic course: All subjects except P.E., Driver's Education, and Action Education  
1/2 Credit: An academic course that meets five times a week for one semester.  
1 Credit: An academic course that meets five days a week for the full year.
6. Completion of a Free Application for Federal Student Aid (FAFSA with the U.S. Dept. of Education, an application for State financial aid, or an Illinois State Board of Education Waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.
7. Students who fail a semester of any class should check with a counselor to ensure that they meet graduation requirements.
8. Students who have questions or concerns about their schedule should make an appointment to see their counselor.
9. Credit for Non-District Experiences - Students may seek approval from the Principal to receive graduation credit for any

non-District course or experience. The student assumes responsibility for any fee, tuition, supplies, or other expenses. The student seeking credit is responsible for providing documentation of successful completion of the experience (i.e. transcripts) and taking a proficiency exam if requested. See Board Policy 6:310

10. The Illinois School Board of Education (ISBE) standards of admission to state-supported colleges or universities are below. Although there is some deviation among state colleges or universities, the most stringent requirements are
- Four years of English
  - Three years of mathematics
  - Three years of science
  - Three years of social studies
  - Two years of humanities: world language, music, or art

## **GRADUATION CEREMONY REQUIREMENTS**

Participation in the graduation ceremony is a privilege earned by satisfying several requirements. Each graduating senior must meet the following:

- Satisfy all graduation requirements on or before the last day of attendance for their graduating class (5th year seniors not eligible). Students in a credit recovery/Alternative Education program must receive administrative approval for participation.
- Secure a Cap and Gown through Jostens before the deadline set forth by the company.
- Complete the Senior Exit Survey.
- Participate in graduation practice on the day of the ceremony. Exceptions must be approved by the principal.

## **HOMEWORK HANGOUT**

In an attempt to assist students with homework and academic skills, the high school will hold regular Homework Hangout sessions after school Monday through Thursday from 3:15 - 4:15 pm. Faculty and staff will be available to provide assistance during this time and transportation will be provided for current transportation recipients. In addition, snacks will be available. Students need to sign-up for transportation upon arrival to the library.

## **HONOR CORDS**

Organizations, such as National Honor Society, Spanish Honorary Society, French Honorary Society, International Thespian Society, and Quill and Scroll, may issue honor cords for students to wear during the graduation ceremony. Students must purchase the cords.

## **HONOR ROLL**

An honor roll will be listed after each grading period. The honor roll will be for students with an average of 3.00 and above. This is based on an A=4, F=0 scale. For high honors, students must have at least a 3.75 grade point average. For honors, students must have a 3.00 grade point average.

## **MAKE-UP WORK**

Students are required to make up all coursework for excused absences. In general, students are allowed one make-up day for each day of the absence due to illness. Students who have pre-arranged absences (field trips, college days, out of town with parents) should have all work completed upon returning to school. Credit may or may not be given for work missed due to unexcused absences.

## **MEDICAL EXCUSE FOR PHYSICAL EDUCATION**

If a student is sick or injured and must be out of physical education, he/she must bring a note stating why he/she is to be excused. For periods longer than two days, a doctor's excuse is needed. The doctor's excuse must state the illness and/or treatment and the length of time the student is to be excused from physical education. The written excuse from the doctor must be turned into the instructor as soon as possible after the accident, illness, or treatment occurs.

## **PE WAIVER - ATHLETES & MARCHING BAND MEMBERS**

To be excused from PE as an athlete or marching band member, you must meet the following criteria:

- Be a junior or senior

2. Be taking four or more classes

3. Be participating in a school sport or marching band during the season you are excused.

If you drop from the team, it is your responsibility to report to your guidance counselor and return to PE. Failure to do so may result in failure for the semester.

### **PHYSICALS, DENTAL & EYE EXAMS, AND IMMUNIZATIONS**

All students entering pre-school, kindergarten, sixth, and ninth grades, and all students new to the district must have physicals and proof of immunizations for diphtheria, tetanus, pertussis, mumps, measles (rubella), German measles, chicken pox, Hepatitis B and pneumonia by the first day of student attendance. All students in the 6th grade and above must also provide proof of having received a Tdap vaccine and Meningococcal with a booster at grade 12 by the first day of student attendance. A physical examination must be completed within one year prior to registering your child into the above grades.

Children enrolling in kindergarten and any student enrolling in a public or private school for the first time are required to have an eye examination. The exam must be conducted by an optometrist or ophthalmologist and must include history, visual acuity, subjective refraction to best visual acuity near and far, internal and external examination, and a glaucoma evaluation, as well as any other tests or observations that in the professional judgment of the doctors are necessary.

All children in kindergarten, second, sixth, and ninth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the Illinois Department of Health. Dental exam forms are available in the school offices or on the District website. If the completed form is not on file with the school by May 15th, the school can withhold the student's year-end report card.

Students entering the Mahomet-Seymour District for the first time will have 30 days from the date of enrollment to provide proof of the required examination and immunization. If the previous school does not send the physical and immunizations with the records, it is the responsibility of the parents or guardians to obtain these documents. Physical, eye, and dental forms are available in the school offices, at the Administrative Center (1301 S. Bulldog Dr.), or online at the District website ([www.mahometseymour.org](http://www.mahometseymour.org)).

### **PLAGIARISM/ ACADEMIC DISHONESTY**

Plagiarism constitutes a serious offense. It is defined as the copying or paraphrasing of material written by another without attributing the source, whether the source is published material, electronic media, artificial intelligence generator, or another student. A first offense may result in a zero on the assignment and disciplinary action. A second offense may result in a failing grade and disciplinary action.

### **RECORDS**

This is to notify the parents and students that upon graduation, transfer, or permanent withdrawal of a student from school, the permanent cumulative files will be kept in storage at the Central Office for sixty (60) years. The temporary record files will be kept in storage at the Central Office for a period of five (5) years from the date of graduation, transfer, or permanent withdrawal from school. At any time prior to the destruction date, the student or parent may request in writing to copy the record and information proposed to be destroyed. This request should be made to the Central Office. The information should be picked up within seven to ten working days from the date of the request. The cost is twenty cents per page.

## SCHEDULES

\*Subject to change

| <b><u>Regular School Day Schedule</u></b> |               | <b><u>Early Out Schedule</u></b><br>NOTE: PERIODS ARE <b><u>NOT</u></b> IN REGULAR ORDER! |               |
|-------------------------------------------|---------------|-------------------------------------------------------------------------------------------|---------------|
| PERIOD 0                                  | 7:25 – 8:10   | PERIOD 0                                                                                  | 7:25 – 8:10   |
| PERIOD 1                                  | 8:15 – 9:00   | PERIOD 1                                                                                  | 8:15 – 8:40   |
| PERIOD 2                                  | 9:03 – 9:48   | PERIOD 2                                                                                  | 8:43 – 9:08   |
| PERIOD 3                                  | 9:51 – 10:36  | PERIOD 3                                                                                  | 9:11 – 9:36   |
| PERIOD 4                                  | 10:39 – 11:24 | PERIOD 4                                                                                  | 9:39 – 10:04  |
| PERIOD 5A                                 | 11:27 – 11:57 | PERIOD 7                                                                                  | 10:07 – 10:32 |
| PERIOD 5B                                 | 11:59 – 12:29 |                                                                                           |               |
| PERIOD 5C                                 | 12:31 – 1:01  |                                                                                           |               |
| PERIOD 6                                  | 1:04 – 1:34   | PERIOD 6                                                                                  | 10:35 – 11:05 |
| PERIOD 7                                  | 1:37 – 2:22   | PERIOD 5A                                                                                 | 11:07 – 11:37 |
|                                           |               | PERIOD 5B                                                                                 | 11:39 – 12:09 |
|                                           |               | PERIOD 5C                                                                                 | 12:12 – 12:42 |
| PERIOD 8                                  | 2:25 – 3:10   | PERIOD 8                                                                                  | 12:45 – 1:10  |

## SCHOOL FEES

Registration/textbooks .....\$170  
 Behind-the-Wheel (paid prior to BTW)....\$250  
 Athletic Participation.....\$85/\$170 maximum  
 Activity Participation.....\$35/\$70 maximum  
 Student Backer Card.....\$40 (not included with Athletic Participation Fee)  
 Adult Backer Card.....\$60  
 Parking.....\$50  
 Student Breakfast..... \$1.75  
 Student Lunch.....\$2.70  
 Dual Credit.....Varies by the course taken. Please see the school counselor for details.  
 ECCA.....Varies by the course taken. Please see the school counselor for details.

## STANDARDIZED TESTING

Each year, all freshmen students will take PSAT 8/9, and sophomores will take the PSAT 10. Juniors will take the SAT during the month of April and the Illinois Science Assessment in their Spring Semester - both required assessments that must be taken in order to meet graduation requirements from the State of Illinois. All of these assessments are provided by the State of Illinois and registration for all three will take place at school.

Advanced Placement (AP) tests will be provided for students who sign up near the conclusion of AP courses. There is a fee associated with each AP test that is ordered.

Freshmen and Sophomore students will be given the Fastbridge Assessment twice per year.

## STUDY HALL WAIVER FOR END OF DAY/START OF DAY

Juniors and seniors who have a study hall at the beginning or end of the day may be excused provided:

1. Students and parents sign and understand the following study hall waiver conditions.
  - a. Students may not have two grades D+ or lower
  - b. Students may NOT ride the bus to or from school.
  - c. Students may NOT be in the building or on the grounds unless under the supervision of a teacher.
  - d. Students may NOT cause a nuisance to persons or property in the neighborhood of the school.
  - e. Students may NOT be driving or riding in vehicles near the school during these periods.
  - f. Students may be detained for disciplinary and academic reasons.
  - g. Study hall waiver students must not arrive five minutes before their scheduled class and must leave after their final class of the day.
  - h. Study hall waiver privileges may be canceled at any time by the administration.
2. Study hall waiver privileges will NOT be granted on an irregular basis.

## ***STUDENT RESPONSIBILITY FOR GRADUATION***

Counselors will assist students in planning a schedule that will meet graduation requirements and entry into educational or vocational training programs and employment after high school. It is the responsibility of each student to see that he/she takes and completes all requirements for graduation, college admission, or other programs.

## ***SUMMER SCHOOL***

Summer school courses will be offered on a tuition basis. Course offerings and dates will be determined prior to registration.

## ***TRANSCRIPTS***

All transcript requests need to be requested through Parchment.com. Current students will receive their Parchment Registration Code from the High School Registrar to create their account with a parent. Parchment will be updated at the end of each Semester with the most current transcript information.

## ***USE OF ARTIFICIAL INTELLIGENCE***

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

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

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

Students may not use AI, including AI image or voice generator technology, to violate school rules or district policies. To ensure academic integrity, tests, assignments, projects, papers, and other schoolwork may be checked by AI content detectors and plagiarism recognition software.

## **GENERAL BUILDING AND CAMPUS INFORMATION**

### ***ACCOMMODATING BREASTFEEDING STUDENTS***

Students who choose to breastfeed an infant after returning to school are provided reasonable accommodations. A student who is a nursing mother may take reasonable breaks during the school day to express breast milk or breastfeed her infant. Reasonable accommodations include, but are not limited to:

1. Access to a private and secure room, other than a bathroom, to express breast milk or breastfeed an infant.
2. Permission to bring onto school campus a breast pump or other equipment used to express breast milk.

3. Access to a power source for a breast pump or any other equipment used to express breast milk.
4. Access to a place to store expressed breast milk safely.
5. Reasonable breaks to accommodate the student's need to express breast milk or breastfeed an infant child or attend to health needs associated with breastfeeding (including eating, drinking, or using the restroom).
6. The opportunity to make up work missed due to the student's use of reasonable accommodations for breastfeeding.

Complaints regarding violations of this procedure should be made to the District's Complaint Manager or Non-Discrimination Coordinator.

## **LIBRARY**

The school library is open from 7:50 AM until 3:40 PM. The library may be used freely before and after school and between class periods as long as space allows. A pass or written permission from a staff member must be obtained to use the library during class time.

### **Behavior Expectations:**

While in the library, please:

- Be respectful of others and the library space.
- Be productive and allow others to be productive.
- Adhere to the cell phone procedure. As with other instructional spaces, cell phones are not permitted. Cell phones should be checked in when signing in to the library

### **Checkout:**

Library materials should be properly checked out. Most items are due in three weeks but may be renewed as often as needed unless someone else has placed them on hold. To renew an item, bring it to the library with you to have the librarian scan it again.

The library does not charge overdue fines. However, books more than 30 days overdue are automatically marked as lost and billed to your library account. If you have the book, you may return it and owe nothing. If you have lost the book, you will need to pay the replacement cost of the book. Overdue notices are sent every Tuesday morning to your school email account.

Library items must be returned in good condition. If an item is damaged or lost, the student is responsible for the item's replacement cost.

### **Procedures for Study Hall:**

The library is available to work on school-related projects, read, and study during study hall. Please follow the following procedures:

- Students must have a pass to enter the library during study hall. Each study hall has a limited number of passes.
  - Students with subject passes obtained from library staff to work on a specific assignment are given priority.
  - A small number of students as determined by the study hall teacher may also sign out to remain in the library for study hall.
  - Study hall teachers may issue a short pass (hall pass) for 5-10 minutes to:
    - return, renew, or check out a book
    - print, change a password or discuss a tech issue
- Upon arrival, all students should sign in at the Circulation Desk using the Google Form and leave their pass in the pass basket.
- Students with short passes (hall passes) need to have the librarian sign the pass when ready to return to class or study hall.
- Students with subject passes or library passes need to remain in the library until the bell rings.
- Students must ask for passes at the circulation desk in order to leave the library during the period.
- If another class is using the library, students allowed to use the library will not disrupt or distract the members of the class.
- Students with multiple study halls will only be allowed to use the library for one of those periods per day.

**Study Rooms:**

Side rooms are available for quiet study in the library. These Study Rooms may be reserved for a specific purpose during the school day at the library staff's discretion. Students must fill out a Behavior Expectations form each year to utilize the study rooms. Study Hall students wishing to utilize a study room should sign into the library, then ask a library staff member to reserve a room.

**Study Room Expectations:**

- Students will ask library staff politely to utilize a study room only after signing in.
- A maximum of five students may utilize a study room at a time.
- Study rooms are for studying and homework only. When students are finished studying or doing homework for the day, they should leave the study room and remain in the main library for the remainder of the hour.
- Students will leave rooms neat and clean. In general:
  - Tables and chairs should be reset to their original positions.
  - Dry-erase boards should be clean. Dry-erase markers and erasers should be returned to the circulation desk.
  - Trash should be placed into trash cans without damage to the wall surrounding the trash can.
  - Students may ask library staff for cleaning supplies when necessary.
- Students may only utilize a study room a maximum of twice each week to allow all students the opportunity to utilize them.
- Study rooms will be inspected by staff during the last five minutes of the period. Students should reset the room using the guidelines given to them upon room checkout and move to the main area of the library to facilitate this process.

**Technology:**

Students who have left their school-issued Chromebook at home or forgotten to charge their device may check out a loaner from the library to be returned no later than the end of the day bell. A limited number of students may leave their devices to charge in the library or may charge their devices during study hall in the library. The library cannot lend charging cords.

Students who need repairs made to their Chromebook may drop them off in the library to be picked up by the Technology Department. Students leaving their Chromebook for repair may check out a loaner Chromebook until the repair has been made.

**Makerspace:**

The library also maintains a makerspace, where staff and students can participate in a range of activities, from creating videos and making podcasts to organizing collages and engaging in arts and crafts.

Students needing to use supplies such as staplers, tape, a three-hole punch, construction paper, glue, scissors, markers, and other art supplies may find them in the library's makerspace. These supplies can be utilized anywhere within the library. Students may ask the library staff to use these supplies somewhere other than the library. Supplies borrowed should be returned to the makerspace at the end of each period.

The library's makerspace also has a green screen, a computer with software such as Adobe Photoshop and Illustrator, and a 3D printer that students can utilize for school projects. Students may also ask at the circulation desk to access Spheros, Dash and Dot robots, Makey Makey, Stikbots, and Merge Cubes.

**LOCKERS**

Student lockers are located throughout the building. It may be helpful for you to take books for more than one class, depending on your schedule. Please make sure that both doors of your locker are closed and latched at all times. If your locker is not working please inform the office. You are responsible for the contents of the locker that has been assigned to you. The sharing of lockers is not permissible. Do not place any stickers on your locker. MSHS is not responsible for lost or stolen items stored in lockers. School officials may search your lockers at any time.

**LOST AND FOUND**

A lost and found box is located outside of the athletic office. Other items, especially those of high value, may be brought to the main office. Items not claimed before the end of the school year will be donated, recycled, or thrown away.

## **PARKING RULES AND CONDITIONS/DRIVING TO SCHOOL**

### **Parking Permit Registration, Rules, and Conditions \$50 Fee**

#### **Parking Permit Registration:**

- Registration for parking permits will be done on a first-come, first-served basis for the respective grade levels. Dates and times of parking registration are TBA and will be communicated through email for each academic year.
- Students who purchase a parking permit but do not receive one will go on a waiting list. Should a spot become available, students will be notified.
- Students must be 16 years old and have a current valid driver's license in order to receive a parking permit. The student's valid driver's license will need to be shown at the time of permit pickup. Parking permits will not be released to parents, siblings, or friends.
- For families with more than one driver, each driver's vehicle must have an individual parking permit.
- If a vehicle is shared within the same family, only one permit is required.

#### **The following rules, regulations, and guidelines must be followed:**

- Students driving to school will be given an assigned numbered parking spot. Students must use the assigned parking spot during school hours 7:30 am - 3:30 pm and not park on the streets.
- Students driving vehicles with inappropriate stickers, signage, or flags may be asked to remove such.
- Students must have the parking permit displayed at all times. **If the permit is not visible, the vehicle may be towed.**
- Students may not park in no-parking areas such as staff parking areas, fire lanes, any grass-covered areas, visitor or handicapped parking spaces, bus lane, or the service drive (the area between the building, and the main parking lot) **Any person parking in these areas may be towed!**
- Students must park between the lines in their designated spot (no double parking or parking at the end of the aisles).
- If your assigned parking spot is occupied by another vehicle, please park in visitor parking in the first row and report the parking violation to the main office.
- Students must follow the 5-mile per-hour speed limit.
- Reckless driving will result in the loss or suspension of your parking permit and privileges.
- *Parking passes are not transferable and may not be sold or given to other students. Doing so may result in the loss of your parking permit.*
- Prorated Refunds will be given at the end of the semester for those that graduate early or move. Parking passes must be turned back in to receive the refund.
- Repeated violations may result in the loss or suspension of your parking privileges or other disciplinary measures, including the loss of extracurricular attendance, ie dances.
- Lost or stolen tags will **not** be replaced. Please be sure that your parking tag is secured.
- **All towing will be at the violator's expense.**

**Please remember that parking at Mahomet-Seymour High School is a privilege, not a right. Violations of Rules and Conditions could result in disciplinary action in accordance with the MSHS student handbook, as well as losing parking privileges.**

## **POSTING OF MATERIALS**

No materials of any kind are to be posted in Mahomet-Seymour High School without prior approval. School-related clubs and activities must have postings approved by their sponsors. Non-school-related postings must be submitted to the administration for approval and posting. Students wishing to distribute materials in Mahomet-Seymour High School or on Mahomet-Seymour High School grounds must receive approval in accordance with school district policy. Cross reference: School Board Policy 8:25

## **SCHOOL BUSES**

Buses will load and unload to the south and west of the building. The main drive is open for buses only after 3:00 pm. Students may be picked up on the second level of the lot. At no time will any vehicles be allowed to park in the front drive.

**Athletic events** - Athletes are expected to ride the bus to and from the contest. Athletes will be dismissed from class 10 minutes prior to bus time.

**Before School** - Students should wait in the Commons area until the 8:10 a.m. bell rings to go to their first-hour class.

### **SCHOOL DISTRICT SUPPLY OF UNDESIGNATED OPIOID ANTAGONISTS**

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated opioid antagonists and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration.

Undesignated opioid antagonist is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools or obtained by the District without a prescription. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

### **USE OF SCHOOL OFFICE SPACE**

School office spaces are for official school business only and may not be used for virtual therapy, private business, or personal appointments. Students and external providers are prohibited from conducting non-school-related virtual sessions in these spaces to maintain professionalism and protect confidentiality. School technology and internet access must not be used for private purposes. Exceptions require prior written approval from the principal or district administration.

**PESTICIDE INFORMATION**

**PESTICIDE APPLICATION REGISTRY NOTICE**

Mahomet-Seymour CUSD #3 practices Integrated Pest Management, a program that combines preventive techniques, non-chemical pest control methods, and the appropriate use of pesticides with a preference for products that are the least harmful to human health and the environment.

The term “pesticide” includes insecticides, herbicides, rodenticides, and fungicides.

The Mahomet-Seymour School District is establishing a registry of people who wish to be notified by phone at least two days prior to unscheduled pesticide applications. Each building is inspected and treated on a monthly basis.

To be included in this registry, please complete the attached form and submit it to the Superintendent’s Office at 1301 S. Bulldog Dr, Mahomet, IL 61853. You will be added to our SchoolReach phone contact system for this particular notification category. The phone message will be given at least two business days before the application of the pesticide. It will identify the intended date of the application of the pesticide and the name and telephone contact number for the school personnel responsible for the pesticide application program. ***You must submit a new Registry Notice form each school year.***

\*\*\*\*\*      \*\*\*\*\*      \*\*\*\*\*      \*\*\*\*\*      \*\*\*\*\*      \*\*\*\*\*      \*\*\*\*\*      \*\*\*\*\*

I would like to be notified by phone at least two days before the use of pesticides at the school. I understand that if there is an immediate threat to health or property that requires treatment before notification can be sent out, I will receive a notification as soon as practicable.

**Parent/Guardian’s Name (Printed)** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date**\_\_\_\_\_

**Phone Number for Notification** \_\_\_\_\_

**Student’s Name** \_\_\_\_\_ **Student’s Grade** \_\_\_\_\_

**Student’s Name** \_\_\_\_\_ **Student’s Grade** \_\_\_\_\_

**Student’s Name** \_\_\_\_\_ **Student’s Grade** \_\_\_\_\_

# **STUDENT BEHAVIOR POLICY**

## **Student Behavior**

The goals and objectives of this policy are to provide effective discipline practices that: (1) prioritize the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and drug-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and, to the extent possible and practical, provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

As is the case throughout the Board Policy Manual, the term "includes" when used in this policy means "includes, without limitation."

### ***When and Where Conduct Rules Apply***

A student may be subject to disciplinary action for engaging in *prohibited student conduct*, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including:

1. On, or within sight of, school grounds at any time, including before, during, and after school hours;
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 or reasonably could be foreseen to do any of the following: interfere with, disrupt, or adversely affect the school environment, school operations, or an educational function, including; conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.
5. During periods of remote learning and e-learning.

### ***Prohibited Student Conduct***

The school administration is authorized to discipline students for gross disobedience or misconduct, including:

1. Using, possessing, distributing, purchasing, selling, or offering for sale:
  - Tobacco or nicotine materials, including electronic cigarettes.
  - Alcoholic beverages. A student who is under the influence of an alcoholic beverage is not permitted to attend school or school functions and is treated as in possession of.
  - Any illegal drug or controlled substance, or cannabis (including medical cannabis, marijuana, and hashish).
  - Any anabolic steroid unless it is being administered in accordance with a physician or licensed practitioner's prescription.
  - Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician or licensed practitioner's prescription.
  - Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited.
  - Any substance, regardless of whether it contains an illegal drug or is explicitly prohibited by this policy, that is inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, regardless of whether such change is in fact caused. This includes pure caffeine in tablet or powdered form. The prohibition in this section does not apply a substance for which the student has a prescription from a physician or licensed practitioner where the student is using the substance in a manner consistent with the prescription or prescribing physician's or licensed practitioner's instructions, including a student's use of legally prescribed asthma or other inhalant medication.
  - "Look-alike" or counterfeit drugs, which are any: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, substance causing a physiological or psychological change in the body, or other substance that is prohibited by this policy; or (b) about which a student engages in behavior that would lead a reasonable person to believe that the student expressly or impliedly believes or represents

the substance to be an illegal drug, controlled substance, substance causing a physiological or psychological change in the body, or other substance that is prohibited by this policy. The prohibition in this section does not apply a substance for which the student has a prescription from a physician or licensed practitioner where the student is using the substance in a manner consistent with the prescription or prescribing physician's or licensed practitioner's instructions.

- 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.
2. 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.
  3. Using or possessing an 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—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.
  4. Using or possessing a laser pointer, unless the student: (1) has express authorization by a staff member; (2) is using the laser pointer in the context of instruction, and (3) is under a staff member's direct supervision when using the laser pointer.
  5. 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.
  6. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
  7. 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 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.
  8. Engaging in any sexual activity, including consensual sexual activity, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the expression of gender or sexual orientation or preference, or the non-disruptive display of affection during non-instructional time.
  9. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
  10. Causing or attempting to cause damage to, or stealing or attempting to steal, school property, or another person's personal property.
  11. Entering or being present on/in school property or a school facility without proper authorization.
  12. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
  13. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truant.
  14. Being involved with any public school fraternity, sorority, or secret society, including 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.
  15. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
  16. Violating any criminal law, including assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
  17. 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.

18. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
19. 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 conduct that may reasonably be considered to: (a) be a threat or 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, 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 positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall notify the parent/guardian of a student who engages in aggressive behavior about 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.

### ***Disciplinary Measures***

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The Building Principal or designee shall properly supervise the student.
7. 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.
8. 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, when appropriate, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*. A student who has been suspended may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled may also be restricted from being on school grounds and at school activities.
13. Transfer to an alternative program if the student is expelled or if the parent/guardian agrees to such transfer. The transfer shall be in the manner provided in Article 13A or 13B of the School Code.
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including illegal drugs (controlled substances), “look-alikes,” alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

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

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 Prohibited***

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 another 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.

### ***Gang & Gang Activity Prohibited***

“Gang” is defined as any group, club, or organization of two or more persons whose purposes include the commission of illegal acts. No student on or about school property or at any school activity or whenever the student’s conduct is reasonably related to a school activity, shall: (1) wear, possess, use, distribute, display, or sell any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; commit any act or omission, or use either verbal or non-verbal gestures, or handshakes showing membership or affiliation in a gang; or (2) use any speech or commit any act or omission in furtherance of the interest of any gang or gang activity, including, but not limited to, soliciting others for membership in any gangs; (3) request any person to pay protection or otherwise intimidate, harass or threaten any person; (4) commit any other illegal act or other violation of district policies, (5) or incite other students to act with physical violence upon any other person.

### ***ACTS OF MISCONDUCT - LEVEL I***

1. Misconduct in or around a school vehicle.
2. Classroom disturbances.
3. Dishonesty.
4. Littering - careless discarding of rubbish or other items.
5. Loitering - standing idly about or loafing in classrooms or other parts of a school building or on school grounds when asked to refrain from this action.
6. Misrepresentation.
7. Tardiness.
8. Truancy.
9. Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct.

## **SCHOOL BEHAVIOR ACTIONS/PROCEDURES**

Within each of the Levels of Misconduct, a range of dispositions is possible. The staff member handling the case will select the appropriate disposition.

### **LEVEL I**

Reprimand  
Restorative Practices  
Detention  
Parent Call  
Parent/Teacher Conference  
Parent/Administrator Conference

### **ACTS OF MISCONDUCT - LEVEL II**

1. Especially serious, unmodified, multiple or repeated Levels I Acts of Misconduct. Especially serious, unmodified, multiple, or repeated violations of Level I Acts of Misconduct may cause the infraction to be treated as Level II, III or Level IV misconduct.
2. Disrespect/Insubordination - Open or persistent defiance of authority and/or school rules and regulations. Included are verbal abuses, use of obscenities, or recognizable derogatory gestures.
3. Failure to abide by corrective action for misconduct.
4. Failure to follow directions of school personnel.
5. Forgery or the use of forged notes or passes.
6. Gambling.
7. Refusal to identify self.
8. Stealing or theft (minor) - Covers small inexpensive items, i.e., books, pencils, etc. The unauthorized taking of larger, more expensive items would cause the infraction to fall under level IV of this policy.
9. Using, possessing, distributing, purchasing, selling, or offering for sale: tobacco or nicotine materials, including electronic cigarettes.
10. Verbal Abuse: Name-calling, profanity, obscenity, racial slurs, or other derogatory statements or gestures.

## **SCHOOL BEHAVIOR ACTIONS/PROCEDURES**

Within each of the Levels of Misconduct, a range of dispositions is possible. The staff member handling the case will select the appropriate disposition.

### **LEVEL II**

Detention  
Parent/Administrator Conference  
Restorative Practices  
Social Probation  
In School-Suspension  
Saturday Supervised Study  
Suspension

### **ACTS OF MISCONDUCT - LEVEL III**

1. Especially serious, unmodified, multiple or repeated Levels I or II Acts of Misconduct. Especially serious, unmodified, multiple or repeated violations of Levels I, II, or III Acts of Misconduct may cause the infraction to be treated as Level II, III or Level IV misconduct.
2. Threats to others - A threat to apply force or threat to do physical injury to another student or to school personnel.
3. Trespassing on school property - this applies to one or more of the following acts:
  - a. Entering upon or in the property without justification or without implied or actual permission.
  - b. Entering or remaining upon or in school property without justification after being notified or requested to abstain from entering or after being told to leave.
  - c. Entering an area of the school building that is restricted in use and so posted.

4. Vandalism - Defacement or destruction of any school building or fixture including the willful writing, making marks, drawing characters, etc. on walls, furniture, or fixtures.
5. Other acts of misconduct that seriously are disruptive and/or which create a safety hazard to students, staff, and/or school property may be considered Level III.
6. Violation of the constitutional rights of another person.
7. Using violence, force, noise, coercion, threats, intimidation, fear or other comparable conduct toward anyone or urging other students to engage in such conduct.
8. Unexcused absenteeism; however, the truancy statutes and Board policy will be utilized for chronic and habitual truants.
9. Being a member of or joining or promising to join, or becoming pledged to become a member of, soliciting any other person to join, promise to join, or be pledged to become a member of any secret society.
10. Involvement in gangs or gang-related activities, including the display of gang symbols or paraphernalia.
11. Engaging in any activity that constitutes an interference with school purposes or an educational function or is disruptive.
12. Causing or attempting to cause damage to school property or another person's personal property.
13. Engaging in academic dishonesty

## **SCHOOL BEHAVIOR ACTIONS/PROCEDURES**

Within each of the Levels of Misconduct, a range of dispositions is possible. The staff member handling the case will select the appropriate disposition.

### **LEVEL III**

Restorative Practices  
 Social Probation  
 In-School Suspension  
 Restitution  
 Saturday Supervised Study  
 Suspension  
 Expulsion

## **ACTS OF MISCONDUCT - LEVEL IV**

1. Especially serious, unmodified, multiple, or repeated Level I, II, or III Acts of Misconduct.
2. Bomb Threats - The conveyance of threats or false information regarding bombs or the placement of any device, which could reasonably cause harm to self or others.
3. Extortion - The use of force or negative consequences or the threatened use of force or negative consequences to obtain another person's money, property, or with the intent to compel someone to do something he or she would not otherwise do.
4. Fighting, assault, battery.
5. Using, possessing, distributing, purchasing, selling or offering for sale:
  - Any illegal drug or controlled substance, or cannabis (including medical cannabis, marijuana, and hashish).
  - Alcoholic Beverages. A student who is under the influence of an alcoholic beverage is not permitted to attend school or school functions and is treated as in possession of.
  - 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.
  - "Look-alike" or counterfeit drugs, which are any: (a) that a student believes to be, or represents to be, an illegal drug, a controlled substance, the substance causing a physiological or psychological change in the body, or other substance that is prohibited by this policy; or (b) about which a student engages in behavior that would lead a reasonable person to believe that the student expressly or impliedly believes or represents the substance to be an illegal drug, controlled substance, substance causing a physiological or psychological change in the body, or other substance that is prohibited by this policy. The prohibition in this section does not apply a substance for which the student has a

prescription from a physician or licensed practitioner where the student is using the substance in a manner consistent with the prescription or prescribing physician's or licensed practitioner's instructions.

- Any substance, regardless of whether it contains an illegal drug or is explicitly prohibited by this policy, that is inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, regardless of whether such change is in fact caused. This includes pure caffeine in tablet or powdered form. The prohibition in this section does not apply a substance for which the student has a prescription from a physician or licensed practitioner where the student is using the substance in a manner consistent with the prescription or prescribing physician's or licensed practitioner's instructions, including a student's use of legally prescribed asthma or other inhalant medication.
  - 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.
6. Possession or sale of stolen property.
  7. Signaling or setting off alarms or signals indicating the presence of an emergency.
  8. Stealing or theft- taking the property of others with or without the threat of violence. (Refers to items of greater value than those described in stealing under Level II)
  9. Acts of Violence against school personnel or others.
  10. Using, possessing, controlling, or transferring a "weapon" to produce bodily harm.
  11. Setting Fires.
  12. Using, possessing, distributing, purchasing, selling, or offering for sale: explosives, firearms, knives, or any other object is used as a weapon or the use of which as a weapon is threatened.

## **SCHOOL BEHAVIOR ACTIONS/PROCEDURES**

Within each of the Levels of Misconduct, a range of dispositions is possible. The staff member handling the case will select the appropriate disposition.

### **LEVEL IV**

Level III Consequences Plus  
In-School Suspension  
Saturday Supervised Study  
Suspension  
Expulsion

Before any punishment is imposed in any disciplinary setting, the student shall be given the opportunity to deny or explain his or her conduct.

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.

For Further Information, See Board Policy 7:190, Student Behavior.

## **PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT**

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

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

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school.

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

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

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications.

Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying. Cyberbullying also includes the distribution by electronic means of communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying.

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

Students are encouraged to immediately report bullying. A report may be made orally or in writing to the building principal, nondiscrimination coordinator, district complaint manager or any staff member with whom the student is comfortable speaking. All school staff members are available for help with a bully or to make a bullying report. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the district complaint manager or any staff member. Anonymous reports are also accepted by phone call or in writing.

Students who believe they are victims of harassment are encouraged to discuss the matter with the student Nondiscrimination Coordinator (Superintendent Dr. Kenny Lee, 586-2161), Building Principal, Assistant Building Principal, or Complaint Managers Nathan Mills or Christine Northrup, 586-2161).

#### Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited

Discrimination and harassment on the basis of race, color, or national origin negatively affect a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from such discrimination and harassment is an important District and School goal. The District and School do not discriminate on the basis of actual or perceived race, color, or national origin in any of its education programs or activities and comply with federal and State non-discrimination laws.

#### Examples of Prohibited Conduct

Examples of conduct that may constitute discrimination on the basis of race, color, or national origin include: disciplining students more harshly and frequently because of their race, color, or national origin; denying students access to high-rigor academic courses, extracurricular activities, or other educational opportunities based on their race, color, or national origin; denying language services or other educational opportunities to English learners; and assigning students special education services based on a student's race, color, or national origin.

Harassment is a form of prohibited discrimination. Examples of conduct that may constitute harassment on the basis of race, color, or national origin include: the use of racial, ethnic, or ancestral slurs or stereotypes; taunts; name-calling; offensive or derogatory remarks about a person's actual or perceived race, color, or national origin; the display of racially-offensive symbols; racially-motivated physical threats and attacks; or other hateful conduct.

#### Making a Report or Complaint: Investigation Process

There is also an option to complete the "Bullying, Harassment, or Intimidation Reporting Form" found on the district website.

For further information, see Board Policy 7:20 (Harassment of Students Prohibited) and Policy 7:180 (Preventing Bullying, Intimidation, and Harassment).

Consistent with Federal and State laws and rules governing student privacy rights, the school shall make diligent efforts to notify a parent or guardian within 24 hours after the school's administration is made aware of a student's involvement in an alleged bullying incident. The term "bullying incident" includes individual instances of bullying, as well as all threats, suggestions, or instances of self-harm determined to be a result of bullying. Notification to a parent or guardian shall include, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.

#### Federal and State Agencies

If the District fails to take necessary corrective action to stop harassment based on race, color, or national origin, further relief may be available through the Illinois Dept. of Human Rights (IDHR) or the U.S. Dept. of Education's Office for Civil Rights. To contact IDHR, go to: <https://dhr.illinois.gov/about-us/contact-idhr.html> or call (312) 814-6200 (Chicago) or (217) 785-5100 (Springfield).

#### Prevention and Response Program

The District maintains a prevention and response program to respond to complaints of discrimination based on race, color, and national origin, including harassment and retaliation. The program includes procedures for responding to complaints which:

1. Reduce or remove, to the extent practicable, barriers to reporting discrimination, harassment, and retaliation;
2. Permit any person who reports or is the victim of an incident of alleged discrimination, harassment, or retaliation to be accompanied when making a report by a support individual of the person's choice who complies with the District's policies and rules;
3. Permit anonymous reporting, except that an anonymous report may not be the sole basis of any disciplinary action;
4. Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis;
5. Offer, but do not require or unduly influence, a person who reports or is the victim of an incident of harassment or retaliation the option to resolve allegations directly with the accused; and
6. Protects a person who reports or is the victim of an incident of harassment or retaliation from suffering adverse consequences as a result of a report of, investigation of, or a response to the incident.

#### Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, up to and including discharge.

Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, including but not limited to, suspension and expulsion, consistent with the student discipline information in this handbook.

Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to remedial and/or disciplinary action.

#### Retaliation Prohibited

Retaliation against any person for bringing complaints, participating in the complaint process, or otherwise providing information about discrimination or harassment based on race, color, or national origin is prohibited.

Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Mahomet-Seymour Board Policy 6:60, 7:20, 7:70, 7:180, 7:190

## **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 or expulsion, corporal punishment or in-school suspension, which is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated employees, and other persons (whether or not certificated) 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 persons, or for the purpose of self-defense or defense of property. Teachers may remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, Assistant Building Principal and/or Dean of Students are 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 School Board may suspend a student from riding the bus in excess of 10 consecutive days for safety reasons and may expel students guilty of gross disobedience or misconduct for the remainder of the school term or for a shorter period as determined by the Board.

## **EXTRACURRICULAR ACTIVITIES CODE**

### **ACTIVITIES PHILOSOPHY**

Mahomet-Seymour feels that extracurricular activities are an important educational experience for all who choose to participate. A person is the sum total of all his living experiences, and experience comes in many ways. The channels of learning differ with each student, and each student will tend to stress those channels that give expression to his/her best talents.

All too often, people give little thought to those values that are usually described in abstract terms. Nevertheless, qualities, such as loyalty, respect, service, sacrifice, pride, love, dedication, and courage become more obvious when exposed to the pressures associated with athletics and extracurricular activities.

When a student endures the physical and mental hardship of being a team member, when he/she accepts all the unpleasantness of weather, outside pressures, bruises, aches, the disappointment of losing, when they subject their

performance to the judgment of all spectators and critics...through all of this, a person can achieve a special discipline of character. This kind of discipline contributes to strength, which helps all of us face hardships, responsibility, and the demands of duty throughout our lifetime. As a participant grows in their understanding of what it means to be part of a team, and face the difficulties of a challenging schedule, many of these qualities emerge.

## **RULES AND REGULATIONS**

### **ARTICLE I - ELIGIBILITY**

SECTION I Mahomet-Seymour High School abides with all IHSA eligibility requirements.

Athletes are NOT eligible, if:

1. You reach 20 years of age prior to the start of your sport season.
2. You did not receive credit for 25 hours of work for high school credit in the previous semester or if you are not currently passing 25 hours of work per week this semester for high school credit. Upon receiving a D or F in an academic class the student will receive a warning for the week from their coach or sponsor.
3. You have attended more than 8 semesters after entering the 9th grade. Ten days of attendance constitutes a semester.
4. You have participated in a given sport for all or part of 4 seasons.
5. You have competed under a false name.
6. You are not enrolled and in attendance at school by the beginning of the 11th day of the semester.
7. You have missed ten consecutive days of school.
8. You play on a non-school squad while you are a member of a school squad in that sport. You are a member of the school squad until the squad completes its last contest in that sport.
9. You have played on any college or university team, or on any all-star football or basketball team before you graduate, or on any all-star baseball team during the school year.
10. After entering an IHSA member school, you play on a team with a player who is paid.
11. After entering an IHSA member school, you accept for athletic achievement any medal, cup trophy or other types of awards with a value of more than \$75.00
12. You attend a camp or clinic without complying with the cutoff deadlines. Athletes who will compete in a fall sport may not attend a summer coaching school, camp, or clinic after August 3, 2025. Note: IHSA Bylaws allow student-athletes to attend organizational meetings prior to the beginning of any season.
13. You do not have a licensed physician's certificate of physical fitness to participate, issued within a 13 month period preceding your current participation.
14. Your parents do not live in the school district in which you attend high school.

Caution: To keep your eligibility from being in jeopardy, do not participate in practice sessions or extra-curricular events, except during regular seasons.

In order to be eligible to participate in any high school-sponsored or high school supported athletic sport or extra-curricular activity, a student must satisfy the Mahomet-Seymour School District's scholastic standing requirements. The standards are:

- Students must have passed 5 academic classes the previous semester.
- Students must be passing 5 academic classes.
- Students receiving two D's and an 'F' in another class will be ineligible.
- Students receiving two F's will be ineligible.
- Grades, for eligibility purposes, are cumulative for the semester.

**SECTION II** These training rules and regulations apply to all extracurricular activities at Mahomet-Seymour High School. These training rules will apply for the entire year (12 months). They are also cumulative.

**SECTION III** Suspension or expulsion from Mahomet-Seymour High School for violations of school rules and regulations will affect the student-participant as follows:

1. The student-participant will not be allowed to practice nor be allowed to participate in any extra-curricular event, game, meet, match or event on the day(s) he/she is suspended from Mahomet Schools. This applies to in-school suspension, suspension, or expulsion.

2. The student-participant will not be allowed to attend any practice or extra-curricular event or school activity.

**SECTION IV** Mahomet-Seymour High School will abide by the IHSA Constitution and By-Laws regarding students' participation in IHSA-sponsored state meets and tournaments.

**SECTION V** Mahomet-Seymour High School student-participants must be in attendance at the beginning of 6<sup>th</sup> Hour (in attendance 6th, 7th, and 8th hours) on the day of games, meets, matches or events in order to participate that particular day. The principal or assistant principal for special or unusual circumstances may grant exceptions. If at all possible, coaches and sponsors are to be informed of any reason for a missed practice or meeting prior to the practice or meeting.

**SECTION VI** Each school year every student-athlete must obtain and pass a physical exam by a licensed physician prior to practicing, being issued equipment, and participating in any extra-curricular event. All student/athletes are required to have on file prior to practicing a copy of a current physical examination, a signed copy of the Parental Consent Form, a signed copy of the Illinois High School Association Sports Medicine Acknowledgement and Consent Form, and a signed Fundamentals of Sportsmanship Contract.

**SECTION VII** Mahomet-Seymour C.U.S.D #3 recognizes the importance and value of good sportsmanship. The major benefits derived from a child's participation in competitive athletics and activities are the development of sportsmanlike attitudes and values such as honesty, fair play, and citizenship. Student participants will be unable to compete in interscholastic sports or perform until their parents have signed this sheet. Student participants will still be allowed to participate in practices, meetings, rehearsals, etc.

It is the expectation of M-S CUSD #3 that all spectators abide by the Fundamentals of Good Sportsmanship Conduct Code listed below:

If at any time a spectator is deemed to be in violation and/or removed from Mahomet-Seymour extracurricular event for unacceptable behavior, the spectator will be required to do the following before they are allowed to be present at other extra-curricular events: 1) Meet with the Athletic Director, 2) Complete, and provide a certificate of completion for the NFHS Parent Seat Credential. Any spectator removed from school district facilities will be suspended from attendance for two contests. If the spectator continues to display poor sportsmanship, they may be suspended from attending additional extra-curricular events for a time period determined by the administration and the school board of Mahomet-Seymour C.U.S.D. #3. Based on the severity of the conduct of the fan, the administration reserves the right to increase the length of the suspension. Each incident will be handled on a case-by-case basis. Facts will be gathered in every circumstance to help in making a decision. (Please refer to Board Policy 8:30).

#### **SECTION VIII Insurance for student-athletes**

Community Unit School District #3 is not responsible for injuries at school or during extracurricular activities. In order to compete in any athletic program, we require each participant to be covered by insurance. Expenses over and above insurance coverage are the responsibility of the parent or guardian. Community Unit Schools District #3 assumes no obligation for these expenses. For further information or athletic rules and regulations, please consult the Mahomet-Seymour Student Handbook.

### **ARTICLE II BEHAVIORAL EXPECTATIONS AND CONSEQUENCES**

**SECTION I** A student representing Mahomet-Seymour High School shall exemplify high standards of moral integrity and good citizenship, both in and out of school. A neat, clean appearance is expected of all student participants.

**SECTION II:** Hazing is any humiliating or dangerous activity expected of a student to belong to a team or group, regardless of his or her willingness to participate. *Bullying* includes cyber-bullying (bullying through the use of technology or any electronic communication)\*\* and means any physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or student's person or property;

2. Causing a detrimental effect on the student's or student's physical or mental health;
3. Interfering with the student's or student's academic performance; or
4. Interfering with the student's or student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatening or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above. See Board Policy 7:190.

**SECTION III** The Mahomet-Seymour Extracurricular Activity Staff will not, under any circumstances, permit SECTION III violations listed below during the entire year (12 months a year, in and out of season):

**\*\*1.** Using, possessing, distributing, purchasing, or selling tobacco/nicotine materials or paraphernalia on or off school grounds.

**\*\*2.** Using, possessing, distributing, purchasing, or selling alcoholic beverages on or off school grounds.

**\*\*3.** Using, possessing, distributing, purchasing, or selling any controlled substances on or off school grounds. For detailed information on substances included, see Board Policy 7:190.

4. Engage in conduct that specifically violates existing criminal code statutes.

5. Deliberate access, creation, display, transmission, or otherwise possessing or disseminating material that contains pornography, obscenity, or sexually explicit, pervasively lewd and vulgar, or indecent or inappropriate language, text, sounds, or visual depictions.

**Penalties for offenses #4 and #5 shall be:**

Depending on the severity and nature of the infraction(s) consequences may range from suspension from practice(s) and or competition(s) participation to expulsion from the program.

**\*\*If** a student-participant confides in a coach, sponsor or school official that he/she has a drug or alcohol problem and requests help, that student-participant must attend an approved D/A/T Treatment Program, but the 30-day or one-half the season suspension penalty from extra-curricular events is waived; the student-participant will be charged with his/her first offense violation. This must be considered as a "cry for help". This section will be void if the student-participant is using this exception only to avoid the extracurricular activity suspension penalty or if the student-participant is in violation for the second or third offense.

The extracurricular activity staff may, at any time, require drug/alcohol testing of any student-participant where there is "reasonable suspicion" of drug or alcohol use by a student-participant. For any drug/alcohol-related violations, a student-participant must take an approved five-panel test and test negative prior to returning to the activity. Failure to submit to testing under any of the preceding provisions will result in suspension from participation until compliance and until the test is reported negative. All drug/alcohol testing must be completed at an approved testing center. Local doctor's offices or clinic tests will not be accepted.

If any member of the Mahomet-Seymour Staff, school official, or law enforcement officer has proven knowledge of any of the preceding violations, the student-participant will lose all privileges and honors he/she is entitled thereto. A personal conference with the student-participant, coach, sponsor, athletic director, and/or parent(s) may be held concerning any of the preceding violations if so desired.

**Section III Penalties for offenses #1, #2 and #3 shall be:**

**1st offense**—suspension from participating in all extra-curricular events from the next scheduled event for a period of 30 calendar days or one-half of the next activity season, whichever is less. The event can be described as a game, contest, math, performance, competition, etc. Drama and Madrigal events will be considered performances if the event is performed in full costume and performed for the entertainment of others. Dress rehearsals will not be considered performances. Students involved in more than one school activity at the same time will have the suspension period applied to each activity. The penalty for a first offense can be reduced to 15 calendar days or one-third of the next activity season, whichever is less if the student-participant meets the criteria listed below. The counseling session(s) and

community service must occur within the 15 day calendar period. Tobacco-related offenses are not subject to a five-panel drug test.

#### 1st Offense Reduction

1. 3 meetings with school or approved counselor, school psychologist, or social worker
2. Take and pass appropriate NFHS courses (nfhslearn.org) (Social Media for Students, Understanding Vaping & E-cigarettes,
3. School approved community service \*\* volunteering inside the school, total commitment is 8 hours.

\*1. The student-participant will practice with the team or group during the time he/she is suspended from extra-curricular events or activities. He/she must test negative prior to returning to the activity to participate.

\*2. If the violation occurs during a season, the same penalty will result, but the penalty will be on a prorated basis for that activity and/or the next activity season of participation.

\*Upon approval of each coach or sponsor involved.

**2<sup>nd</sup> Offense**—Suspension from participating in all extra-curricular events for a period of 90 calendar days from the date of the next competition or performance with the completion of an approved counseling program. Student participants must continue training rules during this time. If the student or parent should desire, the penalty can be truncated to 45 calendar days with mandatory counseling and 40 hours of community service. A random five-panel drug test must also be performed during this 45 day period and test negative before returning to the activity.

**3<sup>rd</sup> offense - Students will be prohibited from participating in extracurriculars for the duration of their time at Mahomet-Seymour schools.**

**Expunging of record for good behavior** - Following a first offense violation, a student-participant who has not been in violation of the Mahomet-Seymour CUSD #3 Discipline Policy for a period of one year will have his/her record expunged. A subsequent violation of the discipline code will be treated as a first offense, and if necessary, a second and third offense. A student-participant record can only be expunged one time during his/her high school career.

**Proximity Clause**-- Student participants are not permitted to be in attendance at any location where alcohol, controlled substances, or illegal drugs are knowingly possessed or consumed by any minors.

Penalties will be:

1st offense -- Student -participants that are in extra-curricular activities that have fewer than 15 regular-season contests are suspended for one (1) contest. Student-participants who are in extra-curricular activities that have 15 or more contests are suspended for two (2) contests.

2nd offense -- This will be treated the same as a first offense for possession or consumption, which is a thirty (30) day or half-the-season suspension.

**SECTION IV** All transfer students are required to meet with the athletic director. If a student transfers to Unit #3 after having been suspended from another school's extracurricular program for training violations, that student will not participate in this district's extracurricular program until his/her suspension has been over at the other school. If the penalty for the violation is longer at Unit #3 school than it would have been at the school where the offense occurred, the student will be suspended according to our guidelines.

### ARTICLE III - SEASONS - Section I

Organized practice in each sport may begin as follows:

| <u>Sport</u>                           | <u>Date</u> |
|----------------------------------------|-------------|
| Fall Sports                            | 8-11-25     |
| Girls Basketball and Competitive Dance | 11-3-25     |
| Boys Basketball & Wrestling            | 11-10-25    |
| Boys Swimming                          | 11-24-25    |
| Boys Track & Girls Track               | 1-19-26     |
| Spring Sports                          | 3-2-26      |

**SECTION II** Any participant who quits or is dismissed from any extracurricular activity may not participate in another

extracurricular activity during the same season, unless:

1. All equipment is checked in, and
2. The end of the season of the activity you quit or were dismissed from is concluded (EXCLUDING STATE TOURNAMENT COMPETITION) or
3. It is your first time out for that activity and not more than 20% of the season is completed (provided you were not dismissed from the team, squad, or group), and you have both coaches' and sponsors' agreement.
4. You have a season-limiting injury determined by a doctor and described by him/her in writing.

**SECTION III** All equipment must be checked out and in each season. Before you will be allowed to participate in the next season's activity, all equipment checked out by you must be returned by you.

**SECTION IV** The Team Locker Room is to be used by teams in season only. When seasons overlap, the team that has not completed its season will be given priority if there is a conflict.

**SECTION V** The M-S CUSD #3 weight room will be open when supervised during the summer and school year.

**SECTION VI** All students are encouraged to participate in M-S-sponsored programs.

**SECTION VII** Any student-athlete who has earned nine varsity letters will be awarded an MSHS Letter Blanket before graduation. Athletes must defend their letters.

### **THE M-S SCHOOL SONG**

Cheers, Cheers, For Old M-S High.  
You Raise The Score, Boys/Girls,  
We'll Raise The Cry!  
Fight, Fight, Fight, For Orange And Blue!  
We Will Be Loyal Thru And Thru!  
Our Team Has Spirit, Our Team Has Fight!  
Come On You Bulldogs, Victory Tonight!  
With A Coach That's Great And A Team With Strength!  
It's Onward To Victory!  
B-B-B-U-L-L, D-D-D-O-G-S,  
B-U-L-L-D-O-G-S,  
Bulldogs!! Bulldogs!! Bulldogs!!  
Yeah!!!!

## **SCHOOL ORGANIZATIONS AND ACTIVITIES**

ATHLETICS—Mahomet-Seymour High School competes in a competitive interscholastic schedule in the following sports and/or activities: Baseball (Freshmen, Junior Varsity, Varsity), Basketball - Boys and Girls (Freshmen, Junior Varsity, Varsity), Cheer (Football and Basketball), Cross-Country - Boys and Girls, Dance, E-Sports, Football (Freshmen, Junior Varsity, Varsity), Girls Flag Football (Junior Varsity, Varsity), Golf - Boys and Girls, Soccer - Boys and Girls (Junior Varsity and Varsity), Tennis - Boys and Girls, Track and Field - Boys and Girls, Girls Softball (Junior Varsity, Varsity), Swim - Boys and Girls, Girls Volleyball (Freshmen, Junior Varsity, Varsity), Wrestling - Boys and Girls (Junior Varsity, Varsity). Mahomet-Seymour High School is a member of the Apollo Conference.

Mahomet-Seymour High sponsors a variety of clubs and organizations for students to become involved with. A proposal for the addition of any new club and/or organization must be submitted in writing to the Assistant Principal for Extra-Curricular Activities and must at a minimum explain the purpose of the club, the sponsor(s) of the club, and the proposed meeting dates and locations. No new clubs or organizations may be established or conduct meetings without prior administrative approval. No school-sponsored clubs and/or organizations may fundraise without the prior approval of the building level administration.

ART AND CRAFTS CLUB--is open to any student. Enrollment in an art class is not mandatory but is helpful. The purposes of this club are (1) to allow students open lab time to work on projects, (2) to explore new areas in the art field other than those covered in class, and (3) to aid in art projects that contribute to the school environment.

JAZZ BAND--The instrumental music department, in addition to the marching and concert bands, offers Jazz Band as an organization, open only by audition. Jazz Band specializes in guest performances for public organizations. It presents a Dinner-Dance with the Swing Choir each year and participates in the Illini Jazz Festival. This band also performs at select concerts during the year and plays at every home basketball game.

CHESS TEAM – The Chess Team is open to all students. Chess is an I.H.S.A. sponsored activity and players compete in the CICL (Central Illinois Chess League) matches, various tournaments during the season, and the I.H.S.A. State Tournament Series. The season runs from October-February with practices/meetings usually 2-3 times per week (before and after school).

DANCE TEAM— is an auditioned team dance group that is open to all female students/athletes. The Dance team also performs at selected home events during the Winter Sports Season.

DANCES (HOMECOMING, WINTER FORMAL, AND PROM) – The Homecoming Dance, Winter Formal, and Prom are dances for Mahomet-Seymour High School students and their guests who are high school age or older. Guests are to be registered at the main table. Their behavior is the responsibility of the MSHS student. Proper attire and behavior are required at all school dances. Students who are selected as King or Queen of a respective dance are not eligible for future dance courts.

DRAMA CLUB--is open to all students. Enrollment in drama class is not mandatory. The club sponsors an all-school play, freshman-sophomore Christmas play, variety show, spring musical, and theater field trips.

FELLOWSHIP OF CHRISTIAN ATHLETES- All are welcome at the Fellowship of Christian Athletes meetings every Friday from 7:30-8:00 am in the aerobics room. Each week features a student-led discussion on various topics. You do not have to be an athlete to attend! Please see Mrs. Pauza or email her at [lpauza@ms.k12.il.us](mailto:lpauza@ms.k12.il.us).

FFA—is open to all students. The purpose of FFA is to make a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agricultural education. Students participating in the organization have the opportunity to excel in a variety of career development events, scholarship programs, and award recognition events.

FRENCH CLUB--is designed mainly for students presently enrolled in a French class. The purpose is to promote understanding of the French language and customs through out-of-school activities, including the celebration of Mardi Gras and International Night.

GAY-STRAIGHT ALLIANCE- a student-organized club for members of the LGBT+ community and their non-LGBT+ allies. The club's purpose is multifaceted: awareness and education, advocacy, support, and socialization.

INTERACT CLUB-Interact is a school group that will focus on service-oriented activities in our community. Students will work together to organize and implement service projects during the school year that will benefit others. In addition, they will learn leadership skills that can help in future endeavors. The number of proposed projects will vary depending on the interest of the group. Interact Group will take action to make a difference in our school and community.

INTERNATIONAL THESPIAN SOCIETY--Thespians is an honorary theatre organization for high school students. To gain entry, a student must earn points by working on a variety of theatrical productions/activities.

INTRAMURALS— Provides opportunities for persons interested in playing Basketball in a non-interscholastic atmosphere. Physicals and an entry fee are required for each participant. In season students/athletes are not eligible for participation in the intramural program.

MADRIGALS--An auditioned a cappella group of about 20 singers, these musicians meet throughout the summer, fall, and winter to present Medieval Christmas madrigal dinners in December. Thirty to thirty-five Renaissance madrigals,

Christmas carols, and traditional songs of festivity are learned by this refined group, which performs widely throughout the area.

MAHOMET-SEYMOUR ATHLETIC BOOSTERS, INC.--is organized as a non-profit corporation and shall accept contributions and gifts of all kinds. The organization promotes fund-raising activities and provides financial assistance to Mahomet-Seymour High School programs in order to increase participation in such programs, thereby lessening community tensions, combating community deterioration and juvenile delinquency, and providing instructional equipment useful to students and beneficial to the community. All parents and community members are encouraged to become members.

MARCHING AUXILIARIES -- Consisting of the flag squad and the pom pon squad, these groups accompany the band at football games, parades, and competitions. Students are selected by audition in the spring and are required to attend summer band camp. The pompon squad also performs at basketball games throughout the winter.

MATH TEAM -- The Math Team participates in various math competitions; membership is open to all interested students. Competitions include the Catholic Math League, the AMC (American Math Competition), the IML (Illinois Math League), and the ICTM (Illinois Council of Teachers of Mathematics) Regional/State Tournaments. Math Team usually practices 3-4 mornings a week January-February and April-May with other additional practices/meetings called throughout the year as needed.

BULLDOG TV -- Participation in Bulldog TV is open to students who are enrolled in the multimedia class. Students will use technology to create a variety of projects. Members will work with digital and video cameras, as well as computers and software. Projects include the creation of broadcast events that highlight, school, school district, and community events. Students should be prepared to meet weekly and work before and after school as assigned.

NATIONAL HONOR SOCIETY -- National Honor Society members are selected on the basis of scholarship, leadership, service, and character. Juniors/Seniors must meet a scholarship requirement of a 4.6 cumulative GPA to be eligible for membership. Students who are scholastically eligible for National Honor Society must do all of the following in order to become a member: (1) sign and return the acceptance statement by the designated deadline and (2) attend the induction ceremony. The National Honor Society Induction Ceremony will be held in March at 7:30 pm in the high school auditorium.

PIN PALS--is an organization of students interested in the promotion of wrestling. Pin Pals help in all aspects of conducting wrestling meets, such as keeping score, running the clock, or working in the concession stand.

QUILL AND SCROLL--(International High School Journalism Honorary Society) membership is an honor earned by those students who have made outstanding contributions to high school publications, either newspaper or yearbook. To qualify, a student must be a junior or senior in the upper third of his/her class and have made a significant contribution to high school journalism. Members are inducted in the spring.

RETRO--(School Yearbook) staff publishes an annual, designed as a memory of the past school year, as a reference aid for those in and out of school, as a community relations device, and as a student learning project. Any student may join the staff.

SCHOLASTIC BOWL--is open to all students. Several interscholastic contests and tournaments are scheduled. Scholastic Bowl is an IHSA activity.

SPANISH CLUB--is open to students taking Spanish. Monthly meetings deal with Spanish interests, such as progressive dinners, International Night, and other related activities.

STUDENT COUNCIL--is a student-directed service organization whose membership is composed of representation for the four classes and five officers. The Council works to provide social functions or solve student problems, providing a two-way communication channel for the school.

WYSE TEAM -- The Worldwide Youth in Science in Engineering Team is open to all students to try out but is composed

predominantly of juniors and seniors most years. The WYSE Team competes in Regional, Sectional, and State tournaments (if we advance). Tests can be taken in the following subjects: Math, Chemistry, English, Physics, and Biology.

Disclaimer

*These building procedures are not intended to create a contractual relationship with the student; rather, it is intended to describe the school, its current practices, procedures, rules, and regulations (or code of conduct) which may be subject to change based upon administrative or Board of Education action.*