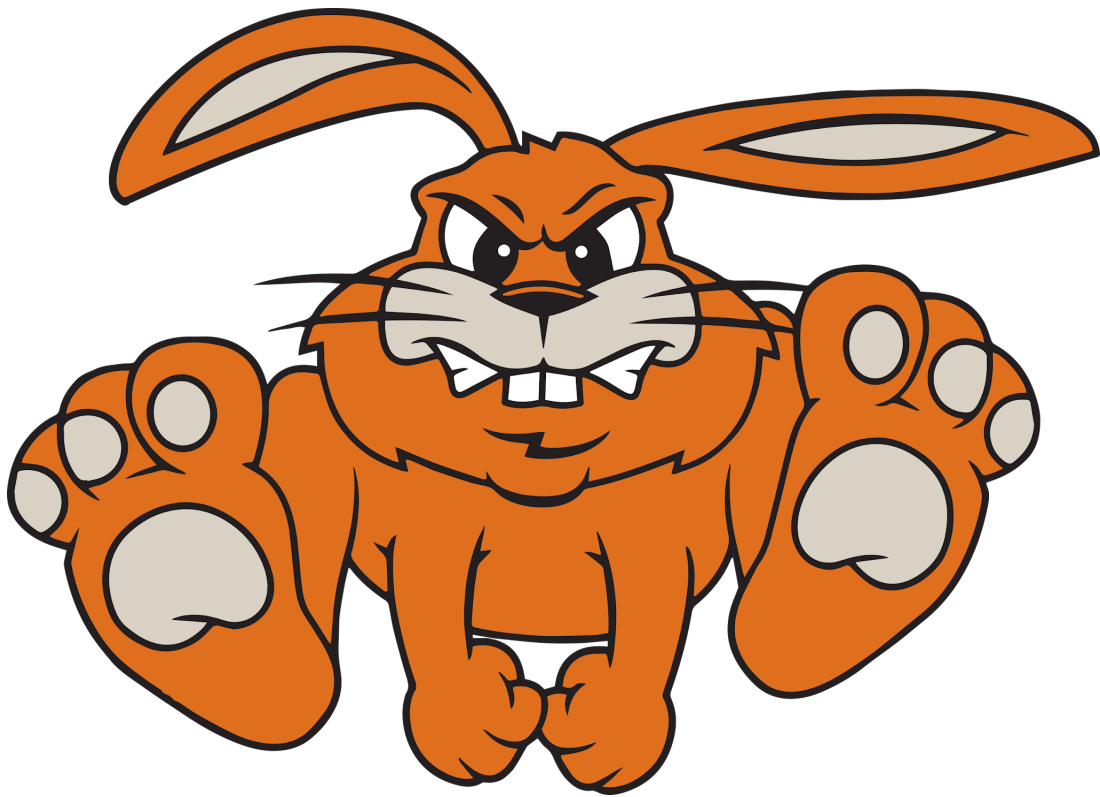


Fisher Grade School



Student Handbook

26 - 27

Home of the Bunnies

FISHER GRADE SCHOOL

INFORMATION

This handbook is a summary of the school's rules and expectations, and is not a comprehensive statement of school procedures. The Board's comprehensive policy manual is available for public inspection through the District's website.

Board Policy Manual – https://www.boardpolicyonline.com/?b=fisher_1

WEBSITE

Visit our website at www.fisher12.org/o/fsd for up-to-date staff information, news, and events.

Taylor Flynn	Principal	taylor.flynn@fisherk12.org
Jake Palmer	Asst Superintendent	jake.palmer@fisherk12.org
Barb Thompson	Superintendent	barb.thompson@fisherk12.org
Tricia Schwing	Secretary	tricia.schwing@fisherk12.org
Sarah Dickey	School Nurse	sarah.dickey@fisherk12.org

TELEPHONE NUMBERS

Grade School	897-1133
High School	897-1225
District Office	897-6125

SCHOOL DAY

Doors Open	8:00 AM
Normal School Days	8:20 AM - 3:03 PM
School Improvement Days	8:20 AM - 11:30 AM
Early Dismissal Days	8:20 AM - 2:05 PM

INCLEMENT WEATHER INFORMATION

Parents will be notified by the Superintendent through the Fisher Schools App. The first two phone numbers receive alerts. School information during inclement weather may also be obtained by listening to radio stations WIXY 100.3, 92.5 The Chief, Extra 92.1, & Mix 94.5, or television stations WCIA and WICD.

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I. FISHER COMMUNITY UNIT SCHOOL DISTRICT #1

Fisher CUSD #1 Mission

Fisher Community Unit School District prepares students in a small, rural, community environment for success in the larger, rapidly changing, and diverse society. Our #1 priority is to provide what is best for each student, especially a superior education, producing student achievement levels that are among the very best in the State of Illinois.

A Commitment to Educational Excellence

To achieve educational excellence for each student, we are committed to:

- Addressing the learning abilities of each student to maximize his or her learning potential
- Creating family/school partnership in quality education
- Providing a safe and healthy school environment
- Ensuring meaningful participation in decision-making by faculty, staff, administration, and families
- Offering high quality professional staff development

Our Community

In Fisher, education is a community endeavor, with high levels of community involvement and support for the schools. Our schools seek to reinforce community traditions and values by:

- Emphasizing the importance of education, personal integrity, individual initiative, the role of family, and awareness of others with differing backgrounds and perspectives.
- Promoting the overall well-being and development of students:

FGS Mission Statement

Fisher Grade School is a place where students are RESPECTFUL to one another. Our students will strive to be RESPONSIBLE for their own actions and their own learning. By the time our students leave Fisher Grade School, they will show that they are READY for educational/career opportunities and civic duty.

District Policies

Copies of any policy for the Fisher School District are available either through the district office or on the school website.

II. MEDICAL & HEALTH INFORMATION

Required Health Examinations & Immunizations

All students are required to present appropriate proof of a health examination and the immunizations against, and screenings for, preventable communicable diseases within one year prior to:

1. Entering kindergarten
2. Entering the sixth
3. Enrolling in an Illinois school for the first time, regardless of the student's grade.

Proof of immunization against meningococcal disease is required for students in grades 6 and 12. A diabetes screening must be included as part of the health exam (though diabetes testing is not required). Students between the age of one and seven must provide a statement from a physician assuring that the student was "risk-assessed" or screened for lead poisoning. Beginning with the 2017-2018 school year, an age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination.

Failure to comply with the above requirements by October 15 of the current school year¹ will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.

New students who register mid-term have 30 days following registration to comply with the health examination and immunization requirements. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by an appropriate medical professional.

Eye Examination

All students entering kindergarten or the school for the first time must present proof by October 15 of the current school year of an eye examination performed within one year. Failure to present proof by October 15, allows the school to hold the student's report card until the student presents: (1) proof of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15.

Dental Examination

All students entering kindergarten, second, and sixth grades must present proof by May 15 of the current school year of having been examined by a licensed dentist within the last 18 months. Failure to present proof allows the school to hold the child's report card until the student presents: (1) proof of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15.

Exemptions

A student will be exempted from the above requirements for:

1. Medical grounds if the student's parent/guardian presents to the building principal a signed statement explaining the objection;
2. Religious grounds if the student's parent/guardian presents to the building principal a completed Certificate of Religious Exemption*;
3. Health examination or immunization requirements on medical grounds if a physician provides written verification;
4. Eye examination requirement if the student's parent/guardian shows an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
5. Dental examination requirement if the student's parent/guardian shows an undue burden or a lack of access to a dentist.

*During an outbreak of a vaccine-preventable disease (such as measles, mumps, varicella, etc), school officials and local and state health departments have the authority to require the exclusion of unvaccinated students to minimize further infections, regardless of the reason for the vaccine exemption.

Medications at School

Taking medication during school hours or during school-related activities is prohibited unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing a Medication Administration form (available at registration & from the school office.) New forms are required each year.

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

Individualized Health Care Plan

If your student has a severe medical condition(s) such as diabetes, peanut allergies, etc. that require special attention at school, an Individualized Health Care Plan **MUST** be on file in the office. Forms are available in the office and must be updated every year.

Physicals

All Kindergarten, 6th Grade students, and students entering from out-of-state or homeschooling must have an Illinois physical examination on file in the in school office before entering school. This is in accordance with the state law, and a student may be denied attendance at school if the physical is not completed before October 1. School physicals must be done within one year of the first day of school for that specific grade level. **Sports physicals ARE NOT acceptable for the required school physicals.**

Athletic Physicals: (6th Grade)

All students who go out for athletics, including cheerleading, must pass a physical examination each year before they are eligible to practice or compete in athletics. Athletic physicals are good for 13 months. It is recommended that students schedule physical appointments during the summer so that they are prepared to participate in extracurricular activities throughout the year. Athletic physical examination forms are available in the school office.

Dental Exams

The State of Illinois school code requires a dental examination for all students entering Kindergarten, 2nd, 6th grade, and all students entering from out-of-state or homeschooling. This exam must be performed within one year of the first day of school.

Vision Exams

Kindergarten and all students entering from out-of-state or homeschooling must have a vision exam performed by a licensed optometrist. This exam must be performed within one year of the first day of school.

Exclusions

Head Lice

School wide screenings for lice, immediate exclusion from school for lice, and nit-free policies are outdated practices that are no longer recommended by the American Academy of Pediatrics, the CDC, and the National Association of School Nurses, due to the burden of unnecessary absenteeism these practices create for families and students.

The following measures will be taken in the event a student is found to have lice:

1. If a staff member observes live lice on a student the parent will be notified and if appropriate the parent will be provided information on how to treat the lice and the child may remain at school.
2. Students are not rechecked by school staff upon return to school.
3. As with any sensitive information, teaching staff will not talk about a child having lice in the classroom.
4. Teachers will implement prevention measures in classrooms to reduce the chance of the spread of lice from one student to another.
5. In chronic cases, school administration will determine if further intervention is required.

Additional information on Fisher Grade School's head lice policy can be found on our website -

- <https://www.fisher12.org/page/head-lice-policy>

Pink Eye

If a student is experiencing purulent drainage from one or both eyes the student will be excluded from school until they have been under treatment for 24 hours. A student may also be excluded from school until evaluated by a physician if they are experiencing symptoms of conjunctivitis along with signs of systemic illness or if the child is unable to keep their hands away from their eyes.

<http://www.cdc.gov/conjunctivitis/index.html>

Communicable Disease

The school will observe recommendations of the Illinois Department of Public Health regarding communicable diseases.

1. Parents are required to notify the school nurse if they suspect their child has a communicable disease.
2. In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian.
3. The school will provide written instructions to the parent and guardian regarding appropriate treatment for the communicable disease.
4. A student excluded because of a communicable disease will be permitted to return to school only when the parent or guardian brings to the school a letter from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease.

Exemption from PE

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. A parent note regarding a student exemption from PE due to injury will be honored for up to three days.

An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting.

Students with an Individualized Education Program may also be excused from physical education courses based on needs outlined in their IEP.

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

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

III. VISITORS, CELEBRATIONS & FIELD TRIPS

Visitors

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

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

Any person wishing to confer with a staff member should contact that staff member to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

To maintain a focused and inclusive environment, we operate a student-only cafeteria. This policy is rooted in our commitment to two core values:

- Equity: We recognize that many families have work or personal commitments that prevent them from visiting during the school day. By maintaining a student-only lunch period, we ensure a consistent "even playing field" for all children and prevent feelings of exclusion.
- Privacy and Confidentiality: The cafeteria is a high-activity space where many students receive specialized support, including dietary management, medical oversight, or behavioral coaching. Limiting visitors allows us to strictly uphold the legal and ethical privacy every student deserves while they eat and socialize.

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

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

1. Strike, injure, threaten, harass, or intimidate a staff member, board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law or municipal, local, or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with Illinois' Compassionate Use of Medical Cannabis Act and District policies.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).

12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized district employee's directive.
14. Engage in any risky behavior, including rollerblading, roller-skating, or skateboarding.
15. Violate other district policies or regulations, or a directive from an authorized security officer or district employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the district or a school function.

Any person who engages in prohibited conduct may be ejected from or denied admission to school property in accordance with State law. The person may also be subject to being denied admission to school athletic or extracurricular events for up to one calendar year.

Animals on School Property

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principal in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Treats

Due to health concerns and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought. No homemade treats or snacks are allowed at school. Treats and snacks that require refrigeration must be communicated ahead of time. All snacks must have a clearly printed list of ingredients on the packaging. We strongly encourage you to select a treat or snack with nutritional value. Please drop treats off in the office and refrain from transporting them to classrooms and disrupting the educational environment.

Invitations

Party invitations or gifts for classmates should not be brought to school to be distributed. The office is unable to release addresses and phone numbers of students/families. Deliveries of flowers, balloons, or other gifts will also not be accepted. Items such as these are of a personal nature & should be handled outside the school day.

Field Trips

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

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

Each year, field trips may be scheduled as part of students' learning experiences. While on field trips, students are expected to adhere to school expectations. **Students are required to ride the bus to and from the field trip location.**

For some field trips, parent chaperones will be selected to attend. We ask that parents not selected refrain from attending school-planned field trips as having too many adults could distract students from learning opportunities. Chaperones are not permitted to share food or bring additional snacks due to possible student allergies.

All students are required to bring a lunch on the field trip. Lunches can be brought from home or provided by the school (at the cost of a hot lunch).

IV. ARRIVAL & BELL SCHEDULE

Students should be dropped off at the school between 8:00-8:15. Students eating breakfast are encouraged to arrive at 8:00 so they have ample time to eat breakfast and get to class. Buses will arrive and unload at/after the 8:00 AM bell.

- **Doors Open – 8:00 AM**
 - *Students may NOT arrive prior to 8:00 due to a lack of supervision*
 - Breakfast service begins at 8:00 and ends at 8:15
- **Classes Begin – 8:20 AM**
 - Students arriving after 8:20 are considered Tardy

V. ATTENDANCE

Illinois law requires that whoever has custody or control of any child between six (by September 1st) and seventeen years of age shall assure that the child attends school in the district in which he or she resides, during the entire time school is in session (unless the child has already graduated from high school). Illinois law also requires that whoever has custody or control of a child who is enrolled in the school, regardless of the child's age, shall assure that the child attends school during the entire time school is in session.

Parents/guardians are asked to notify the school via phone (or in the Fisher Schools app) before 9:00 A.M. each day their child is absent. Illinois law requires the school to notify the parent/guardian of a child who is absent from school by 9:00 A.M.

Excused Absences

The determination as to whether a student absence is excused or unexcused will be made by the administration.

The following are examples of **excused** absences:

- Illness of the student/family
- Accident or emergency
- Pre-arranged absences
- Observance of religious holiday or event
- Mental health days (up to 5 days per school year)

The school may require documentation explaining the reason for the student's absence. It is the responsibility of the school, rather than the parents, to determine whether or not an absence is authorized.

Mental Health Days

Each student is allotted five mental health days per school year. These days may be used at their parents discretion.

- Mental health days are coded as excused absences
- A medical note is NOT required to take a mental health day, but parents should notify the office and their child's teacher
- The student will have the opportunity to make up schoolwork missed during absence(s)
- Students that are absent due to a mental health day are NOT allowed to participate in extracurricular activities or attend extracurricular events that day.
- Following the second mental health day, a student may be referred to appropriate school personnel (guidance counselor, social worker)

Makeup Work

Students who are excused from school will be given a reasonable timeframe to make up missed homework and classwork assignments.

If a student's absence is excused or if a student is suspended from school, he/she will be permitted to make up all missed work, including homework and tests, for equivalent academic credit.

Students who are unexcused from school will not be allowed to make up missed work.

Unexcused Absences

All absences that are not classified above are considered unexcused absences.

The following are some examples of **unexcused** absences:

- Oversleeping
- Car trouble
- Unverified medical/dental appointments
- Illness exceeding eight (8) days not verified by doctor
- Non-emergency family related absences

Absence Definitions

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

Absence Communication and Meetings

Missed 10% of school days (on-pace for Absenteeism) – Email notification from the Principal

8 Absences – Attendance letter from the Principal

12 Absences – Truancy referral to the ROE

Students missing ten or more school days (unexcused, excused, or a combination thereof) may be turned in for truancy purposes to the Regional Office of Education.

Release for appointments

FGS strongly encourages parents to make appointments for their students during times that do not conflict with school and instructional time. Students will only be released to parents/guardians.

In order to be excused for an appointment, the following procedure must be followed:

- Prior to the appointment, the student's parent/guardian should send a note to the school office with the child, call the office at **897-1133**, or email **BOTH the secretary & nurse** and give the following information:
 - Name and grade of student
 - Time of appointment
 - Type of appointment
 - Time to be released from school
 - Approximate time of return to school

On the day of the appointment, students should come to the office prior to the 8:20 AM bell to receive a pass in order to be excused from class at the time of the appointment. The parent/guardian must sign the student out through the office. When the student returns, they must sign back in through the office, with **a written statement from the doctor verifying the appointment.**

All appointments that are unverified by written proof from a doctor will be considered unexcused.

Illnesses

If a child is called in absent or is sent home from school with a temperature of 100.4 degrees or more, the child should be fever free without medication for 24 hours before returning to school. If a child is called in absent or sent home from school vomiting or with diarrhea, the child should be vomit free for 24 hours before returning to school.

Pre-Planned Absences

Missing any amount of school for a trip or vacation can have a detrimental impact on a student's progress. While paperwork can be made up from being absent, your child will miss valuable interaction and contact with their teachers and other students. Discussions, labs, group work, projects, and demonstrations are examples of frequent instructional opportunities available in our classrooms that are incredibly important but are difficult to replicate for students who have been absent. Student attendance days compose 174 out of 365 days in a calendar year – please utilize the remaining non-attendance days, summer, spring and winter vacations for planning your family trips/vacations.

In the event that you choose to remove your child from school for a trip/vacation, the following procedure should be followed:

1. You must notify the school in advance of your student's dates of absences. Please read the attendance policy thoroughly. A [Planned Absence Form](#) must be completed

and approved by the Principal **NO LESS THAN TWO (2) school days prior to the absence.**

2. Teachers are not required to give out assignments ahead of planned absences. Your student will be given make up work upon their return from the trip/vacation.
3. Planned absences are not to exceed five (5) days per school year.
4. Pre-planned absence forms are located in the school office or on our website.

Parent Pick-up and Drop Off

Our school is equipped with two driveways, one for buses and one for parent drop-off and pick-up. The bus lane is located in the circle drive in front of the school. Parent pickup takes place along the curb that borders the high school parking lot. Parents picking up their child should enter on the northwest side of the high school off of 136. Drivers should pull into an open spot on the curb and come to a complete stop before letting their child in.

Parents wanting to greet their child as they exit the school should park in the high school parking lot and wait outside the school building. Parents are not permitted to enter the building during dismissal.

Breakfast

Breakfast is served each morning in the cafeteria from 8:00-8:15. Students eating breakfast should report immediately to the cafeteria to eat breakfast (prior to going to their classroom). The breakfast menu can be found on the website or through our app.

Tardiness

Students are to be in their classroom and in their seats when the tardy bell rings for the first period of the day. Those who are tardy must report to the office for admission slips. Classroom teachers will assume responsibility for handling tardiness for all other periods. Habitual tardiness disrupts class and will not be permitted to continue. A meeting may be organized with the student & parent who are consistently tardy.

VI. GRADES & PROMOTION

School report cards are issued to students on a quarterly basis. For questions regarding grades, please contact the classroom teacher.

The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reason not related to academic performance.

The following grade scale has been adopted by the Fisher Board of Education for use in grades 1 through 12:

A	90 - 100
B	80 - 89
C	70 - 79
D	60 - 69
F	59 and below

Parents should check with their child's teacher to get a complete picture of just how their child will be assessed throughout the year. The 5th & 6th Grade block classes grade using P=Pass and F=Fail.

Grading Period - Quarters

- The 1st Quarter grading period ends mid-late October.
- The 2nd Quarter grading period ends just before Christmas break.
- The 3rd Quarter grading period ends mid-March.
- The 4th Quarter grading period typically ends at the end of May.

Exact dates for grading periods can be found on this District calendar via the website or Fisher Schools app.

Progress Reports

Parents have access to their child's grades at any time using their Teacherease login. Parents are encouraged to contact the teachers at any time if they have a question or concern.

Student Retention Policy

Illinois School Code states that decisions to promote or retain students in any classes shall be based on successful completion of curriculum, attendance, performance and based on Illinois Learning Standards (105 ILCS 5/10-20.9a and b).

Although the goal of the educational program is that of continuous progress from one grade to another, some students may benefit from staying in a grade level for a second year. Retention decisions are made by the teacher(s) with the Principal's endorsement. Retention decisions are based upon the student's level of achievement during the school year. The following factors are considered while making these decisions:

- **Number of Years Retained** (no more than once)
- **Chronological Age** (no more 1.5 years older than peers)
- **Scholastic Achievement** (passing 3 of the 5 core subjects)
- **Cognitive Ability** (skills critical for learning)

- **Developmental and Social Maturity** (ability to interact with peers)
- **Student Attendance** (85% or higher attendance rate)
- **Behavior** (student conduct)

Parent Notification

Whenever a teacher recommends that a student be retained at the present grade level, the parent/guardian should be notified of the recommendation no later than the end of the third quarter (whenever possible). Parents/guardians and teachers are encouraged to communicate regularly about the child's progress.

Appeal Process

If a parent/guardian is dissatisfied with the retention recommendation, they may appeal the decision by complying with the district's appeal process. The parent may prepare a written statement to be placed in and become a part of the permanent record of the student stating the reasons(s) for disagreeing with the decision of the board.

Parents/Guardians will have 30 days to file an appeal with the Principal. If the parent does not file an appeal to the Principal within 30 days then the student shall be placed in the grade recommended by the teacher. Upon receipt of notice to appeal the Principal will form a hearing committee composed of the Principal, parent, teacher, and an unbiased teacher to hear the parent's appeal. Upon receipt of the committee's decision, if still not satisfied, the parent/guardian will have 10 days to file an appeal with the Superintendent. If still not satisfied, the parent/guardian will have 10 days to notify the Superintendent that a hearing with the Board of Education is requested. The Superintendent will notify the Board that a hearing has been requested within 10 days. The Superintendent schedules a hearing with the Board. The hearing is conducted within 30 days from the date of notification to the Board. The decision of the Board of Education shall be final.

Accelerated Placement

The District provides for an Accelerated Placement for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes students being allowed to skip a grade level based on classroom performance & maturity level. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement.

Criteria for student acceleration can be found in our [Academic Acceleration Policy & Criteria](#). Please contact the building principal for additional information.

Students with IEPs

Students in Special Education are excluded from this policy and will be advanced or retained in accordance with their Individual Educational Program as created by the IEP team.

Athletic Eligibility (6th Grade)

To be eligible to participate in athletic programs sponsored by Fisher Schools, students must have a current physical on file (see athletic physicals under the heading of Medical Requirements). To remain eligible, the student must be doing passing work in all of their courses. Athletes' grades are checked on Thursday of each week. The following is the procedure for those students not passing their classes. **1st time:** The student may not participate in any games/contest for 1 week (Monday through Saturday); **2nd Time:** The student may not participate in any practices or games/contests for 1 week (Monday through Saturday); **3rd Time:** The student will be removed from the team. (Board Policy 7.3 Athletic Policy) Teachers will turn in grades beginning the week of the 1st practice. However, the 3-strike rule will not take effect until the week of the 1st contest.

VII. FOOD SERVICES

Breakfast is served every school day from 8:00-8:15 AM. Lunch is served at various times depending on your child's grade level –

- K & 1st Grade – 11:00
- 2nd-4th Grade – 11:30
- 5th & 6th Grade – 12:05

Payment for meals can be made on Teacherease or by sending money to the district office in an envelope indicating the child or children you are buying lunches for. For those parents purchasing lunches with one check for multiple students please indicate how much money goes to each child.

- Costs
 - Lunch - \$2.90
 - Breakfast - \$1.95
 - Milk - \$.050 (a charge for getting only milk applies even if the student receives free/reduced lunches)

As students move through the lunch line, our lunch clerk will pull up your child's account and automatically deduct the lunch fee from his/her account. Parents will receive reminder notices when your child's lunch account gets below zero.

Students are required to bring a cold lunch or take a hot lunch from the cafeteria.

Free and Reduced Lunches

Fisher Grade School participates in the National School Lunch Program. Families who qualify are encouraged to take part in this program which provides free or reduced priced lunches for students. Information for free/reduced lunches may be obtained from the school or district office.

VIII. FEE WAIVERS

The school establishes fees and charges to fund certain school activities. Students will not be denied the opportunity to participate in curricular and extracurricular programs of the school district due to the inability of their parent or guardian to pay fees or certain charges. Students whose parent or guardian is unable to afford student fees may receive a fee waiver. A fee waiver applies to all fees related to school, instruction, and extracurricular activities.

Applications for fee waivers may be obtained from the school office and may be submitted by a parent or guardian of a student who has been assessed a fee. As student is eligible for a fee waiver if at least one of the following prerequisites is met:

1. The student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the federal free meals programs;
2. The student's parent is a veteran or active-duty military personnel with income at or below 200% of the federal poverty line;
3. The student is homeless, as defined by the Mc-Kinney-Vento Homeless Assistance Act.

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

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

The building principal will notify the parent/guardian promptly as to whether the fee waiver request has been granted or denied. Questions regarding the fee waiver application process or an appeal of the District's decision to deny a fee waiver should be addressed to the Building Principal. Pursuant to the Hunger-Free Students' Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money

for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.³

Fines for loss or damage to school property are waived for students who meet certain eligibility guidelines.

Families who are unable to afford student fees may receive a waiver of fees. Applications for fee waivers are available in the school offices. (Board Policy 4.14) Students who qualify for Free & Reduced Lunch also qualify for Fee Waivers if they fill out the proper paperwork.

IX. PARENT COMMUNICATION

Parents and teachers are encouraged to communicate regularly throughout the school term. Parents are encouraged to contact the teachers at any time if they have a question, concern, or just to check and see how things are going. The best time to address a problem or concern is when it happens or as soon as possible.

Parents/guardians can utilize the *Rooms* feature in the Fisher Schools App to communicate with their child's teacher. Families can easily message teachers, sponsors & coaches using the app. ALL of your children in Fisher Schools will be synced to your account -- once signed up, you can easily navigate from child to child. Teachers can easily communicate with whole class reminders & announcements, as well as individually messaging

Meeting Procedures:

The following are procedures to facilitate meaningful and productive meetings between educators and parents/guardians.

1. All parents/guardians are welcome to visit the school to meet with their child's classroom teacher.
2. If a parent/guardian acts in an inappropriate or threatening manner, the meeting will be stopped immediately.
3. Please contact the teacher to arrange a meeting. This allows everyone to have the information necessary to make the meeting more productive.
4. Please do not interrupt the class. Teachers are advised to not stop instruction for a parent meeting unless there is a legitimate emergency.
5. The goal of each meeting should be to help your student. Please approach the concern in a calm and responsible manner in order to facilitate a better teacher response to solving your student's needs.
6. The best way to achieve results is to set an appointment with the teacher, identify the issues, and come up with a shared plan for solution.

7. Board of Education policy institutes a chain of command whereby parents/guardians initiate inquiries with the classroom teacher involved. Administrators are to become involved only after unsatisfactory discussions with the teacher.
8. Either the parent/guardian or the teacher may request that an administrator be present for a meeting.

In addition, time has been set aside for parent/teacher conferences. Parent/teacher conferences are scheduled for mid-October and mid-February. **Exact dates for PT Conferences can be found on this District calendar via the website or Fisher Schools app.** Our teachers check their email daily. You can access any of our teachers through the School's web page (<https://www.fisher12.org/o/fsd/staff>).

X. STUDENT RECORDS

Federal law and Illinois Office of Education regulations go into detail concerning the rights and responsibilities of students, parents/guardians, and school officials regarding student records. The following is a summary of the basic provisions and the current laws and regulations:

1. Parents/guardians must be granted access to all official records pertaining to their children maintained in any form by the school. Students over the age of 14 or with parental/guardian consent under the age of 14, shall also have access.
2. The student's records, or information contained in those records shall not be released to anyone other than school or educational officials without the informed written consent of the student's parents/guardians. If the student is above the age of 18 or attending a post secondary institution, only that student may grant such release.
3. The parents/guardians of the student shall be provided the opportunity to challenge or rebut information contained in the student's records. The local school districts should establish appropriate procedures for such appeals.
4. The school should provide appropriately trained personnel to assist the parent/guardian or student in understanding certain evaluations, social work profiles, and health data.
5. No information should be kept on file by the school that is inaccurate, out-of-date, or of no value in the educational development of the student.

XI. GENERAL STUDENT EXPECTATIONS

Dress Code & Student Appearance

To ensure student safety and create a learning environment with minimal distractions, teachers and administrators will be responsible for ensuring appropriate student appearance.

1. Clothing that advertises or promotes the use of drugs, alcohol, tobacco or has suggestive slogans written or displayed may not be worn or brought to school on any clothing. Vulgar, obscene, suicidal or violent messages (depiction of weapons) on clothing is not acceptable.
2. Outerwear - including coats, jackets, hats, gloves, or sunglasses may not be worn during the school day. HOODED SWEATSHIRTS MUST BE WORN WITH THE HOOD DOWN WHILE INSIDE THE BUILDING.
3. Clothing should fit appropriately, including pants that are securely fastened at the waist with undergarments completely covered.
4. All students must wear clothing that completely covers the body from the shoulder to the mid-thigh region. Shorts must come to fingertips and holes in pants should be below the fingertips as well.
5. Pens, pencils, markers or other writing utensils should not be used to mark any part of their body.

Behavior at School Events

We all represent Fisher Grade School - our best behavior is a must when we are on school business elsewhere. Students are responsible for appropriate conduct when attending school sanctioned events either on or off campus. Such events include, but are not limited to, home or away sporting events, and field trips. (see also Board Policy 7.19, 7.20, 7.31).

Cell Phones

Cell Phones are prohibited inside the school building during school hours, including students waiting in the cafeteria for the bus after school. If a student must have a cell phone, the cell phone **MUST** remain in the students' bookbag/locker and turned off. Cell phones **ARE NOT ALLOWED** to be taken outdoors to the playground. Smart watches & smart glasses are included under this policy as well and not allowed in classrooms.

If a student has their phone out during the day, or if it goes off, the teacher will collect the phone and take it to the Principal. The Principal will keep the phone until a parent comes to pick it up.

Students may not use the school phone to make calls for; forgotten homework, forgotten lunch money, cold lunch, permission to go home with another student, etc. Please help us develop student responsibility by planning ahead.

Lockers

Hallway lockers will be assigned to students in all grades. Lockers are school property and are subject to periodic inspections and may be searched if needed by school personnel (Policy 7.4). We do our best to develop respect for others' property at Fisher Grade School, however since lockers are not locked, students should not put valuable things in their lockers.

Locks

Students are not permitted to bring locks from home for their lockers. We utilize cameras at Fisher Grade School, and expect every student to respect the property of others by not borrowing, using or taking without permission.

Homework

Homework is used as a way for students to practice what they have learned in the classroom. The time requirements and the frequency of homework will vary depending on a student's teacher, ability and grade level.

Students who are absent from school for a valid cause (an excused absence) may make up missed homework in a reasonable timeframe.

Bicycles

1. Students park bicycles in the rack at the end of the circle drive
2. Students are not to borrow or lend their bikes while at school.
3. Students are to walk their bikes when they are on school property.

Skateboards, Roller Blades, and Roller Shoes

Skateboards, roller blades, and roller shoes **ARE NOT** to be used on school property.

Gum

Students are not permitted to chew gum inside the school building or on school buses to help maintain a clean and focused learning environment (unless permitted by teacher during IAR testing).

Toys, Fidgets and Electronic Devices

No toys should be brought to school without the permission of the classroom teacher. The school is not responsible for any loss or damages to the toys.

Fidgets are not permitted unless explicitly stated as an academic/behavioral accommodation.

XII. STUDENT BEHAVIOR & DISCIPLINE

Behavior Expectations

It is each student's responsibility to listen attentively, participate actively, follow teacher directives, and comply with classroom rules. Students will be expected to maintain a high level of personal behavior so that they may pursue high academic goals. Being respectful & accepting responsibility will be stressed in the day-to-day behavior of all students. Students must be properly prepared -- supplies at hand and homework completed -- before class each day.

One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlines the whole education structure. It is this training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration of other people. Students are to conduct themselves in a manner, which reflects respect for each other, their teachers, other staff members and the school facilities.

Students are expected to follow directives from any teacher or staff member when on school property or at a school sponsored activity.

When & Where Conduct Rules Apply

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

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

Disciplinary Measures

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

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

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

Disciplinary Appeals

The purpose of discipline is to form a positive student attitude, to make school an effective place for learning, and to develop habits of self-discipline. If a student disagrees with a teacher about a decision made by the teacher, the student may follow the following procedures:

1. Request a conference with that teacher.
2. If not satisfied, contact the building Principal.
3. If still not satisfied with the outcome, he/she may contact the Superintendent in writing.
4. If still not satisfied with the outcome, he/she may contact the school board in writing.

Care of School Property and the Property of Others

We all share ownership in the school facility, equipment, and materials. It is our responsibility to keep the school property in the best condition possible. In addition to disciplinary measures, misuse or abuse of school property will require payment of damages by parents/guardians. Other people's property is just that, **other people's property**. Students are required to ask before using, and return it in as good or better condition, and generally be extra responsible when using someone else's property.

Cheating

Classroom cheating is a serious breach of discipline. Any student who cheats on a class assignment, quiz, or test may be given a grade of zero (0). Parents/guardians will be notified of the violation. Students who knowingly allow others to copy their work may also be given a grade of zero (0).

Loss of Privileges

Students may lose privileges such as special class activities, field trips, etc. as a result of misbehavior and/or failing to complete daily work as assigned.

Removal from Class

Students who are disruptive or undermine the authority of the teacher in the classroom may be temporarily removed from a class. If there is a major infraction or if other means fail to correct on-going minor disruptions, a teacher may send the student to the Principal's Office. The student must go directly from the classroom and report to the Principal immediately. Typically the Principal will talk with the student and parents will be notified of the incident. The parents/guardians may be asked to arrange a conference concerning the matter. Often a student, teacher, parent/guardian conference may be conducted in an attempt to remedy the situation. **Parental/guardian support is essential to the maintenance of good student behavior.**

Detention Policy

1. Students may be assigned detention time by any teacher for unexcused tardiness to class, offense committed in the classrooms, halls, restrooms, cafeteria, study hall, library or school sponsored events.
2. Detentions may be assigned for before school, during lunch, or after school.
3. Teacher assigned detention time should instruct the offender to report to that teacher's classroom for study of special assignments. Bus students' detention appointments may be deferred 24 hours enabling the student and parents/guardians to make transportation arrangements.
4. Students who do not follow the instructions of the teacher assigning the detention will receive appropriate disciplinary action from the Principal.

Students failing to serve an assigned detention on the date assigned will have the length of detention doubled the first time for failure to serve. The second time the student will be informed of their failure to serve the detention and a letter sent home informing the parents/guardians of the student's actions. The third time a student fails to serve an assigned detention, the student may be given an in-school suspension or an out-of-school suspension for one day.

In-School Suspension

When a student is sent to the office for disciplinary reasons, it is automatically assumed that the student's behavior has gone beyond the classroom's limits of tolerance. Elementary students may have short periods of time in the Principal's office without being considered a formal in-school suspension. When the student's actions are deemed serious enough to warrant an in-school suspension, the following rules then apply:

1. The student's parents/guardians are called
2. Students are allowed to complete work for full-credit on the date that the suspension is being served. This includes art, PE, band, or chorus.
3. The students must bring all books and supplies needed for the entire day to the assigned room before 8:20 AM as he/she will not be allowed to go to his/her locker or classroom after that time.
4. The student is not allowed to talk to anyone unless the Principal, Secretary, or a teacher asks him/her a question.
5. The student will be allowed to go to the restroom once in the morning and once in the afternoon. This must be done when other students are in class and permission must be received from the Principal or supervising teacher.
6. The student will eat his/her lunch at the same time as the supervising teacher. The student will remain in the assigned area for lunch. He/she should bring a sack lunch or purchase lunch from the cafeteria.

7. The student is not to leave the assigned area for any purpose without permission from the Principal or supervising teacher.
8. Writing on or any other damage to the in-school suspension area table, chair, desk, etc. is not allowed.
9. The student is to work on assignments or to read an approved book. Sleeping, games on Chromebook, etc. are not allowed.
10. Students serving in-school suspension are not allowed to attend or participate in extracurricular activities.

STUDENTS THAT FAIL TO ADHERE TO ALL OF THESE RULES MAY BE GIVEN ADDITIONAL DAYS OF SUSPENSION

Examples of Infractions:

An infraction of the following rules will cause a student to be assigned to an in-school suspension area for up to two (2) days. Subsequent offenses will result in even more severe disciplinary actions.

1. Use of profane or vulgar language, obscene gestures, threatening or intimidating acts or gestures directed to teachers or any school employee.
2. Use of profane or vulgar language, obscene gestures, threatening or intimidating acts or gestures directed toward students.
3. Bullying

More serious infractions of school rules such as gross disrespect, throwing objects, theft, vandalism, etc. may generally receive more severe punishment. If personal injury occurred, the penalty may be increased up to and including expulsion.

Out-of-School Suspension

Section 10-22.6 of the School Code of Illinois gives the Board of Education and Principals the power to expel or suspend students for "gross disobedience or misconduct". (see also Suspension, Expulsion, Due Process, and Grievance Procedure). Out-of-school suspension will be given for any situation where the safety and welfare of the students or teachers are involved, or for repeated or severe misconduct. Out-of-school suspension and expulsion notices shall contain a statement specifically excluding the student from all school activities and school grounds during the period of suspension or expulsion and state the consequence for violation of this restriction, such as arrest for trespassing. Students will be expected to complete all missed homework for full credit. The Fisher Community Unit School District #1 may impose out-of-school suspension for up to ten days based on the following principles. Fisher CUSD #1 prefers in-school suspensions but violations of the following general principles provide justification for out-of-school suspensions.

Types of student misconduct which may result in out-of-school suspension:

1. Fighting. Elementary students caught fighting will receive an automatic out-of-school suspension. Depending on the severity & previous offenses, the suspension could be for multiple days.
2. Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct.
3. Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct.
4. Improper use of cell phones.
5. Causing or attempting to cause damage to, or stealing or attempting to steal school property or another person's personal property.
6. A student who uses, possesses, controls, or transfers a weapon, or any object that can reasonably be considered, or looks like a weapon, may be expelled for a definite time period of at least one calendar year, but no more than two calendar years except that the Board may modify the expulsion period on a case-by-case basis. A "weapon" means possession, use, control, or transfer of any object, which may be used to cause bodily harm, including, but not limited to, firearms, knives, guns, rifles, shotguns, brass knuckles, and billy clubs or "look-alike" thereof. Such items as baseball bats, pipes, bottles, locks, sticks, pencils, and pens may be considered weapons if used or attempted to be used to cause bodily harm. The building Principal or designee shall notify the criminal justice or juvenile delinquency system of any student who brings a firearm or weapon to school.

Bullying

Fisher Community Unit School District #1 has in place a policy on bullying. It is important that all students, parents/guardians, and employees of the district know that Fisher Schools will not tolerate bullying. Copies of the policy may be obtained from the district office or Article XXXI below. FGS implements the *Second Step* curriculum to be proactive against bullying.

"Bullying" in the Illinois School Code is defined as: any severe OR pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property
2. Causing a substantially detrimental effect on the student's or students' physical or mental health
3. Substantially interfering with the student's or students' academic performance

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

Cyberbullying is also defined as: "bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, email, instant messaging, text messaging, a social media application, an Internet website, or any other internet-based communication tool. This includes bullying through the distribution by electronic means or the posting of a digital replica of an individual who is engaged in an activity in which the depicted individual did not engage in, including, but not limited to, sexually explicit digitized depictions of the individual.

Families will be notified within 24 hours of a bullying accusation or event in which the school becomes aware of. Students guilty of bullying will be required to complete a bullying curriculum guided by the principal.

Access to Student Social Networking Passwords & Websites

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

XIII. GUIDANCE & COUNSELING

The school provides a guidance and counseling program for students. The school's counselors are available to those students who require additional assistance.

XIV. SEARCH & SEIZURE

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

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

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

reasonable expectation of privacy in these places or areas or in their personal effects left there.

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

Students Searches

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

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

Seizure of Property

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

Questioning of Students Suspected of Committing Criminal Activity

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

a law enforcement officer trained in promoting safe interactions and communications with youth is present during the questioning.

XV. VIDEO & AUDIO MONITORING

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

To protect the privacy and confidentiality of all our students, parents are not permitted to view video footage from our school's surveillance systems. These recordings may capture images of multiple children, and releasing this footage would be a violation of the privacy rights of students not directly involved in a specific concern.

XVI. TECHNOLOGY

We have numerous computers available for teacher, class, and individual student use. The computers have access to the Internet. All students are closely supervised and monitored by adults when they access material on the Internet. In addition, each student in grades K-6, and their parent(s), are required to sign an Acceptable Use Policy in order to use the Internet (once signed, this Acceptable Use Policy is valid until graduation from high school unless revoked by the school or parent).

Acceptable Use of the District's Electronic Network

All use of the District's electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or prohibited behavior by users. However, some specific examples are provided. **The failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or legal action.**

Terms & Conditions

The term *electronic* networks includes all of the District's technology resources, including, but not limited to:

1. The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-provided Wi-Fi hotspots, and any District servers or other networking infrastructure;
2. Access to the Internet or other online resources via the District's networking infrastructure or to any District-issued online account from any computer or device, regardless of location;
3. District-owned and District-issued computers, laptops, tablets, phones, or similar devices.

Acceptable Use

Access to the District's electronic networks must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use.

Privileges

Use of the District's electronic networks is a privilege, not a right, and inappropriate use may result in a cancellation of those privileges, disciplinary action, and/or appropriate legal action. The system administrator or Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. His or her decision is final.

Unacceptable Use

The user is responsible for his or her actions and activities involving the electronic networks. Some examples of unacceptable uses are:

1. Using the electronic networks for any illegal activity, including violation of copyright or other intellectual property rights or contracts, or transmitting any material in violation of any State or federal law;
2. Using the electronic networks to engage in conduct prohibited by board policy;
3. Unauthorized downloading of software or other files, regardless of whether it is copyrighted or scanned for malware;
4. Unauthorized use of personal removable media devices (such as flash or thumb drives);
5. Downloading of copyrighted material for other than personal use;
6. Using the electronic networks for private financial or commercial gain;
7. Wastefully using resources, such as file space;
8. Hacking or attempting to hack or gain unauthorized access to files, accounts, resources, or entities by any means;
9. Invading the privacy of individuals, including the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature, such as a photograph or video;

10. Using another user's account or password;
11. Disclosing any network or account password (including your own) to any other person, unless requested by the system administrator;
12. Posting or sending material authored or created by another without his/her consent;
13. Posting or sending anonymous messages;
14. Creating or forwarding chain letters, spam, or other unsolicited messages;
15. Using the electronic networks for commercial or private advertising;
16. Accessing, sending, posting, publishing, or displaying any abusive, obscene, profane, sexual, threatening, harassing, illegal, or knowingly false material;
17. Misrepresenting the user's identity or the identity of others; and
18. Using the electronic networks while access privileges are suspended or revoked.

Network Etiquette

The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

1. Be polite. Do not become abusive in messages to others.
2. Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
3. Do not reveal personal information, including the addresses or telephone numbers, of students or colleagues.
4. Recognize that the District's electronic networks are not private. People who operate District technology have access to all email and other data. Messages or other evidence relating to or in support of illegal activities may be reported to the authorities.
5. Do not use the networks in any way that would disrupt its use by other users.
6. Consider all communications and information accessible via the electronic networks to be private property.

No Warranties

The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Indemnification

By using the District's electronic networks, the user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Security

Network security is a high priority. If the user can identify or suspects a security problem on the network, the user must promptly notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep user account(s) and password(s) confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the network as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the networks.

Vandalism

Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of malware, such as viruses and spyware.

Telephone Charges

The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, texting or data use charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Copyright Web Publishing Rules

Copyright law and District policy prohibit the re-publishing of text or graphics found on the Internet or on District websites or file servers/cloud storage without explicit written permission.

1. For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.
2. Students engaged in producing web pages must provide library media specialists with email or hard copy permissions before the web pages are published. Printed evidence of the status of public domain documents must be provided.
3. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.

4. The fair use rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
5. Student work may only be published if there is written permission from both the parent/guardian and student.

Use of Email

The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students in fulfilling their duties and responsibilities, and as an education tool.

1. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited.
2. Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum.
3. Electronic messages transmitted via the District's Internet gateway carry with them an identification of the user's Internet domain. This domain is a registered name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients.
4. Any message received from an unknown sender via the Internet, such as spam or potential phishing emails, should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.
5. Use of the District's email system constitutes consent to these regulations.

Internet Safety

Internet access is limited to only those *acceptable uses* as detailed in these procedures. Internet safety is supported if users will not engage in unacceptable uses, as detailed in these procedures, and otherwise follow these procedures.

Staff members will supervise students while students are using District Internet access to ensure that the students abide by the *Terms and Conditions* for Internet access contained in these procedures.

Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for

students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee.

The system administrator and Building Principals shall monitor student Internet access.

Access to Non-School Sponsored Publications

Non-School Sponsored Publications Accessed or Distributed On Campus

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by the School District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or sexting as defined by School Board policy and the Student Handbook;
4. Is reasonably viewed as promoting illegal drug use;
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students¹; or
6. Incites students to violate any Board policies.

Accessing or distributing on-campus includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

Use of Artificial Intelligence

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

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

In certain situations, AI may be used as a learning tool or a study aid. Students who wish to use AI for legitimate educational purposes must have permission from a teacher or an administrator.

Students may use AI as authorized in their Individualized Education Program (IEP). Students may not use AI, including AI image or voice generator technology, to violate school rules or school district policies.

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

Google Workspace

By signing the handbook, you are giving your consent for your student/child to use Google Workspace for Education and its third-party services. Please reach out to the technology director if you have an issue with this policy before signing this handbook.

Chromebook Usage Policy

Fisher Grade School provides students with Chromebooks as valuable educational tools to enrich learning, facilitate collaboration, and develop essential digital literacy skills. To ensure a safe, focused, and productive learning environment, all students must adhere to the following usage policy during the school day.

Purpose: Minimizing Screentime & Academic Distraction

The primary objective of this policy is to maximize active, in-person learning and minimize digital distractions during the academic day. Chromebooks are to be opened and utilized **only** when explicitly instructed by a teacher for a specific educational activity. When not in active use for a lesson, devices must remain closed and flat on the student's desk or stored

in their designated classroom location.

Specific Content Restrictions

To preserve the integrity of the instructional day, strict boundaries are placed on non-academic digital media.

- **YouTube and Video Streaming:** Access to YouTube is restricted. Students may only view specific, educational videos directly embedded within assignments by their teacher, or approved channels within the school's filtered environment. Independent browsing, searching for entertainment videos, or watching non-assigned content is strictly prohibited.
- **Music and Audio Streaming:** Listening to music via platforms like Spotify, YouTube Music, or other streaming services is not permitted during the school day. Sound must be muted at all times unless headphones are required for a specific, teacher-directed learning module (such as a read-aloud or phonics program).
- **Online Gaming:** Video games, including web-based browser games and educational-style gaming sites not explicitly assigned by the teacher, are barred during class time, transitions, and indoor recess. Chromebooks are strictly for learning, not entertainment.

Classroom Monitoring & "Securly" Software

To ensure safety and maintain accountability, the district utilizes **Securly** classroom management software. This system provides teachers and administrators with real-time visibility and control over student online access while they are utilizing school-issued Chromebooks. Through Securly, teachers can see live thumbnails of every student's screen from their own computer, push specific educational tabs directly to student devices, and instantly lock screens to redirect attention to the front of the classroom.

Progressive Consequences for Misuse

Using a Chromebook is a privilege, not a right. When a student chooses to violate this policy by accessing games, streaming unapproved music/videos, or browsing unauthorized sites, progressive disciplinary actions will be enforced to correct the behavior.

Infraction Level	Description of Misuse	Enforced Consequence
1st Offense	Minor or first-time off-task digital behavior (e.g., opening a game browser tab, looking up unassigned videos).	Warning: Verbal warning by the teacher; immediate closure of the device; correction via Securly screen redirection.
2nd Offense	Repeated off-task behavior following a warning, or deliberate evasion of teacher monitoring.	Parent Contact: The teacher will message or call the parent/guardian.
3rd Offense	Persistent refusal to follow technology guidelines, or continued misuse of the device.	Loss of Privilege: Chromebook privileges will be suspended for a designated period, requiring the student to complete all assignments using paper and pencil.
4th Offense	Persistent refusal to follow technology guidelines, or severe misuse of the device.	Independent Lunch: The student will eat lunch independently to reflect on responsible technology use.
5th Offense	Persistent refusal to follow technology guidelines, or severe misuse of the device.	Office Referral & Detention: The student will be referred to administration and assigned a school detention.

After the 5th offense students will finish the quarter with no Chromebook usage and will complete all tasks on paper and pencil. The offenses will restart at the beginning of each quarter allowing students a fresh start at the beginning of each quarter.

XVII. TRANSPORTATION

Transportation Information

The District shall provide free transportation for any student in the district who resides at a distance of 1.5 miles or more from the school. A Town Route bus service is also available to students within 1.5 miles at various locations throughout the village.

[Transportation Website](#)

Transportation Changes

All transportation changes must be communicated to the office BEFORE 2:00. Contacting the office after 2:00 does not ensure that the teachers/your child will receive the transportation change.

Alternative Locations

To keep everyone safe, students must ride their assigned bus home each day. If your child needs to take a different bus (for example, to go to a friend's house), please send a written note to the front office in the morning. We will then give the student a bus pass to show the driver.

Bus Conduct

Students are expected to follow all school rules when riding the school bus. A student may be suspended from riding the bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Violating any school rule or school district policy.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the building principal deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the School Board may suspend the student from riding the school bus for a period of more than 10 days for safety reasons.

A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

School Bus Safety Rules

1. Be aware of moving traffic and pay attention to your surroundings.
2. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles

3. Arrive on time at the bus stop and stay away from the street while waiting for the bus.
4. Stay away from the bus until it stops completely and the driver signals you to board. Enter a single file without pushing. Always use the handrail.
5. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus.
6. Talk quietly on the bus. No shouting or creating loud noises that may distract the driver. Tablets, computers, smart phones, smart watches, and other electronic devices must be silenced on the bus unless a student uses headphones.
7. Help keep the bus neat and clean. Keep belongings out of the aisle and away from emergency exits. Eating and drinking are not allowed on the bus.
8. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that would distract the driver or bother other passengers.
9. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus.
10. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take at least five giant steps (10 feet) away from the bus and out of the danger zone, until you can see the driver and the driver sees you. Never crawl under a bus.
11. If you must cross the street after you get off the bus, wait for the driver's signal and then cross in front of the bus. Cross the street only after checking both ways for traffic, even after the driver's signal.
12. Never run back to the bus, even if you dropped or forgot something.

XVIII. 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 policy manual or requested from the Superintendent's office.

Policy Manual see:

PRESS 5:120, Employee Ethics; Code of Professional Conduct; and Conflict of Interest
PRESS 5:120-AP2, Employee Conduct Standards

XIX. RECESS

All K-5 students will receive at least 30 minutes of recess daily. Students will go outside if the wind-adjusted temperature is +20 degrees (coats, gloves, hats). Grades K-4 may also

have other recess breaks during the day at the discretion of the individual teachers. When the temperature is below a wind-adjusted temperature of 40 degrees, students are required to wear long pants.

XX. ACADEMIC SERVICES (WIN, IEPs & 504 Plans)

Several special programs are offered by Fisher Grade School so that each student may have the opportunity to reach his or her full potential. These programs include; National School Lunch Program (see Free and Reduced Lunches), Special Education, Title I Reading and Math services, and Summer School.

An outline of the different services available can be found on the [FGS Academic Services](#) webpage.

Special Education (IDEA and 504 Plans)

Special education programs and services are available in our district or in other districts within our special education cooperative. Services are available for all types of handicaps and/or exceptionalities. Parents/guardians or teachers may make referrals of students for special education programs and services. Students will not be referred for a special education case study or be included in a program of special education without prior notification and knowledge of the parent/guardian. Parents/guardians may request a copy of the "Rules and Regulations to Govern the Administration and Operation of Special Education" by writing to the Illinois State Board of Education, Department of Special Education, 100 North First Street, Springfield, IL 62777. "A Parent's Guide -- The Educational Rights of Handicapped Children" is also available in the school offices. If you have any questions about the availability of special education services in this district, please contact the building Principal or superintendent.

What I Need (WIN)

Fisher Grade School participates in this federal program that provides additional assistance to students experiencing difficulty in Mathematics or Reading. Our interventionists act as Reading and Math resources for the entire building. These teachers work with individual students or small groups to assist with reading and/or math deficits. For more information about this program, please contact the building Principal. Intervention supports are implemented at the discretion of the teachers/ administration and do not require parental consent.

XXI. SUMMER SCHOOL

Upon Board approval, Fisher may offer a summer school program. Our Boost Program may be offered in late July for K-6 students who are recommended by their classroom teachers. Enrollment is limited.

XXII. PARENT ORGANIZATIONS (PIE)

Parent organizations are invaluable resources to the District's schools. While parent organizations and booster clubs have no administrative authority and cannot determine District policy, the School Board welcomes their suggestions and assistance.

Parent organizations may be recognized by the Board and permitted to use the District's name, a District school's team name and school facilities provided they first receive the Superintendent or designee's express written consent. At no time does the District accept responsibility for the actions of any parent organization regardless of whether it was recognized by the District.

Partners in Education (PIE)

Parents are encouraged to join PIE and become active in supporting your schools. This is the parent/teacher group serving the needs of the students at Fisher. This parental organization performs the roles and functions of being the primary parent-teacher organization within the district. For more information, please contact the school Principal. PIE generally meets in the Grade School Library at 6:30 PM. These dates can be found on the District calendar, website or app.

XXIII. HELPING HANDS

To a huge extent the success of Fisher Grade School is due to a large amount of parental support. One tangible way to provide this support is to become involved in the day-to-day functioning of the school as a Helping Hand. A Helping Hand is an individual that offers a helping hand to the teachers by volunteering to help at the school or to do helpful things at home for the school. Please contact the school office to volunteer your time or efforts.

All school volunteers must complete a volunteer packet, background check and be approved by the building principal prior to assisting at the school. Forms are available in the school office. Some teachers utilize parent volunteers in the classroom. The individual teachers make this decision. Teachers who desire parent volunteers will notify parents. For school-wide volunteer opportunities, please contact the building principal.

Volunteers are required to check in and out at the main office and receive a visitor badge before going to their destination.

XIV. DCFS or POLICE INTERROGATION

Sometimes an agency such as the Illinois Department of Children and Family Services (DCFS) or law enforcement agencies need to talk with children at school. Board Policy 7.15 outlines the procedures used in these situations.

XXV. ASBESTOS MANAGEMENT PLAN

The Fisher Grade School has its Asbestos Management Plan available for inspection or review as required by the state. The plan may be reviewed at the superintendent's office or the Fisher Grade School Office. (No asbestos containing construction materials were specified or used in the construction of the Fisher Grade School.)

XXVI. SAFETY DRILLS & PROCEDURES

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

Emergencies & Disasters

Fisher Community Unit School District #1 has a plan (Board Policy 4.19) on how to handle emergencies and disasters, including; district wide emergencies, weather emergencies, hazardous materials evacuation, bomb threat procedures, and other disturbances. Contact the school office or superintendent for copies of this policy.

XXVII. GRIEVANCE PROCEDURE

A grievance is a difference of opinion raised by a student, a group of students, a parent/guardian, an employee or other individual(s) usually involving; (1) the meaning, interpretation or application of established policies; (2) difference of treatment; or (3) application of legal requirements, procedures, or rules. Most differences of opinion or misunderstandings can be solved through discussions with the person directly responsible. If this has been attempted, informal discussion with the building Principal is recommended before contacting a Complaint Manager (Policy 2.27). Fisher Community Unit School District #1 has an established Grievance Procedure, which includes designated Complaint Managers (Board Policy 2.27 Uniform Grievance Procedure). Before filing a grievance, the board policies on the area of concern and Policy 2.27 should be read. All Board of Education Policies are available (Policy 2.25, 2.26) from the district office.

Complaints About Curriculum, Instructional Materials & Programs

Parents or guardians have the right to inspect all instructional materials used as a part of their child's education. If you believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy, you may file a complaint under the District's uniform grievance policy. Parents or guardians with other suggestions or complaints about curriculum, instructional materials, or programs should complete a [Curriculum Objection Form](#). A parent or guardian may also request that their child be exempt from using a particular instructional material or program by completing a Curriculum Objection Form or notifying the building principal.

Exempting a child from using instructional material or refusing to allow a child from taking or participating in course content or a program that allows parents or guardians to object in writing and/or opt their child out of participation shall not be reason for disciplinary action or academic penalty to the student.

XXVIII. HOMELESS STUDENTS

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, as provided to other children and youths, including a public

XXIX. NON-DISCRIMINATION POLICY

Fisher Community Unit School District #1 ensures that equal educational and employment opportunities are offered regardless of race, color, national origin, age, sex, religion, or handicap (Board Policy 5.1, 7.1, 7.23). Grievance procedures have been established to

provide prompt and equitable resolution of student and employee complaints (Board Policy 2.27). Questions in reference to education opportunities or equal opportunity employment should be directed to the superintendent. The superintendent will act as or assign a complaint manager to coordinate the districts' efforts to comply with these laws.

XXX. PRIVACY IN THE SCHOOL SETTING

Law permits Illinois elementary and secondary schools to obtain social networking passwords of students if there is “reasonable cause to believe” the site contains evidence that a school rule was broken - Public Act 098-0129

XXXI. SEXUAL HARASSMENT

Fisher Community Unit School District #1 has in place a policy (Board Policy 7.2) on sexual harassment. It is important that all students, parents/guardians, and employees of the district, know that Fisher Schools will not tolerate this type of activity. Copies of the policy may be obtained from the school office.

XXXII. SEX OFFENDER STATEMENT

Public Act 94-0994, which was passed by the State of Illinois General Assembly, amends the *Sex Offender Registration Act* and requires school districts to notify parents that information about sex offenders is available to the public as provided for in the Act. The web site for the *Illinois Sex Offender Registry* is: <http://www.isp.state.il.us/sor/>. Click on “I Agree” at the bottom of the page to access the search page. To view a map of registered sex offenders, please go to: <http://www.familywatchdog.us/>

XXXIII. TITLE IX

Title IX law and policy has changed and Fisher CUSD #1 will implement these new policies, staff will receive training, and provide an update on these policies to students and parents.

XXXIV. ERIN’S LAW

Each year, students in grades 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 developmentally appropriate information to students. Lessons will be provided by RACES of Champaign County with the classroom teacher present as well.

XXXV. BULLYING: PREVENTION AND RESPONSE

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**.

No student shall be subject to bullying:

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 nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. *This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any nonschool-related activity, function, or program.*

Definitions from 105 ILCS 5/27-23.7

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

- Placing the student or students in reasonable fear of harm to the student's or students' person or property;
- Causing a substantially detrimental effect on the student's or students' physical or mental health;

- Substantially interfering with the student's or students' academic performance; or
- Substantially interfering with the student's or students' 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 (1) 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*; (2) the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*; and (3) the posting or distribution of an unauthorized digital replica by electronic means if the posting or distribution 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.

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12.

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the

student is comfortable speaking. All school staff members are available for help with a bully or to make a report about bullying. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator:

Brian Bajer

211 W Division, Fisher IL 61843

brian.bajer@fisherk12.org

217-897-1225

Complaint Managers:

Jake Palmer

801 S Fifth Street, Fisher 61843

jake.palmer@fisherk12.org

(217) 897-1133

Matt Vogel

211 W Division Street, Fisher 61843

matt.vogel@fisherk12.org

(217) 897-1225

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.

5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:

- a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into

consideration additional relevant information received during the course of the investigation about the reported bullying incident.

- b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
- c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
- d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

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

- 6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
- 7. A reprisal or retaliation against any person who reports an act of bullying is prohibited. Any person's act of reprisal or retaliation will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.
- 8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.
- 9. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
- 10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when

hired), and must also be provided periodically throughout the school year to students and faculty.

11. Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:

- a. The frequency of victimization;
- b. Student, staff, and family observations of safety at a school;
- c. Identification of areas of a school where bullying occurs;
- d. The types of bullying utilized; and
- e. Bystander intervention or participation.

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

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

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

XXXVI. INTIMIDATION & HARASSMENT

The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:

- a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
- b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.
- c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.
- e. 6:235, *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- f. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
- g. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
- h. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- i. 7:310, *Restrictions on Publications; Elementary Schools*, and 7:315, *Restrictions on Publications; High Schools*. These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

XXXVII. PRIORITIZATION OF URGENCY OF NEEDS (PUNS)

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:

Jennifer Armstrong – armstrongj@rccsec.org
Rural Champaign County Special Education Cooperative
[Puns Guide](#)