



PROVISO TOWNSHIP DISTRICT 209 HIGH SCHOOLS

One Team One Goal **One Proviso**

Summer School Catalog 2019



Proviso Township High Schools District 209

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Maywood, IL 60152

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708-202-1611

Proviso West High School

4701 W. Harrison Street
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Dr. Nia Abdullah,
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Proviso Math & Science Academy

8601 W. Roosevelt Rd
Forest Park, IL 60130

Dr. Bessie Karvelas,
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708-275-4168

Central Administration

Dr. Jesse Rodriguez, Superintendent of Schools

Dr. Nicole N. Howard, Assistant Superintendent of Academics and Family Services

Dr. Anthony Brazouski, Assistant Superintendent of Human Resources, Safety, & Athletics

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Dr. Greta Mitchell-Williams, Director of Curriculum, Assessment, & Program Evaluation

Tracy Avant-Bey, Director of Technology

Dan Johnson, Director of Student and Family Services

Sharon Palmer, Director of Finance

Vanessa Schmitt, Director of Specialized Services

Dr. Jeremy Burnham, Manager of English Language Learners and World Languages

Antoinette Rayburn, Manager of Career Readiness and Student Programs

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Mission

To provide the highest quality education, where learning, leadership, service, and research-based practices ensure equitable and meaningful opportunities for all students.

Vision

Through expectations of excellence and by providing equitable educational opportunities to empower each student, our graduates are prepared for college, careers and to serve as contributing members of a dynamic global society.

Goals



ENHANCE ACADEMIC ACHIEVEMENT



EMPOWER STUDENTS, FAMILIES, AND COMMUNITIES



ENSURE EFFECTIVE AND EFFICIENT OPERATIONS



Summer 2019 Calendar

Registration

April 17, 2019 – June 5, 2019

Please note: An adequate number of students are needed for a course to be offered in Summer School. The administration may cancel any course for which there is insufficient enrollment in any given semester. Additionally, classes can only be offered if there is appropriate teaching staff available. In the event of a cancellation, a full refund of fees will be given.

Recovery Courses

Recovery courses are taken to replace a course a student has failed.

All recovery courses meet at PMSA.

Dates	Session A June 10, 2019 – June 27, 2019 Session B July 1, 2019 – July 22, 2019; no school July 4, 2019
3 Weeks per Session	Summer School Graduation July 23, 2019
Schedule	Classes meet Monday - Thursday. No class on Fridays. 8:00 a.m. – 12:00 p.m. Proviso East 8:30 a.m. – 12:30 p.m. Proviso West & PMSA

Original Credit Courses

Original credit refers to courses taken for the first time. Each course is worth .5 credit.

Courses meet at all three schools.

Dates	5 week session June 10, 2019 – July 15, 2019
Schedule	Classes meet Monday - Thursday. No class on Fridays. 8:30 a.m. – 12:30 p.m.

Freshman STEAM Course

Five-week summer camp for incoming freshmen. Application required.

Dates	5 week session June 17, 2019 – July 22, 2019
Schedule	Classes meet Monday - Thursday. No class on Fridays. 8:30 a.m. – 12:30 p.m.

Summer Theme Camps (Freshman Transition & Sophomore Enrichment)

Theme based camps for freshmen and sophomores. Open Enrollment.

Dates	Session A. June 17 – June 27 Session B. July 1 – July 15
2 weeks	
Schedule	Classes meet Monday - Thursday. No class on Fridays. 8:30 a.m. – 12:30 p.m.

Extended School Year (ESY)

ESY is designed to retain academic, transition, and life skills for students with individual education plans (IEP) throughout the summer months. Location: PMSA
See ESY Manual for full details.

How to Enroll for Recovery Courses and Behind the Wheel

1. Meet with counselor to obtain a registration form.
2. Return completed registration form along with payment to the Business Office prior to registration deadline. *Non-district students will be required to verify residency.*

Please note: Registration is not complete until full payment of fee is made. *Students who have a demonstrated financial need, may be placed on obligation for one course.*

A student who is registered for a summer school course and does not plan to attend must **withdraw by June 3, 2019**; the student will receive a refund by mail of fees for summer school less any outstanding fees that are owed to the District.

Students, who do not withdraw and do not attend the class, will NOT receive a fee refund.

When the classes are full, students will be placed on a waiting list. Students will be called on the first day, June 10, 2019 from the waiting list, and the classes will be filled on a first come/first serve basis as students come in and pay for classes.

Please contact your counselor for all questions related to summer school.

Counselor Contact: [Antoinette Rayburn](#), Manager of College and Career Readiness

Proviso East	Proviso West	Proviso Math and Science
Lisa Di Silvio	Stefanie Andrews	Amy Paulus
Evelyn Abelar	Nicole O'Connor	Constance Paprocki
John Korntheuer	Lynell Ingram	Stephanie Nix
George Pappas	Claudia Holland	
Jessica Cole	Katie Murdock	
Linda Soria-Alvarez	Hillary Gray -Jones	
Melissa Lugo	Carla Williams	
	Sherman Blade	

How to Enroll for Original Credit Courses

1. Meet with counselor to obtain a registration form.
2. Return completed registration form to the counselor prior to registration deadline. There is no fee for PTHS D09 students.

Non-district students will be required to verify residency and pay course fee.

How to Enroll for STEAM Course

1. Complete application form. Forms can be found in the Main Offices of each Proviso High School and online at <http://bit.ly/ProvisoSTEAM>. Applications must be completed and submitted by May 10, 2019 in order to be considered.
2. Selected participants will be notified by May 17, 2019. Acceptance forms must be returned by May 24, 2019 to secure your spot in the program. Instructions for return will be included on acceptance letter.

How to Enroll in Freshman Transition and Sophomore Enrichment Camp

1. Complete application form. Forms can be found in the Main Offices at Proviso East and Proviso West or online using this link: [Proviso Summer Camp](#). Spots are limited and will be awarded in the order in which they are received.
2. Complete and return the acceptance form no later than May 24, 2019. Instructions for return will be included on the form.

SUMMER SCHOOL FEES

Recovery Courses

Fees for residents of District 209 will be **\$100** per half credit recovery course, with the exception of, Extended School Year (ESY). Summer School is open to all high school students that reside in District 209 boundaries.

Original Credit Courses

There are no fees for D209 students for original credit. Fees are \$100.00 for non-district students who reside in the D209 boundaries.

Behind the Wheel fee is \$175.00.

Fees are accepted only at the time of registration NO EXCEPTIONS, but please note the following:

To enroll in a class, the student must bring his/her registration form to the appropriate Summer School Registration date/location and *pay the full fee, if any.*

Personal checks with name, address and phone number, and imprinted check number printed on the check will be accepted.

REFUND POLICY

A student who is registered for Summer School and does not plan to attend must withdraw by June 3, 2019. There will be NO refunds after these dates. Approved refunds of fees for Summer School will be awarded by mail less any outstanding fees that are owed to the District.

There will be NO refunds for students that are dropped due to a violation of the attendance and/or discipline policy.

ATTENDANCE POLICY

Students enrolling in Summer School are expected to be in class every day since each day in Summer School is equivalent to four days of regular school. One hour of instruction is equivalent to one day.

After one absence, students may be at risk of being dropped from the summer school course by an administrator.

If a student completes a course with a passing grade before the conclusion of the session, he/she is not required to attend the remaining sessions.

ID POLICY

All students participating in any summer school program are required to wear their summer school ID card while on the summer school site premises. Students without an ID card will not be allowed in classes. Students needing to purchase an ID card will be charged \$5.00.

CREDITS AND GRADES

All courses are offered at the regular level and worth .5 credit each. Honors and Advanced Placement (AP) levels are not offered during the summer sessions.

No credit will be awarded for courses not completed by the session end date.

If a student in session I, completes a course by June 19, 2019, he/she may meet with a counselor and request to take an additional course. This course must be completed by the session I end date. Extensions will not be granted. The fee for the additional course is \$50.

If a student in session I, completes a course by July 10, 2019, he/she may meet with a counselor and request to take an additional course. This course must be completed by the session II end date. Extensions will not be granted. The fee for the additional course is \$50.

GRADUATION CEREMONY

School District 209 will have a summer graduation ceremony. Each student must have his or her counselor submit the appropriate form to the summer school counselor in charge of graduation. Graduating students will wear caps and gowns. **Graduation is July 23, 2019 at 6:00 p.m. at PMSA High School in the Auditorium.**

FOOD SERVICE

Complimentary breakfast is available for all students prior to the start of each regularly scheduled summer school session. Lunch is available at the conclusion of each session.

RECOVERY SCHOOL COURSE OFFERINGS

English	Math
English I. English II. English III. English IV.	Algebra I Algebra II Geometry Integrated Math I – PMSA Integrated Math II - PMSA Integrated Math II - PMSA Math Studies - PMSA Personal Finance Precalculus – PMSA Statistics
Physical Education	Social Studies
Health PE	American Government – PMSA Civics Global Studies - PMSA Geography U.S. History World History
Science	
Biology Chemistry Earth Science Physical Science Physics	

ENRICHMENT SCHOOL PROGRAM OFFERINGS

AMP

Grade 10 (PMSA)

The summer AMP is a required course for future enrollment in the International Baccalaureate (IB) Analysis and Approaches Mathematics Course, which IB students take during their Junior and Senior years. It is designed to cover content that will prepare students to excel in high level Diploma Programme math.

Credit 0.5

Fee: None

June 10-July 15

8:30 am – 12:30 pm

Behind the Wheel

Grades 10-12

Behind-the-Wheel instruction is an optional 6-hour course. The permit allows the students to begin the required 50 hours of behind-the-wheel instruction with their parent and the 6-hour behind-the-wheel school phase.

Credit: N/A

Fee: \$175.00

Consumer Education

Grades 10-12

The Consumer Education course provides students with an understanding of the concepts and principles involved in managing one’s personal finances. Topics include savings and investing, credit, insurance, taxes and social security, spending patterns and budget planning, contracts, and consumer protection.

Credit: 0.5 credit

Fee: None

June 10 – July 15

8:30 am – 12:30 pm

Driver’s Education Classroom

Grades 10-12

The Driver’s Education program, consists of two phases of instruction, classroom and behind-the-wheel (optional). It is designed to develop safe, courteous and skillful drivers. To enter the driver education program students must have completed freshman physical education and maintained an 80% attendance rate during the school year prior to taking this course. The classroom phase emphasizes the importance of students developing desirable attitudes toward the responsibilities associated with the operation of a vehicle. At the end of this course students receive their permit, which must be held nine (9) months before they can be issued a license.

Credit: 0.5

Fee: None

June 10 – July 15

8:30 am – 12:30 pm

Enrichment Camp

Grade 10 (East/West only)

The camp is designed for students who want to excel academically and socially. The program will ignite your interests while challenging you in a fun, safe environment. Begin your next year of high school with the skills to excel and achieve your goals.

Credit: N/A

Fee: None

June 17 – June 27

8:30 am – 12:30 pm

Or July 1 – July 15

Journalism

Grades 11-12

This course introduces students to the concepts of newsworthiness and press responsibility; develops students’ skills in writing and editing stories, headlines, and captions; and teaches students the principles of production design, layout, and printing. Photography and photojournalism skills may be included.

Credit: 0.5

Fee: None

June 10 – July 15

8:30 a.m. – 12:30 pm

Mural Art

Grades 9-12

This course provides students with the knowledge and opportunity to explore the mural art form and to create a mural for public display. As students advance and become more adept, the instruction regarding the creative process becomes more refined, and students are encouraged to develop their own artistic styles.

Credit: 0.5

Fee: None

June 10 – July 15

8:30 am – 12:30 pm

STEAM I

Grade 9

STEAM I is an interdisciplinary course in which students use chemistry, mathematics, technology, business and art to design and launch a bath and beauty business. Students are required to develop their own product, conduct market and consumer research, and develop an advertising campaign. Students will present product and business plan during an expo on the last day of class.

Credit: 0.5

Fee: None

June 17 – July 22

8:30 am – 12:30 pm

Location: Proviso West (open to students from all 3 schools)

Transition Camp

Grade 9 (East/West only)

Proviso Transition Camp will help get you prepared to be your best self with workshops on topics designed to put you at the top of your academic game, all while you're having the time of your life! Develop new skills, meet new friends, get to know your school, and uncover your own inner potential.

Credit: NA

Fee: None

June 17 – June 27

8:30 am – 12:30 pm

Or July 1 – July 15



MASTERY-BASED LEARNING

Students must score the mastery level of 60% on a quiz, computer scored test (CST), or exam to receive credit for the unit. Students have only one opportunity to achieve mastery level before the student is locked out and teacher intervention is required. No more than three total attempts are allowed per computer-scored assessment.

Teachers may use their discretion in choosing the following options for students to progress past unmastered assessments:

- After a student has shown all completed study guides and notes, the teacher provides an additional attempt by resetting the activity.
- If a student fails to reach mastery level with one attempt, the teacher can then administer the Diagnostic test to the student. This will indicate which area the student must restudy. The student will restudy these areas and then receive a final reset of the assessment.
- If a student drops out or does not finish a course, they will receive a failing grade.

TEST OUT

Due to the rules of the NCAA, students will not be allowed to test out of credit recovery courses nor enrichment courses. Per NCAA requirements, all classes must be completed by the conclusion of the summer school session. Per NCAA, remedial courses are not accepted.

BEHAVIOR EXPECTATIONS

Disruptive behavior is not permissible. Students that display behavioral problems in school, on the bus, at the bus stops, or school grounds will be dropped from Summer School. Students dropped from summer school because of their behavior will NOT receive a refund or a grade for the course in which he/she is enrolled. The District 209 Discipline and Conduct policy is in effect during summer school.

Discipline and Conduct

Please refer to Section 7 of the District 209 Board Policy Manual for additional information.

Behavior Code

The Board of Education of Proviso Township High Schools recognizes fully that it has the responsibility to provide a quality education for the students of District 209. In order to produce the educational climate necessary to accomplish this goal, the Board further realizes that it is the school's responsibility to maintain order and discipline and to do all in its power to avoid serious disruption of the educational process. Another responsibility inherent in formulating a definite policy concerning behavior is the communication of that policy. For this reason, the Behavior Code is being directed to the students, parents and guardians of the Proviso Township High Schools in this issue of the Student Handbook.

This code is intended to provide guidelines for general student behavior. It must be noted that many problems might arise which do not fall into the categories of general behavior described below. Exceptions may be made in cases involved in unusual physical, psychological or social problems. In these cases, a referral will be made to the appropriate medical, psychological or social agency, instead of adhering strictly to the procedures outlined in this code.

PMSA Safe School Hotline

(708) 338-4188

The PMSA Safe School Hotline 1-708 338-4188 is dedicated to providing students, parents and community members the opportunity to anonymously report information pertaining to any specific school safety and/or security concerns.

What we need to know when you call:

What you are reporting? (complaint, problem, suggestion)

What time did or when will the incident occur?

At which school did/will this take place?

Who is the suspect?

What school does the suspect attend?

A description of the incident in the order it took/or will take place.

How can we get in touch with you? (OPTIONAL)

What information should be reported? You should report any information that could have a negative impact on students, school staff or school property. Here are some examples:

Violence

Weapons

Threats

Thefts or property damage

Drug or alcohol abuse

Sexual harassment

These acts are threats to your safety and should be reported.

This hotline is here to help you:

Students

Teachers

School staff

Parents

Administrators

Community members

You should understand the difference between those incidents that require a 911 Emergency call and those that would be appropriate for the hotline. ANY RISK OF IMMEDIATE HARM SHOULD BE REPORTED TO 911 IMMEDIATELY. Example: A student has pulled out a gun in the cafeteria.

The PMSA Safe School Hotline has been created to give you an anonymous way to report any specific school safety and/or security concerns. However, you should call this hotline only when you feel you cannot talk to a school official first. Confiding in school official that you trust is by far the best way to deal with information about school violence. The hotline will be checked daily

All calls are anonymous and confidential.

Authority of the Teacher

Illinois Statutes, grants teachers and other school staff members the authority for the control and discipline of students assigned to them, as well as on campus, and in other places where they may be assigned to supervise students. Students are expected and required to follow the requests and directives of all teachers, school staff members, school volunteers, and chaperones when on School District owned property or at other places where they are under the supervision of School District personnel.

Teachers shall make every reasonable effort to control classroom disruptions or misbehavior by students. However, if a disruption or misbehavior persists, or if the disruption is severe, the teacher shall direct the student to an appropriate administrator with a description of the incident written on a referral form provided by the administration.

Student Responsibilities

School authorities will place limitations on the rights of students when regulation is necessary in order to prevent disruptions in the classroom or on school property.

School authorities will place limitations on the rights of students as necessary to permit the District to meet its primary responsibility of providing each student the opportunity to receive a quality education in a safe and non-threatening environment.

A breach in the Code of Student Conduct as it relates to individual student conduct means—Students are responsible for the things they do as well as the things they fail to do. Students will be expected to take responsibility for their actions or non-actions as well as the consequences they may receive as a result of their individual choices whether intended or not.

Responsible Students Make the Difference

Student Rights

The School District recognizes that students have all of the rights provided by law including the right to equal educational opportunities without regard to race, national origin, sex, disability, marital status or sexual orientation. District staff as well as students shall each be responsible for the following:

- Create a safe and orderly environment in which to learn,
 - Be treated with dignity and respect,
 - Express opinions and personal points of view in a responsible and constructive manner,
 - Be secure in their personal privacy,
 - Limit access to their student records,
 - Be informed of the rules of conduct, and
1. Receive reasonable and fair treatment.

Note: These rights are not absolute and may be limited when necessary in order to prevent the disruption of the learning environment or the orderly operation of the school.

Human Dignity

The School District, recognizing that it is multi-racial and multi-ethnic, believes that it is a part of our responsibility to provide a harmonious environment in which respect for the diverse make-up of the school community is promoted.

In accordance with this aim, the School District will not tolerate behavior by students or staff, which insults, degrades, or stereotypes any race, gender, disability, physical condition, ethnic group, religion or sexual orientation.

Participation in School Activities

Students have the right to participate in school programs and activities in accordance with eligibility requirements. Students also have the responsibility to contribute to these activities in a positive manner.

Students who have been recommended for expulsion or have been Administratively Assigned to an Alternative or “Second Chance” School in lieu of an expulsion will not be considered “students in good standing.” Therefore, they will not be permitted to participate in extracurricular activities or to be on any other School District owned property for the period of time they are Administratively Assigned.

Rules of Conduct

One of the most important lessons education should teach is self-discipline. While it does not appear as a subject, it underlies the whole educational structure. It is the training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration of other people.

With an understanding of the purposes of discipline in a school, students may form a correct attitude toward it, do their part in making their school an effective place of learning, and develop the habit of self-restraint, which will make them a better person. Therefore, students will be expected to rise to the level of the following expectations.

The following list includes important responsibilities of students. This list is not to be considered all-inclusive:

Students must

- Obey each individual school rule,
- Adhere to all District 209 electronic devices policies and procedures,
- Attend school regularly, on time, and report to all classes and scheduled activities,
- Go to lunch on time once dismissed by their teacher.
- Wear student identification cards (IDs) on a lanyard around the student's neck, and visible at all times during the school day,
- Adhere to the student dress code
- Respect the position in which all persons in authority serve,
- Treat others courteously and with respect,
- Treat school property and the property of others with respect,
- Complete all assigned work,
- Come to class with all necessary materials and be prepared to learn,
- Respect the privacy of others,
- Listen courteously to the opinions and points of view of others,
- Account for all textbooks, library books, and other school-owned materials issued to them,
- Conduct themselves in a manner which will not interfere with the orderly and safe transportation of students riding on buses or other authorized vehicles, and
- Remain on school grounds or in class unless given appropriate authority or permission to leave.
- Maximize their learning opportunities,
- Comply with all instructions and staff directions,
- Truthfully answer all questions posed by school staff,
- Deliver to their parents or guardians all notes, notices, and papers provided by the school for home delivery,
- Timely notify parents or guardians of all assigned consequences for inappropriate behavior, and
- Report hazardous or dangerous situations to an adult in authority so as to not act negligently or recklessly by placing other people at risk for injury or placing property in danger for damage.
- Show respect to teachers, staff, administrators, visitors, and fellow students at all times.
- Use the locker assigned by the school and not share lockers.

Students must not

- Cheat,
- Smoke or use tobacco products anywhere on school grounds, buses, or other authorized vehicles,
- Engage in physical contact of a sexual nature,
- Commit an act of indecent exposure,
- Present or carry false identification,
- Fight or engage in horse play,
- Use profane, obscene, indecent, immoral language or gestures,
- Use abusive language such as slander, public accusation, and racial or religious slurs,
- Have in their possession items prohibited by law and/or School Board Rules or policies,
- Possess or distribute any material prohibited by law, such as drugs, drug paraphernalia, alcohol, weapons, pornographic material, etc. (such items may not be stored in school lockers or in vehicles parked on school property),
- Dress in a manner consistent with gang-related apparel/appearance or in a manner which promotes drugs, drug paraphernalia, alcohol, tobacco, pornography, or violence,
- Commit any act of assault and/or battery on students or school personnel,
- Commit any act which disrupts the orderly conduct or function of the school, and
- Make false accusations towards their classmates. If accusations against classmates are found to be false, the student lodging the false accusation may receive the same punishment as would have been received by the wrongly accused individual. The Principal may adjust the consequence as he/she considers the circumstances of misdirected staff time and damage to the wrongly accused student and his/her family.
- Interfere, impede, limit, or restrict the educational opportunity of any other student(s),
- Fight, bully, or harass other students. Harassment for reasons of race, gender, ethnicity, sexual orientation, or for any other reason will result in significant disciplinary action. No inappropriate language, such as profanity or racial insults, is acceptable.
- Deface, vandalize, or otherwise disrespect school property. Additionally, sections of the building not intended for student use are to be considered off-limits.
- Not diminish the opinions, ideas, and/or beliefs of others.
- Not harm or steal the possessions of others.
- Be in the hall during class time without a pass.

Throw food in the cafeteria and students are to place refuse in the garbage cans.
 Participate in gangs, cults, secret organizations, or hazing.
 Sell food or other items at school unless authorized by school officials.

Additional information:

No physical or verbal fighting is allowed in the building.
 No weapons are allowed in the building.
 No drugs, alcohol, or illegal materials are allowed in the building.

Students whose behaviors fall outside of these norms can expect to receive a discipline referral and consequences. The nature, severity, or frequency of the offense may demand more punitive consequences, including, but not limited to, detention, Saturday school, loss of privileges, suspension, transfer to home school (PMSA only), suspension or expulsion.

Prohibited Student Conduct

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

Using, possessing, distributing, purchasing, or selling tobacco materials; including electronic cigarettes or e-cigarettes.

Using, possessing, distributing, purchasing, or selling alcoholic beverages.

Using, possessing, distributing, purchasing, or selling.

Any illegal drug, controlled substance, or cannabis (including marijuana, medical marijuana and hashish).

Any anabolic steroid or performance-enhancing substance not administered under a physician's care and supervision.

Any prescription drug when not prescribed for the student by a licensed health care provider or when not used in the manner prescribed.

Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system.

"Look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance.

Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

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

Using, possessing, controlling or transferring a firearm or "look alike," knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm.

Using or possessing an electronic paging device.

Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others. All cell phones, smartphones and similar electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.

Disobeying rules of student conduct or directives from staff members or school officials.

Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.

Bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment, or other comparable conduct.

Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.

Being absent without a recognized excuse.

Being involved with any public school fraternity, sorority, or secret society.

Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.

Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.

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

Sending, receiving or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as "sexting." Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving or possessing and indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, smartphone or cellular phone.

Using, purchasing, selling or possessing any performance-enhancing substance on the Illinois Association of High School Association's most current banned substance list, unless administered in accordance with a prescription.

Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.

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

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

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

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

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

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

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.

Corporal Punishment

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

Firearms, Knives, Brass Knuckles & Other Objects Used or Attempted to Be Used to Cause Harm

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

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

(2) A knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including “look alikes” of any firearm as defined above. The expulsion requirement may be modified by the superintendent, and the superintendent’s determination may be modified by the board on a case-by-case basis.

Gang & Gang Activity

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

Preventing Bullying, Intimidation, Teen Dating Violence & Harassment

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

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

1. During any school sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school sponsored or school sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.

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

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

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

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

Standards of Conduct for Riding a School Bus

The district provides bus transportation to and from school for Proviso East and Proviso West students living 1.5 miles or more from the school. The District does not provide bus service to PMSA students. A list of bus stops will be published at the beginning of the school year before student registration. Students will be assigned one bus stop at which a student is to be picked up, and one stop at which a student is to be dropped off. Students are not permitted to ride a bus other than the bus to which they are assigned. In addition, students cannot depart the bus at any stop other than their regular stop, unless authorized by the Principal. The building Principal must approve exceptions in advance.

Illinois Statutes gives school bus drivers the authority to monitor and control the behavior of students any time they are being transported to and from school or school functions at public expense.

Student conduct, which distracts the driver, endangers the health and safety of other students, or demonstrates a willful disregard for transportation rules shall be reported to the Principal or the Principal's Designee.

While students are on the bus, they are under the supervision of the bus driver, monitor and/or chaperone. In most cases, bus discipline problems can be handled by the bus driver. In the case of a written disciplinary referral, student bus problems will be investigated and handled by the building principal or principal's designee.

Parents will be informed of any and all inappropriate student behavior on a bus. Parents are encouraged to discuss bus safety and appropriate behavior with their children before the beginning of the school year and regularly during the year.

In the interest of the student's safety and in compliance with State law, students are expected to observe the following rules:

1. Choose a seat and sit in it immediately upon entering the bus. Do not stand in the entrance or in the aisle.
2. Students are to remain seated, facing forward at all times when the bus is moving.
3. Do not move from one seat to another while on the bus.
4. Keep all parts of the body and all objects inside the bus.
5. Loud conversation, singing, boisterous conduct, unnecessary noise or profanity is not allowed.
6. Enter and exit the bus only when the bus is fully stopped.
7. All school rules apply while on the bus, at a bus stop, or waiting for the bus.
8. Use emergency door only in an emergency.
9. In the event of emergency, stay on the bus and await instructions from the bus driver.
10. Good behavior and behavior that will not distract the bus driver from operating the bus safely is required. Crowding, pushing, scuffling, and other needless commotion are grounds for disciplinary action.
11. Do not open windows.
12. Keep the bus neat and clean.
13. Athletic footwear equipped with cleats or spikes are not allowed on the bus.

14. Inappropriate behavior will be reported to school authorities and failure to observe safety rules may result in suspension from bus services.
15. Be waiting at your bus stop on time (ten minutes prior to pickup). The bus driver cannot wait for those who are tardy.
16. Students are to stand at least five (5) feet off the roadway at all times while waiting for the bus.
17. Never tamper with, damage, or deface anything in or on the bus, or any of the bus or school equipment.
18. Keep book bags, books, packages, coats, and other objects out of the aisles. Keep all body parts clear of the aisles when seated.
19. Eating, drinking, or chewing gum is not allowed on the bus.
20. No glass or breakable containers are allowed on the bus. No reptiles, insects, animals, or marine life (dead or alive) are allowed to be transported on the bus.
21. Absolute silence is required of students at railroad crossings and/or anytime the dome lights are on.
22. Bulky or objectionable objects, including musical instruments, that cannot be held in the student's lap is not permitted on the bus. No objects may block the aisles or emergency exits.
23. No items are to be thrown or propelled out of the bus windows. (Behavior that violates this rule/expectation may be classified as a felony. The student and the parent/guardian shall be held responsible for any damages that result from such an act.)
24. No littering, throwing, or propelling objects inside the bus is allowed.
25. Smoking and/or use of any tobacco products or other mood altering substances is strictly prohibited.
26. No posters or signs are to be displayed from the bus.
27. After disembarking, those students who must cross the road shall cross approximately ten (10) feet in front of the stopped bus or as directed by the bus driver.
28. A student's parents have the responsibility for the control and direction of the student at the bus stop.
29. Parents will be liable for any defacing or damage students do to the bus.

Students may be suspended from riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct. 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 in excess of 10 days for safety reasons. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

Student Parking and School Locker Search

The parking of a student's vehicle on campus is a privilege that is granted by the School Board. All Board parking areas and lockers are the property of the School District. School authorities have the right to inspect any student parked vehicles and/or lockers in order to protect the health, safety, and welfare of students. This includes the use of drug and gunpowder sniffing K-9 dogs. Each student who parks a vehicle on a school campus or uses a school locker is presumed to know what is contained in his/her vehicle or locker and will be held accountable for any contraband, weapons, drugs, etc., which may be found in them.

Each student must sign the Board's Student Parking and/or Student Locker Application and Consent to Search and Waiver of Liability form acknowledging and agreeing to the conditions as prerequisite to, and in consideration for, the issuance of a student parking, and/or a student locker that the locker is school property and may be opened by school authorities at any time without the consent and without the student's knowledge or presence.

Individual student parked vehicles and/or locker searches will be conducted if school personnel have a reasonable suspicion of a violation of the law or the Code of Student Conduct. Routine locker clean-ups are not considered searches.

Warrantless Searches

Section 105 ILCS 5/10-22.10a, Illinois Statutes authorizes School officials may conduct a warrantless search of a student's person, book bag, locker, electronic device, motor vehicle, or any other storage area on School Board property, if such official(s) have a reasonable suspicion that illegal, prohibited, stolen, obscene, inappropriate or harmful items or substances exist.

Various methods to deter contraband and provide for a safe atmosphere may be instituted on an "as needed" basis. Every person on Proviso Township High Schools property is subject to search upon request of staff. The methods of searching for contraband will vary. Such actions include, but are not limited to use, use of metal detectors and the use of police trained dogs. School authorities may search a student or a student's personal effects (purse, wallet, knapsack, book bag,

lunch box, etc.) when there are reasonable grounds for suspecting that a search will produce evidence that a student has violated a rule of the school. A student's auto in our parking lot can also be searched along with any District property the student uses, such as lockers and desks.

Sexual Harassment

It is the policy of District 209 to provide for its students and staff an educational environment free of unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment as defined and otherwise prohibited by state and federal law.

Any unwanted or unwelcome sexual advances, requests, and contact are considered sexual harassment when they have the purpose of effect or interfering with an individual's work-school performance or if they create an intimidating, hostile, or offensive environment for the individual.

Any student who feels that sexual harassment has occurred should notify a counselor, administrator, teacher, or other school employee. Students will be encouraged to discuss this matter with the Assistant Principal first. Students who engage in such harassment will be subject to disciplinary actions, which may include a warning, parent conference, detentions, suspension, expulsion, or referral to outside authorities.

Reasonable Force

Illinois Statutes authorizes teachers and other school personnel to use reasonable force to protect him or her or others from injury. The Department of Education has defined reasonable force as, "appropriate professional conduct including physical force as necessary to maintain a safe and orderly environment." The Department of Education has also clarified that school personnel do have the right and the authority to protect:

1. Conditions harmful to learning
2. Conditions harmful to student's physical and mental health
3. Conditions harmful to safety
4. Conditions of harm and/or safety of self, school personnel, and others

Furthermore, Illinois Statutes provides that a principal, teacher, other staff member, or bus driver shall not be civilly or criminally liable for any action carried out in conformity with School Board rules regarding the control, discipline, suspension, and expulsion of students, except in the case of excessive force or cruel and unusual punishment.

Illinois Statutes and State Board Rule empowers teachers and other school personnel to press charges against a student if a crime has been committed against a teacher or other instructional personnel on school property, on school sponsored transportation, or during school sponsored activities.

Due Process

In any situation where a violation of the Code of Student Conduct is alleged, the Principal or the Principal's designee shall observe fundamental procedures of due process. The student shall be made aware of the charges against him/her, be given the opportunity to explain his/her point of view, present witnesses, and not be subject to excessive punishment.

In cases where there is a concern regarding due process, parents or students may refer the situation to the School Principal.

Students accused of a violation of the Code of Student Conduct, which, in the opinion of the Principal or the Principal's designee, warrants a suspension or expulsion from school, shall be afforded the fundamental right of procedural due process. The degree of formality associated with a suspension conference or an expulsion hearing depends on the nature of the violation and the severity of the sanctions that may be imposed as a result.

Suspension

Suspension is a disciplinary sanction that orders the temporary removal of a student from a class or all classes for a prescribed period of time, not to exceed ten (10) school days at any one time. The student shall be remanded to the custody of the student's parent and/or guardian with specific homework assignments for the student to complete. The

Principal or Principal's designee shall make a good faith effort to employ parental assistance or alternative consequences for misconduct prior to suspending a student, except in emergencies, or disruptive conditions, or incidents involving a serious breach of misconduct.

Only the Principal or the Principal's designee may suspend a student. Before suspension may be imposed, the student is entitled to know what provisions of the Code of Student Conduct were allegedly violated, and what specific conduct constituted the violation. In addition, the student is entitled to know who the student's accusers are, and what they said unless such information would jeopardize the safety of the students. It is not necessary, however, that the accusers be physically present at the due process conference when the student is advised of the particulars of the violation.

If the student denies the charge or charges, the student is entitled to state his/her point of view and to have witnesses called to give information in support of his/her defense. If the student intends to call witnesses, the student is entitled to a reasonable time in which to contact witnesses to arrange for their presence. A written explanation of the incident by the student is recommended and encouraged.

The Principal will suspend a student immediately if the student has committed an act, which imposes an immediate danger to students or staff members, or if the violation is one of physical assault or one, which has an immediate disruptive effect upon the orderly conduct of the school. If the student is suspended, the principal shall immediately notify the Superintendent and the suspended student's parents or guardians in writing within 24 hours of the action taken and the reasons for the suspension. In addition, the Principal or his/her designee shall make a good faith effort to notify the parent or guardian by telephone prior to initiating the suspension. When a student is suspended for possession, distribution, or sale of a controlled substance; a weapon; or is under the influence of a controlled substance (except as prescribed by a licensed physician) parents/guardians, law enforcement officials and the superintendent shall be notified immediately.

Status of Students Under Suspension and Expulsion

Students who are under temporary suspension and those who have been expelled by action of the Board of Education are not permitted to participate in any school activities during the period of suspension or expulsion. When a student is suspended from the school building, he/she is to leave the school grounds immediately and is not to be on the grounds during this period of time without prior authorization from a school official. Violators will be considered as trespassers and subject to arrest and/or further disciplinary action.

Suspension - Special Education Student (SPED)

Except for the gifted, no Exceptional Education Student may be suspended for more than nine (9) days for one offense or ten (10) cumulative days throughout the school year. If an exceptional student is suspended, prior to the end of nine (9) days of suspension or ten (10) days of cumulative suspension throughout the school year, an Individual Education Plan (IEP) meeting shall be held to review the student's program and placement. In extraordinary and/or extenuating circumstances and on a case-by-case basis, an exceptional education student may be suspended additional days only after consultation with the Director of Exceptional Student Education. Any recommendation for the suspension of a student with a disability shall be made in accordance with rules adopted by the State Board of Education and Federal Regulations outlined in the Individuals with Disabilities Education Act (IDEA).

Students with moderate/severe intellectual disabilities or Autism Spectrum Disorder may be suspended. However, an IEP meeting must be held to review the behavior, which caused the school to recommend such suspension and implement intervention strategies.

Suspension for Off-Campus Felony

Illinois Statute permits the principal to initiate suspension proceedings against any student who is formally charged by a proper prosecuting attorney with a felony, or with a delinquent act which would be a felony if committed by an adult, for an incident, which allegedly occurred on property other than that owned by the School District.

Upon receipt of notice that a student has been formally charged with a felony or with a delinquent act which would be a felony if committed by an adult, the Principal or Principal's designee shall conduct an Administrative Hearing for the purpose of determining whether or not the student should be suspended pending court determination of whether the student did or did not commit such an act, or the charges are dismissed by the prosecuting attorney, and the student may be administratively assigned to an alternative school setting pending the outcome of the charge(s). The Principal or Principal's designee shall do the following:

An Administrative Hearing will be held in order to discuss any extenuating circumstances that may lead to a different course of action regarding the student's educational setting. The Administrative Hearing will be conducted by the Principal or Principal's designee and may be attended by the student, the parents or guardians, the student's representative or counsel, and any witnesses requested by the student or the Principal. The student may speak on his/her own defense, may present evidence indicating his/her eligibility for waiver of disciplinary action, and may be questioned on his/her testimony.

In conducting the hearing, the Principal shall not be bound by rules of evidence or any other courtroom procedure and no transcript of testimony shall be required.

Following the Administrative Hearing, the Principal or Principal's designee will provide the student and the parents/guardians with a decision, in writing, as to whether the Administrative Assignment to the District's Alternative School will go forward.

Following the Administrative Hearing, if the Principal or Designee elects to exercise his/her right to administratively assign the student to the District's Alternative School pending the outcome of the felony charge, educational services at the student's current school will be temporarily suspended.

During the period of temporary suspension and Administrative Assignment to the District's Alternative School, the necessary paperwork will be completed and the student will be withdrawn from his/her current school. If the temporary suspension exceeds ten (10) school days, the student **must** be enrolled at the District's Alternative School so that educational services are not interrupted indefinitely.

The decision of the Principal or Principal's designee in this matter shall be final under the provisions of Illinois Statutes and State Board Rule.

Expulsion

Expulsion is the removal of the right and obligation of a student to attend public school for a period of time. An expulsion may be imposed for a period up to, but not to exceed, the current school year, the following school year, and the intervening summer school. Section 105 ILC 5/10-22.6 Illinois Statutes Section 105 ILC 5/10-22.6 (b), Illinois Statutes states that a principal may recommend to the Superintendent the expulsion of any student who has committed a serious breach of conduct including, but not limited to, willful disobedience, open defiance of a school staff member, violence against persons or property, any other act which substantially disrupts the orderly conduct of the school, or violations of the Zero Tolerance policy.

Note: If a court of competent jurisdiction determines that a student committed an off-campus felony, or a delinquent act, which would be a felony if committed by an adult, the Principal may recommend to the Superintendent of Schools the expulsion of that student. However, if it is determined that the student did not commit such an act, the suspension shall be immediately terminated and that student may be allowed to return to the school of regular attendance.

Note: A student may be recommended for expulsion if he/she persists in violating the Code of Student Conduct (CSC), and in so doing, accumulates in excess of fifteen (25) days of out-of-school suspension. In this case, a recommendation for expulsion is referred to as Continued Incurability. Continued Incurability shall be defined as repeated and varied breaches of the provisions of the CSC that has resulted in numerous discipline referrals/incidents which disrupts the learning environment and/or school operation. An administrative effort to correct student's inappropriate behaviors and actions through documented interventions, parental communications and/or conferences, counseling and progressive discipline measures has not proven successful.

Only the School Board shall authorize expulsion from school. If a Principal recommends a student for expulsion, a written request shall be forwarded to the Superintendent. The Superintendent may extend the student's suspension out-of-school until the recommendation for expulsion can be brought before the School Board.

The Principal in turn shall notify the parents or guardians in writing of the charge against the student, including the rule violated and the student's alleged conduct. A hearing will be conducting before School and the Principal or Principal's Designee regarding the recommendation for expulsion. They shall also be informed of their right to obtain legal counsel at no cost to the School Board, to call and examine or cross examine witnesses, to introduce evidence and to submit rebuttal evidence.

At the hearing, the student may be represented by his parents/guardians or by counsel, and all parties may introduce and examine evidence, call and examine or cross-examine witnesses, and submit rebuttal evidence. The rules of evidence observed by courts shall not be applicable. Any party may, at his expense, have the right to record and have transcribed the proceedings of the entire hearing.

School staff will have the authority to confiscate forbidden items, which would be used as evidence in a recommendation for expulsion and may later be returned to the parent/guardian. Controlled substances will be handled in accordance with Illinois Statutes and other applicable laws and regulations.

Any student who has committed an expellable offense, who has been charged or convicted of a felony off school property, who has been administratively assigned when transitioning from a Level program through the Department of Juvenile Justice, or who has been administratively assigned to an alternative educational setting in lieu of expulsion, will not be allowed on any other Proviso Township High School District 209 property, nor be allowed to participate in the extracurricular activities of any other school for the duration of the student's enrollment in the alternative program.

The recommendation for expulsion may be placed on the consent agenda of the next possible School Board meeting. The assignment/placement in an alternative program in lieu of expulsion precludes enrollment at any other School District of Proviso Township High Schools and the assignment in the alternative program is a mandatory attendance assignment. The student must attend the assigned alternative program. If the student fails to attend the alternative program to which he or she has been assigned in lieu of expulsion then, upon notification from the alternative program to the Superintendent, the Superintendent shall bring the matter back before the School Board for reconsideration of expulsion, because the expulsion procedures shall only be deemed to be held in abeyance pending the required attendance by the student at the alternative program and successful completion of the program by the student for the prescribed period of the assignment.

Notwithstanding the general requirement that permission must be obtained from the School Board for the student to withdraw from the assigned alternative educational program, the Superintendent of Schools or designee, upon written application of the student, parent, or legal guardian may, on the basis of the following documented circumstances or hardships, grant permission for the student to withdraw from the assigned alternative program.

1. Medical hardship as documented by a signed statement from a licensed physician that describes in detail the nature of the medical or psychiatric condition that requires withdrawal.
2. The parents or guardian provide documentation that a home is being built, purchased, or leased outside the school district and family must relocate, including the student, outside of the Proviso Township High School District 209. Documentation should be a lease, contract, or deed (as applicable), but the Superintendent may accept an affidavit that sets out the facts supporting this basis for a withdrawal.
3. Withdrawal will be permitted for the student to attend a level program or facility of incarceration as ordered by the Illinois Department of Juvenile Justice or court ordered.

The parent or legal guardian of a student who is not approved by the Superintendent of Schools, or designee, for withdrawal from the assigned alternative educational program for reasons of hardship as provided above, may appeal the decision of the Superintendent to the School Board. Pending the appeal hearing and decision of the School Board, the Superintendent's denial of an application for withdrawal shall be valid and binding, and any withdrawal will be processed for expulsion. In all instances in which a withdrawal is permitted in lieu of expulsion, the Superintendent shall place in the student's record a statement that the School Board assigned the student to an alternative educational placement in lieu of expulsion.

Recommendation for Expulsion - Special Education Student (SPED)

Any recommendation for expulsion of any Exceptional Education Student shall be made in accordance with the rules promulgated by the State Board of Education and Federal Regulations outlined in the Individuals with Disabilities Education Act (IDEA). Specific information may be obtained from the Office of Civil Rights by calling (312) 730-1560.

Serious Breach of Discipline

Illegal Drugs and/or Alcohol

The School District will not tolerate the illegal use, possession, sale or distribution of drugs, including alcohol, in the school system. Student conduct rules will be strongly enforced. The possession, sale or distribution of "illegal" drugs under this policy includes:

1. The possession, sale or distribution of any controlled substance as defined in Section 5/10-20.5b, Illinois Statutes:
 - The possession, sale or distribution of alcohol,
 - The possession, sale or distribution of any prescription medication for which the student does not have a valid prescription,
 - The sale or distribution of any prescription medication whether or not the student selling or distributing the drug has a valid prescription for the drug, or
 - The sale or distribution of any counterfeit drug.

2. The school shall investigate the suspected use, possession, sale or distribution of illegal drugs and/or alcohol. Circumstances surrounding the suspected use, possession, sale or distribution of illegal drugs and/or alcohol on school grounds or at school-sponsored activities will be investigated by the school administration. Parental contact and referral to community agencies or police will be made as warranted.

3. Students found to be under the influence of intoxicating beverages or drugs or combinations of drugs having hallucinatory effects at any school function or on school property shall be suspended. Students found to be in possession of drug paraphernalia while on school property or at any school function shall be liable for suspension.

The Principal shall recommend for expulsion any student found to be selling or offering for sale a non-controlled substance as a controlled substance. Students having possession of, or found to be selling, offering for sale or giving away any intoxicant, drug or controlled substance while on school property or in attendance at a school function shall be recommended to the Superintendent for expulsion.

4. The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful.

The School District clearly prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities and are in effect and applicable to students in all schools. Disciplinary sanctions up to and including expulsion and referral for prosecution will be imposed on students who violate alcohol and other drug standards of conduct.

Dangerous Weapons and/or Violence against Persons and Property

Students should be aware that expulsion is probable when a student is in possession of, uses, or transfers a knife, gun, firearm (as defined by Illinois law), brass knuckles, or other weapon or facsimile thereof; makes bomb threats, or harms another person (whether another student, teacher, administrator or other employee of the school system). For more information, refer to the Matrix of Infractions and Consequences.

STUDENT DRESS POLICIES

All students attending summer school are required to adhere to the District 209 Student Appearance Policy.

SHIRTS

Male and female students shall wear a long- or short-sleeved shirt without logos. Shirt will be worn tucked into the pants, shorts, or skirt unless it is straight-cut and made to drape only to the waist. Undergarments, if visible through the shirt, must be white in color.

PANTS

Male and female students shall wear plain khaki or black trousers with flat or pleated fronts. Cargo pants, jeans, and skinny pants are not allowed. Pants must be worn at the waist. Sagging is not allowed. No more than four pockets, two in front and two in the rear, are allowed. A black or brown belt with no markings and with a plain buckle is required. Leggings and jeggings are not allowed to be worn as pants.

SHORTS

Male and female students may wear plain khaki or black shorts with flat fronts. Cargo shorts are not allowed. Shorts must be worn at the waist. Sagging is not allowed. No more than four pockets, two in front and two in the rear, are allowed. A black or brown belt with no markings and with a plain buckle is required. The hem of the shorts when worn at the waist must extend lower than the student's fingertips when held at the side with arm and fingers extended.

SKIRTS

Female students may wear plain khaki or black skirts, provided that the skirt when worn at the waist has a hem extending to the knees.

CARDIGANS/SWEATERS/SWEATSHIRTS/FLEECE:

Male and female students may wear a white, black or school colored cardigan, sweater, sweatshirt or fleece top (pullover or zipper-front) without logos. The item must be worn over the uniform polo shirt. Cardigans, sweaters, sweatshirts and fleece tops with hoods are not allowed.

SOCKS

Socks must be the same color on each foot. Female students may wear plain, un-patterned hosiery/tights that are black, brown or white in color. **Leggings are not allowed to be worn as hosiery.**

SHOES

Shoes must be of the same color. House shoes (slippers), flip flops, shower shoes or cleated shoes shall not be worn. Shoelaces must be worn appropriately and must be of the same color on each shoe.

TRANSPORTATION AND ATTENDANCE BOUNDARIES

Bus transportation to PMSA for Proviso East and Proviso West students will be provided.

