

STUDENT CONDUCT/ DISCIPLINE

APPENDIX TO 2017-18 PARENT HANDBOOK

STUDENT DISCIPLINE

As citizens of District 39, all students have rights to an education, basic security, and due process. The basic elements of due process should be a part of the day-to-day relationship among administrators, staff, and students. The legal rights of the students, staff, and administrators will be protected. If disruptive, destructive, or dangerous behavior threatens the educational process, mental and/or physical well-being of students, staff, and/or property, action will be taken. The primary consideration in the implementation of any consequences will be the least extreme action that may solve the immediate problem. The age and maturity of the student must be taken into consideration in the event that further disciplinary action is necessary. Law enforcement personnel will be involved, as needed.

Communication with parents is basic to the resolution of discipline problems. If removal from school is necessary to resolve serious discipline problems, the District 39 policy on suspension will be followed. Disciplinary measures include: removal from classroom; notification of parent(s)/guardian(s); personal counseling; and withholding of privileges. Detention is an additional option, provided the student's parent(s)/guardian(s) have been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. Corporal punishment shall not be used. Certificated personnel are permitted to use reasonable force as needed to maintain safety for other students, school personnel, or persons, or for the purpose of self-defense or the defense of property. 911 will be called if students leave school property without the permission of school authorities. Students are not allowed to bring any **type of weapon** (real or toy) to school, for any reason (play, costume). This includes guns and knives, and any other device which could be used in a threatening way. Matches, lighters, and dangerous substances are also not allowed.

The building administrator may request the assistance of law enforcement officials to conduct investigations, inspections, and searches, if needed. The search will be conducted in a manner that is reasonably related to its objective of the search. If a search produces dangerous items, school authorities may seize the evidence. If this occurs, the student's parents are contacted, as is the Superintendent. Disciplinary measures will be communicated to the parents and the student.

District 39 has adopted a policy on behavioral interventions for students with disabilities receiving special education services in accordance with their Individual Education Program (IEP). Please contact the Department of Student and Special Services for details.

BULLYING

Preventing Bullying, Intimidations and Harassment

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

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

1. During any school sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school sponsored or school sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Refer to BOE Policy 7:180 For purposes of this policy, the term *bullying* includes *cyber-bullying*, and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect of one or more of the following:
 - a. Placing the student in reasonable fear of harm to the student's person or property.
 - b. Causing a substantially detrimental effect on the student's physical or mental health.
 - c. Substantially interfering with the student's academic performance.
 - d. Substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Bullying, intimidation, and/or harassment may take various forms, including without limitation: threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. Reports of bullying will be investigated following the steps outlined in Policy 7:180.

TEEN DATING VIOLENCE

[District 39 Policy 7:185](#) prohibits teen dating violence at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation. This includes use or threat to use physical, mental, or emotional abuse to control an individual in a dating relationship; or use or threaten to use sexual violence in a dating relationship.

NO SMOKING

To promote the safety, health, and well-being of all employees and students in the District, smoking is not permitted in District buildings or on District property.

DRUG FREE SCHOOLS

In accordance with the federal Drug Free Schools and Communities Act of 1989, and according to District 39 policy, parents, students, and employees will be given this information about local drug and alcohol counseling, treatment, and rehabilitation or re-entry programs. Local resources include:

Advocate Addiction Treatment Program (847) 795-3900

Alexian Brothers Behavioral Health Hospital (847) 882-1600

Highland Park Hospital - Chapman Center, Chemical Dependency Unit (847) 480-3720

Northwest Community Hospital Youth Center (847) 618-2700



Peer Services Evanston (847) 492-1778 Glenview (847) 657-7337
Resurrection Behavioral Health (847) 493-3575
Resurrection Healthcare/St. Francis Hospital, Mental Health Center (847) 316-6253

GENDER EQUITY/SEXUAL HARASSMENT

No student in District 39 schools shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity offered by the District. District 39 is committed to having a community in which every individual has an equal opportunity to work, learn, and develop to his or her full potential in an atmosphere free from all forms of harassment. District 39 students and staff shall not be subject to discrimination on the basis of race, color, nationality, ancestry, sex, sexual orientation, gender identity, age, religion, physical or mental disability, status of being homeless, immigration status, order of protection status, or actual or potential marital or parental status including pregnancy. Students or their parents should notify the District Complaint Managers, Denise Thrasher or Tony DeMonte if they believe that the School Board, its employees, or agents have violated their rights under Federal or State Law or Board of Education policy. The Assistant Superintendent serves as the District Complaint Manager. The grievance procedures are part of Board of Education policy (2:260) and are available from the Department of Human Resources.

PERSONAL APPEARANCE AND DRESS

While establishing acceptable standards of dress is a parental responsibility, the school must ensure the health and safety of each student and provide a proper learning environment. Therefore, District 39 expects children to be appropriately dressed, in a safe manner, to wear shoes while on school property, and to dress in such a way as not to distract students or disrupt the educational process. Students not adhering to their school's guidelines may be asked to change their clothing or call a parent for appropriate clothing.

Elementary students should have a change of clothing, including dry socks, in their lockers. Students often get wet or muddy playing outdoors at recess, and a change of clothing will help them learn comfortably for the remainder of the day. Footwear should be safe for running and active recess play.