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General School Administration

Exhibit - Checklist for the Superintendent Employment Contract Negotiation Process [1]

The School Board hires and employs the Superintendent. The Superintendent shall be in charge of the administration of the schools under the direction of the Board, through its policies. See 105 ILCS 5/10-21.4 and 105 ILCS 5/10-16.7. As an effective employer, the Board must develop and maintain a productive relationship with the Superintendent. See IASB's *Foundational Principles of Effective Governance*, **Principle 3. The board employs a superintendent**, at: ~~www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/~~www.iasb.com/training-and-events/training/training-resources/foundational-principles-of-effective-governance.

The foundation for a productive employment relationship begins when the Board identifies the most qualified superintendent candidate (*successful superintendent candidate*) after an established interview process. The Board then extends an offer of employment to the successful superintendent candidate. The employment search process and resulting relationship should consist of mutual respect and a clear understanding of respective roles, responsibilities, and expectations. This relationship should begin with the Board's policy, a thoughtfully crafted employment contract and job description, and procedures for communications and ongoing assessment. See *Principles* at the link above.

Below, the *Checklist for the Superintendent Employment Contract Negotiation Process (Checklist)* provides a column entitled **Superintendent Contract Term Considerations for the Board**. It lists common superintendent employment contract terms and points of consideration for boards to prepare for during the contract formation process. Another column entitled **Explanation, Special Considerations, and Resources** provides extra information about these common superintendent employment contract terms.

The *Checklist* is intended to serve as a resource to educate and guide the Board through the employment contract negotiation process with its successful superintendent candidate. Board members who are educated about the content within the *Checklist* are crucial to successful negotiation processes. An educated contract formation and negotiation process, along with a well-written contract and job description for the Superintendent, all set the foundation for mutual respect and a clear understanding of the Board and Superintendent's respective roles, responsibilities, and expectations. **Important:** This *Checklist* is a resource for contract formation; it is not a list of must--have items for a superintendent's employment contract or a basis for a board to re-open contracts currently in effect.

Prior to providing the successful superintendent candidate an offer for employment and contract for review, consideration, and negotiation, consult the Board Attorney about the *Checklist* and the scope of the terms the Board wishes to offer the successful superintendent candidate. The Board and the successful superintendent candidate should expect and encourage ~~the~~ each other to seek the advice of their respective attorneys during the employment contract formation process.

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The footnotes should be removed before the material is used.

[1] The General Counsels of the Ill. Association of School Administrators (IASA) and Ill. Association of School Boards (IASB) collaborated on the content of this document.

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Many attorneys agree, and best practices suggest that boards and successful superintendent candidates work with their own separate attorneys in an amicable and cooperative manner to complete the employment contract negotiation process.

☐ **Board Attorney.** Prior to providing any successful superintendent candidate with an offer for employment and a contract for review, consideration, and negotiation, best practices suggest consulting the Board Attorney about the *Checklist*. **Note:** Boards should view a successful superintendent candidate retaining his or her own attorney as a best practice (as opposed to a warning sign). Each party is beginning the employment relationship in a cooperative manner to set an appropriate foundation to the future working relationship.

☐ **Power and Duties of the Superintendent**

Superintendent Contract Term Considerations for the Board	**Explanation, Special Considerations, and Resources**
Duties	Does the Board enumerate the duties of the Superintendent in the employment contract? 1. Are the statutory duties of the Superintendent listed? 2. Has the Board incorporated policy references to the other duties related to the Superintendent's employment? See 105 ILCS 5/10-21.4 and 105 ILCS 5/10-16.7.
Full-time, Attention and Energy Clause	How will the Board address outside activities of the Superintendent? 1. How will the Board define *outside activities*? 2. Will the Board restrict the Superintendent from engaging in outside activities during the term of the employment contract? 3. Will the Board require approval/notification before the Superintendent engages in outside activities? Will the Board designate the Board President or another individual to review and/or approve the Superintendent's outside activities?

☐ **Employment and Compensation**

Superintendent Contract Term Considerations for the Board	**Explanation, Special Considerations, and Resources**
Duration of Contract	A superintendent's employment contract may not exceed five years. If its duration is two to five years, the contract must reference goals and suspension of tenure during the contract term. No performance-based contract shall be extended or rolled over prior to its scheduled expiration unless all the

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	performance and improvement goals contained in the contract have been met. See 105 ILCS 5/10-23.8. If the duration is one year or less, then the contract need not reference goals or suspension of tenure.
Salary	Special Considerations for the Board may include: 1. What is the estimated Board contribution to the Teachers' Retirement System (TRS) for any raises above six percent (40 ILCS 5/15-155(g)) prior to retirement? 2. What is the *cost shift* implication for the District if the Board offers or later agrees to a salary that is equal to or greater than the governor's statutory salary? School districts are responsible for paying the actuarial cost of the pension benefits earned on the portion of a TRS member's salary that exceeds the governor's statutory salary. The governor's annual salary is published by TRS at: www.trsil.org/employers/payments/contribution-rates_earnings-limitations. 3. Do any administrative cost cap triggers exist (105 ILCS 5/17-1.5, amended by P.A. 104-261)? Items the Board may see the successful superintendent candidate request of it: 1. A fixed salary for each year of the contract. 2. A guaranteed minimum salary. 3. Compensation increases.
Severance Agreements	Any contract that contains a condition of severance pay must include the following provisions required by the Government Severance Pay Act (GSPA), 5 ILCS 415/10: 1. A restriction to an amount not exceeding 20 weeks of compensation; and 2. A prohibition for any severance if the Superintendent is fired for *misconduct* by the Board. See the *Severance Pay* row under the **Changes to the Superintendent's Employment Contract** subhead below for a definition of what misconduct means in the context of this law.
Teachers Retirement System (TRS) & Teacher Health Insurance (THIS)	How does the Board want to address: 1. Pension contributions (TRS-THIS)? 2. Inclusion of salary and other compensation in the payment of TRS and THIS? Or, will TRS and THIS be paid (also commonly referred to as "picked up and paid") by the Board in addition to salary and other compensation?

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	3. Unforeseen pension reform issues?

☐ **Conditions of Employment**

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Administrative License	Does the Board want to require the successful superintendent candidate to guarantee that as the future Superintendent of the District, he or she has and will maintain the appropriate licensure throughout the employment contract?
Criminal Background Check Law	105 ILCS 5/10-21.9. See also **PRESS** sample policy 5:30, *Hiring Process and Criteria*, and the subhead entitled **Fingerprint-based Criminal History Records Information Check** in administrative procedure 5:30-AP2, *Investigations*.
Sexual Misconduct Related Employment History Review Law	105 ILCS 5/22-94, ~~added by P.A. 102-702, eff. 7-1-23~~amended by P.A. 104-831, eff. 1-1-27. See also **PRESS** sample policy 5:30, *Hiring Process and Criteria* and **PRESS** sample administrative procedure 5:30-AP3, *Sexual Misconduct Related Employment History Review (EHR)*.
Other Background Check Laws	Does the Board want to require additional background inquiries beyond the fingerprint-based criminal history records information check required by 105 ILCS 5/10-21.9 and sexual misconduct related employment history review required by 105 ILCS 5/22-94, ~~added by P.A. 102-702, eff. 7-1-23~~amended by P.A. 104-831, eff. 1-1-27, and discussed above? If yes, consult the Board Attorney and consider the following laws: 15 U.S.C. § 1681 et seq., Federal Fair Credit Reporting Act (FCRA), is a federal law that regulates the gathering and use of information about consumers by third-party *consumer reporting agencies*, including credit information, criminal background, driving record, personal characteristics/reputation, etc. The law requires consumer reporting agencies to comply with certain procedural notice requirements when gathering information from a consumer. 820 ILCS 75/, Ill. Job Opportunities for Qualified Applicants Act, prohibits employers from inquiring about an applicant's criminal history until the application has

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	been determined qualified and notified that he/she has been selected for an interview (a/k/a ~~b~~Ban the ~~b~~Box law). 820 ILCS 55/, Ill. Right to Privacy in the Workplace Act (RPWA), prohibits employers from: 1. Requesting, coercing, or requiring any employee or prospective employee to provide a user-name and password for any personal online account; 2. Requesting, coercing, or requiring an employee or applicant to invite the employer to have access to that individual's personal online account; and 3. Taking an adverse employment action against an individual (including refusal to hire) based on that individual's use of a lawful product off District property during nonworking hours, i.e., tobacco, cannabis, or alcohol. (**Note:** RPWA allows employers to regulate employees' use of those lawful products that impair an employee's ability to perform the employee's assigned duties. See policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*, and its f/ns). 820 ILCS 70/, Ill. Employee Credit Privacy Act, prohibits employers from inquiring into an individual's credit history or taking action against an employee based such history unless a satisfactory credit history is a *bona fide occupational requirement*, which is further defined in the statute. The job descriptions of superintendents generally meet this standard because they: (1) describe a managerial position that involves direction of school districts; (2) include signatory power over more than $100; and (3) involve having access to confidential and financial information. **Note:** Any one of these grounds alone is sufficient.
Medical Examination	105 ILCS 5/24-5 requires new employees to submit evidence of physical fitness to perform assigned duties and freedom from communicable diseases. The Americans with Disabilities Act allows medical inquiries of current employees only when they are job-related and consistent with business necessity or part of a voluntary employee wellness program. 42 U.S.C. §12112(d)(4). Districts may deny jobs to individuals with disabilities who pose a direct threat to the health or safety of others in the workplace, provided that a reasonable accommodation would not either eliminate the risk or

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	reduce it to an acceptable level. 42 U.S.C. §12113; 29 C.F.R. §1630.2(r). See also **PRESS** sample policy 5:30, *Hiring Process and Criteria*, specifically f/ns 25 and 26.
Tenure	Suspension of Tenure With multi-year contracts and multi-year extensions, superintendents waive their rights to tenure in a school district, but no previously acquired tenure may be lost. Continued Tenure Superintendents serving multiple one--year contracts may still accrue service toward and acquire tenure. See 105 ILCS 5/10-23.8 and the *Duration of Contract* row in the **Employment and Compensation** checkbox, above.

☐ **Evaluations and Goals**

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Board Goals and Indicators of Student Performance and Academic Achievement for the Superintendent	105 ILCS 5/10-23.8 requires each performance-based contract to include the goals and indicators of student performance and academic improvement determined and used by the Board to measure the performance and effectiveness of the Superintendent and other information as the Board may determine. Regarding its goals and indicators, has the Board: 1. At a minimum, addressed student performance and academic achievement (105 ILCS 5/10-23.8 states "and such other information as the local school ~~B~~board may determine")? 2. Included them in the body of the employment contract? Or as an exhibit to it? 3. Set them to be: a. Measurable and achievable, i.e., are they within the Superintendent's control? b. Objective, subjective, or a combination of both? 4. Set a timeline for achievement, and if so is it ~~on an~~: a. On an ~~A~~annual basis? b. Prior to completion of the employment contract?

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	5. Set them as procedural, substantive, or a combination of both? For more information about setting goals and indicators for superintendents regarding student performance and academic achievement, see: ~~www.iasb.com/conference-training-and-events/training/workshops/~~www.iasb.com/training-and-events/training/workshops Contact an Outreach and Training~~Field Services~~ Director regarding the following IASB workshops and/or offerings that may set the stage for school boards to hold their superintendents accountable for district performance, including academic achievement: *Setting District Goals and Direction* (leads a board and superintendent (and staff, parents, and community members, if desired) in articulation of values, mission, vision, and district goals~~to develop their own district language for specific measurable, and attainable goals and indicators~~) *The Superintendent Evaluation Process* (analyzes the current components of the superintendent evaluation process and how to improve them~~describes an effective method of holding the superintendent accountable~~)
Superintendent Evaluation	Once the Board has developed its goals and indicators (as discussed immediately above), 105 ILCS 5/10-20, 5/10-23, and 5/10-23.8 require the Board to (105 ILCS 5/10-16.7): 1. "Direct, through policy, its superintendent in his or her charge of the administration of the school district;" and 2. Evaluate the superintendent in his or her "administration of school board policies and his or her stewardship of the assets of the district." How will the Board evaluate the successful superintendent candidate upon its outlined goals and indicators? Does the Board state when it will evaluate the successful superintendent candidate upon the goals and indicators that it set? **Note:** Some districts do not consider the superintendent evaluation to be a *one-time event* and put an on-going process into place. Contrast other districts, which, depending ~~up~~on their preferences, generally find

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	the best time of year to evaluate is in the winter or ~~early~~ spring~~time~~. Is the Board or the successful superintendent candidate responsible ~~to trigger~~for triggering the components of the Superintendent's evaluation process? What evaluation instrument will be used? How will the evaluation be documented? Will an evaluation instrument be outlined by the Board in its employment contract with the successful superintendent candidate? Is the evaluation instrument the Board will use tied to its goals and indicators of student performance and academic improvement and other information as the Board may determine? For more information about best practices when planning for and evaluating the Superintendent, see: *The Superintendent Evaluation Process* at: ~~www.iasb.com/iasb/media/documents/superintendent-evaluation-process.pdf~~www.iasb.com/training-and-events/training/workshops/the-superintendent-evaluation-process; IASB's *Foundational Principles of Effective Governance*, **Principle 3. The board employs a superintendent**, at: ~~www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance~~/www.iasb.com/training-and-events/training/training-resources/foundational-principles-of-effective-governance; stating "the board employs and evaluates one person — the superintendent — and holds that person accountable for district performance and compliance with written board policy."

☐ **Expenses and Benefits**

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Expenses and Allowances	How will the Board address expenses and allowances in its employment contract negotiations with the successful superintendent candidate? Business

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	1. What standard will the Board use, e.g., reasonable, itemized, etc.? 2. Will the Board designate the Board President or another individual to review and/or approve the Superintendent's expenses? 3. Will the Board provide the Superintendent with a District-owned cell phone or reimburse the Superintendent's cell phone expenses? 4. Will the Board reimburse the Superintendent for educational and other professional development expenses? ~~2.~~5. Will the Board provide moving expenses for candidates who must move into the region? Transportation Will the Board reimburse travel? If yes, what types of travel will the board reimburse? Some transportation topics that successful superintendent candidates request discussion about include: 1. Vehicle insurance reimbursement(s) 2. Vehicle repair reimbursement(s) 3. A travel allowance only at either a set amount or the District's per mile rate 4. A vehicle 5. Out-of-~~d~~District travel
Insurance	Will the Board address insurance in its employment contract negotiations with the successful superintendent candidate? Some items successful superintendent candidates request include: 1. Insurance contributions as part of a Cafeteria Plan, or in the alternative, the Board paying the premiums. 2. Specific insurance coverages from the Board, such as health, dental, vision, life, disability, etc.
Vacation	Will the Board address vacation days in its employment contract negotiations with the successful superintendent candidate? If yes, then: 1. How many days? 2. Will vacation days accumulate? And, if so, how? 3. Will the Board designate itself, the Board President, or a Board officer to approve or receive notification from the Superintendent

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	prior to taking a vacation? If yes, describe the process. 4. Will the Board address reimbursement for unused days? 5. Will vacation days need to be used for days off during Thanksgiving, winter, or spring breaks?
Sick Leave/Days	Will the Board address sick days in its employment contract negotiations with the successful superintendent candidate? If yes, then: 1. Will sick leave be limited to annual sick leave days in the District's teachers' contract or will a different amount be provided? 2. How will sick day accumulation be addressed? 3. Will the Board designate itself, the Board President, or a Board officer to approve or receive notification from the Superintendent prior to taking or upon returning from a sick day? If yes, describe the process.
Professional Activities and Organizations | Memberships in Community Organizations	Will the Board address memberships in professional activities/organizations and/or community organizations its employment contract negotiations with the successful superintendent candidate? If yes, then: 1. How many organizations will the Board allow the Superintendent to join? 2. Which organizations will be allowed? 3. What is the Board's limit for the cost of dues to professional organizations?
Retirement	Will the Board address any type of payment(s) upon the Superintendent's retirement? If yes, then: 1. Has the Board thoroughly examined and addressed: a. Any consequences or other penalties to it? b. The impact of any prior salary increases? c. Potential pension reform issues? 2. Often, a successful superintendent candidate's attorney has interest in the following issues: a. Available post-retirement options available, e.g., payments for sick/vacation days, post-retirement insurance, longevity annuity payment, etc. b. Whether a potential retirement payment will be properly creditable for TRS

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	purposes. **Note:** Ultimately, only TRS has the authority to determine creditability.
Annuities and Other Deferred Compensation	Will the Board address any type of annuities and other deferred compensation issues? If yes, then: 1. Will it offer such compensation in addition to the Superintendent's agreed-upon salary? 2. Will it contribute creditable earnings for TRS purposes?
Bonuses, Lump Sum Payments	Will the Board consider compensation other than salary, including bonuses, payment for optional TRS service credit, or other lump sum payments?

☐ **Changes to the Superintendent's Employment Contract**

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Non-Renewal at End of Contract	How will the Board and successful superintendent candidate agree to address orderly end to the employment contract when the Board chooses not to renew it? 1. Will there be a non-renewal notification date? Do both parties' attorneys find it reasonable? 2. Will the Board require the Superintendent to remind it of the non-renewal date? 3. Will there be any agreement to modify the requirement~~a clause~~ for an automatic one-year renewal if the Board fails to provide end-of-contract non-renewal notification or the right to a hearing upon non-renewal? ~~Will the Board agree to language in the employment contract that would provide the Superintendent with a hearing upon non-renewal?~~See 105 ILCS 5/10-21.4.
Renewal at End of Contract	Will the Board agree to a procedure for renewing the employment contract at its end? If yes, then: 1. What date would be the earliest that the Board could renew its employment contract with the Superintendent? 2. What criteria will the Board base its renewal upon? For example, some boards base renewal upon superintendents achieving their stated goals and indicators of student performance and academic improvement and other information they required.

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Contract Extensions	Will the Board agree to allow for an extension of its employment contract during its term? If yes, then: 1. Will the Board agree to extend it during its term if the Board determines that the Superintendent successfully met all of the Board's stated goals and indicators of student performance and academic improvement and other information it required? 2. Will the Board agree to extend a one-year contract when the Superintendent is not required to meet any goals? See 105 ILCS 5/10-23.8.
Terminations	If the successful superintendent candidate accepts employment with the Board and becomes the Superintendent, how will the Board outline the grounds and procedures for terminating the Superintendent's employment during the contract's term? 1. Will the Board and the successful superintendent candidate agree to terminate it upon mutual agreement? 2. Will the Board allow retirement to be an appropriate reason for terminating its employment contract with the Superintendent? And if so, will the Board require reasonable notice from its Superintendent? 3. Could either the Board or Superintendent terminate the employment contract without cause by providing notice to the other? If so, under what terms? 4. Will the Board terminate the employment contract for permanent disability of the Superintendent? a. How will the Board define permanent disability in the contract? b. Will the Board require the Superintendent to obtain a permanent disability determination through physician certification, and/or c. Will the Board consider duration of absence; e.g., 90-days after exhaustion of available leave, whichever is greater? See **PRESS** sample policy 5:180, *Temporary Illness or Temporary Incapacity*.

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	5. What standard will the Board use to terminate the employment contract for cause? Items to consider include: a. Any conduct detrimental/prejudicial to the District;* b. Just cause; c. Sufficient to dismiss a tenured teacher; d. Material breach of contract; or e. Not arbitrary and capricious. *50 ILCS 205/3c~~,~~ requires a school district to post on its website and make available to news media specific information about severance agreements that it enters into because an employee or contractor was found to have engaged in sexual harassment or sexual discrimination, as defined by the Ill. Human Rights Act or Title VII of the Civil Rights Act of 1964. See **Severance Pay** row directly below. 6. Will the Board agree to provisions for hearing and due process for the Superintendent? 7. How will the Board address death of its Superintendent during the duration of the employment contract?
Severance Pay	Any renewal or renegotiation that adds a condition of severance pay must include the following provisions of GSPA, 5 ILCS 415/10(a)~~(1)~~: 1. A restriction to an amount not exceeding 20 weeks of compensation; and 2. A prohibition for any severance if the Superintendent is fired for *misconduct* by the Board. This law defines misconduct to include sexual harassment and/or discrimination. But 50 ILCS 205/3c limits sexual harassment or discrimination to instances when an employee is "found to have engaged in sexual harassment or sexual discrimination, as defined by the Ill. Human Rights Act or Title VII of the Civil Rights Act of 1964." For more discussion about these laws, see f/n 7~~6~~ in policy 2:260, *Uniform Grievance Procedure*.
Liquidated Damages	Will the Board agree to liquidate damages with its Superintendent if one or the other terminates the employment contract? 1. Have both the Board and the successful superintendent candidate discussed the practical

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	consequences of a liquidated damages clause with their respective attorneys? 2. If the Board terminates the contract, has it discussed with the Board Attorney how it can avoid litigation with its former Superintendent?
Amendments	How will the Board and Superintendent agree to allow for amendments to the employment contract?

☐ **What technical clauses need to be in the Superintendent's employment contract?**

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Technical clauses (common in contracts)	If the employment contract contains any of the following technical provisions, have the Board Attorney and Superintendent's attorney reviewed them? 1. Notice 2. Applicable law 3. Headings and numbers 4. Complete understanding, i.e., do the Board members and Superintendent share the same understanding of the various provisions written in the employment contract? 5. Counterparts 6. Effect of Policy Amendments 7. Severability 8. Advice of Counsel

☐ **Miscellaneous Issues**

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Board Obligations Under the Employment Contract	Do all members of the Board understand the District's obligations under the employment contract and what not complying with them will mean to the District? Specifically, are Board members aware of the Board's specific obligations regarding: 1. The Superintendent Evaluation 2. Goal setting 3. Required notifications/actions by each party prior to termination of the employment contract
Ongoing Monitoring of Each Party's Compliance with the Contract	Are the Board and Superintendent actually complying with the terms of the employment contract? Has the Board Attorney explained how the Board should monitor compliance with the employment contract?

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Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Legislative Issues	How might pending pension reform legislation or other trending legislation affect the employment contract?

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General School Administration

Exhibit - Event Reporting and Notice Requirements for Building Principals Concerning School Safety and Security

The Building Principal shall comply with all State law reporting and notice requirements for principals. Compliance with the State law reporting and notice requirements is required by Board policy 3:60, *Administrative Responsibility of the Building Principal*, in its mandate to "perform all duties as described in State law." The specific statute identified in the following tables should be checked for current requirements. The lists of required reports and notices may not be exhaustive.

Events Requiring Reports Concerning School Safety and Security	Resources
A student or other person poses a clear and present danger to himself, herself, or others. This report is made to the Ill. State Police (ISP) within 24 hours after the Building Principal makes this determination. The Building Principal must also notify the Superintendent or designee whenever he or she makes a clear and present danger report to ISP. [1] This report is required by the Firearm Concealed Carry Act (430 ILCS 66/105), and the Mental Health and Developmental Disabilities Code (405 ILCS 5/6-103.3). The Building Principal may delegate making reports concerning students, but not otherwise. *Clear and present danger* is defined in 430 ILCS 65/1.1, amended by P.A. 104-270, as a person who: (1) communicates a serious threat of physical violence against a reasonably identifiable victim or poses a clear and imminent risk of serious physical injury to himself, herself, or another person as determined by a physician, clinical psychologist, advanced practice psychiatric nurse, or qualified examiner; or (2) demonstrates threatening physical or verbal behavior, such as violent, suicidal, or assaultive threats, actions, or other behavior, as determined by a physician, clinical psychologist, advanced practice psychiatric nurse, qualified examiner, school administrator, or law enforcement official. ISP rules implementing this duty to report are found in 20 Ill.Admin.Code §1230.120(b), and state, in relevant part:	The ISP has posted information and instructions at: https://isp.illinois.gov/StaticFiles/docs/FirearmsSafety/Forms/CPD%20Reporting%20handout.pdf. 3:60, *Administrative Responsibility of the Building Principal* 7:340, *Student Records* 7:340-AP1, *School Student Records*

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[1] Optional and suggested as a best practice. This aligns with sample administrative procedure 4:190-AP2, *Threat Assessment Team*.

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Events Requiring Reports Concerning School Safety and Security	Resources
b) Law enforcement officials and school administrators shall report determinations of a clear and present danger directly to [ISP]. [ISP] shall make a form and instruction for the reporting available to law enforcement officials and school administrators on its website. 1) Clear and present danger reports shall be reviewed by the Department to deny a FOID [Firearm Owners Identification] card application or revoke a FOID card under Section 8(f) or 8.1(d) of this Act. 2) Clear and present danger reporting shall be made consistent with the Family Educational Rights and Privacy Act (20 U.S.C. §1232g) to assist [ISP] with protecting the health and safety of the public by denying persons who present a clear and present danger from having lawful access to weapons. **Note:** 430 ILCS 65/8.1(d), as amended by P.A. 104-5, also allows ISP to suspend a person's FOID card.	
A student may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability. This report is made to the Ill. Dept. of Children and Family Services (DCFS) by the Building Principal or other school personnel immediately upon their suspicion or receipt of knowledge. The DCFS Child Abuse Hotline is 800/25-ABUSE (within Illinois) or 217/524-2606 (outside Illinois). ~~In addition to the Building Principal, all school personnel are required to make this report.~~ A staff member should inform the Building Principal if the staff member made a report; the Building Principal should inform the Superintendent of any report made. This report is required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), and the Dept. of Human Services Act (20 ILCS 1305/). A knowing and willful failure to make the report to DCFS is a Class A misdemeanor for the first violation and a second or subsequent violation is a Class 4 felony. 325 ILCS 5/4.	Information and directions are available from DCFS at: ~~www.state.il.us/dcfs/child/index.shtml~~https://dcfs.illinois.gov/safe-kids/reporting.html. 5:90, *Abused and Neglected Child Reporting* 7:190-AP6, *Guidelines for Investigating Sexting Allegations*
Child sexual abuse material is discovered on electronic and information technology equipment. This report is made immediately to local law enforcement, or the National Center for Missing and Exploited Children's CyberTipline 800/THE-LOST or online at: https://report.cybertip.org/. According to 325 ILCS 5/4.5, *Electronic and information technology equipment* means equipment used in the creation, manipulation, storage, display, or transmission of data, including internet and intranet systems, software applications,	5:90, *Abused and Neglected Child Reporting*

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Events Requiring Reports Concerning School Safety and Security	Resources
operating systems, video and multimedia, telecommunications products, kiosks, information transaction machines, copiers, printers, and desktop and portable computers. (Italics added.) An electronic and information technology equipment worker or the worker's employer is required to make this report by 325 ILCS 5/4.5, amended by P.A. 104-245~~, eff. 1-1-26~~. Failure to make this report is a business offense subject to a fine of $1,001. Id. at 5/4.5(e).	
Hazing resulted in bodily harm to any person. This report is required when the Building Principal or other school personnel or volunteer observes hazing. This report is made to the Superintendent or other supervising authority or, in the event of death or great bodily harm, to law enforcement. 720 ILCS 5/12C-50.1. The statute does not provide a deadline for making the report, but making the report immediately is prudent. Failure to report hazing is a Class B misdemeanor and if the hazing resulted in death or great bodily harm the failure to report is a Class A misdemeanor. Id. at 5/12C-50.1(c).	5:90, *Abused and Neglected Child Reporting* 7:190, *Student Behavior*
The person enrolling a student fails to provide a certified copy of the student's birth certificate within 30 days of enrolling the student. The Superintendent or designee is required to immediately notify local law enforcement. The Superintendent or designee must also notify the person enrolling the student, in writing, that unless the person complies within 10 days, the case will be referred to local law enforcement for investigation. If the person does not comply within 10 days, the Superintendent or designee refers the case to local law enforcement. 325 ILCS 50/5(b)(2) and 325 ILCS 55/5(b). This report is required by the Missing Children Records Act (325 ILCS 50/), and the Missing Children Registration Law (325 ILCS 55/).	7:50, *School Admissions and Student Transfers To and From Non-District Schools* 7:50-AP, *School Admissions and Student Transfers To and From Non-District Schools*
The District receives notification from ~~the~~ ISP of the disappearance of a student currently or previously enrolled. The Superintendent or designee is required to flag records pertaining to the student, such that whenever a copy of or information regarding the flagged records is requested, the Superintendent or designee will be alerted. The Superintendent or designee must immediately report to local law enforcement any request concerning flagged records or knowledge about where the student may be located. 325 ILCS 50/5(a) and 325 ILCS 55/5(a).	7:50-AP, *School Admissions and Student Transfers To and From Non-District Schools*

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Events Requiring Reports Concerning School Safety and Security	Resources
This report is required by the Missing Children Records Act (325 ILCS 50/), and the Missing Children Registration Law (325 ILCS 55/).	
A drug-related incident occurred on school property, including any conveyance used to transport students, or on any public way within 1000 feet of the school. The Building Principal or designee is required to immediately notify the Superintendent or designee and any involved student's parent/guardian.[2] The Superintendent or designee is required to immediately report to local law enforcement. 105 ILCS 5/10-27.1B, amended by P.A.s 103-609 (first to pass both houses) and 103-780 (second to pass both houses and controlling). Schools must also report any verified incident involving drugs to the Ill. State Board of Education (ISBE) through its web-based School Incident Reporting System (SIRS) as it occurs during the year but no later than July 31 for the preceding school year. Id. See f/n 6 in sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan.* 105 ILCS 127/2 also requires reporting to the municipal police dept. or office of the county sheriff of the municipality or county where the school is located within 48 hours of becoming aware of the drug violation. 105 ILCS 127/2 sets forth specific drug violations that will trigger this duty to report; however, best practice suggests reporting any drug violation. This report is required by the School Reporting of Drug Violations Act, 105 ILCS 127/.	3:60, *Administrative Responsibility of the Building Principal* 4:170-AP1, *Comprehensive Safety and Security Plan,* Letter J. Required Notices
The safety and welfare of students and teachers are threatened by illegal use of drugs and alcohol, by illegal use or possession of weapons, or by illegal gang activity. If this occurs, the Building Principal is required to utilize the resources of proper law enforcement agencies. 105 ILCS 5/10-21.4a.	3:60, *Administrative Responsibility of the Building Principal* 7:190, *Student Behavior*
A student committed a criminal or civil offense, including attacks on school personnel.	2:150, *Committees* 7:190-AP3, *Guidelines for Reciprocal Reporting*

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[2] Parent/guardian notification is only required by law when the alleged offense is firearm possession by a student or a threat of firearm violence by a student, but parent/guardian notification is suggested here as a best practice. 105 ILCS 5/10-27.1A(b), amended by P.A. 104-174. This aligns with the **Required Notices** subhead of sample policy 7:190, *Student Behavior*, and section **J. Required Notices** of sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*, which provide that a parent/guardian will be notified of drug-related incidents and battery of a staff member. See f/n ~~60~~59 in sample policy 7:190, *Student Behavior*, and f/n 5 in sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*. If your board has not expanded this notification duty in policy 7:190, *Student Behavior*, delete "~~and any involved student's parent/guardian.~~"

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Events Requiring Reports Concerning School Safety and Security	Resources
The Superintendent or designee is required to make this report. This report is made to local law enforcement agencies as part of a reciprocal reporting system between the District and local law enforcement agencies. No specified time period is stated in the statute. A reciprocal reporting system is required by 105 ILCS 5/10-20.14, amended by P.A.s 104-430 and 104-648, eff. 1-1-27.	*of Offenses Committed by Students*
A threat of gun violence on school grounds is made, or a person on school grounds possesses a firearm. This report is made by the Building Principal or designee to local law enforcement **immediately** after receiving a report of a threat of gun violence on school grounds or of a person on school grounds possessing a firearm. If the report pertains to a threat of firearm violence made by a student, the Building Principal or designee must attempt to notify the student's parent/guardian **as soon as possible** and must further attempt to contact the parent/guardian to ensure that the student does not have access to a firearm. The Building Principal or designee must also notify the Superintendent or designee and any involved student's parent/guardian, and the Superintendent or designee must also immediately report to local law enforcement. Schools must also report any verified incident involving a firearm to ISBE through SIRS as it occurs during the year but no later than July 31 for the preceding school year. See f/n 6 in sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan.* These reports are required by 105 ILCS 5/10-27.1A, amended by P.A.s 103-34, 103-609 (first to pass both houses) and 103-780 (second to pass both houses and controlling), and 104-174. A knowing and willful failure to make the report is a petty criminal offense for the first violation and a second or subsequent violation is a Class C misdemeanor. Id.	7:190, *Student Behavior* 4:170-AP1, *Comprehensive Safety and Security Plan,* Letter J. Required Notices
A staff member is battered. This report is made by the Building Principal or designee to the Superintendent or designee and to any involved student's parent/guardian.[3] The Superintendent or designee will immediately report to local law enforcement and will report to ISBE through SIRS as incidents occur during the school year and no later than August 1 for the preceding school year. 105 ILCS 5/10-21.7.	4:170-AP1, *Comprehensive Safety and Security Plan,* Letter J. Required Notices

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[3] See f/n 1, above.

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Events Requiring Reports Concerning School Safety and Security	Resources
A student engaged in aggressive behavior. The Superintendent or designee is required to make this report. This report is made to the parent/guardian of a student who engaged in aggressive behavior including, without limitation, bullying. 105 ILCS 5/10-20.14(d). No specific time period is stated in the statute.	7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment* 7:190, *Student Behavior* 7:190-E1, *Aggressive Behavior Reporting Letter and Form*

Required Notices Concerning School Safety and Security	Resources
Human Trafficking Hotline. The Superintendent or designee ensures the Ill. Dept. of Human Services' notice is posted in conspicuous and accessible locations such as administrative offices or other locations in view of school employees. This notice is required by the Human Trafficking Resource Center Notice Act, 775 ILCS 50/.	Notice available for download at: www.dhs.state.il.us/page.aspx?item=82023.
Lead in Drinking Water. If samples from any drinking water lead test performed in any District school(s) exceed five parts per billion, the Superintendent or designee provides notification of the sampling results to the parents or guardians of all enrolled students. This notification is required by 225 ILCS 320/35.5(c)(3).	4:170, *Safety*
Sex Offender Information is Available. This notice is provided to the parents/guardians of students at either registration or parent-teacher conferences. Either the Building Principal or teacher shall notify the parents/guardians that information about sex offenders is available on the ISP website. 730 ILCS 152/120(g). This notice is required by the Sex Offender Community Notification Law, 730 ILCS 152/120(g).	4:170, *Safety* 4:175-AP1, *Criminal Offender Notification Laws; Screening* 4:175-AP1, E1, *Informing Parents/Guardians About Offender Community Notification Laws*

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Do Not add
High School only

Instruction

Exhibit - State Law Graduation Requirements

This exhibit is intended as a reference, but it may not reflect recent legislative updates. Before relying on it, check the Ill. General Assembly website, www.ilga.gov, for the current statute. ***Note:*** *There is a lag between when a bill becomes law and when the law is updated* at *www.ilga.gov.*

The School Code, 105 ILCS 5/27-605, amended by P.A. 104-387 and amended and renumbered by P.A. 104-391, and 105 ILCS 5/22-87, amended by P.A.s 104-13 and 104-14, contains the following course requirements and financial aid application requirement for a student in Illinois to receive a high school diploma. Other graduation requirements, including additional course requirements, if any, are contained in School Board policy 6:300, *Graduation Requirements*. For guidance in offering the coursework necessary to meet the State graduation requirements, see the Ill. State Board of Education, *State Graduation Requirements, Guidance Document* (2025), available at: www.isbe.net/Documents/grad_require.pdf.

****

State Law Graduation Requirements

105 ILCS 5/27-605, amended by P.A.s 104-387, 104-803, and 104-814, and amended and renumbered by P.A. 104-391

Required high school courses.

(a) - (d) are not listed because they are blank in the statute.

(e) **Through the 2023-2024 school year**, as a prerequisite to receiving a high school diploma, each pupil entering the 9th grade must, in addition to other course requirements, successfully complete all of the following courses:

(1) Four years of language arts.

(2) Two years of writing intensive courses, one of which must be English and the other of which may be English or any other subject. When applicable, writing-intensive courses may be counted towards the fulfillment of other graduation requirements.

(3) Three years of mathematics, one of which must be Algebra I and one of which must include geometry content, and one of which may be an Advanced Placement computer science course. A mathematics course that includes geometry content may be offered as an integrated, applied, interdisciplinary, or career and technical education course that prepares a student for a career readiness path.

(3.5) For pupils entering the 9th grade in the 2022-2023 school year and 2023-2024 school year, one year of a course that includes intensive instruction in computer literacy, which may be English, social studies, or any other subject and which may be counted toward the fulfillment of other graduation requirements.

(4) Two years of science.

(5) Two years of social studies, of which at least one year must be history of the United States or a combination of history of the United States and American government and, beginning with pupils entering the 9th grade in the 2016-2017 school year and each school year thereafter, at

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least one semester must be civics, which shall help young people acquire and learn to use the skills, knowledge, and attitudes that will prepare them to be competent and responsible citizens throughout their lives. Civics course content shall focus on government institutions, the discussion of current and controversial issues, service learning, and simulations of the democratic process. School districts may utilize private funding available for purposes of offering civics education. Beginning with pupils entering the 9th grade in the 2021-2022 school year and each school year thereafter, one semester, or part of one semester, may include a financial literacy course.

(6) One year chosen from (A) music, (B) art, (C) world~~foreign~~ language, which shall be deemed to include American Sign Language, (D) vocational education, or (E) forensic speech (speech and debate). A forensic speech course used to satisfy the course requirement under subdivision (1) may not be used to satisfy the course requirement under this subdivision (6).

(f) The State Board of Education shall develop and inform school districts of standards for writing-intensive coursework.

(e-5) **Beginning with the 2024-2025 school year**, as a prerequisite to receiving a high school diploma, each pupil entering the 9th grade must, in addition to other course requirements, successfully complete all of the following courses:

(1) Four years of language arts.

(2) Two years of writing intensive courses, one of which must be English and the other of which may be English or any other subject. If applicable, writing-intensive courses may be counted toward the fulfillment of other graduation requirements.

(3) Three years of mathematics, one of which must be Algebra I, one of which must include geometry content, and one of which may be an Advanced Placement computer science course. A mathematics course that includes geometry content may be offered as an integrated, applied, interdisciplinary, or career and technical education course that prepares a student for a career readiness path.

(3.5) One year of a course that includes intensive instruction in computer literacy, which may be English, social studies, or any other subject and which may be counted toward the fulfillment of other graduation requirements.

(4) Two years of laboratory science.

(5) Two years of social studies, of which at least one year must be history of the United States or a combination of history of the United States and American government and at least one semester must be civics, which shall help young people acquire and learn to use the skills, knowledge, and attitudes that will prepare them to be competent and responsible citizens throughout their lives. Civics course content shall focus on government institutions, the discussion of current and controversial issues, service learning, and simulations of the democratic process. School districts may utilize private funding available for the purposes of offering civics education. One semester, or part of one semester, may include a financial literacy course.

(6) One year chosen from (A) music, (B) art, (C) world~~foreign~~ language, which shall be deemed to include American Sign Language, (D) career and technical education, or (E) forensic speech (speech and debate). A forensic speech course used to satisfy the course requirement under subdivision (1) may not be used to satisfy the course requirement under this subdivision (6).

(e-10) Beginning with the 2028-2029 school year, as a prerequisite to receiving a high school diploma, each pupil entering the 9th grade must, in addition to other course requirements, successfully

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complete either (i) 2 years of worldforeign language courses, which may include American Sign Language, or (ii) at least 2 years of coursework that has been authorized by the State Board of Education as meeting the requirements for an approved career and technical education course. A pupil who satisfies either course requirement under this subsection (e-10) is deemed to have satisfied. A pupil may choose a third year of foreign language to satisfy the course requirement under paragraph (6) of subsection (e-5).

(f) The State Board of Education shall develop and inform school districts of standards for writing-intensive coursework.

(f-5) If a school district offers an Advanced Placement computer science course to high school students, then the school board must designate that course as equivalent to a high school mathematics course and must denote on the student's transcript that the Advanced Placement computer science course qualifies as a mathematics-based, quantitative course for students in accordance with subdivision (3) of subsection (e) of this Section.

(g) The amendatory Acts of 1983 and of the 94th General Assembly do not apply to students with disabilities whose course of study is determined by an Individualized Education Program. [1]

Subdivision (3.5) of subsection (e) does not apply to pupils entering the 9th grade in the 2021-2022 school year or a prior school year or to students with disabilities whose course of study is determined by an individualized education program.

Subsection (e-5) does not apply to pupils entering the 9th grade in the 2023-2024 school year or a prior school year or to students with disabilities whose course of study is determined by an individualized education program. Subsection (e-10) does not apply to pupils entering the 9th grade in the 2027-2028 school year or a prior school year or to students with disabilities whose course of study is determined by an individualized education program.

(h) The provisions of this Section are subject to the provisions of Section 27-610 [substitutions for required courses].

(i) The State Board of Education may adopt rules to modify the requirements of this Section for any students enrolled in grades 9 through 12 if the Governor has declared a disaster due to a public health emergency pursuant to Section 7 of the Illinois Management Agency Act.

105 ILCS 5/22-87, amended by P.A.s 104-13, and 104-14, and 104-852.

Graduation requirements; Free Application for Federal Student Aid.

(a) Beginning with the 2020-2021 school year, in addition to any other requirements under this Code, as a prerequisite to receiving a high school diploma from a public high school, the parent or guardian of each student or, if a student is at least 18 years of age or legally emancipated, the student must comply with either of the following:

(1) File a Free Application for Federal Student Aid with the United States Department of Education or, if applicable, an application for State financial aid.

(2) On a form created by the State Board of Education, file a waiver with the student's school district indicating that the parent or guardian or, if applicable, the student understands what

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The footnotes should be removed before the material is used.

[1] This section has been modified to delete older, irrelevant language that still appears in the statute.

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the Free Application for Federal Student Aid and application for State financial aid are and has chosen not to file an application under paragraph (1).

(b) Each school district with a high school must require each high school student to comply with this Section and must provide to each high school student and, if applicable, his or her parent or guardian any support or assistance necessary to comply with this Section. A school district must award a high school diploma to a student who is unable to meet the requirements of subsection (a) due to extenuating circumstances, as determined by the school district, if (i) the student has met all other graduation requirements under this Code and (ii) the principal attests that the school district has made a good faith effort to assist the student or, if applicable, his or her parent or guardian in filing an application or a waiver under subsection (a).

Beginning with the 2025-2026 school year, each high school must designate at least one member of its staff as a contact for matters related to this Section, annually provide the individual's name and contact information to the State Board of Education and Illinois Student Assistance Commission in a form and manner that these agencies prescribe, and inform high school seniors that this individual is available to answer questions about this Section or to refer them to an appropriate resource, which may include, but is not limited to, the Illinois Student Assistance Commission. The contact shall serve as a designated point of contact for information from the State Board of Education and Illinois Student Assistance Commission related to this Section, including the free resources available to ~~their~~ students and schools to help them comply with this Section. A person designated as a point of contact under this Section shall, upon designation, be required to complete an initial orientation and, thereafter, shall be encouraged to participate in annual briefings. The individual shall be eligible to receive professional development hours for both the initial orientation and subsequent annual briefings, as applicable. [2]

Beginning with the 2025-2026 school year, the school district shall provide appropriate support to each high school student to assist with education about and the completion of a financial aid application as described in subsection (a). This support may be offered in a variety of formats, times, and settings and shall include an opportunity for the student to request and receive help during the school day in completing the student's portion of the financial aid application. The high school may request assistance from the Illinois Student Assistance Commission to support the completion of financial aid applications, including application completion events and individual assistance, at no cost to the high school. A high school student may choose whether to use the support or assistance provided under this Section.

A school district must award a high school diploma to a student who is unable to meet the requirements of subsection (a) due to extenuating circumstances, as determined by the school district, if (i) the student has met all other graduation requirements under this Code and (ii) the principal attests that the school district has made a good faith effort to assist the student or, if applicable, his or her parent or guardian in filing an application or a waiver under subsection (a).

(c) The State Board of Education may adopt rules to implement this Section.

The footnotes should be removed before the material is used.

[2] The second and third paragraphs of 105 ILCS 5/22-87(b) reflect additions made by P.A.s 104-13 and 104-14, respectively. ~~Because these public acts amended the same subsection, the final appearance of this subsection in the Ill. Compiled Statutes may be different than shown in this sample exhibit~~These public acts are reprinted consecutively in the Ill. Compiled Statutes, but this sample exhibit combines them for ease of use.

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Ok as is

Students

Exhibit - Equal Educational Opportunities Within the School Community

The School District welcomes diversity in its schools. Board policy 7:10, *Equal Educational Opportunities* cites the many civil rights laws that guarantee equal education opportunities to all students. In addition, the policies below address the equal educational opportunities, health, safety, and general welfare of students within the District. These policies are not a complete list, and depending on the factual context, another policy not specifically listed may apply:

1. 2:260, *Uniform Grievance Procedure*, contains the process for an individual to seek resolution of a complaint. A student may use this policy to complain about bullying. The District Complaint Manager shall address the complaint promptly and equitably.
2. 2:265, *Title IX Grievance Procedure*, contains the process that must be followed for complaints of Title IX harassment.
3. 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, prohibits any person from discriminating against or harassing a student based on race, color, or national origin.
4. 6:65, *Student Social and Emotional Development*, requires that social and emotional learning be incorporated into the District's curriculum and other educational programs.
5. 7:10, *Equal Educational Opportunities*, requires that equal educational and extracurricular opportunities be available to all students without regard to, among other protected statuses, sex, sexual orientation, and gender identity.
6. 7:20, *Harassment of Students Prohibited*, prohibits any person from harassing, intimidating, or bullying a student based on an actual or perceived characteristic that is identified in the policy including, among other protected statuses, sex, sexual orientation, and gender identity.
7. 7:130, *Student Rights and Responsibilities*, recognizes that all students are entitled to rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting.
8. 7:160, *Student Appearance*, prohibits students from dressing or grooming in such a way as to disrupt the educational process, interfere with a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency. It recognizes that students have the right to wear hairstyles historically associated with race, ethnicity, or hair texture, religious hairstyles, hair-related religious practices, or facial hair worn in accordance with a student's sincerely held religious beliefs, observance, or practice, and to wear or accessorize the student's graduation attire with items associated with the student's cultural, ethnic, or religious identity, or other characteristic protected by State law.
9. 7:165, *Student Uniforms*, encourages students to wear school uniforms in order to maintain and promote orderly school functions, school safety, and a positive learning environment, if adopted. It recognizes that students have the right to wear hairstyles historically associated with race, ethnicity, or hair texture, religious hairstyles, hair-related religious practices, or facial hair worn in accordance with a student's sincerely held religious beliefs, observance, or practice, and to wear or accessorize the student's graduation attire with items associated with the student's cultural, ethnic, or religious identity, or other characteristic protected by State law.
10. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, contains the comprehensive structure for the District's bullying prevention program.

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11. 7:250, *Student Support Services*, directs the Superintendent to develop protocols for responding to students' social, emotional, or mental health needs that impact learning.
12. 7:330, *Student Use of Buildings - Equal Access*, grants student-initiated groups or clubs the free use of school premises for their meetings, under specified conditions.
13. 7:340, *Student Records*, contains the comprehensive structure for managing school student records, keeping them confidential, and providing access as allowed or required.

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