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## Memo

To: Dr. Wise

From: Principals Johnson, Little & Orszula

Date: July 10th, 2024

Re: Summary of handbook changes for 2023-24 school year

Principals have spent time this summer combining three different handbooks into one consistent, clear, and common set of guidelines for parents and students. We omitted many out-of-date practices, such as references to PBIS, outdated technology (AM/FM radios), etc. Additionally, we streamlined practices across the buildings, which are noted below. This new Center Cass School District 66 Student Handbook will increase understanding of our rules and procedures, and create consistency between buildings on common practices. In addition to improving the organization and formatting of the document(s), the highlights of these changes include:

- Included the district mission and vision statements.
- Add an equal opportunity statement.
- Updated the dress code.
- Updated the Acceptable Use Policy (this was updated by the board in 1/2022 but handbooks did not include that change)
- Updated procedures limiting cell phone/smart device use and clarifying AI use.
- Updated language to be current and consistent in the following areas:
  - Attendance & Truancy
  - Assessment
  - Fee Waiver
  - Student Records
  - PTO/Team 66
  - Food Sharing & Birthday Treats
  - Email for students