

2020-2021 PJHS Proposed Handbook Changes

The handbook committee (Juletta Ellis, Susan Ade, Bonnie Sowarsh, Sarah Crosby, Adam Haston, and Trevor Higgins) met on May 28, 2020, to review and discuss proposed changes to the PJHS Student Handbook in accordance with the IPA Model Handbook and updates to adopted board policies. The following changes are suggested:

P. 5-6 Administering Medications to Students

C. Administration of Medical Cannabis

In accordance with the Compassionate Use of Medical Cannabis Program, qualifying students are allowed to utilize medical cannabis infused products while at school and school events. Please contact the building principal for additional information.

P. 10 Grading Scale and Homework Completion

Remote learning grading will be determined based on the length of the remote learning circumstance. Any changes in grading practices during remote learning will be communicated to students and families (See Remote Learning Plan for more information.)

P. 11 Chromebook Program

Sixth grade students may have a delayed release of devices in order to establish proper care and use of the device expectations. Sixth grade and new students will participate in activities in order to earn their technology licenses.

P. 13 Use of E-Mail

Email is a frequent tool of communication utilized at PJHS between staff members and students. Students should not use email as a way to chat with friends throughout the day. Doing so is considered a technology violation and students will face loss of privileges in using devices.

P. 13-14 Lockers

The school and district assume no liability for missing, stolen, or broken objects left in an unsecured locker, so the use of the school issued lock is highly encouraged at all times.

P. 14-15 Parent/Guardian Communication

In addition, students should be in the habit of checking email daily. Parents and families are encouraged to accept invitations to Google Classrooms to aid in monitoring student work completion.

P. 15-16 Remote Learning Plan

A remote learning day is defined as an educational program designed to provide continuation of learning for students under conditions that prohibit the learner and instructor from being in the same physical space.

Teacher Responsibilities

- Make remote learning activities available in a timely manner.
- Be available from 8:15-1:15 to answer student/caregiver questions.
- Provide timely feedback on student work.
- Provide a range of meaningful learning opportunities that meet the needs of all learners during the period of closure.
- Provide regular feedback to students on progress related to learning activities.

Student Responsibilities

- Review assigned work.
- Complete assigned work by the due date and respond as requested by your teacher.
- Ask clarifying questions when you need help or don't understand.
- Be respectful to yourself, teachers and peers.

Pana Junior High School/or the special education team will create a remote instructional plan to address FAPE for children who are eligible for special education.

Grading for remote learning will be determined based on the length and circumstances of the remote learning period.

P. 16 Report Cards

Remote learning grading will be determined based on the length of the remote learning circumstance. Any changes in grading practices during remote learning will be communicated to students and families (See Remote Learning Plan for more information.)

P. 16-17 Search and Seizure

Questioning of Students Suspected of Committing Criminal Activity: Before a law enforcement officer, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the building principal or designee will: (a) notify or attempt to notify the student's parent/guardian and document the time and manner in writing; (b) make reasonable efforts to ensure the student's parent/guardian is present during the questioning, or if they are not present, ensure that a school employee (i.e. social worker, psychologist, nurse, guidance counselor, or other mental health professional) is present during the questioning; and (c) if practicable, make reasonable efforts to ensure that a law enforcement officer trained in promoting safe interactions and communications with youth is present during the questioning.

P. 20-21 Visitors

All visitors to the building must abide by the following Board Policy for code of conduct: All visitors, including parents and siblings, are required to enter through the front door of the building and proceed immediately to the main office. Visitors should identify themselves and inform office personnel of their reason for being at school. Visitors must sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting. Approved visitors must take a tag identifying themselves as a guest and place the tag to their outer clothing in a clearly visible location. Visitors are required to proceed immediately to their location in a quiet manner. All visitors must return to the main office and sign out before leaving the school.

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

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

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

1. Strike, injure, threaten, harass, or intimidate a staff member, board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law or municipal, local or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectable, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied Illinois' Compassionate Use of Medical Cannabis Act and district policies.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized district employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other district policies or regulations, or a directive from an authorized security officer or district employee.

16. Engage in any conduct that interferes with, disrupts, or adversely affects the district or a school function.

P. 23 Prohibited Student Conduct

1. Using, possessing, distributing, purchasing, selling, or offering for sale tobacco or nicotine materials including electronic cigarettes, e-cigarettes, vapes, vape pens, or other vaping related products.

P. 30 Tobacco

Tobacco found in a student's possession or locker will be removed and destroyed and the student will not be allowed to return to class until the investigation is complete and consequences have been determined and served.