Regular Meeting

Monday, May 17, 2021 6:30 PM
Unit #10 Administrative Annex, 123 W. Clay, Collinsville, IL 62234

1. **Call to Order - President Peccola**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Public Forum**

4.1. Written Correspondence

4.1.a. 5/3/21 Correspondence from Kachina Brown

4.2. Audience Input

5. **Reports/Requests**

5.1. Recognition of Retirees

5.2. Superintendent's Report - Dr. Brad Skertich

Board Update #89

It has been a challenging year to say the least, but we are grateful for the efforts of our students, staff and families to make the most of a difficult situation. Tuesday marks the last day of school with students and Wednesday is the end of the year Institute Day. Preparations for next school year are underway. Currently each building is preparing for a full day with students, five days a week, along with IDPH safety requirements. Additionally, each building is preparing plans for meal service that requires no social distancing, 3 ft social distancing and 6ft social distancing while in the cafeteria. We do not know where the State of Illinois will land on this matter, but we will be prepared and eventually include in the district's Return to Learn Plan once guidance is received.

The CHS Upward Bound Program has reached capacity, 60 students, and now has a waiting list for the 2021-2022 academic year. The high school's partnership with SIUE continues to grow and reaching capacity in such a short timeframe is a testament of the efforts being put forth by Mrs. Tyus and Mrs. Bidinger as well as our very own CHS staff. We are excited to see the program continue to flourish in the future!

Mr. Kunz has released the summer Professional Development Academy for staff. There is a wide variety of trainings that will occur during May and June once school has concluded. Topics include Google Updates, Popular Online Applications, PDF Editing, Google Add-Ons and Extensions, Google Classroom, GoGuardian, Nearpod, Activpanel and Gmail. Despite the major steps our staff have made this year with technology integration, we must remain current and training will continue.

The ESSER III/American Rescue Plan Grant Application is scheduled to be released July 1st to school districts. The requirements to utilize the $14.76 million will not be officially released until early June. However, the district is required to use 20% of the grant for learning recovery, social, emotional and mental health needs and include this information in the district's Return to Learn Plan. The same focus was used with ESSER I and ESSER II monies which have been used for technology, curriculum, programs and staffing improvements. The central office will be updating our Return to Learn Plan and adding a section to the current document regarding the use of ESSER III funds as they are developed. The district's safety protocols are already detailed in the current Return to Learn Plan, but will need to be updated as IDPH and CDC guidelines change. Additionally, a committee of stakeholders will be created to provide public input into the district's plan to address students' academic and social emotional needs of our students and a public hearing as required. Last, 80% will be utilized for capital improvements related to air quality and square footage. That plan is still being developed and conversations with the Board of Education will continue in the weeks ahead.

This past weekend the district was able to recognize the Collinsville High School Class of 2021. I would like to compliment the high school staff for putting in the time and effort to ensure the district was able to honor the students with an in-person ceremony. The past year was challenging for our seniors in many ways but to end their high school career with an "almost normal" ceremony is the best we could hope for this year and is another example of how dedicated our staff is to their students!

5.3. Financial Report - Mrs. Uta Robison

Collinsville CUSD #10

Board Meeting 5/17/2021

Financial Summary for April 2021

Through Date:	30-Apr-21								
Months:	10		83%			83%			

FY20-21	FY21 Budget Revenue	YTD Revenue	As %	FY21 Budget Expenditures	YTD Expenditures	As %	Fund Balance Beginning of Year	Transfer as Notes only	30-Apr-21
Education (10)	$ 57,156,357	$ 51,976,231	91%	$ 59,204,018	$ 46,159,825	78%	$ 11,378,091		$ 17,194,497
Operations & Maintenance (20)	$ 4,522,100	$ 4,247,600	94%	$ 4,709,611	$ 3,438,800	73%	$ 6,062,135		$ 6,870,935
--transfer to Fund 30 and 60								$ (1,280,000)	$ -
Bond & Interest (30)	$ 2,616,000	$ 2,481,655	95%	$ 2,594,530	$ 2,340,199	90%	$ 364,753	$ 280,000	$ 506,209
Transportation (40)	$ 4,786,290	$ 4,815,593	101%	$ 4,977,140	$ 2,944,520	59%	$ (949,424)		$ 921,648
IMRF / Soc.Sec.(50)	$ 2,118,000	$ 1,990,002	94%	$ 2,174,183	$ 1,684,654	77%	$ 1,997,584		$ 2,302,931
Site & Construction (60)	$ 4,005,000	$ 4,000,538	100%	$ 4,000,000	$ 970,839	24%	$ 122,292	1000000 + 3MIL	$ 3,151,991
Working Cash (70)	$ 430,576	$ 397,673	92%	$ -	$ 3,000,000		$ 17,576,561	$ (3,000,000)	$ 14,974,234
Tort (80)	$ 2,542,076	$ 2,386,751	94%	$ 2,995,040	$ 2,741,849	92%	$ 580,298		$ 225,200
Fire & Safety (90)	$ 402,576	$ 373,417	93%	$ 1,376,000	$ 249,641	18%	$ 2,066,840		$ 2,190,616
Total:	**$ 78,578,975**	**$ 72,669,458**	**$ 1**	**$ 82,030,522**	**$ 63,530,328**	**$ 1**	**$ 39,199,130**		**$ 48,338,261**
4 Operating Funds:	**$ 66,895,323**	**$ 61,437,096**		**$ 68,890,769**	**$ 55,543,146**		**$ 34,067,363**		**$ 39,961,314**

	Program	Voucher date	Amount	Processed	Program Categoricals July 1, 2020 -	
2020	3100-00	6/18/2020	$135,525.97	8/10/2020	Special Ed. - Private Facility Tuition	Prior Year 4th
2021	3100-00	9/28/2020	$134,747.26	10/21/2020	Special Ed. - Private Facility Tuition	Current 1st
2021	3100-00	12/28/2020	$134,493.45	1/22/2021	Special Ed. - Private Facility Tuition	Current 2nd
2021	3100-00	3/29/2021	$134,493.45	4/21/2021	Special Ed. - Private Facility Tuition	Current 3rd
2020	3120-00	8/26/2020	$183,201.15	9/29/2020	Special Ed. - Orphanage - Individual	Prior Year 4th
2021	3120-00	9/28/2020	$25,407.69	10/21/2020	Special Ed. - Orphanage - Individual	Current 1st
2021	3120-00	12/28/2020	$29,642.31	1/22/2021	Special Ed. - Orphanage - Individual	Current 2nd
2022	3120-01	3/29/2021	$65,636.53	4/21/2021	Special Ed. - Orphanage - Individual	Current 3rd
2020	3500-00	6/18/2020	$353,520.63	8/10/2020	Transportation - Regular and Vocational	Prior Year 4th
2021	3500-00	9/28/2020	$366,436.87	10/21/2020	Transportation - Regular and Vocational	Current 1st
2021	3500-00	12/28/2020	$367,960.91	1/22/2021	Transportation - Regular and Vocational	Current 2nd
2021	3500-00	3/29/2021	$367,960.91	4/21/2021	Transportation - Regular and Vocational	Current 3rd

	Program	Voucher date	Amount	Processed	Program Categoricals July 1, 2020 -		
2020	3510-00	6/18/2020	$302,173.59	8/10/2020	Transportation - Special Education	Prior Year 4th	
2021	3510-00	9/28/2020	$310,733.96	10/21/2020	Transportation - Special Education	Current 1st	
2021	3510-00	12/28/2020	$298,693.95	1/22/2021	Transportation - Special Education	Current 2nd	
2021	3510-00	3/29/2021	$298,693.95	4/21/2021	Transportation - Special Education	Current 3rd	

	Program	Voucher date	Amount	Processed	Program Categoricals July 1, 2020 -	
2020	3705-00	6/4/2020	$11,440.00	7/17/2020	Early Childhood - Block Grant	
2021	3705-00	9/2/2020	$40,444.00	9/22/2020	Early Childhood - Block Grant	
2021	3705-00	10/1/2020	$40,444.00	10/14/2020	Early Childhood - Block Grant	
2021	3705-00	11/4/2020	$40,445.00	12/23/2020	Early Childhood - Block Grant	
2021	3705-00	12/2/2020	$40,444.00	12/23/2020	Early Childhood - Block Grant	
2021	3705-00	1/6/2021	$40,444.00	3/3/2021	Early Childhood - Block Grant	
2021	3705-00	2/3/2021	$40,445.00	3/30/2021	Early Childhood - Block Grant	
2021	3705-00	3/3/2021	$40,444.00	4/15/2021	Early Childhood - Block Grant	
2021	3705-00	4/1/2021	$40,444.00	4/23/2021	Early Childhood - Block Grant	

	Program	Voucher date	Amount	Processed	CARES ACT I	
2020	4998-ER	9/9/2020	$5,104.00	9/11/2020	Other Federal Programs	
2020	4998-ER	10/14/2020	$1,588,345.00	10/16/2020	Other Federal Programs	
2021	4998-ER	11/18/2020	$5,306.00	11/20/2020	Other Federal Programs	
2020	4998-ER	2/24/2021	$19,803.00	2/25/2021	Other Federal Programs	
2020	4998-ER	4/21/2021	$49,564.00	4/23/2021	Other Federal Programs	
		Total:	$1,668,122.00			

Questions ?

5.4. Public Relations Report – Mrs. Kim Collins

Collinsville Community Unit School District 10

201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

Public Relations Report

To be submitted to the Board of Education
May 17, 2021
by Kimberly Collins, Public Relations Liaison

Following is a summary of public relations activity and focus: November 13, 2020 - May 13, 2021

COVID-19 Related:

- Coordinated **announcement of learning plan changes**; switch to full-remote learning December 7 through holiday break; switch back to hybrid/blended learning (2 days/week) in January and graduated change to 4 days/week beginning with elementary (early March) through middle and high school (mid-March). Included communicating meal service and other related changes important to families.
- Assisted Student Services to **communicate the process for parents to request a switch** between full-remote and hybrid/blended learning at quarter and semester deadlines. Social media and website informational posts coordinated with Skylert announcements.
- Responded to **media inquiries** and communicated **Spectator Guidelines** for CHS and CMS Athletics as ISBE and IDPH guidelines shifted multiple times over the winter and spring.
- **Updated news and information** regularly on the dedicated **Learning 2020-21** section of the website, to provide a resource for families, but also to comply with IDPH and ISBE requirements.
- Formatted and organized recurring updates to the district's 60+ page **Return to Learning Plan** - including translated versions.
- **Communication guidance**, input and assistance to district administrators and principals on the most effective ways to communicate updates and changes to parents.

Media Calls/Press Releases/Placement Highlights:

- Fielded media calls and released information regarding **COVID-related issues** impacting in-person/remote learning and athletics.
- Announced Michelle Theis (Twin Echo) received **Emerson Excellence in Teaching** award.
- **CHS Honor Rolls**: worked with *Edwardsville Intelligencer* and *Times-Tribune* to publish Collinsville High School quarter and semester honor roll lists.
- Responded to **Belleville News-Democrat** interview request with Dr. Skertich regarding **substitute teacher shortage**.
- Cultivated a **new relationship with *Edwardsville Intelligencer*** reporter Charles Bolinger who covers the education beat for the newspaper. Our regular communication has resulted in a growing number of articles including: CHS Counseling Department Co-chair TaRael Kee interviewed about his professional paper "Cultural Competency in Post-Secondary Planning"; CHS Students Named to All-State Band; Teachable moments at CHS in response to January 2021 Capitol riot; In-depth look, including interviews, at CUSD 10 diversity and equity initiatives; Spotlight on CHS Leadership curriculum/classes; Black History Month activities coordinated by

CHS Black Student Union; “Teach Teddy” partnership between CUSD 10 school psychologist and SIUE Wrestling to reach young children impacted by remote learning; CHS student service project to help the Monarch butterfly; Detailed article about CUSD 10 PBIS initiative, “Promoting the Kahok Way” including photos and interviews; Feature on CHS Leadership classes 2021 “Grand Gesture” projects and donations.

- Announced launch of district’s COVID-19 **antigen testing program**.
- Responded to a media request from **KSDK** to talk to the **CHS Athletic Department** regarding athletic practices and competition. Interview arranged over Zoom.
- Executed the release (on behalf of the Illinois Southwestern Conference) of a **letter from superintendents in the conference to Governor Pritzker** regarding urgent need for in-person co-curriculars and athletics to resume. Distributed release to **St. Louis Post-Dispatch, Belleville News-Democrat, Times-Tribune, Alton Telegraph, The Advantage News, Riverbender, Alton Daily News, O'fallon Weekly, Edwardsville Intelligencer, KMOX, KMOV, KSDK and KTVI/KPLR**. Offered Dr. Skertich, Athletic Director Clay Smith and CHS students for interviews. Coordinated CUSD 10 coverage from **KTVI, KSDK, KMOV, Advantage News and IASA.**
- Announced Collinsville **Junior Service Club Donation** of $1,000 to district clubs and programs.
- Submitted photos and information to **Times-Tribune** of CHS Black Student Union **Black History Month** activities, including door decoration contest entries/winners.
- Assisted Caseyville Principal Chelsea Clark with a media call from **KTVI** regarding **after hours police K9 training** at Caseyville Elementary building. Worked with the Caseyville police department to explain training was not for public release and discouraged the reporter from pursuing further.
- Responded to a media request from **KSDK** reporter Allie Corey regarding students who were **past-due on updating vaccination records** due to remote learning. Replied with a quote and information from Head Nurse Lisa Sabatino.
- Announced district’s new **Private LTE Network** to bring connectivity to students in State Park and Fairmont City neighborhoods. Coordinated with technology partner STEPcg’s marketing team to host a ribbon cutting in early March. Arranged and scheduled interviews for their in-house video about the project. Dr. Skertich, Derek Turner, Lizeth Jimenez, Mayor Michael Suarez, Dr. Daughterty and STEPcg engineers were interviewed in the Collinsville Middle School library. Shared press release and information with Leadership Council of Southwestern Illinois to enhance their plan to expand internet connectivity in the community. Coverage is ongoing and has included: **Edwardsville Intelligencer, Belleville News-Democrat, Times-Tribune, Illinois Business Journal and IASA newsletter**.
- Shared **Latino Roundtable scholarship recipients** with local print media.
- Participated in community endorsement of **Collinsville Food Pantry Empty Bowl** fundraising efforts in lieu of in-person luncheon event this year.
- Distributed press release touting **Collinsville Charities for Children** annual shoe distribution to students in our school district. **Times-Tribune** used photo and information for a feature article.
- Coordinated articles in **Collinsville City Scoop, Edwardsville Intelligencer and Belleville News-Democrat** to update the community on the district's $20 million **facilities investment** plan.
- Arranged Zoom interview for **KSDK** reporter Allie Corey with Dr. Skertich regarding **standardized testing mandate**.

- Responded to request from **KTVI reporter Elliot Davis** to interview Dr. Skertich regarding our district's plans to use **stimulus funds** coming to the district. We focused on enhancing existing 1:1 technology programs and Private LTE Network. Assisted Davis with need to obtain b-roll video at CHS and Kreitner. While the interview and video footage were completed in April, a story has not yet aired.
- Coordinated district plan to address media interest in a situation involving CHS football coach interaction with a player at the **April 9 football game**. Dr. Skertich provided a statement to **KTVI** reporter Andy Banker, but Banker's interest in the story continued and led to inquiries from other media outlets. Worked with CHS Athletics to release an alert to all local media (including sports departments) with **guidelines for press** planning to attend the April 16 home football game.
- Announced Dr. Skertich was named Illinois School Counselors Association **Administrator of the Year**.
- In response to an opportunity from **KMOV**, identified and arranged an interview with a Collinsville High School student for the **2021 Senior Salute** project. CHS senior Aaliyah Bell was spotlighted in a special KMOV segment; Counselor TaRael Kee was interviewed.
- Announced CHS Counseling Department Co-chair TaRael Kee was selected as both **High School Counselor of the Year and Illinois Counselor of the Year** by Illinois School Counselors Association. Arranged for him to be interviewed by KMOX radio.
- Shared announcement from Illinois School Administrators Association that Dr. Skertich was named **2021 Superintendent of Distinction** by his peers in the Southwest Region.
- Distributed press release announcing former Cardinal Ken Oberkfell (CHS '74) is the recipient of the **2021 Alumni Achievement Award**.
- Worked with **Hazel Health** to announce telehealth partnership. Including press release, website article, addition of link under Health & Wellness, social media, assisting CHS and CMS principals with parent communication materials. **Edwardsville Intelligencer** published an article on May 12.
- Featured DIS student **Lyric Walton's community service project** to collect feminine hygiene products for CUSD 10 students. Featured in **Times-Tribune**. Interview pending with **KMOV**.

Other Projects and Topics Highlighted:

- Published quarterly lists of CHS **Highly Engaged Students**.
- Distributed press releases and announcements for CHS in-person **Prom, Honors Convocation and Commencement**.
- Coordinated and prepared announcement of elementary school **Jump Start** program to parents.

Community Relations:

- CUSD 10 **Kahok Educator of the Month** sponsored by Jason Rehg of Edward Jones was continued this school year, although it was interrupted several times due to remote learning and the lengthy medical leave of Mr. Rehg's office assistant who coordinates the awards. Despite those obstacles, we managed to make EVERY awards presentation - although some were delayed for weeks or presented out of sequence. Recipients November 2020 - present: November 2020 - Jessica Larson (Summit); December 2020 - Maria Hernandez (Kreitner); January 2021 - Ashley Anderson (Renfro); February 2021 - Kristin Scott (Caseyville); March 2021 - Marylynn Schaffer (CMS); April 2021 - Vickie Jones (DIS); and May 2021 - Amanda Calvin (Hollywood Heights).

- I continue to serve in the Unit 10 ex-officio position on the **Collinsville Chamber of Commerce** board of directors. I attend their virtual meetings and keep them up-to-date on district news. This year, board members and staff were especially interested in learning how they could support our staff and students, including offers to assist with donations for the CHS Senior Prom.
- We continue to **partner with the City of Collinsville** to share school news through their **City Scoop** newsletter.
- **Bi-weekly messages** from Dr. Skertich are being released. Each video script or letter is translated by Claudia Gramaglia to ensure we reach all families. Messages are sent via email to all parents and staff, as well as posted on district social media and the website.
- Districtwide, we continue to strive for improved **communication with Spanish-speaking families.** Our goal is to include Spanish translation of all district and school communications. We strongly encourage principals to use translators in place of Google translate and other automatic translation tools. While we have been able to make progress at the district-level, school communications lag based on their need to get information out quickly and the already full-workload of translators. We are reminding our community partners and other outside organizations that we require their materials in English and Spanish whenever possible.

Social Media:

We use district **Facebook**, **Twitter, Instagram and YouTube** accounts to distribute positive news, accomplishments and special announcements. Social media is used in conjunction with press releases, kahoks.org postings and School Messenger alerts to disseminate news and important information.

Our social media is coordinated using the publishing dashboard **Agorapulse**. The dashboard allows me to schedule messages across social media platforms and monitor comments from one consolidated location.

In addition, the elementary schools, DIS and CMS now have their own **school-specific social media** which allows regular communication of their news and events to families and neighborhood communities.

Website:

To the greatest extent possible, all **news and parent communications** are posted to our kahoks.org website so it serves as an archive and repository of information from and about the district. The website also chronicles state mandated content/reports, as well as student, staff and school achievement.

I spend a great deal of time **updating, assembling and posting content to the website**, at the district-level, as well as the CHS and CMS pages. I work with district administrators and building principals to make sure information is posted in a timely manner to assist families who need access to information 24/7.

District App:

Our **CUSD Connect** district app literally puts district information and resources at parents' fingertips. We also use the app slider images to promote news and share timely information like school weather-related closures and important updates from the district. We encourage families to download and use the app on their personal devices to connect with the district.

5.5. Budget Committee Update – Dr. Dennis Craft

6. **Approval of Minutes**

6.1. Approval of April 19, 2021 Board Minutes

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Regular Meeting, Monday, April 19, 2021

SUMMARY

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Correspondence
5. Audience Input
6. Recognition
7. Superintendent's Report
8. Financial Report
9. Technology Report
10. Budget Committee Update
11. Curriculum Committee Update
12. Freedom of Information Requests
13. Approval of Minutes of Regular Meeting of 03/15/21
14. Approval of Board Bills
15. Approval of Monthly Financial Statements
16. Approval of Food Service Contract Extension for 2021-2022
17. Approval to Display Amended Budget for 2020-2021 and Provide for Hearing
18. Approval of Memorandum of Understanding with Hazel Health Inc. and School Based Urgent Care Network
19. Approval of CMS Trailblazer Academy
20. Approval of 6^{th} – 8^{th} Grade Math Textbook Adoption
21. Approval of CHS English III Textbook Adoption
22. Approval of Agreement for Legal Services for E-Cigarette Litigation
23. Approval to Establish Kahoks On The Go! Club at CHS
24. Approval of DIS Drainage Bid
25. Approval of Renewal of IHSA Membership
26. Approval of Resolution in Support of Fairmont City TIF #1 Extension
27. Presentation of District Student and Parent Handbook
28. Presentation of Board Policy Updates
29. Closed Session
30. Return to Open Session
31. Report on Closed Session Discussion
32. Approval of Resignations of Non-Certified Employees
33. Approval of Resignations of Certified Employees
34. Approval of Employment of Certified Employees
35. Approval of Coach
36. Approval of Administrator
37. Approval of Employment for the 2020-2021 Elementary Summer School Programs
38. Approval of Employment for the 2020-21 CMS Summer School Program
39. Approval of Additional CNA Days

40. Approval to Post Certified and Non-Certified Positions
41. Approval to Post a Certified Position for a STEM Class at DIS
42. Approval of Band Volunteers for CHS
43. Approval of Employment for the 2020-21 Extended School Year Summer School Program
44. Approval of Expulsion of Student
45. Adjournment

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Regular Meeting, Monday, April 19, 2021
6:30 p.m.

Call to Order

1. The Regular Meeting of the Board of Education of Collinsville Community Unit School District No. 10 was held on the evening of Monday, April 19, 2021, at 6:30 p.m., at the Unit #10 Administrative Annex, 123 West Clay Street, Collinsville, Illinois.

Roll Call

2. Those members present were: Tim Hasamear; Vicki Reulecke; Michele Stutts; Jane Soehlke, Secretary; Gary Peccola, President; Gary Kusmierczak, Vice President; and Dennis Craft, Treasurer.

Pledge of Allegiance

3. Mr. Peccola led those in attendance in reciting the Pledge of Allegiance.

Correspondence

4. Mrs. Soehlke said the following correspondence had been received by the Board since the last regular meeting:

   (a) 3/23/21 correspondence from Richard Mrvos
   (b) 3/25/21 correspondence from Nancy Bracey
   (c) 3/25/21 correspondence from Jake Wabbajak
   (d) 4/12/21 correspondence from Jodi Lutz
   (e) 4/12/21 correspondence from Danielle Kress
   (f) 4/13/21 correspondence from Lisa Baugh
   (g) 4/13/21 correspondence from Andy Banker

Audience Input

5. Mr. Peccola said due to COVID-19 restrictions, the public was provided an opportunity to give input to the Board via email and also by telephone. No one addressed the board by telephone, and no one in person at the meeting addressed the board. The following email was received and was read by Mrs. Peccola:

   (a) 4/19/21 email from Lisa Geiler expressing concerns with elementary music class content.

Recognition

6. Dr. Skertich announced recognition of the following individuals:

   (a) Mr. Brad Snow presented certificates of recognition to the members of the CMS Girls Bowling Team for being the 2021 SIJHSAA Girls Bowling State Champions. Those recognized include Beth Campbell, Laila Jaoko, Morgan Randazzo, Caici Buckman and Maegan Moreley, as well as Coach Joe Legendre.

(b) Mr. David Snider CHS principal, recognized Aiden Kaufman who placed first at the ICTM Regional Math Contest and 10th in the State for Algebra II. The Math Team sponsor, Mr. Bill Gottschalk was also on hand for the recognition.

(c) Mr. Snider announced that four students under the supervision of sponsors Akiya Perry and Kristin Wegener, placed in the top 10 of the Illinois HOSA State 2021 competition. Rylee Mesnier, Alyssa Herman, Julianna Sotelo and Makenzie Schoellman were not present at the meeting but will receive certificates for their achievements.

(d) Mr. Peccola announced that Dr. Brad Skertich has been named as an Illinois Association of School Administrators Superintendent of Distinction for 2021. Mr. Peccola said Dr. Skertich is a vital part of the district, and the board is very proud and happy to see him receive this recognition from his peers.

Reports

Superintendent's Report

7. Dr. Skertich commended Mrs. Underwood, the district nursing staff and administrative team who have collaborated with Hazel Health to offer telehealth services to middle and high school students. Families who have private, state or no insurance will be able to receive medical treatment for things like ear infections, eye infections and basic viruses without having to pull students out of school or have parents/guardians take time off of work. There is no cost to the district and discussions will continue to see if services can be expanded to cover all grade levels.

Dr. Skertich, Mr. Hyre and Ms. Ashley Stewart have worked with local library boards to develop a plan for all Unit 10 students to automatically receive a library card when their family completes registration for the school year. Students will have access to Caseyville, Collinsville, Fairmont City and Maryville libraries and the numerous programs and services they offer.

The Collinsville Police Department is going to begin donating bikes they collect throughout the year to elementary and DIS students. Mrs. Pulse will determine the number of bikes available and work with building principals to distribute the bikes. Dr. Skertich said the district is really looking forward to another positive partnership with the Police Department.

Mr. Derek Turner has worked with PC's for People and the Fairmont City Library to develop a partnership for distributing retired school devices and hotspots to community members for free or a nominal fee. The program will help continue to break down the connectivity barrier and utilize retired devices to help Unit 10 residents.

Financial Report

8. Mrs. Robison reported on the four operating funds as of March 31, 2021, noting that the district operates on the cash basis. The Education Fund received 84% of budgeted revenue and 72% of the budgeted expenditures have been made. In the O&M Fund, 93% of budgeted revenue has been received and 77% of budgeted expenditures have been made. The Transportation Fund received 74% of budgeted revenue and 51% of budgeted expenditures have been made. The Working Cash Fund received 91% of the budgeted revenue and no expenditures were made. Mrs. Robison shared updated figures for categoricals and early childhood grant funds. It appears the district will receive the third payment for the current fiscal year, which aligns with the budget. She also provided current fund balances for the four operating funds as well as information on amounts the district has received under the CARES Act.

Technology Report

9. Mr. Derek Turner highlighted some of the information contained in his written report to the board, including a progress update on the grant the district received for security upgrades. CHS and Renfro intercoms have been replaced and work has begun to replace the ones at Maryville and Webster. Almost all analog indoor cameras have been replaced and the new centralized recording server is up and running. New phones have been installed in every classroom and feedback from the teachers has been very positive. His team is working to develop a replacement schedule for the 1:1 devices that will utilize some of the stimulus money. The district was chosen to participate in T-Mobile's 10 Million project that provides 500 free hotspots from T-Mobile with 100GB of data per year. That coupled with the successful activation of the Kreitner LTE tower will go a long way towards connecting families with internet access. The Microsoft Active Director migration is currently underway and offers better control of network workstations and better security for end users. Mr. Turner has been working with Karen Muller and the district legal team to ensure compliance with the Student Online Personal Protection Act (SOPPA) before the law goes into

effect on July 1. Future projects include utilizing CARES II funding for the purchase of Clearpass network management software, and providing wifi access and digital cameras in the parking lot of every building in the district.

Budget Committee Update

10. Dr. Craft reported that the budget committee met April 12, 2021 and many of the items discussed are on this agenda.

    (a) Mr. Josh DeWitte gave an update on summer project schedules and discussed a proposed solution for surface drainage issues at DIS.

    (b) Mr. Kevin Robinson reported interviews for next year are ongoing with several recommendations on the agenda tonight. Additional days are recommended for the CNA program at the Vocational Center in order for students to complete required skills. The schedule was impacted by COVID restrictions, and the additional hours will not increase the overall budget as there are allocated days that will not be utilized in another program position.

    (c) The committee discussed the CMS Trailblazer Academy proposal that was developed mirroring the Kahok Academy program at CHS. A proposal to create a new STEM class at DIS was also presented by Mr. Kevin Stirnaman and Mr. Jason Watt. The committee recommends approval of both programs to the full board.

    (d) Mrs. Robison presented information about the need to replace a driver's education vehicle that was totaled, as well as a one-year contract extension with Sodexo for food service. Mr. Kusmierczak asked that an option for biodegradable supplies for food service be considered.

    (e) The meeting was Mr. Kusmierczak's last one, and Dr. Craft recognized him for his leadership, time and energy during the number of years he served on the budget committee.

    (f) The next budget committee meeting is scheduled for Monday, May 10, 2021 at 5:00 p.m.

Curriculum Committee Update

11. Mrs. Reulecke reported that the curriculum committee also met April 12, 2021 and discussed the following:

    (a) The Trailblazer Academy proposal was discussed by the Budget Committee with a lens on finance, and the Curriculum Committee with a lens on curriculum. The

program will help mitigate learning loss for at risk students. Program resources will include one certified instructor, one educational assistant and implementation of the Edgenuity online instruction platform. The proposal is recommended by both the Budget Committee and the Curriculum Committee.

(b) Ms. Berry-Coleman reviewed the proposal for a new Math textbook adoption for grades 6, 7 and 8. The Big Ideas series adoption will be the first time grades 6, 7 and 8 are using the same curriculum, and it is also the same series that was adopted last year for the high school. The committee recommends approval to the full board.

(c) The committee heard a proposal for a new English III textbook for the high school, which will replace ones that were adopted in 2004 and do not align with current learning standards. An 8-year subscription to Mirrors and Windows is recommended by the English department at a cost of $68,800. The platform provides access in digital and print formats, contains resources for IEP and ELL students, and tools for differentiated instruction. Mrs. Reulecke said the CARES money available to the district may allow an acceleration of the textbook replacement schedule. The committee recommends approval of the Mirrors and Windows series to the full board.

(d) Mr. Kevin Stirnaman and Mr. Jason Watt shared information on a proposal to add a STEM class at DIS for the 2021-22 school year. Approximately 90-120 students will get some type of STEM instruction each day promoting higher level thinking and problem solving skills. The class will be taught by a certified teacher and will not require any staffing increase. The current after-school STEM challenge program will also continue. After discussion, the committee was unanimous in recommending approval of the proposal.

(e) The next Curriculum Committee meeting will be scheduled at a later date.

Freedom of Information Requests

12. Mr. Peccola reported that the following Freedom of Information requests had been received:

(a) 3/12/21 Request from Justin Mattea for FOI requests associated with attorney bills. Responded 3/15/21 and complied 3/23/21.

(b) 3/31/21 Request from Timothy Oliver for student directory information. Denied 3/31/21.

(c) 4/5/21 Request from Charles Lust for salary schedule. Complied 4/6/21

Approval of Minutes of Regular Meeting of 03/15/21 (Motion Passed)

13. A motion was made by Soehlke and seconded by Reulecke that the minutes listed below be approved. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, abstain; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

- Regular Meeting – March 15, 2021
- Closed Session – Regular Meeting – March 15, 2021

Approval of Board Bills (Motion Passed)

14. A motion was made by Soehlke and seconded by Kusmierczak that the Board bills for the Area Vocational Center Budget and the Unit 10 General Budget presented for payment on April 19, 2021, and attached to these minutes as Exhibit E-7 be approved and that the Treasurer be authorized to sign checks for same. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

Approval of Monthly Financial Statements (Motion Passed)

15. A motion was made by Soehlke and seconded by Kusmierczak that the monthly financial statements for Collinsville Community Unit School District No. 10 and the Collinsville Area Vocational Center for March 2021, be approved and attached to these minutes as Exhibit E-8. Motion passed unanimously on voice vote.

Approval of Food Service Contract Extension for 2021-2022 (Motion Passed)

16. A motion was made by Soehlke and seconded by Craft that the food service contract with Sodexo School Services be extended for the 2021-22 school year, as presented in Exhibit E-10.1. Mr. Kusmierczak inquired about an option to include biodegradable serving products. Dr. Skertich said there was not sufficient time to include the option for tonight's vote, but they will work to get a price from Sodexo and can bring an amended contract to the board when the information is available. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, no; Craft, yes.

Approval to Display Amended Budget for 2020-2021 and Provide for

17. A motion was made by Soehlke and seconded by Reulecke that the Amended Budget for Collinsville Community Unit School District No. 10 for the fiscal year beginning July 1, 2020 and ending June 30, 2021 be placed on display for public inspection on the 13th day of May, 2021 for at least thirty days in the Administrative Office of Collinsville Community Unit School

Hearing (Motion Passed)

District No. 10, 201West Clay Street, Collinsville, Illinois, and further that the administration be authorized to provide a hearing of said budget to be held at 6:30 p.m. on the 21st day of June 2021 at the Unit 10 Administrative Annex, 123 West Clay Street, Collinsville, IL 62234. Mr. Kusmierczak asked that a copy also be placed at the Collinsville public library. Motion passed unanimously on voice vote.

Approval of Memorandum of Understanding with Hazel Health Inc. and School Based Urgent Care Network (Motion Passed)

18. A motion was made by Soehlke and seconded by Kusmierczak to approve the Memorandum of Understanding Between Collinsville CUSD #10 and Hazel Health Inc. and School Based Urgent Care Network, as presented in Exhibit E-10.3. Dr. Skertich said there will be no cost to the district for this program, which will provide virtual medical services to middle and high school students for basic needs and viruses. The fees for services will be billed to state and private insurance programs. For the future, a signup option will be incorporated into the registration process. Dr. Skertich commended Mrs. Underwood and the nursing staff for working to make the program available to benefit district students and their families. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

Approval of CMS Trailblazer Academy (Motion Passed)

19. A motion was made by Soehlke and seconded by Craft to approve the Collinsville Middle School Alternative Learning Opportunities Program "Trailblazer Academy," as presented in Exhibit E-10.4. Dr. Skertich said the team duly noted the board's support for expanding the program, and will be having ongoing conversations on that subject. Motion passed unanimously on voice vote.

Approval of 6th-8th Grade Math Textbook Adoption (Motion Passed)

20. A motion was made by Soehlke and seconded by Craft to approve the 6th – 8th Grade Math Textbook Adoption proposal for $140,814.20, as presented in Exhibit E-10.5. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

Approval of CHS English III Textbook Adoption (Motion Passed)

21. A motion was made by Soehlke and seconded by Reulecke to approve the CHS English III Textbook Adoption proposal for $68,800, as presented in Exhibit E-10.6. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

Approval of Agreement for Legal Services for E-Cigarette Litigation (Motion Passed)

22. A motion was made by Soehlke and seconded by Stutts to approve the Agreement for Legal Services for E-Cigarette Litigation, as presented in Exhibit E-10.7. Motion passed unanimously on voice vote.

Approval to Establish Kahoks On The Go! Club at CHS (Motion Passed)

23. A motion was made by Soehlke and seconded by Reulecke to approve the request to establish a new club at Collinsville High School to be named Kahoks On The Go!, with no stipend for the sponsor. Motion passed unanimously on voice vote.

Approval of DIS Drainage Bid (Motion Passed)

24. A motion was made by Soehlke and seconded by Kusmierczak to approve the bid from Level It for $20,626 to correct the surface drainage at Dorris Intermediate School. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

Approval of Renewal of IHSA Membership (Motion Passed)

25. A motion was made by Soehlke and seconded by Hasamear to approve the membership renewal for the Illinois High School Association for the 2021-2022 school term, as presented in Exhibit E-10.10. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

Approval of Resolution in Support of Fairmont City TIF #1 Extension (Motion Passed)

26. A motion was made by Soehlke and seconded by Hasamear to approve the Resolution in Support of Extension of Fairmont City Tax Increment Financing District #1, as presented in Exhibit E-10.11. There was a general discussion regarding TIFs in general, improvements proposed for Fairmont Race Track (now known as FanDuel Sportsbook and Horseracing), other projects within this TIF district, and the amount of funding proposed for Unit 10. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

Presentation of District Student and Parent Handbook

27. Mr. Peccola said this is the initial presentation and first reading for the proposed handbook changes for the 2021-22 school year. Mr. Hyre reported the committee has been working on the changes for several months in consultation with legal counsel. There may also be some additional revisions recommended as the district gets closer to the school year. Dr. Skertich asked the

board to call or email with any questions, and said approval will be on the agenda for the May regular meeting.

Presentation of Board Policy Updates

28. Dr. Skertich said proposed policy updates are being provided to the board for a first reading. The updates include revision of a legal reference, changes to threat assessment team and requirements, and an update on sexual harassment. The updates will be on the agenda for the board's consideration at the May regular meeting.

Closed Session (Motion Passed)

29. A motion was made by Soehlke and seconded by Craft that the Board adjourn to Closed Session to discuss appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1); purchase or lease of real property by the public body, pursuant to 5 ILCS 120/2(c)(5); student disciplinary cases pursuant to 5 ILCS 120/2(c)(9); and pending or probable litigation against, affecting or on behalf of the public body, pursuant to 5 ILCS 120/2(c)(11). Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes. (7:46 p.m.)

Return to Open Session

30. The Regular Meeting returned to Open Session at 9:06 p.m. Those members present on roll call were: Hasamear, Reulecke, Stutts, Soehlke, Peccola, Kusmierczak and Craft.

Report on Closed Session Discussion

31. Mrs. Soehlke reported that during Closed Session the Board discussed the following:

    1. Appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1);
    2. Purchase or lease of real property by the public body, pursuant to 5 ILCS 120/2(c)(5);
    3. Student disciplinary cases, pursuant to 5 ILCS 120/2(c)(9); and
    4. Pending or probable litigation against, affecting or on behalf of the public body, pursuant to 5 ILCS 120/2(c)(11).

Approval of Resignations of Non-Certified Employees (Motion Passed)

32. A motion was made by Soehlke and seconded by Reulecke to approve the resignations of the following non-certified employees. Motion passed unanimously on voice vote.

    Jackie Ortiz, Caseyville Relief Aide, effective March 19, 2021;

Charles E. Johnson, DIS Custodian, retirement effective April 16, 2021;

Sharon Putz, Human Resource Secretary, retirement effective December 31, 2021;

Delois Cochran, Renfro Custodian, retirement effective May 31, 2021; and

Patricia Wright, Enrollment/Records Secretary, revised retirement effective December 31, 2021.

Approval of Resignations of Certified Employees (Motion Passed)

33. A motion was made by Soehlke and seconded by Hasamear to approve the resignations of the following certified employees. Motion passed unanimously on voice vote.

Francesca Barbieri, DIS Special Education teacher, effective the end of the 2020-21 school year;

Susan Jones, Renfro Elementary teacher, effective the end of the 2020-21 school year;

David Snider, CHS Principal, retirement effective July 1, 2021;

Diona Shelton, Webster Elementary Social Worker, effective the end of the 2020-21 school year.

Approval of Employment of Certified Employees (Motion Passed)

34. A motion was made by Soehlke and seconded by Stutts to approve the employment of the following certified employees, pending employment requirements. Motion passed unanimously on voice vote.

Macie Cain, CHS School Counselor;
Robert Wilhelm, CHS Success Center Instructor;
Chad Wagner, District Special Education teacher;
Zachary Ingles, District ELL teacher;
Angela Alvarado, District ELL teacher;
Leslie Ramierz, District ELL teacher; and
Roxanne Lawson, District Special Education teacher.

Approval of Coach (Motion Passed)

35. A motion was made by Soehlke and seconded by Reulecke to approve Brendan Peterson as a Volunteer Track Coach at Collinsville High School for the 2020-21 school year. Motion passed unanimously on voice vote.

Approval of Administrator (Motion Passed)

36. A motion was made by Soehlke and seconded by Kusmierczak to approve the employment of TaRael Kee as an 11-month Assistant Principal for Collinsville High School, effective July 1, 2021, as presented in Exhibit E-12.5. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes;

Peccola, yes; Kusmierczak, yes; Craft, yes.

Approval of Employment for the 2020-2021 Elementary Summer School Programs (Motion Passed)

37. A motion was made by Soehlke and seconded by Hasamear to employ the following certified and non-certified personnel for the 2020-21 Elementary Summer School programs, effective May 24, 2021 as shown in Exhibit E-12.6. Motion passed unanimously on voice vote.

Approval of Employment for the 2020-21 CMS Summer School Program (Motion Passed)

38. A motion was made by Soehlke and seconded by Reulecke to employ the following certified personnel for the 2020-21 Collinsville Middle School summer school program, as shown in Exhibit E-12.7. Motion passed unanimously on voice vote.

Approval of Additional CNA Days (Motion Passed)

39. A motion was made by Soehlke and seconded by Reulecke to approve 21 additional CNA days for Mary Fedder, CNA Instructor for Collinsville Area Vocational Center, as shown in Exhibit E-12.8. Motion passed unanimously on voice vote.

Approval to Post Certified and Non-Certified Positions (Motion Passed)

40. A motion was made by Soehlke and seconded by Kusmierczak to approve posting 1 non-certified assistant and 1 certified teacher for the Collinsville Middle School Trailblazer Academy, as shown in Exhibit E-12.9. Motion passed unanimously on voice vote.

Approval to Post a Certified Position for a STEM Class at DIS (Motion Passed)

41. A motion was made by Soehlke and seconded by Kusmierczak to approve posting a certified position for a STEM class at Dorris Intermediate School, as shown in Exhibit E-12.10. Motion passed unanimously on voice vote.

Approval of Band Volunteers for CHS (Motion Passed)

42. A motion was made by Soehlke and seconded by Kusmierczak to approve the following volunteers for the Collinsville High School Band program: Jordan Harrington, Miguel Gonzalez, Isaac Border, Gage Peek, Alaiyah Jones, Lydia Latham and Michael McVickar. Motion passed unanimously on voice vote.

Approval of Employment for the 2020-21 Extended School Year Summer School Program

43. A motion was made by Soehlke and seconded by Hasamear to employ the following certified and non-certified personnel for the 2020-21 Extended School Year Summer School program, effective May 24, 2021, as shown in Exhibit E-12.12. Motion passed unanimously on voice vote.

(Motion Passed)

Approval of Expulsion of Student (Motion Passed)

44. A motion was made by Soehlke and seconded by Stutts that the Board expel the student named in Exhibit E-13.1 (20-21/2) for the remainder of the 2020-21 school year and the entire 2021-22 school year, based on the Board's determination that the student engaged in egregious conduct and that the student's continued presence at school poses a threat to school safety of other students and staff and substantially disrupts the operation of the school. The Board further finds that given the severity of the student's misconduct, there are no other appropriate disciplinary interventions available and that the presence of the student at school will foster a culture that the student's behavior at school is acceptable or tolerated. Further that the student be considered for placement at an alternative school (pending space availability) whereby goals would have to be met in order to return to the Collinsville School District for the 2022-2023 school year under probation as prescribed by the administration. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, yes; Craft, yes.

Adjournment

45. There being no further business, Mr. Peccola declared the meeting adjourned at 9:18 p.m.

6.2. Approval of May 3, 2021 Board Minutes

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting, Monday, May 3, 2021

SUMMARY

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Audience Input
5. Declaration of Results of Board of Education Election
6. Board Members' Oath of Office
7. Recognition of Mr. Gary Kusmierczak
8. Adjourn Sine Die

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting, Monday, May 3, 2021
6:03 p.m.

Call to Order

1. The Special Meeting of the Board of Education of Collinsville Community Unit School District No. 10 was held on the evening of Monday, May 3, 2021 at 6:03 p.m., at the Unit #10 Administrative Annex, 123 West Clay Street, Collinsville, Illinois.

Roll Call

2. Those members present were: Vicki Reulecke; Michele Stutts; Jane Soehlke, Secretary; Gary Peccola, President; Gary Kusmierczak, Vice President; Dennis Craft, Treasurer; and Tim Hasamear.

Pledge of Allegiance

3. Mr. Peccola led those in attendance in reciting the Pledge of Allegiance.

Audience Input

4. Mr. Peccola provided an opportunity for public input, and no one sought to be recognized.

Declaration of Results of Board of Education Election (Motion Passed)

5. A motion was made by Soehlke and seconded by Reulecke to accept the Board of Education election results as presented in Exhibit E-5, and that the results be made official, and that the following individuals be declared the winners of the election with terms beginning May 3, 2021: Jeree Bronnbauer, Tim Hasamear and Gary Peccola. Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Kusmierczak, no; Craft, yes; and Hasamear, yes.

Board Members' Oath of Office

6. Mrs. Soehlke administered the oath of office which was repeated in unison by Mrs. Bronnbauer, Mr. Hasamear and Mr. Peccola, and they were seated as board members.

Recognition of Mr. Gary Kusmierczak

7. Dr. Skertich presented Mr. Kusmierczak with a Kahok mug and commended him for his 20½ years of public service, noting the emphasis he placed on fiscal responsibility and environmental matters during his tenure. Mr. Peccola presented Mr. Kusmierczak with a certificate recognizing his service and reflecting a donation to the CHS band in Mr. Kusmierczak's honor. On behalf of the board, Mr. Peccola thanked Mr. Kusmierczak for his service and wished him all the best in the future.

Adjourn Sine Die

8. Mr. Peccola declared this Board of Education adjourned Sine Die at 6:12 p.m.

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting for Reorganization
Monday, May 3, 2021

SUMMARY

1. Call to Order
2. Roll Call
3. Audience Input
4. Election of Board President
5. Election of Vice President
6. Election of Secretary
7. Election of Treasurer
8. Approval of Date, Time and Place of Regular Meetings
9. Approval of Depositories
10. Approval to Reject All Bids for LED Light Replacement Projects at CHS and CMS
11. Closed Session
12. Return to Open Session
13. Report on Closed Session Discussion
14. Approval of Resignations of Non-Certified Employees
15. Approval of Resignations of Certified Employees
16. Approval of Employment of Non-Certified Employees
17. Adjournment

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting for Reorganization
Monday, May 3, 2021
6:14 p.m.

Call to Order

1. A Special Meeting for Reorganization was held by the Board of Education of Collinsville Community Unit School District No. 10 on the evening of Monday, May 3, 2021 at 6:14 p.m., at the Unit #10 Administrative Annex, 123 West Clay Street, Collinsville, Illinois. The meeting was called to order by Barney Mundorf, Board Attorney.

Roll Call

2. Those members present were: Vicki Reulecke, Michele Stutts, Jane Soehlke, Gary Peccola, Jeree Bronnbauer, Dennis Craft and Tim Hasamear.

Audience Input

3. Mr. Mundorf provided an opportunity for public input, and no one sought to be recognized.

Election of Board President

4. Mr. Mundorf called for nominations for the office of President. Dr. Craft nominated Mr. Peccola. There were no further nominations. Mr. Mundorf declared Mr. Peccola to hold the office of President by affirmation.

Election of Vice President

5. Mr. Peccola called for nominations for the office of Vice President. Dr. Craft nominated Mr. Hasamear. There were no further nominations. Mr. Peccola declared Mr. Hasamear to hold the office of Vice President by affirmation.

Election of Secretary

6. Mr. Peccola called for nominations for the office of Secretary. Dr. Craft nominated Mrs. Soehlke. There were no further nominations. Mr. Peccola declared Mrs. Soehlke to hold the office of Secretary by affirmation.

Election of Treasurer

7. Mr. Peccola called for nominations for the office of Treasurer. Mr. Hasamear nominated Dr. Craft. There were no further nominations. Mr. Peccola declared Dr. Craft to hold the office of Treasurer by affirmation.

Approval of Date, Time and Place of Regular Meetings (Motion Passed)

8. A motion was made by Soehlke and seconded by Stutts that the Board of Education of Collinsville Community Unit School District #10 meet the third Monday of each month at 6:30 p.m. at the Administrative Annex, 123 West Clay Street, Collinsville, Illinois with exceptions as noted in Exhibit E-8.1. Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes, Craft, yes; Hasamear, yes.

Approval of

9. A motion was made by Soehlke and seconded by Reulecke to

Depositories (Motion Passed)

approve the following depositories for school funds. Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes, Craft, yes; Hasamear, yes.

Busey Bank
FCB Bank
Illinois School District Liquid Asset Fund Plus (ISDLAF+)
Illinois Public Treasurer's Investment Pool
PMA Securities, Inc.

Approval to Reject All Bids for LED Light Replacement Projects at CHS and CMS (Motion Passed)

10. A motion was made by Soehlke and seconded by Craft to reject all bids for LED light replacement projects at Collinsville High School and Collinsville Middle School. Dr. Skertich said the bids received came in 1/4 million dollars over what was expected. Mr. DeWitte and the district's architect are reworking the bid documents to develop a proposal that will allow for more options and alternates while being mindful of summer work schedules. The hope is to have something for the board to consider at the May regular meeting, if at all possible. Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes, Craft, yes; Hasamear, yes.

Closed Session (Motion Passed)

11. A motion was made by Soehlke and seconded by Reulecke that the Board adjourn to Closed Session to discuss appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1). Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes, Craft, yes; Hasamear, yes. (6:22 p.m.)

Return to Open Session

12. The Special Meeting returned to Open Session at 6:30 p.m. Those members present on roll call were: Reulecke, Stutts, Soehlke, Peccola, Bronnbauer, Craft and Hasamear.

Report on Closed Session Discussion

13. Mrs. Soehlke reported that during Closed Session the Board discussed the following:

    1. Appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1).

Approval of Resignations of Non-Certified Employees (Motion Passed)

14. A motion was made by Soehlke and seconded by Hasamear to approve the resignations of Hailey Stewart, Webster Relief Aide, effective April 23, 2021; and Joey James, District Computer Technician, effective April 30, 2021. Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes, Craft, yes; Hasamear, yes.

Approval of Resignations of Certified Employees (Motion Passed)

15. A motion was made by Soehlke and seconded by Stutts to approve the resignations of the following employees. Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes, Craft, yes; Hasamear, yes.

    Joseph Bevis, CHS Physical Education teacher, effective the end of the 2020-21 school year; and as CHS Head Football and Wrestling Coach, effective April 22, 2021;

    Sherry Modeer, CAVC Clinical Health Occupations teacher, retirement effective the end of the 2020-21 school year;

    Marion Rose, CAVC CNA Instructor, effective May 7, 2021; and

    Mary Fedder, CAVC CNA Instructor, retirement effective the end of the 2020-21 school year.

Approval of Employment of Non-Certified Employees (Motion Passed)

16. A motion was made by Soehlke and seconded by Hasamear to approve the employment of the following non-certified employees, pending employment requirements. Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes, Craft, yes; Hasamear, yes.

    Katie Peck, Maryville School Custodian, effective May 10, 2021;

    Jaquelin Allen, Renfro School Custodian, effective May 24, 2021; and

    Andrea Moore, District Computer Technician, effective May 3, 2021.

Adjournment

17. There being no further business, Mr. Peccola declared the meeting adjourned at 6:33 p.m.

6.3. Approval of May 10, 2021 Board Minutes

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting, Monday, May 10, 2021

SUMMARY

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Audience Input
5. Discussion of ESSER III/CARES III Facility Options
6. Closed Session
7. Return to Open Session
8. Report on Closed Session Discussion
9. Approval of Employment of Certified Employees
10. Approval of Employment of Non-Certified Employees
11. Adjournment

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting, Monday, May 10, 2021
6:00 p.m.

Call to Order

1. A Special Meeting was held by the Board of Education of Collinsville Community Unit School District No. 10 on Monday, May 10, 2021 at 6:00 p.m., at the Unit #10 Administrative Annex, 123 West Clay Street, Collinsville, Illinois.

Roll Call

2. Those members present were: Vicki Reulecke; Michele Stutts; Jane Soehlke, Secretary; Gary Peccola, President; Jeree Bronnbauer; Dennis Craft, Treasurer; and Tim Hasamear, Vice President (absent after 7:00 p.m.).

Pledge of Allegiance

3. Mr. Peccola led those in attendance in reciting the Pledge of Allegiance.

Audience Input

4. Due to COVID-19 restrictions, the public was provided an opportunity to give input to the Board via email and also by telephone. No emails were received, no one addressed the board by telephone, and no one in person at the meeting addressed the board.

Discussion of ESSER III/ CARES III Facility Options

5. Dr. Skertich provided the board with packets of information regarding options for capital improvement plans utilizing ESSER III/CARES III grant funds that have been developed by the administrative team and building principals. The district will be receiving approximately $14.76 million under ESSER III that will need to be expensed by June 30, 2024. 20% of the funds must be utilized for academics, curriculum, technology and/or supplemental programs. 80% must be utilized to prepare, prevent and respond to COVID 19 utilizing HVAC improvements and new construction or additions to provide larger classroom space. Dr. Skertich reviewed the timeline for meeting the dates established under the ESSER programs. Two main options were presented, with Option 1 covering replacement of district HVAC systems at Caseyville, CHS, Kreitner, Maryville and Webster and construction of an addition at DIS. Option 2 would replace Caseyville School with new construction in partnership with the Caseyville library to share land and space. Option 2 addresses the district's greatest priority needs but would require utilizing local revenue and reserves and/or Health Life Safety bonds to cover the final cost of the project. The building design would be determined based on planning with the Board, administration, O&M Department, and teachers. Dr. Skertich presented other

information with respect to Phase III work and the related revenue stream. There was a general discussion of the options presented including the need for transparency and communication with the public, state legislative action necessary to use grant funds for new construction, current low interest rates for bonds, and the potential for an inter-governmental agreement with the Caseyville library board. Dr. Skertich asked that board members take some time to review all of the information in the packet. He anticipates a final decision on the legislative exemption by the end of May, and would like to have a decision from the board on the preferred option by the end of June. In the meantime, the board would like to begin communicating information to the public regarding the ESSER funding process and prospective options. Mr. Peccola said the board appreciates the significant amount of time and hard work that Dr. Skertich and the staff put into developing the options presented.

Closed Session (Motion Passed)

6. A motion was made by Soehlke and seconded by Reulecke that the Board adjourn to Closed Session to discuss appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1). Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes, Craft, yes; Hasamear, absent. (7:43 p.m.)

Return to Open Session

7. The Special Meeting returned to Open Session at 7:51 p.m. Those members present on roll call were: Reulecke, Stutts, Soehlke, Peccola, Bronnbauer and Craft. Absent was Hasamear.

Report on Closed Session Discussion

8. Mrs. Soehlke reported that during Closed Session the Board discussed the following:

    1. Appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1).

Approval of Employment of Certified Employees (Motion Passed)

9. A motion was made by Soehlke and seconded by Stutts to approve the employment of the following certified employees, effective with the 2021-22 school year, pending employment requirements. Motion passed unanimously on voice vote.

    Easter Coleman, District Elementary teacher;
    Mackenzie Wilson, CMS Language Arts teacher; and
    Maddyline Ligon, District Elementary teacher.

Approval of Employment of Non-Certified Employees (Motion Passed)

10. A motion was made by Soehlke and seconded by Reulecke to approve the employment of the following non-certified employees, effective July 1, 2021, pending employment requirements. Motion passed unanimously on voice vote.

    Kathy Verning, CHS Secretary Class IV;

    Kim Peek, Maryville Secretary – 10 month;

    Dawn Reay, Jefferson Secretary – 9.5 month; and

    Nicholas Miller, District Computer Support Specialist, effective May 11, 2021.

Adjournment

11. There being no further business, Mr. Peccola declared the meeting adjourned at 7:53 p.m.

7. **Approval of Board Bills for May 2021**

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
A&D ELECTRICAL SUPPLY INC.								
150404	66012540540X	Webster: containment abatement flooring expoxy LED		550		392.11	5/1/21	60-2540-540-01-31
150188	66012540540X	Webster: containment abatement flooring expoxy LED		550		41,617.32	5/1/21	60-2540-540-01-31
						42,009.43		
AC SYSTEMS INC								
68811	26082540410G	MAINT SUPPLIES HS		550		2,043.17	5/1/21	20-2540-410-08-22
						2,043.17		
BARNES & NOBLE, INC.								
4110831	16951400410U	CTE GRANT SUPPLIES		550	99001796	5,668.50	5/1/21	10-1400-410-95-10
						5,668.50		
BLACKARD, SCOTT								
MILEAGE	16012110332U	TRUANT OFF TRAVEL (2)		550		72.80	5/1/21	10-2110-332-01-10
						72.80		
BOXTECH PACKAGING								
80470	260825404101	MAINT SUPPLIES ADMIN BLDG		550		936.28	5/1/21	20-2540-410-08-01
						936.28		
BOZEMAN, PATTI								
MILEAGE	16032410332G	HS PRIN OFF TRAVEL (6*300)		550		17.47	5/1/21	10-2410-332-03-22
						17.47		
CAYETANO, LAURA								
REIMBURSE	16701250410U	18-19 TITLE III IEP (4909)		550		199.24	5/1/21	10-1250-410-70-490900-10
						199.24		
CENTRAL INSTITUTE FOR THE DEAF								
MORSS4-21	16924220680U	ELEM MEDICAID TUITION		550		4,252.71	5/1/21	10-4220-680-92-10
						4,252.71		
CHEMSEARCHFE								
7352894	26082540323U	BLDGS/GRDS MAINT SVC		550		3,965.17	5/1/21	20-2540-323-08-10
						3,965.17		
CLARK, CHELSEA								
REIMBURSES	16871110410U	20-21 Grant 3999 "Garden"		550		145.16	5/1/21	10-1110-410-87-399900-10
						145.16		
COGNIA, INC.								
00139407	16012310640B	IASB dues, LUDA, Character Plus		550		1,200.00	5/1/21	10-2310-640-01-20

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
						1,200.00		
COMMERCIAL TELEPHONE SYSTEMS								
53538	26072540323U	TELEPHONE MAINT SERV		550		90.00	5/1/21	20-2540-323-07-10
						90.00		
COMPUTYPE COMPUTER SERVICE								
465927	86932367390U	TECH: Security Camera Mainte & Repair		550		3,204.50	5/1/21	80-2367-390-93-10
						3,204.50		
CONNER, SHELLEY								
MILEAGE	16932660332U	TECHNOLOGY Prof TRAVEL		550		16.97	5/1/21	10-2660-332-93-10
						16.97		
CONNOR CO.								
S9519678.002	26082540410U	MAINT SUPPLIES UNIT		550		1,314.43	5/1/21	20-2540-410-08-10
						1,314.43		
COORDINATED YOUTH AND HUMAN SERVICES								
STMT	16924220680U	ELEM MEDICAID TUITION		550		6,288.24	5/1/21	10-4220-680-92-10
STMT	16924220680U	HS MEDICAID TUITION		550		9,432.36	5/1/21	10-4220-680-92-10
STMT	16924220680U	ELEM MEDICAID TUITION		550		6,288.24	5/1/21	10-4220-680-92-10
STMT	16924220680U	HS MEDICAID TUITION		550		9,432.36	5/1/21	10-4220-680-92-10
						31,441.20		
CREATIVE BUSINESS FORMS								
5862	160226604101	ACCOUNTING DEPT OFF SUPPLIES		550		468.75	5/1/21	10-2660-410-02-01
						468.75		
CRUISE, CARLA								
REIMBURSE	16701250410U	18-19 TITLE III IEP (4909)		550		150.00	5/1/21	10-1250-410-70-490900-10
						150.00		
CSI								
0000250565	16242562323U	LUNCH PROG REP MAINT SERV		550		451.50	5/1/21	10-2562-323-24-10
0000250376	16242562323U	LUNCH PROG REP MAINT SERV		550		732.94	5/1/21	10-2562-323-24-10
						1,184.44		
CUSTOM HOME ELEVATORS								
STMT	26082540323R	REP/MAINT SVC RENFRO		550		200.00	5/1/21	20-2540-323-08-28
						200.00		
DIGIROLAMO, CHRIS								
REIMBURSE	46022550464U	Fuel for Activity Busses		550		20.00	5/1/21	40-2550-464-02-10

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
						20.00		
DISCOUNT SCHOOL SUPPLY								
W6622293010	16831110410U	19-20 Preschool Expan PE		550	2021000237	2,332.45	5/1/21	10-1110-410-83-370500-10
						2,332.45		
DUTCH HOLLOW SUPPLIES								
25849200	16883700410U	4998EF Cares Act Supply		550		807.70	5/1/21	10-3700-410-88-10
						807.70		
EAI EDUCATION								
INV1076268	16221120410N	MS MATH SUPPLIES		550	2021000241	120.96	5/1/21	10-1120-410-22-27
						120.96		
EBERHART SIGN & LIGHTING CO								
25108	26082540410X	MAINT SUPPLIES WEBSTER		550		125.00	5/1/21	20-2540-410-08-31
						125.00		
ELLIFF, CARLA								
REIMBURSE	16012310690B	GRADUATION EXPENSES		550		173.94	5/1/21	10-2310-690-01-20
						173.94		
EMBRACE EDUCATION								
8350	16202660310U	IDEA fLO THRU Purchased		550		823.33	5/1/21	10-2630-310-20-462000-10
						823.33		
FILGES, ROMAYNE								
MILEAGE	16833000332U	19-20 Preschool Expan PE		550		9.66	5/1/21	10-3000-332-83-370500-10
MILEAGE	16261125332U	NAPRE-K AT RISK TRAVEL		550		22.62	5/1/21	10-1125-332-26-370500-10
						32.28		
FIRST STUDENT INC								
11728286	46012550332B	REG TRANSP FIRST STUDENT 3% increase FY21		550		3,930.08	5/1/21	40-2550-332-01-20
11728286	46012550332B	REG TRANSP FIRST STUDENT 3% increase FY21		550		218,254.08	5/1/21	40-2550-332-01-20
11728286	46122550332B	SPEC ED TRANSP FIRST STUDENT 3% FY21		550		123,658.62	5/1/21	40-2550-332-12-20
11728286	46122550330B	SPEC ED TRASP Bus monitor		550		34,644.36	5/1/21	40-2550-330-12-20
11728286	46022550464B	GASOLINE FIRST STUDENT		550		2,652.19	5/1/21	40-2550-464-02-20
11728286	460125503321	REG TRANSP Bus Monitor First Student		550		23,325.79	5/1/21	40-2550-332-01-01
11728286	46012550332B	REG TRANSP FIRST STUDENT 3% increase FY21		550		15,296.33	5/1/21	40-2550-332-01-20
						421,761.45		
FOLLETT SCHOOL SOLUTIONS INC								
860527A	16321250314U	FY20 Title I School improvement Material		550	0321035	198.25	5/1/21	10-1250-314-32-10

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
860527B	16321250314U	FY20 Title I School improvement Material		550	0321035	534.50	5/1/21	10-1250-314-32-10
						732.75		
GATEWAY OCCUPATIONAL HEALTH SERVICE								
84115	160226423111	HR ORDERED PHYSICAL		550		50.00	5/1/21	10-2642-311-02-01
84116	160226423111	HR ORDERED PHYSICAL		550		48.00	5/1/21	10-2642-311-02-01
						98.00		
GIANT STEPS OF ST. LOUIS, INC.								
2529	16924220680U	HS MEDICAID TUITION		550		5,724.76	5/1/21	10-4220-680-92-10
						5,724.76		
GRANADOS, LAURA								
MILEAGE	16651800332U	Bilingual travel(Local)		550		69.44	5/1/21	10-1800-332-65-10
						69.44		
GUIN MUNDORF LLC								
485458	86012310318B	LEGAL EXPENSES LAW (TORT)		550		5,737.50	5/1/21	80-2369-318-01-20
485459	86012310318B	LEGAL EXPENSES LAW (TORT)		550		4,462.50	5/1/21	80-2369-318-01-20
485460	86012310318B	LEGAL EXPENSES LAW (TORT)		550		1,848.75	5/1/21	80-2369-318-01-20
485461	86012310318B	LEGAL EXPENSES LAW (TORT)		550		450.00	5/1/21	80-2369-318-01-20
485462	86012310318B	LEGAL EXPENSES LAW (TORT)		550		828.75	5/1/21	80-2369-318-01-20
						13,327.50		
HANSEL, DOUG								
MILEAGE	160411103304	ELEM IN DIST TRAVL		550		71.68	5/1/21	10-1110-330-04-04
						71.68		
HARDY, MELISSA								
MILEAGE	16121210332U	SLP CORR IN DIST TRAVEL		550		27.89	5/1/21	10-1210-332-12-10
						27.89		
HENTZE, BRANDON								
78401000-00	26082540410T	MAINT SUPPLIES TWIN ECHO		550		50.01	5/1/21	20-2540-410-08-30
78556123-00	260825404101	MAINT SUPPLIES ADMIN BLDG		550		11.54	5/1/21	20-2540-410-08-01
78445600-00	26082540410G	MAINT SUPPLIES HS		550		549.61	5/1/21	20-2540-410-08-22
78483049-00	260825404101	MAINT SUPPLIES ADMIN BLDG		550		121.26	5/1/21	20-2540-410-08-01
78400985-00	26082540410H	MAINT SUPPLIES HOLLY HGHTS		550		12.61	5/1/21	20-2540-410-08-23
						745.03		
HOPCROFT ELECTRIC INC								
22853	26082540410R	MAINT SUPPLIES RENFRO		550		288.00	5/1/21	20-2540-410-08-28
22833	26082540410U	MAINT SUPPLIES UNIT		550		301.24	5/1/21	20-2540-410-08-10

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
22832	26082540410R	MAINT SUPPLIES RENFRO		550		270.40	5/1/21	20-2540-410-08-28
						859.64		
HOUBERG, KIMBERLY								
MILEAGE	16833000332U	19-20 Preschool Expan PE		550		100.02	5/1/21	10-3000-332-83-370500-10
						100.02		
IESA								
30263	16451500640N	MS CONF DUES		550		365.00	5/1/21	10-1500-640-45-27
						365.00		
ILLINOIS CENTER FOR AUTISM								
STMT	16124220687U	ELEM ILLINOIS CENTER FOR AUTISM		550		20,524.75	5/1/21	10-4220-680-12-10
STMT	16124220687U	HS ILLINOIS CENTER FOR AUTISM		550		16,419.80	5/1/21	10-4220-680-12-10
						36,944.55		
ILLINOIS PRINCIPALS ASSN								
REIMBURSE	86012310390U	MISC TORT		550		550.00	5/1/21	80-2365-390-01-10
						550.00		
ILLINOIS SCHOOL FOR THE VISUALLY IMPAIRED								
STUDENT TRA	46122550333B	SPEC ED TRANS NON FIRST STU		550		51.00	5/1/21	40-2550-333-12-20
						51.00		
IMEL PEST CONTROL								
549590	26072540321U	TRASH REMOVAL & PEST CONTROL		550		250.00	5/1/21	20-2540-321-07-10
549574	26072540321U	TRASH REMOVAL & PEST CONTROL		550		65.00	5/1/21	20-2540-321-07-10
549568	26072540321U	TRASH REMOVAL & PEST CONTROL		550		65.00	5/1/21	20-2540-321-07-10
549571	26072540321U	TRASH REMOVAL & PEST CONTROL		550		150.00	5/1/21	20-2540-321-07-10
549579	26072540321U	TRASH REMOVAL & PEST CONTROL		550		100.00	5/1/21	20-2540-321-07-10
549580	26072540321U	TRASH REMOVAL & PEST CONTROL		550		75.00	5/1/21	20-2540-321-07-10
						705.00		
INDUSTRIAL SOAP COMPANY								
1354527	26072540410U	CUSTODIAL SUPPLIES UNIT		550		734.72	5/1/21	20-2540-410-07-10
1355298	26082540323C	REP/MAINT SVC CASEYVILLE		550		26.66	5/1/21	20-2540-323-08-21
1352863	26072540410U	CUSTODIAL SUPPLIES UNIT		550		458.40	5/1/21	20-2540-410-07-10
1354610	26072540410U	CUSTODIAL SUPPLIES UNIT		550		1,518.10	5/1/21	20-2540-410-07-10
						2,737.88		
INSTITUTE FOR MULTI-SENSORY EDUCATION								
120941	16752210332U	20-21 Title II (4932)		550	0321046	1,100.00	5/1/21	10-2210-332-75-493200-10
						1,100.00		

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
ITSAVVY								
01256552	16833000410U	19-20 Preschool Expan PE		550		637.36	5/1/21	10-3000-410-83-370500-10
01263179	16833000410U	19-20 Preschool Expan PE		550		407.62	5/1/21	10-3000-410-83-370500-10
01256548	16832300410U	19-20 Preschool Expan PE		550		322.43	5/1/21	10-2300-410-83-370500-10
						1,367.41		
KEE, TARAEL								
REIMBURSE	16032410332G	HS PRIN OFF TRAVEL (6*300)		550		263.98	5/1/21	10-2410-332-03-22
						263.98		
LAKESHORE								
1405150421	16551110410U	19-20 Preschool Ex.DevSUPPLIES		550	2021000236	718.95	5/1/21	10-1110-410-55-490200-10
5234590421	16833000410U	19-20 Preschool Expan PE		550	2021000212	839.72	5/1/21	10-3000-410-83-370500-10
1404520421	16271125410U	19-20 PRE-K AT RISK SUPPLIES		550	2021000234	225.87	5/1/21	10-1125-410-27-370500-10
1404730421	16551110410U	19-20 Preschool Ex.DevSUPPLIES		550	2021000235	539.88	5/1/21	10-1110-410-55-490200-10
54489804	16061250410U	20-21 TITLE I MATERIALS		550	5210127	114.43	5/1/21	10-1250-410-06-430000-10
4232530421	16831110410U	19-20 Preschool Expan PE		550	2021000211	956.32	5/1/21	10-1110-410-83-370500-10
1720820521	16701250410U	18-19 TITLE III IEP (4909)		550	2021000257	129.98	5/1/21	10-1250-410-70-490900-10
						3,525.15		
LAKESIDE ROOFING CO								
17392	26472542323U	ROOF Maintenance		550		900.00	5/1/21	20-2542-323-47-10
17391	26472542323U	ROOF Maintenance		550		300.00	5/1/21	20-2542-323-47-10
17390	26472542323U	ROOF Maintenance		550		733.84	5/1/21	20-2542-323-47-10
17403	26082540323T	REP/MAINT SVC TWIN ECHO		550		693.06	5/1/21	20-2540-323-08-30
						2,626.90		
LALLY, LAURA								
MILEAGE	16273300332U	PRE-K Travel for Home vi		550		4.98	5/1/21	10-3300-332-27-370500-10
						4.98		
LAMP								
76178	16693300115U	20-21 TITLEIII LIPLEP (4909) (1.5FTE)		550		23.25	5/1/21	10-3300-115-69-490900-10
						23.25		
LAUENSTEIN, STACEY								
MILEAGE	16061250332U	TITLE I TRAV/PURCH SVC		550		52.25	5/1/21	10-1250-332-06-430000-10
						52.25		
LINCOLN PRAIRIE BHC								
2021-15595	16924220680U	ELEM NON SPED MEDICAID TUITION		550		250.00	5/1/21	10-4220-680-92-10
						250.00		

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
MACGILL								
IN0755626	16062130400U	NA Title I Supplies		550	5210085	91.39	5/1/21	10-2130-400-06-430000-10
						91.39		
MADISON COUNTY ROE								
FPAPR21	160226423101	HR BACKGROUND INVESTIGAT		550		84.00	5/1/21	10-2642-310-02-01
						84.00		
MARKWELL, LAUREN								
REIMBURSE	16061250410U	20-21 TITLE I MATERIALS		550		19.00	5/1/21	10-1250-410-06-430000-10
						19.00		
MCGINNIS, ANGIE								
MILEAGE	16122130332U	HEALTH CARE PROVIDER TRAVEL		550		63.50	5/1/21	10-2130-332-12-10
						63.50		
MCNAMARA, RACHEL								
REIMBURSE	16871110410U	20-21 Grant 3999 "Garden"		550		39.90	5/1/21	10-1110-410-87-399900-10
						39.90		
MEYER, MONIQUE								
REIMBURSE	16701250410U	18-19 TITLE III IEP (4909)		550		204.50	5/1/21	10-1250-410-70-490900-10
						204.50		
MICRO FOCUS SOFTWARE, INC.								
INVSL0009000	16932660323U	TECHNOLOGY REPAIRS/MAINTENANCE		550	19600054	3,600.00	5/1/21	10-2660-323-93-10
						3,600.00		
MIDWEST SERVICE GROUP								
2021199	96022535323G	H/L/S CHS locker, welding, tennis, track replaceme		550		20,500.00	5/1/21	90-2535-323-02-22
						20,500.00		
MIRACLE RECREATION EQUIP.CO.								
832639	26082540410M	MAINT SUPPLIES MARYVILLE		550		3,542.00	5/1/21	20-2540-410-08-26
						3,542.00		
MUSIC AND ARTS CENTER								
INV026512432	161411107004	ELEM MUSIC/BAND EQUI		550		169.42	5/1/21	10-1110-700-14-04
						169.42		
MYSTERY SCIENCE, INC.								
119910	160411104114	ELEM INSTR SUPPLIES/Mat TEXTS		550	0321037	11,241.00	5/1/21	10-1110-411-04-04
						11,241.00		

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
NORAM, MELISSA								
REIMBURSE	16061250410U	20-21 TITLE I MATERIALS		550		62.37	5/1/21	10-1250-410-06-430000-10
						62.37		
OUTPUT UNLIMITED								
124331	16932660310U	NETWORK ADMIN CONTRACT? School master		550		1,000.00	5/1/21	10-2660-310-93-10
						1,000.00		
PALEN MUSIC								
404475	161411103234	ELEM MUSIC/BAND REPAIRS		550		98.00	5/1/21	10-1110-323-14-04
4036859	161411103234	ELEM MUSIC/BAND REPAIRS		550		80.00	5/1/21	10-1110-323-14-04
4036863	161411103234	ELEM MUSIC/BAND REPAIRS		550		130.00	5/1/21	10-1110-323-14-04
4036871	161411103234	ELEM MUSIC/BAND REPAIRS		550		65.00	5/1/21	10-1110-323-14-04
						373.00		
PARTHASARATHY, DR. T.K.								
REQUEST	16922523410U	MEDICAID SUPPLIES		550		440.00	5/1/21	10-2523-410-92-10
						440.00		
PATTERSON-MILLS, SARAH								
REQUEST	16752210314U	Title II PURCH SERVICES		550		1,000.00	5/1/21	10-2210-314-75-493200-10
REQUEST	16752210314U	Title II PURCH SERVICES		550		1,000.00	5/1/21	10-2210-314-75-493200-10
						2,000.00		
PESI								
C HUETER	16202210332U	18-19 IDEA FLO THRU TRAVEL		550		279.98	5/1/21	10-2210-332-20-462000-10
						279.98		
PORTER, DAN								
MILEAGE	16012110332U	TRUANT OFF TRAVEL (2)		550		95.98	5/1/21	10-2110-332-01-10
						95.98		
POWER4STL								
TRAUMA KITS	86012310390U	MISC TORT		550		800.00	5/1/21	80-2365-390-01-10
						800.00		
PURITAN SPRINGS BOTTLED WATER								
1715002	16041110410K	KREITNER TEACHER SUPPLIES		550		132.23	5/1/21	10-1110-410-04-25
						132.23		
QUILL CORPORATION								
16450791	16231407410G	CHS Business Dept. supplies		550	99001803	266.99	5/1/21	10-1407-410-23-22
16371813	16231407410G	CHS Business Dept. supplies		550	99001803	39.01	5/1/21	10-1407-410-23-22

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
						306.00		
REGIONAL OFFICE OF EDUCATION #45								
FY21-W155	16022210332U	PROF DEVEL TRAVEL		550		200.00	5/1/21	10-2210-332-02-10
3005843791	26082540323I	REPAIRS/MAINT DORRIS		550		955.03	5/1/21	20-2540-323-08-33
						1,155.03		
ROYAL PAPER INC								
110409-1	26072540410U	CUSTODIAL SUPPLIES UNIT		550		57.07	5/1/21	20-2540-410-07-10
B108757-1	26082540410G	MAINT SUPPLIES HS		550		1,726.20	5/1/21	20-2540-410-08-22
						1,783.27		
RP LUMBER								
2104213785	10011710013B	VOC HOUSE 310 South Seminary		550		3,110.41	5/1/21	10-171-01
						3,110.41		
SCHAFFER, MARYLYNN								
REIMBURSE	16291120410N	MS ENGLISH SUPPLIES		550		31.50	5/1/21	10-1120-410-29-27
						31.50		
SCHOLASTIC LITERACY INITIATIVES								
29410436	16061250410U	20-21 TITLE I MATERIALS		550	5210144	22,782.62	5/1/21	10-1250-410-06-430000-10
						22,782.62		
SCHOLASTIC								
29176427	16061250410U	20-21 TITLE I MATERIALS		550	5210131	863.63	5/1/21	10-1250-410-06-430000-10
						863.63		
SCHOOL SPECIALTY SUPPLY								
208127339397	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000244	16.93	5/1/21	10-1110-410-04-26
208127339397	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000244	28.61	5/1/21	10-1110-410-04-26
208127339397	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000244	17.51	5/1/21	10-1110-410-04-26
208127339397	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000244	1.77	5/1/21	10-1110-410-04-26
208127339397	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000244	9.76	5/1/21	10-1110-410-04-26
208127339397	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000244	7.80	5/1/21	10-1110-410-04-26
208127339397	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000244	39.00	5/1/21	10-1110-410-04-26
208127319440	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000229	4.17	5/1/21	10-1110-410-04-26
208127319440	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000229	23.35	5/1/21	10-1110-410-04-26
208127319440	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000229	18.88	5/1/21	10-1110-410-04-26
208127319440	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000229	18.88	5/1/21	10-1110-410-04-26
208127319440	16041110410M	MARYVILLE TEACHER SUPPLIES		550	2021000229	38.52	5/1/21	10-1110-410-04-26
208127326422	16041110410S	SUMMIT TEACHER SUPPLIES		550	2021000232	55.75	5/1/21	10-1110-410-04-29

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
						280.93		
SCHWIERJOHN, BRENT								
MILEAGE	16122140332U	PSYCHOLOGIST TRAVEL		550		19.15	5/1/21	10-2140-332-12-10
						19.15		
SHRED-IT								
8181881851	16202330360U	IDEA FLO THRU Shredding/Printing		550		36.42	5/1/21	10-2330-360-20-462000-10
						36.42		
SKYWARD INC.								
0000211231	16932660310U	NETWORK ADMIN CONTRACT? School master		550		58,881.60	5/1/21	10-2660-310-93-10
						58,881.60		
SMITH, CLAYTON								
MILEAGE	16451500332G	HS ATH TRAVEL (FOOD & LODGE)		550		138.88	5/1/21	10-1500-332-45-22
						138.88		
STATE FIRE MARSHAL								
5125118565	26082540323I	REPAIRS/MAINT DORRIS		550		75.00	5/1/21	20-2540-323-08-33
						75.00		
STEWART, ERIC								
REIMBURSE	16131120410N	MS PE SUPPLIES		550		150.99	5/1/21	10-1120-410-13-27
						150.99		
SUMNERONE								
2859814	16481120411N	MS WAREHOUSE Paper		550		335.93	5/1/21	10-1120-411-48-27
						335.93		
TEACHER SYNERGY								
152967681	16061250410U	20-21 TITLE I MATERIALS		550		24.99	5/1/21	10-1250-410-06-430000-10
						24.99		
TECH ELECTRONICS INC								
N000078556	96022535323U	H/L/S PROJECTS CONTIGENCY		550		180.00	5/1/21	90-2535-323-02-10
N000078545	96022535323U	H/L/S PROJECTS CONTIGENCY		550		180.00	5/1/21	90-2535-323-02-10
N000078563	96022535323U	H/L/S PROJECTS CONTIGENCY		550		180.00	5/1/21	90-2535-323-02-10
N000078572	96022535323U	H/L/S PROJECTS CONTIGENCY		550		180.00	5/1/21	90-2535-323-02-10
N000079247	26082540323G	REP/MAINT SVC HS		550		344.00	5/1/21	20-2540-323-08-22
						1,064.00		
THOMSON REUTERS-WEST								
844326798	160226413331	Student Serv: Skyward,		550		1,148.00	5/1/21	10-2641-333-02-01

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
						1,148.00		
TOBIN, KRYSTAL								
MILEAGE	16273300332U	PRE-K Travel for Home vi		550		4.98	5/1/21	10-3300-332-27-370500-10
						4.98		
TROY TIMES TRIBUNE								
110217	16202330360U	IDEA FLO THRU Shredding/Printing		550		4.80	5/1/21	10-2330-360-20-462000-10
						4.80		
UNITED REFRIGERATION INC								
77842521-00	260825404101	MAINT SUPPLIES ADMIN BLDG		550		2,347.05	5/1/21	20-2540-410-08-01
78574789-00	26082540410N	MAINT SUPPLIES CMS		550		1,759.00	5/1/21	20-2540-410-08-27
77904263-00	26082540323G	REP/MAINT SVC HS		550		383.79	5/1/21	20-2540-323-08-22
78400929-00	26082540410S	MAINT SUPPLIES SUMMIT		550		44.83	5/1/21	20-2540-410-08-29
77923726-00	26082540410U	MAINT SUPPLIES UNIT		550		(383.79)	5/1/21	20-2540-410-08-10
78400958-00	26082540410J	MAINT SUPPLIES JEFFERSON		550		24.22	5/1/21	20-2540-410-08-24
78400901-00	26082540410C	MAINT SUPPLIES CASEYVILLE		550		53.66	5/1/21	20-2540-410-08-21
						4,228.76		
VERNIER SOFTWARE & TECHNOLOGY								
5393229	16181130410G	HS SCIENCE SUPPLIES		550	2021000242	807.16	5/1/21	10-1130-410-18-22
						807.16		
VILLAGRAN, PRISCILLA								
REIMBURSE	16701250410U	18-19 TITLE III IEP (4909)		550		14.40	5/1/21	10-1250-410-70-490900-10
						14.40		
WATTS COPY SYSTEMS, INC.								
1058527	16012310311B	UNIT wide COPY SERV Non-Cap lease		550		415.73	5/1/21	10-2310-311-01-20
1058959	16012310311B	UNIT wide COPY SERV Non-Cap lease		550		62.00	5/1/21	10-2310-311-01-20
1057746	16012310311B	UNIT wide COPY SERV Non-Cap lease		550		9,445.48	5/1/21	10-2310-311-01-20
1058526	16201220310U	20-21 IDEA FLO THRU Consulting		550		307.42	5/1/21	10-1220-310-20-462000-10
						10,230.63		
WHIZZIMO LLC								
8954	16062210332U	20-21 TITLE I TRAVEL		550	5210167	4,000.00	5/1/21	10-2210-332-06-430000-10
8954	16062210410U	NA TITLE I SUPPLIES		550		3,400.00	5/1/21	10-2210-410-06-430000-10
						7,400.00		
WILLIAM BEDELL ACHIEVEMENT & RESOURCE CTR								
STMT	16124220681U	HS TUITION WILLIAM BEDELL		550		14,909.80	5/1/21	10-4220-680-12-10
STMT	16124220681U	ELEM TUITION WILLIAM BEDELL		550		12,416.50	5/1/21	10-4220-680-12-10

Open Accounts Payable List

Printed: 5/14/2021 9:12 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Amount	ExOn Date	State Account #
						27,326.30		
WILLIAMS OFFICE PRODUCTS								
52793-1	160226424101	Dir of HR SUPPLIES		550		168.85	5/1/21	10-2642-410-02-01
52787-1	160226404101	Dir OF CURR OFF SUPPLIES		550		43.38	5/1/21	10-2640-410-02-01
52816-1	16491130412G	HS WAREHOUSE SUPPLIES (paper)		550		211.55	5/1/21	10-1130-412-49-22
52608-1	16061250411U	20-21 TITLE I SUPPLIES		550		40.62	5/1/21	10-1250-411-06-430000-10
52893-1	160226424101	Dir of HR SUPPLIES		550		45.98	5/1/21	10-2642-410-02-01
52833-1	16041110410S	SUMMIT TEACHER SUPPLIES		550		51.56	5/1/21	10-1110-410-04-29
52856-0	160221144101	PUPIL ACCTG AIDE SUPPLIES		550		33.98	5/1/21	10-2114-410-02-01
						595.92		
WRIGHT NATIONAL FLOOD INS CO								
1150814386	86012310388B	MISS VIC PKG COVERAGE		550		2,057.00	5/1/21	80-2364-388-01-20
						2,057.00		
YORK INTERNATIONAL CORPORATION								
9916751-00	26082540410M	MAINT SUPPLIES MARYVILLE		550		28.60	5/1/21	20-2540-410-08-26
						28.60		
YORK, KYLE								
MILEAGE	16651800332U	Bilingual travel(Local)		550		32.26	5/1/21	10-1800-332-65-10
REIMBURSE	16061250410U	20-21 TITLE I MATERIALS		550		61.06	5/1/21	10-1250-410-06-430000-10
						93.32		
YOUNG, MALLORIE								
REIMBURSE	16061250410U	20-21 TITLE I MATERIALS		550		63.20	5/1/21	10-1250-410-06-430000-10
						63.20		
						$786,883.08		**Report Total**

Open Accounts Payable Fund Totals

Printed: 5/14/2021 9:13 AM
COLLINSVILLE 10

Fund Code	Description	Batch #	Amount
10	Education Fund	550	254,577.04
20	Oper, Build, & Maint Fund	550	27,305.16
40	Transportation Fund	550	421,832.45
60	Capital Projects	550	42,009.43
80	Tort Fund	550	19,939.00
90	Fire Prevention and Safety Fund	550	21,220.00
		Report Total	$786,883.08

Open Accounts Payable List

Printed: 5/14/2021 9:30 AM

COLLINSVILLE 10

Vendor Name / Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Due Date	State Account #
COFFIN, CODY									
REIMBURSE	16931448410A	MACH SHOP SUPPLIES		550		0.00	123.28	5/14/21	10-1448-410-93
						0.00	123.28		
DELTA GASES									
R1076370	16951417410A	VOC GENL IND OCCUP WELD GASES		550		0.00	558.00	5/14/21	10-1417-410-95
						0.00	558.00		
FINISHMASTER									
88642909	16871447410A	AUTO BODY SUPPLIES		550		0.00	180.10	5/14/21	10-1447-410-87
						0.00	180.10		
FIRST STUDENT									
REQUEST AV	46952550332A	AVC REG TRANSP First Student		550		0.00	3,122.14	5/14/21	40-2550-332-95
						0.00	3,122.14		
MOW									
84709	16951400410A	VOC GENL SUPPLIES		550	99001801	0.00	155.00	5/14/21	10-1400-410-95
						0.00	155.00		
UNITED REFRIGERATION									
78445683-0	26952540411A	MAINTANCE SUPPLIES		550		0.00	561.38	5/14/21	20-2540-411-95
						0.00	561.38		
						$0.00	$4,699.90	**Report Total**	

Open Accounts Payable Fund Totals

Printed: 5/14/2021 9:31 AM
COLLINSVILLE 10

Fund Code	Description	Batch #	Amount
10	Education Fund	550	1,016.38
20	Oper, Build, & Maint Fund	550	561.38
40	Transportation Fund	550	3,122.14
		Report Total	$4,699.90

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
52158-1	16491130412G	WILLIAMS OFFICE PRODUCTS	18-19 TITLE IV (L)	6		4/6/21	4/6/21	120050	225.98	10-1130-412-49-22
52155-1	16041110410K		KREITNER TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	29.95	10-1110-410-04-25
52170-1	16041110410J		JEFFERSON TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	27.99	10-1110-410-04-24
52403-1	160225244101		PAYROLL OFF SUPPLIES	6		4/6/21	4/6/21	120050	7.99	10-2524-410-02-01
52388-0	16041110410C		CASEYVILLE TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	344.37	10-1110-410-04-21
52109-0	16951400410U		CTE GRANT SUPPLIES	6		4/6/21	4/6/21	120050	54.66	10-1400-410-95-10
52374-1	16041110410T		TWIN ECHO TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	523.24	10-1110-410-04-30
52251-1	160221144101		PUPIL ACCTG AIDE SUPPLIES	6		4/6/21	4/6/21	120050	20.97	10-2114-410-02-01
52188-1	16951400410U		CTE GRANT SUPPLIES	6		4/6/21	4/6/21	120050	24.14	10-1400-410-95-10
52325-1	16061250411U		20-21 TITLE I SUPPLIES	6		4/6/21	4/6/21	120050	29.64	10-1250-411-06-430000-10
52346-1	16012310690B		GRADUATION EXPENSES	6		4/6/21	4/6/21	120050	75.85	10-2310-690-01-20
52305-1	16041110410M		MARYVILLE TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	31.98	10-1110-410-04-26
52279-0	16242562411U		LUNCH PROG NON FOOD	6		4/6/21	4/6/21	120050	403.46	10-2562-411-24-10
52282-0	16041110410R		RENFRO TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	324.20	10-1110-410-04-28
52177-1	16041110410I		DORRIS TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	100.72	10-1110-410-04-33
52171-1	16041110410I		DORRIS TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	65.97	10-1110-410-04-33
52119-1	16041110410I		DORRIS TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	151.65	10-1110-410-04-33
52334-1	16041110410R		RENFRO TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	5.94	10-1110-410-04-28
52103-1	16481120411N		MS WAREHOUSE Paper	6		4/6/21	4/6/21	120050	257.37	10-1120-411-48-27
52149-1	16041110410K		KREITNER TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	44.58	10-1110-410-04-25
52195-1	16491130412G		HS WAREHOUSE SUPPLIES (paper)	6		4/6/21	4/6/21	120050	9.90	10-1130-412-49-22
52248-1	16061250410U		20-21 TITLE I MATERIALS	6		4/6/21	4/6/21	120050	313.63	10-1250-410-06-430000-10
52234-0	16041110410M		MARYVILLE TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	152.34	10-1110-410-04-26
52222-1	16041110410C		CASEYVILLE TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	90.98	10-1110-410-04-21
52226-1	16041110410S		SUMMIT TEACHER SUPPLIES	6		4/6/21	4/6/21	120050	23.47	10-1110-410-04-29
52197-1	16041110410S		SUMMIT TEACHER SUPPLIES	6		4/6/21	4/1/21	120050	54.55	10-1110-410-04-29
52097-1	16831110410U		19-20 Preschool Expan PE	6		4/6/21	4/1/21	120050	979.76	10-1110-410-83-370500-10
52097-1	16832300410U		19-20 Preschool Expan PE	6		4/6/21	4/1/21	120050	277.89	10-2300-410-83-370500-10
52097-1	16833000410U		19-20 Preschool Expan PE	6		4/6/21	4/1/21	120050	243.40	10-3000-410-83-370500-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	4,896.57	
request	16122130332U	ALLEY, DAWN	HEALTH CARE PROVIDER TRAVEL	7		4/7/21	4/1/21	120065	36.74	10-2130-332-12-10
								Total	36.74	
18986	16932660310U	ASSET PANDA	NETWORK ADMIN CONTRACT? Schoo	7	196000	4/7/21	4/1/21	120066	7,353.25	10-2660-310-93-10
18986	16202330410U		20-21 IDEA FLO THRU SUPPLIES	7	196000	4/7/21	4/1/21	120066	2,400.00	10-2330-410-20-462000-10
								Total	9,753.25	
REQUEST	16471500640U	BELLEVILLE WEST HIGH SCHOO	BOYS/GIRLS TOURNEY ENTRY FEES	7		4/7/21	4/1/21	120067	225.00	10-1500-640-47-10
								Total	225.00	
3635030100	260725403701	CITY OF COLLINSVILLE	WATER & SEWER ADMIN	7		4/7/21	4/1/21	120068	112.16	20-2540-370-07-01
								Total	112.16	
REQUEST	16041110410C	CLARK, CHELSEA	CASEYVILLE TEACHER SUPPLIES	7		4/7/21	4/1/21	120069	73.41	10-1110-410-04-21
								Total	73.41	
REQUEST	16041110332R	COX, JENNIFER	RENFRO PROF CONF	7		4/7/21	4/1/21	120070	36.12	10-1110-332-04-28
								Total	36.12	
REQUEST	16111120410N	DETTMERS, ROBERT L	MS SOC STUDIES SUPPLIES	7		4/7/21	4/1/21	120071	54.72	10-1120-410-11-27
								Total	54.72	
860527	16321250314U	FOLLETT SCHOOL SOLUTIONS I	FY20 Title I School improvement Materia	7	321035	4/7/21	4/1/21	120072	7,495.00	10-1250-314-32-10
845686	16282220430G		HS MEDIA CENTER MATLS	7	202100	4/7/21	4/1/21	120072	258.27	10-2220-430-28-22
								Total	7,753.27	
033121	16201220310U	GRIFFIN RHODES, SHAUNTE	20-21 IDEA FLO THRU Consulting	7		4/7/21	4/1/21	120073	412.50	10-1220-310-20-462000-10
								Total	412.50	
REQUEST	16471500640U	HONONEGAH HIGH SCHOOL	BOYS/GIRLS TOURNEY ENTRY FEES	7		4/7/21	4/1/21	120074	250.00	10-1500-640-47-10
								Total	250.00	
REQUEST	16012310690B	ICON TROPHIE AND DESIGN LC	GRADUATION EXPENSES	7		4/7/21	4/1/21	120075	59.99	10-2310-690-01-20
								Total	59.99	
1348786	26072540410U	INDUSTRIAL SOAP COMPANY	CUSTODIAL SUPPLIES UNIT	7		4/7/21	4/1/21	120076	3,921.33	20-2540-410-07-10
1349378	26072540410U		CUSTODIAL SUPPLIES UNIT	7		4/7/21	4/1/21	120076	4,637.88	20-2540-410-07-10
								Total	8,559.21	
363318403	16141120410N	JW PEPPER & SONS, INC.	MS BAND/MUSIC SUPPLIES	7		4/7/21	4/1/21	120077	300.00	10-1120-410-14-27
								Total	300.00	

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
REQUEST	16181130410G	KLOUSTERMEYER, ASHLEY	HS SCIENCE SUPPLIES	7		4/7/21	4/1/21	120078	17.41	10-1130-410-18-22
								Total	17.41	
2021-17	16202130310U	LINNEMANN, TEREA	IDEA Flow Thru Health Serv	7		4/7/21	4/1/21	120079	805.00	10-2130-310-20-462000-10
request	16122130332U		HEALTH CARE PROVIDER TRAVEL	7		4/7/21	4/1/21	120079	8.68	10-2130-332-12-10
request	16122130332U		HEALTH CARE PROVIDER TRAVEL	7		4/7/21	4/1/21	120079	11.87	10-2130-332-12-10
request	16122130332U		HEALTH CARE PROVIDER TRAVEL	7		4/7/21	4/1/21	120079	14.62	10-2130-332-12-10
								Total	840.17	
1108191	16451500421G	MASCOT MEDIA LLC	X-mas BSKT TOURN Supplies & Ma	7		4/7/21	4/1/21	120080	5,000.00	10-1500-421-45-22
								Total	5,000.00	
REQUEST	16032410332G	MCGINNIS, JOE	HS PRIN OFF TRAVEL (6*300)	7		4/7/21	4/1/21	120081	45.92	10-2410-332-03-22
								Total	45.92	
REQUEST	16202150410U	OSABEN, JENNIFER	IDEA FLO THRU SUPPLIES	7		4/7/21	4/1/21	120082	33.12	10-2150-410-20-462000-10
								Total	33.12	
7528689	16061250410U	REALLY GOOD STUFF	20-21 TITLE I MATERIALS	7	521010	4/7/21	4/1/21	120083	182.48	10-1250-410-06-430000-10
7528689	16061250410U		20-21 TITLE I MATERIALS	7	521010	4/7/21	4/1/21	120083	137.97	10-1250-410-06-430000-10
								Total	320.45	
28078239	16061250410U	SCHOLASTIC LITERACY INITIAT	20-21 TITLE I MATERIALS	7	521008	4/7/21	4/1/21	120084	307.92	10-1250-410-06-430000-10
28041583	16061250410U		18-19 TITLE IV (L)	7	521007	4/7/21	4/1/21	120084	92.50	10-1250-410-06-430000-10
								Total	400.42	
1203253	16063300411U	SCHOOL ZONE	20-21 TITLE I	7	521007	4/7/21	4/1/21	120085	1,369.43	10-3300-411-06-430000-10
1203253	16063300411U		20-21 TITLE I	7	521007	4/7/21	4/1/21	120085	1,369.43	10-3300-411-06-430000-10
1203253	16063300411U		20-21 TITLE I	7	521007	4/7/21	4/1/21	120085	136.94	10-3300-411-06-430000-10
1203253	16063300411U		20-21 TITLE I	7	521007	4/7/21	4/1/21	120085	513.60	10-3300-411-06-430000-10
								Total	3,389.40	
request	16122140332U	SCHWIERJOHN, BRENT	PSYCHOLOGIST TRAVEL	7		4/7/21	4/1/21	120086	64.74	10-2140-332-12-10
								Total	64.74	
3220	16141130323G	SIUE	HS BAND/MUSIC MAINT SVC	7		4/7/21	4/1/21	120087	50.00	10-1130-323-14-22
								Total	50.00	
REQUEST	16221130410G	TESDALL, CYNTHIA	HS MATH SUPPLIES	7		4/7/21	4/1/21	120088	207.96	10-1130-410-22-22

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	207.96	
1050965	16012310311B	WATTS COPY SYSTEMS, INC.	UNIT wide COPY SERV Non-Cap lease	7		4/7/21	4/1/21	120089	9,783.74	10-2310-311-01-20
								Total	9,783.74	
618345472303	26072540340U	AT&T	TELEPHONE CHARGES	9		4/12/21	4/1/21	120091	280.86	20-2540-340-07-10
								Total	280.86	
REQUEST	16461501311G	BIGLEY, AMANDA	HS GIRLS ATHL CONT SVC	9		4/12/21	4/1/21	120092	26.00	10-1501-311-46-22
								Total	26.00	
REQUEST	16012110332U	BLACKARD, SCOTT	TRUANT OFF TRAVEL (2)	9		4/12/21	4/9/21	120093	41.44	10-2110-332-01-10
REQUEST	16012110332U		TRUANT OFF TRAVEL (2)	9		4/12/21	4/9/21	120093	21.84	10-2110-332-01-10
								Total	63.28	
6243	16012311410B	BOBBYS FROZEN CUSTARD	Public relations materials/ Retirement	9		4/12/21	4/1/21	120094	1,700.00	10-2311-410-01-20
								Total	1,700.00	
4016572100	26072540370C	CASEYVILLE WATER DEPT	WATER & SEWER CASEYVILLE	9		4/12/21	4/1/21	120095	525.69	20-2540-370-07-21
3022007500	26072540370C		WATER & SEWER CASEYVILLE	9		4/12/21	4/1/21	120095	196.63	20-2540-370-07-21
3022005000	26072540370C		WATER & SEWER CASEYVILLE	9		4/12/21	4/1/21	120095	138.88	20-2540-370-07-21
								Total	861.20	
REQUEST	16461501311G	CELISTAN, JOHN	HS GIRLS ATHL CONT SVC	9		4/12/21	4/1/21	120096	80.00	10-1501-311-46-22
								Total	80.00	
REQUEST	16461501311G	CLARK, JIM	HS GIRLS ATHL CONT SVC	9		4/12/21	4/1/21	120097	55.00	10-1501-311-46-22
								Total	55.00	
REQUEST	16932660332U	CONNER, SHELLEY	TECHNOLOGY Prof TRAVEL	9		4/12/21	4/9/21	120098	21.34	10-2660-332-93-10
								Total	21.34	
S9479853.001	26082540410M	CONNOR CO.	MAINT SUPPLIES MARYVILLE	9		4/12/21	4/1/21	120099	106.28	20-2540-410-08-26
								Total	106.28	
REQUEST	16461501311G	COPELIN, BRAD	HS GIRLS ATHL CONT SVC	9		4/12/21	4/1/21	120100	26.00	10-1501-311-46-22
								Total	26.00	
5079108	16061250410U	DISCOUNT SCHOOL SUPPLY	20-21 TITLE I MATERIALS	9	521010	4/12/21	4/1/21	120101	239.99	10-1250-410-06-430000-10
								Total	239.99	
83414	160226423111	GATEWAY OCCUPATIONAL HEAI	HR ORDERED PHYSICAL	9		4/12/21	4/1/21	120102	48.00	10-2642-311-02-01
83406	160226423111		HR ORDERED PHYSICAL	9		4/12/21	4/1/21	120102	50.00	10-2642-311-02-01

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	98.00	
2500	16924220680U	GIANT STEPS OF ST. LOUIS, INC	MEDICAID TUITION	9		4/12/21	4/1/21	120103	4,011.66	10-4220-680-92-10
2516	16924220680U		MEDICAID TUITION	9		4/12/21	4/1/21	120103	4,483.62	10-4220-680-92-10
								Total	8,495.28	
REQUEST	16122130332U	HALL, LYNN	HEALTH CARE PROVIDER TRAVEL	9		4/12/21	4/9/21	120104	26.21	10-2130-332-12-10
								Total	26.21	
REQUEST	16752210332U	HARTMAN, HEATHER	20-21 Title II (4932)	9		4/12/21	4/1/21	120105	20.00	10-2210-332-75-493200-10
								Total	20.00	
REQUEST	16461501311G	HERMO MARTINEZ, LUCAS	HS GIRLS ATHL CONT SVC	9		4/12/21	4/1/21	120106	65.00	10-1501-311-46-22
								Total	65.00	
N/A	16124220687U	ILLINOIS CENTER FOR AUTISM	ILLINOIS CENTER FOR AUTISM	9		4/12/21	4/1/21	120107	27,870.45	10-4220-680-12-10
								Total	27,870.45	
26035504	16012310690B	JOSTENS	GRADUATION EXPENSES	9		4/12/21	4/1/21	120108	14.12	10-2310-690-01-20
								Total	14.12	
REQUEST	16122130332U	KELL, STACIA	HEALTH CARE PROVIDER TRAVEL	9		4/12/21	4/9/21	120109	14.45	10-2130-332-12-10
								Total	14.45	
REQUEST	16932660332U	KIRKSEY, SARA	TECHNOLOGY Prof TRAVEL	9		4/12/21	4/9/21	120110	11.76	10-2660-332-93-10
								Total	11.76	
5115380321	16061250410U	LAKESHORE	20-21 TITLE I MATERIALS	9	5210119	4/12/21	4/1/21	120111	128.97	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	49.98	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	59.98	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	89.97	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	50.97	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	10.99	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	10.99	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	10.99	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	10.99	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	39.99	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	39.99	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	23.97	10-1250-410-06-430000-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
4665470321	16061250410U	LAKESHORE	20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	29.97	10-1250-410-06-430000-10
4665470321	16061250410U		20-21 TITLE I MATERIALS	9	521009	4/12/21	4/1/21	120111	50.97	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	49.99	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	14.99	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	36.99	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	12.99	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	12.99	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	12.99	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	29.99	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	59.99	10-1250-410-06-430000-10
5114710321	16061250410U		20-21 TITLE I MATERIALS	9	521011	4/12/21	4/9/21	120111	29.99	10-1250-410-06-430000-10
								Total	869.63	
2021-15386	16924220680U	LINCOLN PRAIRIE BHC	MEDICAID TUITION	9		4/12/21	4/1/21	120112	100.00	10-4220-680-92-10
2021-15401	16924220680U		MEDICAID TUITION	9		4/12/21	4/1/21	120112	100.00	10-4220-680-92-10
								Total	200.00	
0624740001	26072540370M	MARYVILLE WATER DEPARTMEI	WATER/SEWER MARYVILLE	9		4/12/21	4/1/21	120113	399.62	20-2540-370-07-26
0624740002	26072540370M		WATER/SEWER MARYVILLE	9		4/12/21	4/1/21	120113	69.33	20-2540-370-07-26
								Total	468.95	
REQUEST	16461501311G	MUELLER, MICHAEL	HS GIRLS ATHL CONT SVC	9		4/12/21	4/1/21	120114	65.00	10-1501-311-46-22
								Total	65.00	
REQUEST	16121210332U	OHARA, LAURA	SLP CORR IN DIST TRAVEL	9		4/12/21	4/9/21	120115	15.12	10-1210-332-12-10
								Total	15.12	
1064823	16012310410B	PURITAN SPRINGS BOTTLED W.	BOARD SUPPLIES	9		4/12/21	4/1/21	120116	74.89	10-2310-410-01-20
								Total	74.89	
7533043	16061250410U	REALLY GOOD STUFF	20-21 TITLE I MATERIALS	9	521012	4/12/21	4/1/21	120117	57.60	10-1250-410-06-430000-10
7533043	16061250410U		20-21 TITLE I MATERIALS	9	521012	4/12/21	4/1/21	120117	10.02	10-1250-410-06-430000-10
7536462	16061250410U		20-21 TITLE I SAL (12)	9	521011	4/12/21	4/1/21	120117	135.45	10-1250-410-06-430000-10
7536462	16061250410U		20-21 TITLE I SAL (12)	9	521011	4/12/21	4/1/21	120117	13.59	10-1250-410-06-430000-10
								Total	216.66	
0350-00427693	26072540321U	REPUBLIC SERVICES #350	TRASH REMOVAL & PEST CONTROL	9		4/12/21	4/1/21	120118	6,344.41	20-2540-321-07-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	6,344.41	
REQUEST	16122130332U	SCANZONI, LISA	HEALTH CARE PROVIDER TRAVEL	9		4/12/21	4/9/21	120119	30.24	10-2130-332-12-10
								Total	30.24	
8181687894	16202330360U	SHRED-IT	IDEA FLO THRU Shredding/Printing	9		4/12/21	4/1/21	120120	291.11	10-2330-360-20-462000-10
								Total	291.11	
REQUEST	16752210332U	SNIDER, DAVID	20-21 Title II (4932)	9		4/12/21	4/1/21	120121	250.00	10-2210-332-75-493200-10
								Total	250.00	
ST0053	16062130300U	SONES FAMILY DENTAL	NA Title I Purchased servic	9		4/12/21	4/1/21	120122	380.00	10-2130-300-06-430000-10
								Total	380.00	
REQUEST	16122130332U	SUESS, ANDREA	HEALTH CARE PROVIDER TRAVEL	9		4/12/21	4/9/21	120123	26.65	10-2130-332-12-10
REQUEST	16122113332U		SPEC ED SOC WK TRAVEL	9		4/12/21	4/9/21	120123	23.12	10-2113-332-12-10
								Total	49.77	
N/A	16201220470U	SUMNERONE	20-21 IDEA FT MISC supplies	9		4/12/21	4/1/21	120124	644.00	10-1220-470-20-462000-10
								Total	644.00	
1456	16382210332U	THE PYRAMID MODEL CONSOR	IDEA PRESCHOOL TRAVEL	9		4/12/21	4/1/21	120125	98.00	10-2210-332-38-460000-10
								Total	98.00	
9769437	26082540410C	TRANE	MAINT SUPPLIES CASEYVILLE	9		4/12/21	4/1/21	120126	262.64	20-2540-410-08-21
								Total	262.64	
77874538-00	26082540410I	UNITED REFRIGERATION INC	MAINT SUPPLIES CIS	9		4/12/21	4/1/21	120127	92.40	20-2540-410-08-33
77865316-00	26082540410I		MAINT SUPPLIES CIS	9		4/12/21	4/1/21	120127	164.07	20-2540-410-08-33
77881320-00	26082540410I		MAINT SUPPLIES CIS	9		4/12/21	4/1/21	120127	23.35	20-2540-410-08-33
78065104-00	26082540410G		MAINT SUPPLIES HS	9		4/12/21	4/1/21	120127	21.12	20-2540-410-08-22
								Total	300.94	
REQUEST	16932660332U	WEISS, ERIC	TECHNOLOGY Prof TRAVEL	9		4/12/21	4/9/21	120128	23.86	10-2660-332-93-10
								Total	23.86	
P37819815	26082540410U	BATTERIES PLUS BULBS	MAINT SUPPLIES UNIT	12		4/12/21	4/12/21	120129	385.80	20-2540-410-08-10
								Total	385.80	
350002435	26082540411G	BELLEVILLE SEED HOUSE	HS ATH MAINT SUPPLIES	12		4/12/21	4/12/21	120130	167.25	20-2540-411-08-22
								Total	167.25	
5033744	16552210310U	BUREAU OF EDUC & RESEARCH	19-20 Preschool Expan. Dev.	12	202100	4/12/21	4/12/21	120131	279.00	10-2210-310-55-490200-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
5033744	16832210310U		19-20 Preschool Expan. Dev.	12	202100	4/12/21	4/12/21	120131	279.00	10-2210-310-83-370500-10
								Total	558.00	
MORSS 3-21	16924220680U	CENTRAL INSTITUTE FOR THE D	MEDICAID TUITION	12		4/12/21	4/12/21	120132	3,645.18	10-4220-680-92-10
								Total	3,645.18	
66741	26082540411G	CIFCO	HS ATH MAINT SUPPLIES	12		4/12/21	4/12/21	120133	13.77	20-2540-411-08-22
66525	26082540411G		HS ATH MAINT SUPPLIES	12		4/12/21	4/12/21	120133	9.23	20-2540-411-08-22
66573	26082540411G		HS ATH MAINT SUPPLIES	12		4/12/21	4/12/21	120133	21.76	20-2540-411-08-22
								Total	44.76	
S9391169.004	26082540700U	CONNOR CO.	MAINTENANCE EQUIPMENT	12		4/12/21	4/12/21	120134	247.66	20-2540-700-08-10
								Total	247.66	
257413	26072540410U	DUTCH HOLLOW SUPPLIES	CUSTODIAL SUPPLIES UNIT	12		4/12/21	4/12/21	120135	897.50	20-2540-410-07-10
								Total	897.50	
4896	26082540323I	ELITE ELEVATOR INSPECTIONS	REPAIRS/MAINT DORRIS	12		4/12/21	4/12/21	120136	140.00	20-2540-323-08-33
								Total	140.00	
16457	26082540410N	FRANCE MECHANICAL CORPOF	MAINT SUPPLIES CMS	12		4/12/21	4/12/21	120137	380.07	20-2540-410-08-27
								Total	380.07	
REQUEST	16833000332U	HOUBERG, KIMBERLY	19-20 Preschool Expan PE	12		4/12/21	4/12/21	120138	44.21	10-3000-332-83-370500-10
REQUEST	16553000332U		19-20 Preschool Expan. Dev.	12		4/12/21	4/12/21	120138	44.21	10-3000-332-55-490200-10
								Total	88.42	
548476	26072540321U	IMEL PEST CONTROL	TRASH REMOVAL & PEST CONTROL	12		4/12/21	4/12/21	120139	100.00	20-2540-321-07-10
548474	26072540321U		TRASH REMOVAL & PEST CONTROL	12		4/12/21	4/12/21	120139	65.00	20-2540-321-07-10
548483	26072540321U		TRASH REMOVAL & PEST CONTROL	12		4/12/21	4/12/21	120139	75.00	20-2540-321-07-10
548475	26072540321U		TRASH REMOVAL & PEST CONTROL	12		4/12/21	4/12/21	120139	65.00	20-2540-321-07-10
								Total	305.00	
REQUEST	16061250332U	LAUENSTEIN, STACEY	TITLE I TRAV/PURCH SVC	12		4/12/21	4/12/21	120140	9.69	10-1250-332-06-430000-10
								Total	9.69	
3220075000	26072540370C	METRO EAST SANITARY DIST	WATER & SEWER CASEYVILLE	12		4/12/21	4/12/21	120141	125.00	20-2540-370-07-21
								Total	125.00	
709008277-01	16041110410M	OTC BRANDS INC.	MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	39.97	10-1110-410-04-26

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
709008277-01	16041110410M	OTC BRANDS INC.	MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	13.48	10-1110-410-04-26
709008277-01	16041110410M		MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	21.98	10-1110-410-04-26
709008277-01	16041110410M		MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	8.38	10-1110-410-04-26
709008277-01	16041110410M		MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	4.18	10-1110-410-04-26
709008277-01	16041110410M		MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	27.98	10-1110-410-04-26
709008277-01	16041110410M		MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	2.87	10-1110-410-04-26
709008277-01	16041110410M		MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	114.54	10-1110-410-04-26
709008277-01	16041110410M		MARYVILLE TEACHER SUPPLIES	12	202100	4/12/21	4/12/21	120142	23.44	10-1110-410-04-26
								Total	256.82	
137195	26082540323G	PRO-ALARM	REP/MAINT SVC HS	12		4/12/21	4/12/21	120143	150.00	20-2540-323-08-22
								Total	150.00	
7537590	16061250410U	REALLY GOOD STUFF	20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	19.79	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	36.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	19.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	19.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	29.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	9.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	21.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	27.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	33.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	19.96	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	99.99	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	(34.06)	10-1250-410-06-430000-10
7537590	16061250410U		20-21 TITLE I MATERIALS	12	521010	4/12/21	4/12/21	120144	36.78	10-1250-410-06-430000-10
								Total	343.38	
9643818	26082540323N	STATE FIRE MARSHAL	REP/MAINT SVC MS	12		4/12/21	4/12/21	120145	210.00	20-2540-323-08-27
								Total	210.00	
0844134346	160226413331	THOMSON REUTERS-WEST	Student Serv: Skyward,	12		4/12/21	4/12/21	120146	1,148.00	10-2641-333-02-01
								Total	1,148.00	
REQUEST	16273300332U	TOBIN, KRYSTAL	PRE-K Travel for Home vi	12		4/12/21	4/12/21	120147	3.64	10-3300-332-27-370500-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	3.64	
77942216-00	26082540410G	UNITED REFRIGERATION INC	MAINT SUPPLIES HS	12		4/12/21	4/12/21	120148	175.00	20-2540-410-08-22
								Total	175.00	
1052149	16012310311B	WATTS COPY SYSTEMS, INC.	UNIT wide COPY SERV Non-Cap lease	12		4/12/21	4/12/21	120149	385.43	10-2310-311-01-20
1052150	16012310311B		UNIT wide COPY SERV Non-Cap lease	12		4/12/21	4/12/21	120149	393.35	10-2310-311-01-20
								Total	778.78	
REQUEST	16122130332U	WAY, CHRISTY	HEALTH CARE PROVIDER TRAVEL	12		4/12/21	4/12/21	120150	42.00	10-2130-332-12-10
								Total	42.00	
REQUEST	16141130640G	A&M PRODUCTS	HS BAND/MUSIC DUES AND FEES	13		4/13/21	4/1/21	120151	11.10	10-1130-640-14-22
								Total	11.10	
REQUEST	14241611000U	AGUILAR, APRIL	STUDENT Breakfast/LUNCH SALES	13		4/13/21	4/1/21	120152	41.20	10-1611-24-00
								Total	41.20	
618346094204	26072540340U	AT&T	TELEPHONE CHARGES	13		4/13/21	4/1/21	120153	53.82	20-2540-340-07-10
618346637804	26072540340U		TELEPHONE CHARGES	13		4/13/21	4/1/21	120153	161.33	20-2540-340-07-10
618346622104	26072540340U		TELEPHONE CHARGES	13		4/13/21	4/1/21	120153	55.14	20-2540-340-07-10
618346165604	26072540340U		TELEPHONE CHARGES	13		4/13/21	4/1/21	120153	55.14	20-2540-340-07-10
618346112404	26072540340U		TELEPHONE CHARGES	13		4/13/21	4/1/21	120153	82.48	20-2540-340-07-10
618346203504	26072540340U		TELEPHONE CHARGES	13		4/13/21	4/1/21	120153	209.42	20-2540-340-07-10
								Total	617.33	
3613505	1011002214044000010	DELL MARKETING L.P.	Re-Classified - 18-19 TITLE IV (L)	13		4/13/21	4/1/21	120154	36,917.50	10-1100-221-40-440000-10
3613505	1011002214044000010		Re-Classified to 16962660410U	13		4/13/21	4/1/21	120154	(36,917.50)	10-1100-221-40-440000-10
3613505	16962660410U		18-19 TITLE IV (L)	13		4/13/21	4/1/21	120154	36,917.50	10-2660-410-96-10
								Total	36,917.50	
01-54461	26082540410G	ERB TURF & EQUIPMENT, INC.	MAINT SUPPLIES HS	13		4/13/21	4/1/21	120155	113.22	20-2540-410-08-22
								Total	113.22	
S4266836.001	26082540410G	FROST ELECTRIC SUPPLY CO.	MAINT SUPPLIES HS	13		4/13/21	4/1/21	120156	257.29	20-2540-410-08-22
								Total	257.29	
040821	16201220310U	GRIFFIN RHODES, SHAUNTE	20-21 IDEA FLO THRU Consulting	13		4/13/21	4/1/21	120157	412.50	10-1220-310-20-462000-10
								Total	412.50	
REQUEST	16461500332N	HURSEY, CHRISTOPHER	MS GIRLS ATH TRAVEL EXPENSE	13		4/13/21	4/1/21	120158	55.00	10-1500-332-46-27

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	55.00	
857582	16701250410U	LECTORUM PUBLICATIONS INC.	18-19 TITLE III IEP (4909)	13	202100	4/13/21	4/1/21	120159	224.08	10-1250-410-70-490900-10
857582	16701250410U		18-19 TITLE III IEP (4909)	13	202100	4/13/21	4/1/21	120159	34.16	10-1250-410-70-490900-10
								Total	258.24	
20-2942.01	66012540540G	LIMBAUGH CONSTRUCTION CO	CHS: VOC ceiling, paint walls HVAC	13		4/13/21	4/1/21	120160	22,466.05	60-2540-540-01-22
								Total	22,466.05	
2021-15441	16924220680U	LINCOLN PRAIRIE BHC	MEDICAID TUITION	13		4/13/21	4/1/21	120161	350.00	10-4220-680-92-10
								Total	350.00	
FPMAR21	160226423101	MADISON COUNTY ROE	HR BACKGROUND INVESTIGAT	13		4/13/21	4/1/21	120162	84.00	10-2642-310-02-01
								Total	84.00	
REQUEST	16061250410U	OWEN, SARAH	20-21 TITLE I MATERIALS	13		4/13/21	4/1/21	120163	65.75	10-1250-410-06-430000-10
								Total	65.75	
2-17	16202130310U	SCANZONI, LISA	IDEA Flow Thru Health Serv	13		4/13/21	4/1/21	120164	840.00	10-2130-310-20-462000-10
								Total	840.00	
37944639	16061250410U	SCHOLASTIC	20-21 TITLE I MATERIALS	13	521009	4/13/21	4/1/21	120165	10.00	10-1250-410-06-430000-10
37944639	16061250410U		20-21 TITLE I MATERIALS	13	521009	4/13/21	4/1/21	120165	10.00	10-1250-410-06-430000-10
37944639	16061250410U		20-21 TITLE I MATERIALS	13	521009	4/13/21	4/1/21	120165	35.00	10-1250-410-06-430000-10
28599052	16061250410U		20-21 TITLE I MATERIALS	13	521009	4/13/21	4/1/21	120165	17.16	10-1250-410-06-430000-10
28599052	16061250410U		20-21 TITLE I MATERIALS	13	521009	4/13/21	4/1/21	120165	7.04	10-1250-410-06-430000-10
28540851	16061250410U		20-21 TITLE I MATERIALS	13	521009	4/13/21	4/1/21	120165	480.35	10-1250-410-06-430000-10
								Total	559.55	
208127204691	16041110410M	SCHOOL SPECIALTY SUPPLY	MARYVILLE TEACHER SUPPLIES	13	202100	4/13/21	4/1/21	120166	3.03	10-1110-410-04-26
208127204691	16041110410M		MARYVILLE TEACHER SUPPLIES	13	202100	4/13/21	4/1/21	120166	3.03	10-1110-410-04-26
208127204691	16041110410M		MARYVILLE TEACHER SUPPLIES	13	202100	4/13/21	4/1/21	120166	3.03	10-1110-410-04-26
208127204691	16041110410M		MARYVILLE TEACHER SUPPLIES	13	202100	4/13/21	4/1/21	120166	3.03	10-1110-410-04-26
								Total	12.12	
9782451	26082540410N	TRANE	MAINT SUPPLIES CMS	13		4/13/21	4/1/21	120167	159.24	20-2540-410-08-27
9788987	26082540410G		MAINT SUPPLIES HS	13		4/13/21	4/1/21	120167	334.30	20-2540-410-08-22
9789177	26082540410G		MAINT SUPPLIES HS	13		4/13/21	4/1/21	120167	21.42	20-2540-410-08-22

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	514.96	
9869292-00	26082540410C	YORK INTERNATIONAL CORPOF	MAINT SUPPLIES CASEYVILLE	13		4/13/21	4/1/21	120168	65.80	20-2540-410-08-21
								Total	65.80	
151095	260825404101	A&D ELECTRICAL SUPPLY INC.	MAINT SUPPLIES ADMIN BLDG	14		4/14/21	4/1/21	120169	357.72	20-2540-410-08-01
								Total	357.72	
REQUEST	16491130333G	BEDNARA, CYNTHIA	HS CONTEST TRAVEL	14		4/14/21	4/1/21	120170	193.20	10-1130-333-49-22
								Total	193.20	
REQUEST	16032410332G	BOZEMAN, PATTI	HS PRIN OFF TRAVEL (6*300)	14		4/14/21	4/1/21	120171	16.01	10-2410-332-03-22
								Total	16.01	
464825	86932367390U	COMPUTYPE COMPUTER SERV	TECH: Security Camera Mainte & Repai	14		4/14/21	4/1/21	120172	3,204.50	80-2367-390-93-10
								Total	3,204.50	
REQUEST	16451500425G	FRERKER, DARRYL	HS BOYS TRACK SUPPLIES	14		4/14/21	4/1/21	120173	490.67	10-1500-425-45-22
								Total	490.67	
4-7-21	16832130310U	FRISBIE, ELIZABETH B.	19-20 Preschool Expan PE	14		4/14/21	4/1/21	120174	250.00	10-2130-310-83-370500-10
4-7-21	16552130310U		19-20 Preschool Expan. Dev.	14		4/14/21	4/1/21	120174	250.00	10-2130-310-55-490200-10
								Total	500.00	
136581	16932660310U	GUARANTEE ELECTRICAL	NETWORK ADMIN CONTRACT? Schoo	14		4/14/21	4/1/21	120175	4,172.00	10-2660-310-93-10
136513	16932660310U		NETWORK ADMIN CONTRACT? Schoo	14		4/14/21	4/1/21	120175	1,350.00	10-2660-310-93-10
								Total	5,522.00	
485223	86012310318B	GUIN MUNDORF LLC	LEGAL EXPENSES LAW (TORT)	14		4/14/21	4/1/21	120176	14,411.25	80-2369-318-01-20
								Total	14,411.25	
EF21-2569	16471500640U	IHSA	BOYS/GIRLS TOURNEY ENTRY FEES	14		4/14/21	4/1/21	120177	600.00	10-1500-640-47-10
								Total	600.00	
1350984	26072540410U	INDUSTRIAL SOAP COMPANY	CUSTODIAL SUPPLIES UNIT	14		4/14/21	4/1/21	120178	37.92	20-2540-410-07-10
1350972	26072540410U		CUSTODIAL SUPPLIES UNIT	14		4/14/21	4/1/21	120178	2,065.14	20-2540-410-07-10
								Total	2,103.06	
545055	16061250410U	LAKESHORE	20-21 TITLE I MATERIALS	14	521012	4/14/21	4/1/21	120179	27.99	10-1250-410-06-430000-10
545055	16061250410U		20-21 TITLE I MATERIALS	14	521012	4/14/21	4/1/21	120179	22.99	10-1250-410-06-430000-10
545055	16061250410U		20-21 TITLE I MATERIALS	14	521012	4/14/21	4/1/21	120179	22.99	10-1250-410-06-430000-10
545055	16061250410U		20-21 TITLE I MATERIALS	14	521012	4/14/21	4/1/21	120179	24.99	10-1250-410-06-430000-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
545055	16061250410U	LAKESHORE	20-21 TITLE I MATERIALS	14	521012	4/14/21	4/1/21	120179	29.99	10-1250-410-06-430000-10
545055	16061250410U		20-21 TITLE I MATERIALS	14	521012	4/14/21	4/1/21	120179	159.00	10-1250-410-06-430000-10
								Total	287.95	
CINV0000284	16752210314U	LINDENWOOD UNIVERSITY	Title II PURCH SERVICES	14		4/14/21	4/1/21	120180	400.00	10-2210-314-75-493200-10
								Total	400.00	
REQUEST	16291130410G	MIZEL, VICTORIA	HS ENGLISH SUPPLIES	14		4/14/21	4/1/21	120181	332.52	10-1130-410-29-22
								Total	332.52	
640858	16141120323N	NOTTELMANN MUSIC COMPANY	MS BAND/MUSIC REPAIRS	14		4/14/21	4/1/21	120182	200.00	10-1120-323-14-27
								Total	200.00	
CDO53782113	16282220319U	OVERDRIVE	UNIT MEDIA PURCHASED SVCS	14		4/14/21	4/1/21	120183	250.00	10-2220-319-28-10
CDO53782113	16282220323G		HS MEDIA PURCHASED SVCS	14		4/14/21	4/1/21	120183	200.00	10-2220-323-28-22
CDO53782113	16282220440G		HS PERIODICALS	14		4/14/21	4/1/21	120183	150.00	10-2220-440-28-22
								Total	600.00	
REQUEST	16012110332U	PORTER, DAN	TRUANT OFF TRAVEL (2)	14		4/14/21	4/1/21	120184	101.48	10-2110-332-01-10
								Total	101.48	
REQUEST	16282220410U	SCHMIDT, TRACEY	UNIT MEDIA CENTER SUPPLIES	14		4/14/21	4/1/21	120185	64.00	10-2220-410-28-10
								Total	64.00	
203341	86012367317B	SCHOWALTER & JABOURI	Audit District CUSD #10	14		4/14/21	4/1/21	120186	250.00	80-2367-317-01-20
								Total	250.00	
1351	26242560540U	SERVCO COMPANIES	LUNCH PROG EQUIP	14		4/14/21	4/1/21	120187	12,802.00	20-2560-540-24-10
								Total	12,802.00	
REQUEST	16451500332G	SMITH, CLAYTON	HS ATH TRAVEL (FOOD & LODGE)	14		4/14/21	4/1/21	120188	175.84	10-1500-332-45-22
								Total	175.84	
REQUEST	161411313101	WOODLAND, GRAHAM	HS CHOIR ACCOMPANIST	14		4/14/21	4/1/21	120189	50.00	10-1131-310-14-01
								Total	50.00	
12231	161411317001	ALL PRO TEES	HS CHOIR UNIFORMS	17		4/15/21	4/1/21	120191	595.72	10-1131-700-14-01
								Total	595.72	
REQUEST	16461500425G	BLAIR, ADAM	HS GIRLS TRACK SUPPLIES	17		4/15/21	4/1/21	120192	315.00	10-1500-425-46-22
								Total	315.00	
REQUEST	16461500417G	BSN SPORTS	HS GIRLS SOFTBALL SUPPLIES	17		4/15/21	4/1/21	120193	271.41	10-1500-417-46-22

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	271.41	
REQUEST	16141130640G	CHS BAND PARENTS ASSOC.	HS BAND/MUSIC DUES AND FEES	17		4/15/21	4/1/21	120194	150.00	10-1130-640-14-22
								Total	150.00	
4869010000	26072540370R	CITY OF COLLINSVILLE	WATER & SEWER RENFRO	17		4/15/21	4/1/21	120195	717.53	20-2540-370-07-28
4894000000	26072540370I		WATER & SEWER CIS	17		4/15/21	4/1/21	120195	2,406.77	20-2540-370-07-33
								Total	3,124.30	
REQUEST	16951400410U	COFFIN, CODY	CTE GRANT SUPPLIES	17		4/15/21	4/1/21	120196	41.97	10-1400-410-95-10
								Total	41.97	
21197	16291130410G	COST LESS COPY CENTER	HS ENGLISH SUPPLIES	17		4/15/21	4/1/21	120197	256.50	10-1130-410-29-22
								Total	256.50	
REQUEST	16012110332U	FRANKLIN, FRANK	TRUANT OFF TRAVEL (2)	17		4/15/21	4/1/21	120198	217.73	10-2110-332-01-10
								Total	217.73	
L3W0627	10011710016B	GOLEY INSULATION INC.	VOC HOUSE, 115 Courtland, current prc	17		4/15/21	4/1/21	120199	3,282.00	10-171-01
								Total	3,282.00	
2021	16141130640G	ILLINOIS STATE UNIVERSITY BA	HS BAND/MUSIC DUES AND FEES	17		4/15/21	4/1/21	120200	500.00	10-1130-640-14-22
								Total	500.00	
MARCH 2021	16924220680U	JTC ACADEMY	MEDICAID TUITION	17		4/15/21	4/1/21	120201	4,343.85	10-4220-680-92-10
FEB 2021	16924220680U		MEDICAID TUITION	17		4/15/21	4/1/21	120201	3,723.30	10-4220-680-92-10
								Total	8,067.15	
363345669	16141120410N	JW PEPPER & SONS, INC.	MS BAND/MUSIC SUPPLIES	17		4/15/21	4/1/21	120202	60.90	10-1120-410-14-27
								Total	60.90	
1685	16451500420G	KBD PROMOTIONS	CHS Boys Volleyball	17		4/15/21	4/1/21	120203	445.00	10-1500-420-45-22
1683	16471500411G		HS CROSS COUNTRY SUPPLIES	17		4/15/21	4/1/21	120203	758.00	10-1500-411-47-22
1684	16451500425G		HS BOYS TRACK SUPPLIES	17		4/15/21	4/1/21	120203	770.00	10-1500-425-45-22
								Total	1,973.00	
3220050000	26072540370C	METRO EAST SANITARY DIST	WATER & SEWER CASEYVILLE	17		4/15/21	4/1/21	120204	73.67	20-2540-370-07-21
								Total	73.67	
84510	16012310690B	MOW PRINTING CO.	GRADUATION EXPENSES	17		4/15/21	4/1/21	120205	1,450.00	10-2310-690-01-20
								Total	1,450.00	
4049420	16141130323G	PALEN MUSIC	HS BAND/MUSIC MAINT SVC	17		4/15/21	4/1/21	120206	218.00	10-1130-323-14-22

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	218.00	
COLLINSV033(	16924220680U	THE PAVILION FOUNDATION	MEDICAID TUITION	17		4/15/21	4/1/21	120207	462.00	10-4220-680-92-10
								Total	462.00	
REQUEST	16273300332U	TOBIN, KRYSTAL	PRE-K Travel for Home vi	17		4/15/21	4/1/21	120208	9.52	10-3300-332-27-370500-10
								Total	9.52	
1054043	16012310311B	WATTS COPY SYSTEMS, INC.	UNIT wide COPY SERV Non-Cap lease	17		4/15/21	4/1/21	120209	143.77	10-2310-311-01-20
1043459	16012310311B		UNIT wide COPY SERV Non-Cap lease	17		4/15/21	4/1/21	120209	9,221.19	10-2310-311-01-20
								Total	9,364.96	
52498-1	16491130412G	WILLIAMS OFFICE PRODUCTS	HS WAREHOUSE SUPPLIES (paper)	17		4/15/21	4/1/21	120210	565.34	10-1130-412-49-22
								Total	565.34	
12235	16461500414G	ALL PRO TEES	HS Girls Cheerleading Supplie	20		4/21/21	4/1/21	120231	539.52	10-1500-414-46-22
								Total	539.52	
53056	10011710013B	AMERI-CAN PORTABLES	VOC HOUSE 310 South Seminary	20		4/21/21	4/1/21	120232	180.00	10-171-01
53057	26082540324G		REP/MAINT HS ATHL	20		4/21/21	4/1/21	120232	90.00	20-2540-324-08-22
53058	26082540324G		REP/MAINT HS ATHL	20		4/21/21	4/1/21	120232	90.00	20-2540-324-08-22
								Total	360.00	
REQUEST	16451501311G	BRICE, MICHAEL	HS BOYS ATH CONT SVC Referees	20		4/21/21	4/1/21	120233	60.00	10-1501-311-45-22
								Total	60.00	
912284438	16461500411G	BSN SPORTS	HS GIRLS BSKT SUPPLIES	20		4/21/21	4/1/21	120234	282.48	10-1500-411-46-22
								Total	282.48	
1074154993	16951400410U	CARDMEMBER SERVICES	CTE GRANT SUPPLIES	20		4/21/21	4/1/21	120235	532.40	10-1400-410-95-10
								Total	532.40	
5204090000	26072540371G	CITY OF COLLINSVILLE	WATER HS ATHL FIELD	20		4/21/21	4/1/21	120236	22.00	20-2540-371-07-22
								Total	22.00	
S9519678.001	26082540410U	CONNOR CO.	MAINT SUPPLIES UNIT	20		4/21/21	4/1/21	120237	657.22	20-2540-410-08-10
								Total	657.22	
4-1-21	26082540323G	CUSTOM HOME ELEVATORS	REP/MAINT SVC HS	20		4/21/21	4/1/21	120238	612.50	20-2540-323-08-22
								Total	612.50	
11229	26082540323I	ENVIRONMENTAL CONSULTANT	REPAIRS/MAINT DORRIS	20		4/21/21	4/1/21	120239	520.00	20-2540-323-08-33

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	520.00	
REQUEST	16131130410G	FRERKER, BRANDON	HS PE/HEALTH SUPPLIES	20		4/21/21	4/1/21	120240	1,484.85	10-1130-410-13-22
								Total	1,484.85	
REQUEST	16651800332U	GRANADOS, LAURA	Bilingual travel(Local)	20		4/21/21	4/1/21	120241	52.02	10-1800-332-65-10
								Total	52.02	
REQUEST	16471500640U	GRANITE CITY HIGH SCHOOL	BOYS/GIRLS TOURNEY ENTRY FEES	20		4/21/21	4/1/21	120242	130.00	10-1500-640-47-10
								Total	130.00	
041621	16201220310U	GRIFFIN RHODES, SHAUNTE	20-21 IDEA FLO THRU Consulting	20		4/21/21	4/1/21	120243	687.50	10-1220-310-20-462000-10
								Total	687.50	
126403	14241611000U	HARTMAN, KELLEY	STUDENT Breakfast/LUNCH SALES	20		4/21/21	4/1/21	120244	32.70	10-1611-24-00
								Total	32.70	
262259	26082540324G	J.F. ELECTRIC	REP/MAINT HS ATHL	20		4/21/21	4/1/21	120245	756.73	20-2540-324-08-22
								Total	756.73	
1686	16461500120G	KBD PROMOTIONS	HS GIRLS ATHLETIC SUBS SAL	20		4/21/21	4/1/21	120246	105.00	10-1500-120-46-22
								Total	105.00	
10-17	16202130310U	REA, SHERRY	IDEA Flow Thru Health Serv	20		4/21/21	4/1/21	120247	1,107.00	10-2130-310-20-462000-10
10-16	16202130310U		IDEA Flow Thru Health Serv	20		4/21/21	4/1/21	120247	1,512.00	10-2130-310-20-462000-10
								Total	2,619.00	
FY21-W137	16754190332U	REGIONAL OFFICE OF EDUCATI	Title II (4932) PUR SVC	20		4/21/21	4/1/21	120248	2,336.00	10-4190-332-75-493200-10
								Total	2,336.00	
2281	16201220410U	SYNCHRONY BANK/AMAZON	20-21 IDEA FLO THRU SUPPLIES	20		4/21/21	4/1/21	120249	1,756.31	10-1220-410-20-462000-10
2281	16202110410U		IDEA FLO THRU SUPPLIES	20		4/21/21	4/1/21	120249	207.24	10-2110-410-20-462000-10
2281	16202150410U		IDEA FLO THRU SUPPLIES	20		4/21/21	4/1/21	120249	248.72	10-2150-410-20-462000-10
2281	16381220410U		IDEA PRESCHOOL SUPPLIES	20		4/21/21	4/1/21	120249	415.95	10-1220-410-38-460000-10
								Total	2,628.22	
REQUEST	16951400410U	THE HOME DEPOT	CTE GRANT SUPPLIES	20		4/21/21	4/1/21	120250	951.08	10-1400-410-95-10
								Total	951.08	
3005843791	26082540323I	THYSSENKRUPP ELEVATOR CO	REPAIRS/MAINT DORRIS	20		4/21/21	4/1/21	120251	955.03	20-2540-323-08-33
								Total	955.03	
9936654	26082540410G	TRANE	MAINT SUPPLIES HS	20		4/21/21	4/1/21	120252	464.32	20-2540-410-08-22

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
9924772	26082540410X	TRANE	MAINT SUPPLIES WEBSTER	20		4/21/21	4/1/21	120252	190.15	20-2540-410-08-31
								Total	654.47	
S9519678.001	26082540410G	UNITED REFRIGERATION INC	MAINT SUPPLIES HS	20		4/21/21	4/1/21	120253	210.24	20-2540-410-08-22
78254348-00	26082540410M		MAINT SUPPLIES MARYVILLE	20		4/21/21	4/1/21	120253	164.58	20-2540-410-08-26
78255124-00	26082540410K		MAINT SUPPLIES KREITNER	20		4/21/21	4/1/21	120253	20.04	20-2540-410-08-25
78270619-00	26082540410I		MAINT SUPPLIES CIS	20		4/21/21	4/1/21	120253	16.17	20-2540-410-08-33
								Total	411.03	
REQUEST	16461501311G	VOGLER-BRUNIC, KACIE	HS GIRLS ATHL CONT SVC	20		4/21/21	4/1/21	120254	26.00	10-1501-311-46-22
								Total	26.00	
REQUEST	16951400410U	WALMART COMMUNITY BRC	CTE GRANT SUPPLIES	20		4/21/21	4/1/21	120255	219.31	10-1400-410-95-10
								Total	219.31	
52535-0	16721110410U	WILLIAMS OFFICE PRODUCTS	PERKINS GRANT SUPPLIES	20		4/21/21	4/1/21	120256	364.30	10-1110-410-72-10
								Total	364.30	
121150814386(	86012310388B	WRIGHT NATIONAL FLOOD INSU	MISS VIC PKG COVERAGE	20		4/21/21	4/1/21	120257	2,057.00	80-2364-388-01-20
								Total	2,057.00	
REQUEST	16101130410G	BARR, TERRIE	HS FOR LANG SUPPLIES	22		4/23/21	4/1/21	120258	203.74	10-1130-410-10-22
								Total	203.74	
REQUEST	16291130410G	BIONDI, STEPHANIE	HS ENGLISH SUPPLIES	22		4/23/21	4/1/21	120259	11.50	10-1130-410-29-22
REQUEST	16291130410G		HS ENGLISH SUPPLIES	22		4/23/21	4/1/21	120259	33.45	10-1130-410-29-22
								Total	44.95	
REQUEST	16492410340G	BOZEMAN, PATTI	HS OFFICE POSTAGE/RENTAL	22		4/23/21	4/1/21	120260	11.74	10-2410-340-49-22
								Total	11.74	
912177973	16461500417G	BSN SPORTS	HS GIRLS SOFTBALL SUPPLIES	22		4/23/21	4/1/21	120261	1,347.53	10-1500-417-46-22
								Total	1,347.53	
510019	161411317001	BUCH, HEIDI	HS CHOIR UNIFORMS	22		4/23/21	4/1/21	120262	258.45	10-1131-700-14-01
								Total	258.45	
3-31-21	16924220680U	COORDINATED YOUTH AND HUI	MEDICAID TUITION	22		4/23/21	4/1/21	120263	16,548.00	10-4220-680-92-10
								Total	16,548.00	
21215	161411314102	COST LESS COPY CENTER	HS CHOIR MUSICAL	22		4/23/21	4/1/21	120264	26.88	10-1131-410-14-02

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	26.88	
1205	16141120700N	DENNIS E MEYER MUSIC	MS BAND/MUSIC EQUIP.	22		4/23/21	4/1/21	120265	1,706.60	10-1120-700-14-27
								Total	1,706.60	
REQUEST	161411313101	DOUGHERTY, ABBEY	HS CHOIR ACCOMPANIST	22		4/23/21	4/1/21	120266	250.00	10-1131-310-14-01
								Total	250.00	
7845	16202660310U	EMBRACE EDUCATION	IDEA fLO THRU Purchased	22		4/23/21	4/1/21	120267	2,760.00	10-2630-310-20-462000-10
								Total	2,760.00	
SQ669104	16451500420G	FIRST TO THE FINISH	CHS Boys Volleyball	22		4/23/21	4/1/21	120268	516.00	10-1500-420-45-22
SQ669140	16451500420G		CHS Boys Volleyball	22		4/23/21	4/1/21	120268	329.98	10-1500-420-45-22
								Total	845.98	
0223308-IN	16061250410U	GANDER EDUCATIONAL PUBLIS	20-21 TITLE I MATERIALS	22	521015(	4/23/21	4/1/21	120269	399.96	10-1250-410-06-430000-10
0223311-IN	16061250410U		20-21 TITLE I MATERIALS	22	521015	4/23/21	4/1/21	120269	399.96	10-1250-410-06-430000-10
0223310-IN	16061250410U		20-21 TITLE I MATERIALS	22	521015(	4/23/21	4/1/21	120269	399.96	10-1250-410-06-430000-10
								Total	1,199.88	
CLN.0321.176(	16924220680U	GREAT CIRCLE	MEDICAID TUITION	22		4/23/21	4/1/21	120270	34,163.76	10-4220-680-92-10
								Total	34,163.76	
0009155	16141130412G	HINDS, EVAN	HS BAND/MUSIC	22		4/23/21	4/1/21	120271	3,500.00	10-1130-412-14-22
								Total	3,500.00	
N/A	16124220687U	ILLINOIS CENTER FOR AUTISM	ILLINOIS CENTER FOR AUTISM	22		4/23/21	4/1/21	120272	1,728.40	10-4220-680-12-10
								Total	1,728.40	
363272776	16141130410G	JW PEPPER & SONS, INC.	HS BAND/MUSIC SUPPLIES	22		4/23/21	4/1/21	120273	367.98	10-1130-410-14-22
								Total	367.98	
REQUEST	16111120410N	LACY, ANNE	MS SOC STUDIES SUPPLIES	22		4/23/21	4/1/21	120274	46.04	10-1120-410-11-27
								Total	46.04	
5231120421	16831110410U	LAKESHORE	19-20 Preschool Expan PE	22	202100(	4/23/21	4/1/21	120275	29.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100(	4/23/21	4/1/21	120275	19.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100(	4/23/21	4/1/21	120275	29.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100(	4/23/21	4/1/21	120275	12.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100(	4/23/21	4/1/21	120275	39.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100(	4/23/21	4/1/21	120275	39.99	10-1110-410-83-370500-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
5231120421	16831110410U	LAKESHORE	19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	59.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	29.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	12.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	129.00	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	29.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	19.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	44.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	29.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	24.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	69.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	199.00	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	39.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	89.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	59.99	10-1110-410-83-370500-10
5231120421	16831110410U		19-20 Preschool Expan PE	22	202100	4/23/21	4/1/21	120275	29.99	10-1110-410-83-370500-10
								Total	1,043.81	
2021-18	16202130310U	LINNEMANN, TEREA	IDEA Flow Thru Health Serv	22		4/23/21	4/1/21	120276	966.00	10-2130-310-20-462000-10
								Total	966.00	
00049020	16061250411U	MATH TEACHERS PRESS	20-21 TITLE I SUPPLIES	22	521014	4/23/21	4/1/21	120277	6,036.12	10-1250-411-06-430000-10
								Total	6,036.12	
84575	16012310410B	MOW PRINTING CO.	BOARD SUPPLIES	22		4/23/21	4/1/21	120278	43.39	10-2310-410-01-20
								Total	43.39	
026391723	16141130323G	MUSIC & ARTS	HS BAND/MUSIC MAINT SVC	22		4/23/21	4/1/21	120279	154.41	10-1130-323-14-22
								Total	154.41	
642274	16141120540N	NOTTELMANN MUSIC COMPANY	MS BAND/MUSIC EQUIP	22		4/23/21	4/1/21	120280	2,000.00	10-1120-540-14-27
642274	16141120700N		MS BAND/MUSIC EQUIP.	22		4/23/21	4/1/21	120280	380.00	10-1120-700-14-27
641215	16141120410N		MS BAND/MUSIC SUPPLIES	22		4/23/21	4/1/21	120280	12.15	10-1120-410-14-27
								Total	2,392.15	
REQUEST	16202210332U	NSSEO	18-19 IDEA FLO THRU TRAVEL	22		4/23/21	4/1/21	120281	15.00	10-2210-332-20-462000-10
REQUEST	16202210332U		18-19 IDEA FLO THRU TRAVEL	22		4/23/21	4/1/21	120281	15.00	10-2210-332-20-462000-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	30.00	
1715002	16041110410K	PURITAN SPRINGS BOTTLED W.	KREITNER TEACHER SUPPLIES	22		4/23/21	4/1/21	120282	68.36	10-1110-410-04-25
								Total	68.36	
AE9626386	16932660541U	APPLE INC.	TECHNOLOGY PLAN EQUIPMEN	23		4/23/21	4/1/21	120283	9,912.00	10-2660-541-93-10
AE9626386	16721110410U		PERKINS GRANT SUPPLIES	23		4/23/21	4/1/21	120283	493.00	10-1110-410-72-10
AE9626386	16721110540U		PERKINS GRANT EQUIPMENT	23		4/23/21	4/1/21	120283	11,543.00	10-1110-540-72-10
								Total	21,948.00	
FY21-W128	16032410332G	MONROE RANDOLPH ROE 45	HS PRIN OFF TRAVEL (6*300)	23		4/23/21	4/1/21	120284	375.00	10-2410-332-03-22
								Total	375.00	
2865508	1011002214044000010	SCHOLASTIC	20-21 TITLE I	23		4/23/21	4/1/21	120285	71.44	10-1100-221-40-440000-10
								Total	71.44	
28997427	16063300411U	SCHOLASTIC LITERACY INITIAT	20-21 TITLE I	23	521009	4/23/21	4/1/21	120286	8,330.65	10-3300-411-06-430000-10
								Total	8,330.65	
REQUEST	16871110410U	SOLIS, JOSUE	20-21 Grant 3999 "Garden"	23		4/23/21	4/1/21	120287	860.00	10-1110-410-87-399900-10
								Total	860.00	
N000076098	26082540323G	TECH ELECTRONICS INC	REP/MAINT SVC HS	23		4/23/21	4/1/21	120288	344.00	20-2540-323-08-22
								Total	344.00	
CV5661000600	16752210332U	THE CENTER FOR GIFTED STUI	20-21 Title II (4932)	23		4/23/21	4/1/21	120289	550.00	10-2210-332-75-493200-10
								Total	550.00	
78340661-00	1011002214044000010	UNITED REFRIGERATION INC	18-19 TITLE IV (L)	23		4/23/21	4/1/21	120290	17.47	10-1100-221-40-440000-10
78149591400	26082540410G		MAINT SUPPLIES HS	23		4/23/21	4/1/21	120290	683.00	20-2540-410-08-22
								Total	700.47	
154149	26082540410I	ACE HARDWARE/RENTAL	MAINT SUPPLIES CIS	26		4/26/21	4/1/21	120291	36.00	20-2540-410-08-33
								Total	36.00	
656	26082540411G	ALL PURPOSE ERECTORS, INC.	HS ATH MAINT SUPPLIES	26		4/26/21	4/1/21	120292	3,350.00	20-2540-411-08-22
								Total	3,350.00	
7334739	26082540323X	CHEMSEARCHFE	REP/MAINT SVC WEB ELEM	26		4/26/21	4/1/21	120293	192.00	20-2540-323-08-31
								Total	192.00	
01020418	86012310390U	CONTEMPORARY LIFE SAVING '	MISC TORT	26		4/26/21	4/1/21	120294	93.75	80-2365-390-01-10
01020410	86012310390U		MISC TORT	26		4/26/21	4/1/21	120294	844.95	80-2365-390-01-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	938.70	
REQUEST	16461501311G	DAVIS, CHAD	HS GIRLS ATHL CONT SVC	26		4/26/21	4/1/21	120295	10.00	10-1501-311-46-22
								Total	10.00	
REQUEST	16471500640U	EDWARDSVILLE HIGH SCHOOL	BOYS/GIRLS TOURNEY ENTRY FEES	26		4/26/21	4/1/21	120296	300.00	10-1500-640-47-10
								Total	300.00	
20-2823.03-1	26012533311U	FGM, INC.	ARCH/ENG SVCS	26		4/26/21	4/1/21	120297	1,667.50	20-2533-311-01-10
20-2942.01-12	26012533311U		ARCH/ENG SVCS	26		4/26/21	4/1/21	120297	1,326.50	20-2533-311-01-10
20-2971.01-10	26012533311U		ARCH/ENG SVCS	26		4/26/21	4/1/21	120297	2,113.73	20-2533-311-01-10
21-3032.01-6	26012533311U		ARCH/ENG SVCS	26		4/26/21	4/1/21	120297	2,164.55	20-2533-311-01-10
21-3033.01-6	26012533311U		ARCH/ENG SVCS	26		4/26/21	4/1/21	120297	1,030.00	20-2533-311-01-10
21-3068.01-4	26012533311U		ARCH/ENG SVCS	26		4/26/21	4/1/21	120297	231.25	20-2533-311-01-10
21-3141.01-1	26012533311U		ARCH/ENG SVCS	26		4/26/21	4/1/21	120297	20,325.00	20-2533-311-01-10
								Total	28,858.53	
S4277717.001	16932660410U	FROST ELECTRIC SUPPLY CO.	TECHNOLOGY GENERAL SUPPLIES	26		4/26/21	4/1/21	120298	25.71	10-2660-410-93-10
								Total	25.71	
REQUEST	16201220310U	GRIFFIN RHODES, SHAUNTE	20-21 IDEA FLO THRU Consulting	26		4/26/21	4/1/21	120299	687.50	10-1220-310-20-462000-10
								Total	687.50	
9340948-00	26492540541U	IDN-H.HOFFMAN INC	UNIT Wide Security	26		4/26/21	4/1/21	120300	840.27	20-2540-541-49-10
								Total	840.27	
N/A	16752210332U	ILLINOIS PRINCIPALS ASSN	20-21 Title II (4932)	26		4/26/21	4/1/21	120301	99.00	10-2210-332-75-493200-10
								Total	99.00	
1353577	26072540410U	INDUSTRIAL SOAP COMPANY	CUSTODIAL SUPPLIES UNIT	26		4/26/21	4/1/21	120302	4,661.20	20-2540-410-07-10
1352745	16883700410U		4998EF Cares Act Supply	26		4/26/21	4/1/21	120302	69.37	10-3700-410-88-10
								Total	4,730.57	
21-2069	26082540324G	LEVEL IT EXCAVATING	REP/MAINT HS ATHL	26		4/26/21	4/1/21	120303	1,310.00	20-2540-324-08-22
								Total	1,310.00	
REQUEST	16471500640U	MASCOUTAH HIGH SCHOOL	BOYS/GIRLS TOURNEY ENTRY FEES	26		4/26/21	4/1/21	120304	75.00	10-1500-640-47-10
								Total	75.00	
14449	26082540323G	MCCLATCHY COMPANY LLC	REP/MAINT SVC HS	26		4/26/21	4/1/21	120305	367.04	20-2540-323-08-22

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	367.04	
REQUEST	96022535323X	MILLENNIUM CONSTRUCTION L	H/L/S Webster: New HVAC, Ceilings	26		4/26/21	4/1/21	120306	31,800.00	90-2535-323-02-31
								Total	31,800.00	
N/A	16883700390U	MOBYMAX	CARES ACT NON-Public purchased ser	26		4/26/21	4/1/21	120307	2,669.49	10-3700-390-88-10
								Total	2,669.49	
REQUEST	16032410332N	MOORE, KEVIN	MS PRIN OFF TRAVEL (3*300)	26		4/26/21	4/1/21	120308	199.00	10-2410-332-03-27
								Total	199.00	
REQUEST	16162120410G	OLSEN, KAREN	HS COUNSELOR TESTING	26		4/26/21	4/1/21	120309	83.97	10-2120-410-16-22
								Total	83.97	
REQUEST	16461501311G	RHODES, DARREN	HS GIRLS ATHL CONT SVC	26		4/26/21	4/1/21	120310	10.00	10-1501-311-46-22
								Total	10.00	
REQUEST	16202130310U	SCANZONI, LISA	IDEA Flow Thru Health Serv	26		4/26/21	4/1/21	120311	1,120.00	10-2130-310-20-462000-10
								Total	1,120.00	
REQUEST	16162120410G	WALMART COMMUNITY BRC	HS COUNSELOR TESTING	26		4/26/21	4/1/21	120312	243.46	10-2120-410-16-22
N/A	16833000410U		19-20 Preschool Expan PE	26		4/26/21	4/1/21	120312	25.00	10-3000-410-83-370500-10
N/A	16273300410U		NA PRE-K AT RISK SUP (commu	26		4/26/21	4/1/21	120312	25.00	10-3300-410-27-370500-10
N/A	16201220410U		20-21 IDEA FLO THRU SUPPLIES	26		4/26/21	4/1/21	120312	45.91	10-1220-410-20-462000-10
								Total	339.37	
52593-1	16951400410U	WILLIAMS OFFICE PRODUCTS	CTE GRANT SUPPLIES	26		4/26/21	4/1/21	120313	112.13	10-1400-410-95-10
52583-0	16951400410U		CTE GRANT SUPPLIES	26		4/26/21	4/1/21	120313	145.97	10-1400-410-95-10
52597-1	16491130412G		HS WAREHOUSE SUPPLIES (paper)	26		4/26/21	4/1/21	120313	9.99	10-1130-412-49-22
52558-1	1011002214044000010		HS WAREHOUSE SUPPLIES (paper)	26		4/26/21	4/1/21	120313	12.90	10-1100-221-40-440000-10
48202	16041110410C		CASEYVILLE TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	25.50	10-1110-410-04-21
52477-1	16282220700G		HS MEDIA CENTER CAPITAL	26		4/26/21	4/1/21	120313	50.99	10-2220-700-28-22
52475-0	16282220410U		UNIT MEDIA CENTER SUPPLIES	26		4/26/21	4/1/21	120313	741.92	10-2220-410-28-10
52479-1	160225704101		SWITCHBOARD OFF SUPPLIES	26		4/26/21	4/1/21	120313	16.97	10-2570-410-02-01
52510-0	16041110410M		MARYVILLE TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	299.99	10-1110-410-04-26
52536-1	16041110410R		RENFRO TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	89.77	10-1110-410-04-28
52537-1	160225244101		PAYROLL OFF SUPPLIES	26		4/26/21	4/1/21	120313	19.99	10-2524-410-02-01
52547-0	16041110410C		CASEYVILLE TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	221.80	10-1110-410-04-21

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
52622-1	16041110410R	WILLIAMS OFFICE PRODUCTS	RENFRO TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	168.39	10-1110-410-04-28
52675-0	16491130412G		HS WAREHOUSE SUPPLIES (paper)	26		4/26/21	4/1/21	120313	171.55	10-1130-412-49-22
52642-0	16041110410I		DORRIS TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	221.55	10-1110-410-04-33
52617-1	16041110410X		WEBSTER ELEM TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	117.98	10-1110-410-04-31
52542-1	16041110410T		TWIN ECHO TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	82.48	10-1110-410-04-30
52661-1	16041110410I		DORRIS TEACHER SUPPLIES	26		4/26/21	4/1/21	120313	95.88	10-1110-410-04-33
								Total	2,605.75	
REQUEST	16701250410U	YORK, LEA	18-19 TITLE III IEP (4909)	26		4/26/21	4/1/21	120314	101.40	10-1250-410-70-490900-10
								Total	101.40	
28735227	16721110540U	ADORAMA BUSINESS SOLUTION	PERKINS GRANT EQUIPMENT	27	990017	4/27/21	4/1/21	120315	1,992.00	10-1110-540-72-10
								Total	1,992.00	
144847	16951400410U	ALBAN SCIENTIFIC	CTE GRANT SUPPLIES	27	990017	4/27/21	4/1/21	120316	802.12	10-1400-410-95-10
								Total	802.12	
563959	16202110410U	BEYOND PLAY	IDEA FLO THRU SUPPLIES	27	202123	4/27/21	4/1/21	120317	24.95	10-2110-410-20-462000-10
563959	16202110410U		IDEA FLO THRU SUPPLIES	27	202123	4/27/21	4/1/21	120317	9.95	10-2110-410-20-462000-10
								Total	34.90	
24455	169514005401	CJ SMITH MACHINERY	CTE GRANT EQUIP	27	991117	4/27/21	4/1/21	120318	14,720.00	10-1400-540-95-01
24455	169514005401		CTE GRANT EQUIP	27	991117	4/27/21	4/1/21	120318	1,100.00	10-1400-540-95-01
								Total	15,820.00	
01020428	86012310390U	CONTEMPORARY LIFE SAVING	MISC TORT	27		4/27/21	4/1/21	120319	33.00	80-2365-390-01-10
								Total	33.00	
211238	16951400410U	ELLISON EDUCATIONAL EQUIPM	CTE GRANT SUPPLIES	27	990017	4/27/21	4/1/21	120320	636.00	10-1400-410-95-10
								Total	636.00	
01-57961	26082540700U	ERB TURF & EQUIPMENT, INC.	MAINTENANCE EQUIPMENT	27		4/27/21	4/1/21	120321	1,311.37	20-2540-700-08-10
								Total	1,311.37	
0223312-IN	16061250410U	GANDER EDUCATIONAL PUBLIS	20-21 TITLE I MATERIALS	27	521015	4/27/21	4/1/21	120322	399.96	10-1250-410-06-430000-10
								Total	399.96	
60304276	16061250410U	HAND2MIND	20-21 TITLE I MATERIALS	27		4/27/21	4/1/21	120323	373.86	10-1250-410-06-430000-10
60304724	16061250410U		20-21 TITLE I MATERIALS	27	521008	4/27/21	4/1/21	120323	5.27	10-1250-410-06-430000-10
60304724	16061250410U		20-21 TITLE I MATERIALS	27	521008	4/27/21	4/1/21	120323	5.27	10-1250-410-06-430000-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
60304724	16061250410U		20-21 TITLE I MATERIALS	27	521008	4/27/21	4/1/21	120323	5.27	10-1250-410-06-430000-10
60304724	16061250410U		20-21 TITLE I MATERIALS	27	521008	4/27/21	4/1/21	120323	3.51	10-1250-410-06-430000-10
60304724	16061250410U		20-21 TITLE I MATERIALS	27	521008	4/27/21	4/1/21	120323	5.27	10-1250-410-06-430000-10
60304724	16061250410U		20-21 TITLE I MATERIALS	27	521008	4/27/21	4/1/21	120323	5.27	10-1250-410-06-430000-10
60304724	16061250410U		20-21 TITLE I MATERIALS	27	521008	4/27/21	4/1/21	120323	5.27	10-1250-410-06-430000-10
60304724	16061250410U		20-21 TITLE I MATERIALS	27	521008	4/27/21	4/1/21	120323	4.85	10-1250-410-06-430000-10
								Total	413.84	
60310583	16063700410U	HEINEMANN	TITLE I NONPUBLIC SUPPLI	27	521013	4/27/21	4/1/21	120324	270.00	10-3700-410-06-430000-10
60310583	16063700410U		TITLE I NONPUBLIC SUPPLI	27	521013	4/27/21	4/1/21	120324	27.00	10-3700-410-06-430000-10
								Total	297.00	
2021-15507	16924220680U	LINCOLN PRAIRIE BHC	MEDICAID TUITION	27		4/27/21	4/1/21	120325	300.00	10-4220-680-92-10
								Total	300.00	
7925558	16063700332U	LINDAMOOD-BELL LEARNING PI	TITLE I NONBUBLIC TRAVEL	27	521004	4/27/21	4/1/21	120326	750.00	10-3700-332-06-430000-10
								Total	750.00	
102576	16721110410U	REALITY WORKS	PERKINS GRANT SUPPLIES	27	990017	4/27/21	4/1/21	120327	2,383.90	10-1110-410-72-10
								Total	2,383.90	
7546879	16061250410U	REALLY GOOD STUFF	20-21 TITLE I MATERIALS	27	521012	4/27/21	4/1/21	120328	4.99	10-1250-410-06-430000-10
7546879	16061250410U		20-21 TITLE I MATERIALS	27	521012	4/27/21	4/1/21	120328	16.99	10-1250-410-06-430000-10
7546879	16061250410U		20-21 TITLE I MATERIALS	27	521012	4/27/21	4/1/21	120328	19.99	10-1250-410-06-430000-10
7546879	16061250410U		20-21 TITLE I MATERIALS	27	521012	4/27/21	4/1/21	120328	7.99	10-1250-410-06-430000-10
7546879	16061250410U		20-21 TITLE I MATERIALS	27	521012	4/27/21	4/1/21	120328	8.95	10-1250-410-06-430000-10
								Total	58.91	
308103729186	16041110410M	SCHOOL SPECIALTY SUPPLY	MARYVILLE TEACHER SUPPLIES	27	202100	4/27/21	4/1/21	120329	19.89	10-1110-410-04-26
308103729186	16041110410M		MARYVILLE TEACHER SUPPLIES	27	202100	4/27/21	4/1/21	120329	51.63	10-1110-410-04-26
308103729186	16041110410M		MARYVILLE TEACHER SUPPLIES	27	202100	4/27/21	4/1/21	120329	35.02	10-1110-410-04-26
308103729186	16041110410M		MARYVILLE TEACHER SUPPLIES	27	202100	4/27/21	4/1/21	120329	17.00	10-1110-410-04-26
308103729186	16041110410M		MARYVILLE TEACHER SUPPLIES	27	202100	4/27/21	4/1/21	120329	10.50	10-1110-410-04-26
308103729186	16041110410M		MARYVILLE TEACHER SUPPLIES	27	202100	4/27/21	4/1/21	120329	9.44	10-1110-410-04-26
208127112557	16061250410U		20-21 TITLE I MATERIALS	27	521009	4/27/21	4/1/21	120329	6.56	10-1250-410-06-430000-10
208127292440	16201220410U		20-21 IDEA FLO THRU SUPPLIES	27	202124	4/27/21	4/1/21	120329	13.50	10-1220-410-20-462000-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
208127292440	16201220410U		20-21 IDEA FLO THRU SUPPLIES	27	202124	4/27/21	4/1/21	120329	15.10	10-1220-410-20-462000-10
208127292440	16201220410U		20-21 IDEA FLO THRU SUPPLIES	27	202124	4/27/21	4/1/21	120329	5.71	10-1220-410-20-462000-10
208127292440	16201220410U		20-21 IDEA FLO THRU SUPPLIES	27	202124	4/27/21	4/1/21	120329	9.44	10-1220-410-20-462000-10
208127292440	16201220410U		20-21 IDEA FLO THRU SUPPLIES	27	202124	4/27/21	4/1/21	120329	9.95	10-1220-410-20-462000-10
								Total	203.74	
1001839122	16242560310U	SODEXO INC. & AFFILIATES	LUNCH PROG CONT FOOD SVC CHG	27		4/27/21	4/1/21	120330	172,885.56	10-2560-310-24-10
								Total	172,885.56	
2835122	16201220470U	SUMNERONE	20-21 IDEA FT MISC supplies	27		4/27/21	4/1/21	120331	528.74	10-1220-470-20-462000-10
								Total	528.74	
2612959A	16202150410U	SUPER DUPER PUBLICATIONS	IDEA FLO THRU SUPPLIES	27	202121	4/27/21	4/1/21	120332	21.95	10-2150-410-20-462000-10
2612959A	16202150410U		IDEA FLO THRU SUPPLIES	27	202121	4/27/21	4/1/21	120332	19.95	10-2150-410-20-462000-10
2612959A	16202150410U		IDEA FLO THRU SUPPLIES	27	202121	4/27/21	4/1/21	120332	9.95	10-2150-410-20-462000-10
2612959A	16202150410U		IDEA FLO THRU SUPPLIES	27	202121	4/27/21	4/1/21	120332	48.95	10-2150-410-20-462000-10
2620016A	16202150410U		IDEA FLO THRU SUPPLIES	27	202123	4/27/21	4/1/21	120332	46.99	10-2150-410-20-462000-10
2620016A	16202150410U		IDEA FLO THRU SUPPLIES	27	202123	4/27/21	4/1/21	120332	9.95	10-2150-410-20-462000-10
2619699A	16202150410U		IDEA FLO THRU SUPPLIES	27	202122	4/27/21	4/1/21	120332	69.95	10-2150-410-20-462000-10
2619699A	16202150410U		IDEA FLO THRU SUPPLIES	27	202122	4/27/21	4/1/21	120332	34.95	10-2150-410-20-462000-10
2619699A	16202150410U		IDEA FLO THRU SUPPLIES	27	202122	4/27/21	4/1/21	120332	69.91	10-2150-410-20-462000-10
2619699A	16202150410U		IDEA FLO THRU SUPPLIES	27	202122	4/27/21	4/1/21	120332	39.95	10-2150-410-20-462000-10
2619699A	16202150410U		IDEA FLO THRU SUPPLIES	27	202122	4/27/21	4/1/21	120332	29.95	10-2150-410-20-462000-10
2619698A	16202150410U		IDEA FLO THRU SUPPLIES	27	202123	4/27/21	4/1/21	120332	19.95	10-2150-410-20-462000-10
2619698A	16202150410U		IDEA FLO THRU SUPPLIES	27	202123	4/27/21	4/1/21	120332	6.95	10-2150-410-20-462000-10
2619698A	16202150410U		IDEA FLO THRU SUPPLIES	27	202123	4/27/21	4/1/21	120332	12.95	10-2150-410-20-462000-10
2619698A	16202150410U		IDEA FLO THRU SUPPLIES	27	202123	4/27/21	4/1/21	120332	9.95	10-2150-410-20-462000-10
								Total	452.25	
2120317RI	16061250410U	TREND ENTERPRISES, INC.	18-19 TITLE IV (L)	27	521010	4/27/21	4/1/21	120333	4.99	10-1250-410-06-430000-10
2120317RI	16061250410U		18-19 TITLE IV (L)	27	521010	4/27/21	4/1/21	120333	10.99	10-1250-410-06-430000-10
2120317RI	16061250410U		18-19 TITLE IV (L)	27	521010	4/27/21	4/1/21	120333	10.99	10-1250-410-06-430000-10
2120317RI	16061250410U		18-19 TITLE IV (L)	27	521010	4/27/21	4/1/21	120333	10.99	10-1250-410-06-430000-10
2120317RI	16061250410U		18-19 TITLE IV (L)	27	521010	4/27/21	4/1/21	120333	10.99	10-1250-410-06-430000-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
2120317RI	16061250410U		18-19 TITLE IV (L)	27	521010	4/27/21	4/1/21	120333	10.99	10-1250-410-06-430000-10
								Total	59.94	
78294554-00	26082540410N	UNITED REFRIGERATION INC	MAINT SUPPLIES CMS	27		4/27/21	4/1/21	120334	504.33	20-2540-410-08-27
78420752-00	260825404101		MAINT SUPPLIES ADMIN BLDG	27		4/27/21	4/1/21	120334	122.38	20-2540-410-08-01
								Total	626.71	
500175	16951400410U	VEX ROBOTICS, INC.	CTE GRANT SUPPLIES	27	990017	4/27/21	4/1/21	120335	2,840.67	10-1400-410-95-10
								Total	2,840.67	
00016116	16951400410U	APPLIED EDUCATIONAL SYSTEI	CTE GRANT SUPPLIES	28	990017	4/28/21	4/1/21	120337	1,625.00	10-1400-410-95-10
								Total	1,625.00	
N/A	160223204101	CARDMEMBER SERVICES	SUPERINTENDENT OFF SUPPLIES	40		4/28/21	4/27/21	120338	46.99	10-2320-410-02-01
N/A	160223204401		SUPERINTENDENT OFF PERIODICALS	40		4/28/21	4/27/21	120338	49.95	10-2320-440-02-01
N/A	16061250410U		20-21 TITLE I MATERIALS	40		4/28/21	4/27/21	120338	15.95	10-1250-410-06-430000-10
N/A	16063300411U		20-21 TITLE I	40		4/28/21	4/27/21	120338	812.87	10-3300-411-06-430000-10
N/A	16201220410U		20-21 IDEA FLO THRU SUPPLIES	40		4/28/21	4/27/21	120338	657.58	10-1220-410-20-462000-10
N/A	16202150410U		IDEA FLO THRU SUPPLIES	40		4/28/21	4/27/21	120338	49.45	10-2150-410-20-462000-10
N/A	16381220410U		IDEA PRESCHOOL SUPPLIES	40		4/28/21	4/27/21	120338	599.97	10-1220-410-38-460000-10
N/A	16401100410U		20-21 TITLE IV	40		4/28/21	4/27/21	120338	190.80	10-1100-410-40-440000-10
N/A	16403700410U		18-19 TITLE IV	40		4/28/21	4/27/21	120338	719.98	10-3700-410-40-440000-10
N/A	16451500421G		X-mas BSKT TOURN Supplies & Ma	40		4/28/21	4/27/21	120338	2,400.00	10-1500-421-45-22
N/A	16721110410U		PERKINS GRANT SUPPLIES	40		4/28/21	4/27/21	120338	3,327.82	10-1110-410-72-10
N/A	16932660410U		TECHNOLOGY GENERAL SUPPLIES	40		4/28/21	4/27/21	120338	255.05	10-2660-410-93-10
N/A	16932660411U		TECHNOLOGY SOFTWARE	40		4/28/21	4/27/21	120338	104.99	10-2660-411-93-10
N/A	16951400410U		CTE GRANT SUPPLIES	40		4/28/21	4/27/21	120338	2,056.80	10-1400-410-95-10
N/A	26082540411G		HS ATH MAINT SUPPLIES	40		4/28/21	4/27/21	120338	781.88	20-2540-411-08-22
								Total	12,070.08	
6919654	16282220410U	DEMCO	CTE GRANT SUPPLIES	28	202100	4/28/21	4/1/21	120339	644.25	10-2220-410-28-10
								Total	644.25	
1073852	16221130410G	EAI EDUCATION	HS MATH SUPPLIES	28	202100	4/28/21	4/1/21	120340	159.50	10-1130-410-22-22
								Total	159.50	

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
11722703	46012550332B	FIRST STUDENT INC	REG TRANSP FIRST STUDENT 3% inc	28		4/28/21	4/1/21	120341	75,904.00	40-2550-332-01-20
								Total	75,904.00	
REQUEST	16481120411N	HARRIS, MADONNA	MS WAREHOUSE Paper	28		4/28/21	4/1/21	120342	160.75	10-1120-411-48-27
								Total	160.75	
5450550421	16061250410U	LAKESHORE	20-21 TITLE I MATERIALS	28		4/28/21	4/1/21	120343	287.95	10-1250-410-06-430000-10
5451270421	16061250410U		20-21 TITLE I MATERIALS	28	521014	4/28/21	4/1/21	120343	57.49	10-1250-410-06-430000-10
								Total	345.44	
84640	160223204101	MOW PRINTING CO.	SUPERINTENDENT OFF SUPPLIES	28		4/28/21	4/1/21	120344	110.85	10-2320-410-02-01
								Total	110.85	
273266	16951400410U	PROJECT LEAD THE WAY ILLINC	CTE GRANT SUPPLIES	28		4/28/21	4/1/21	120345	914.50	10-1400-410-95-10
								Total	914.50	
274353	16951400410U	PROJECT LEAD THE WAY INC	CTE GRANT SUPPLIES	28	990017	4/28/21	4/1/21	120346	270.00	10-1400-410-95-10
								Total	270.00	
224655	160226604102	SBPI PRINT FINISHING	ACC SOFTWARE, SDS Worxtime	28		4/28/21	4/1/21	120347	580.00	10-2660-410-02-02
								Total	580.00	
38187580	16061250410U	SCHOLASTIC	20-21 TITLE I MATERIALS	28	521011	4/28/21	4/1/21	120348	130.50	10-1250-410-06-430000-10
38187581	16061250410U		20-21 TITLE I MATERIALS	28	521011	4/28/21	4/1/21	120348	17.50	10-1250-410-06-430000-10
								Total	148.00	
28946283	16063300411U	SCHOLASTIC LITERACY INITIAT	20-21 TITLE I	28		4/28/21	4/1/21	120349	5,026.81	10-3300-411-06-430000-10
29068110	16063300411U		20-21 TITLE I	28		4/28/21	4/1/21	120349	37,109.27	10-3300-411-06-430000-10
								Total	42,136.08	
8181883063	16012310311U	SHRED-IT	Shredding District (No SP ED)	28		4/28/21	4/1/21	120350	24.28	10-2310-311-01-10
								Total	24.28	
REQUEST	16871110410U	SOLIS, JOSUE	20-21 Grant 3999 "Garden"	28		4/28/21	4/1/21	120351	1,030.00	10-1110-410-87-399900-10
								Total	1,030.00	
55094	16951400410U	STUMPF WELDING SUPPLIES	CTE GRANT SUPPLIES	28	990017	4/28/21	4/1/21	120352	565.58	10-1400-410-95-10
								Total	565.58	
REQUEST	14931999001U	WELLS, AMANDA	TECH Student Fees	28		4/28/21	4/1/21	120353	200.00	10-1999-93
								Total	200.00	
52521-1	160223204101	WILLIAMS OFFICE PRODUCTS	SUPERINTENDENT OFF SUPPLIES	28		4/28/21	4/1/21	120354	61.77	10-2320-410-02-01

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
52718-1	160223204101		SUPERINTENDENT OFF SUPPLIES	28		4/28/21	4/1/21	120354	9.38	10-2320-410-02-01
								Total	71.15	
REQUEST	16492410340G	BOZEMAN, PATTI	HS OFFICE POSTAGE/RENTAL	31		4/28/21	4/1/21	120355	10.39	10-2410-340-49-22
								Total	10.39	
REQUEST	16871110410U	CLARK, CHELSEA	20-21 Grant 3999 "Garden"	31		4/28/21	4/1/21	120356	893.07	10-1110-410-87-399900-10
								Total	893.07	
11722709	46012550332B	FIRST STUDENT INC	REG TRANSP FIRST STUDENT 3% incl	31		4/28/21	4/1/21	120357	246,506.53	40-2550-332-01-20
11722709	46122550332B		SPEC ED TRANSP FIRST STUDENT 3%	31		4/28/21	4/1/21	120357	133,699.16	40-2550-332-12-20
11722709	86012310391U		Risk Plan Bus monitors Management f 2	31		4/28/21	4/1/21	120357	12,029.74	80-2310-391-01-10
11722709	46122550330B		SPEC ED TRASP Bus monitor	31		4/28/21	4/1/21	120357	39,279.82	40-2550-330-12-20
11722709	46012550332U		FIELD TRIPS FS ($9 @ student)	31		4/28/21	4/1/21	120357	645.96	40-2550-332-01-10
11722709	46452550332G		HS BOYS ATH TRAVEL FIRST STU	31		4/28/21	4/1/21	120357	3,251.87	40-2550-332-45-22
11722709	46452550332N		MS BOYS ATH TRAVEL FIRST STU	31		4/28/21	4/1/21	120357	6,145.23	40-2550-332-45-27
11722709	86012310391U		Risk Plan Bus monitors Management f 2	31		4/28/21	4/1/21	120357	4,478.76	80-2310-391-01-10
11722709	46022550464B		GASOLINE FIRST STUDENT	31		4/28/21	4/1/21	120357	4,133.20	40-2550-464-02-20
								Total	450,170.27	
ACCT#073074	16932660411U	CDW-G	TECHNOLOGY SOFTWARE	33		4/28/21	4/1/21	120359	14,768.00	10-2660-411-93-10
								Total	14,768.00	
1441434	120045350000	DELTA DENTAL OF ILLINOIS	EMP HEALTH INS PAY	33		4/28/21	4/1/21	120360	25,894.85	10-456
								Total	25,894.85	
9957254	26072540465C	SYMMETRY ENERGY SOLUTION	NATURAL GAS CASEYVILLE	33		4/28/21	4/1/21	120361	2,702.17	20-2540-465-07-21
9957254	26072540465N		NATURAL GAS MS	33		4/28/21	4/1/21	120361	5,827.03	20-2540-465-07-27
9957254	26072540465I		NATURAL GAS DORRIS	33		4/28/21	4/1/21	120361	5,285.75	20-2540-465-07-33
9957254	260725404651		NATURAL GAS ADMIN BLDG	33		4/28/21	4/1/21	120361	545.46	20-2540-465-07-01
9957254	260725404651		NATURAL GAS ADMIN BLDG	33		4/28/21	4/1/21	120361	120.60	20-2540-465-07-01
9957254	260725404651		NATURAL GAS ADMIN BLDG	33		4/28/21	4/1/21	120361	860.19	20-2540-465-07-01
9957254	26072540465H		NATURAL GAS HOLLYWOOD HEIGHTS	33		4/28/21	4/1/21	120361	1,165.04	20-2540-465-07-23
9957254	26072540465J		NATURAL GAS JEFFERSON	33		4/28/21	4/1/21	120361	1,043.41	20-2540-465-07-24
9957254	26072540465K		NATURAL GAS KREITNER	33		4/28/21	4/1/21	120361	2,441.85	20-2540-465-07-25
9957254	26072540465M		NATURAL GAS MARYVILLE	33		4/28/21	4/1/21	120361	1,465.88	20-2540-465-07-26

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
9957254	26072540465R		NATURAL GAS RENFRO	33		4/28/21	4/1/21	120361	2,524.15	20-2540-465-07-28
9957254	26072540465S		NATURAL GAS SUMMIT	33		4/28/21	4/1/21	120361	1,109.92	20-2540-465-07-29
9957254	26072540465T		NATURAL GAS TWIN ECHO	33		4/28/21	4/1/21	120361	1,232.32	20-2540-465-07-30
9957254	26072540465X		NATURAL GAS WEBSTER	33		4/28/21	4/1/21	120361	6,813.08	20-2540-465-07-31
9957254	26072540465G		NATURAL GAS HIGH SCHOOL	33		4/28/21	4/1/21	120361	13,586.44	20-2540-465-07-22
								Total	46,723.29	
659	26082540324G	ALL PURPOSE ERECTORS, INC.	REP/MAINT HS ATHL	32		4/30/21	4/1/21	120362	13,670.00	20-2540-324-08-22
								Total	13,670.00	
3702622601	26072540340U	AT&T	TELEPHONE CHARGES	32		4/30/21	4/1/21	120363	4.11	20-2540-340-07-10
								Total	4.11	
15634	26082540323G	BELLEVILLE FENCE CO	REP/MAINT SVC HS	32		4/30/21	4/1/21	120364	1,056.00	20-2540-323-08-22
								Total	1,056.00	
7372000000	26072540370K	CITY OF COLLINSVILLE	WATER & SEWER KREITNER	32		4/30/21	4/1/21	120365	91.71	20-2540-370-07-25
7372100000	26072540370K		WATER & SEWER KREITNER	32		4/30/21	4/1/21	120365	280.83	20-2540-370-07-25
								Total	372.54	
N/A	16924220680U	COORDINATED YOUTH AND HUI	MEDICAID TUITION	32		4/30/21	4/1/21	120366	15,720.60	10-4220-680-92-10
								Total	15,720.60	
9970	26082540700U	D&D TIRE CENTER	MAINTENANCE EQUIPMENT	32		4/30/21	4/1/21	120367	4,025.00	20-2540-700-08-10
								Total	4,025.00	
01-57966	26082540323N	ERB TURF & EQUIPMENT, INC.	REP/MAINT SVC MS	32		4/30/21	4/1/21	120368	898.51	20-2540-323-08-27
								Total	898.51	
REQUEST	16131130410G	FRERKER, DARRYL	HS PE/HEALTH SUPPLIES	32		4/30/21	4/1/21	120369	1,484.85	10-1130-410-13-22
								Total	1,484.85	
1354092	26072540410U	INDUSTRIAL SOAP COMPANY	CUSTODIAL SUPPLIES UNIT	32		4/30/21	4/1/21	120370	2,873.00	20-2540-410-07-10
1354282	26072540410U		CUSTODIAL SUPPLIES UNIT	32		4/30/21	4/1/21	120370	2,573.85	20-2540-410-07-10
								Total	5,446.85	
N/A	16461500640G	INTERNATIONAL INSTITUTE OF	HS GIRLS TOURNEY ENTRY FEES	32		4/30/21	4/1/21	120371	295.00	10-1500-640-46-22
								Total	295.00	
S399140	16403700314U	IXL LEARNING	18-19 TITLE IV	32		4/30/21	4/1/21	120372	3,341.00	10-3700-314-40-440000-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	3,341.00	
11113-14747	26082540410G	JOHN DEERE FINANCIAL	MAINT SUPPLIES HS	32		4/30/21	4/1/21	120373	173.67	20-2540-410-08-22
								Total	173.67	
207003	16201220410U	KAMI LIMITED	20-21 IDEA FLO THRU SUPPLIES	32	202112	4/30/21	4/1/21	120374	99.00	10-1220-410-20-462000-10
								Total	99.00	
1064823	16012310410B	PURITAN SPRINGS BOTTLED W	BOARD SUPPLIES	32		4/30/21	4/1/21	120375	66.90	10-2310-410-01-20
								Total	66.90	
8181883061	16012310311U	SHRED-IT	Shredding District (No SP ED)	32		4/30/21	4/1/21	120376	36.42	10-2310-311-01-10
								Total	36.42	
N000077161	26082540323I	TECH ELECTRONICS INC	REPAIRS/MAINT DORRIS	32		4/30/21	4/1/21	120377	3,628.46	20-2540-323-08-33
								Total	3,628.46	
78385461-00	26082540410G	UNITED REFRIGERATION INC	MAINT SUPPLIES HS	32		4/30/21	4/1/21	120378	21.96	20-2540-410-08-22
								Total	21.96	
REQUEST	16061250410U	VLASAK, JANE	20-21 TITLE I MATERIALS	32		4/30/21	4/1/21	120379	67.15	10-1250-410-06-430000-10
								Total	67.15	
REQUEST	16461501311G	BROADWAY, JAMES P	HS GIRLS ATHL CONT SVC	30		4/30/21	4/1/21	120380	70.00	10-1501-311-46-22
								Total	70.00	
016782104242	26012549323U	CHARTER COMMUNICATIONS	FIBER WAN NETWORK	30		4/30/21	4/1/21	120381	67.68	20-2549-323-01-10
								Total	67.68	
REQUEST	16032410332R	COX, JENNIFER	RENFRO PRIN OFF TRAVEL	30		4/30/21	4/1/21	120382	16.07	10-2410-332-03-28
								Total	16.07	
REQUEST	16871110410U	ESPINOSA, JESSICA	20-21 Grant 3999 "Garden"	30		4/30/21	4/1/21	120383	2,740.10	10-1110-410-87-399900-10
								Total	2,740.10	
9875318850	26082540410G	GRAINGER	MAINT SUPPLIES HS	30		4/30/21	4/1/21	120384	89.71	20-2540-410-08-22
								Total	89.71	
REQUEST	16471500640U	HIGHLAND HIGH SCHOOL	BOYS/GIRLS TOURNEY ENTRY FEES	30		4/30/21	4/1/21	120385	200.00	10-1500-640-47-10
								Total	200.00	
REQUEST	16461501311G	LUEHMANN, JEFF	HS GIRLS ATHL CONT SVC	30		4/30/21	4/1/21	120386	70.00	10-1501-311-46-22
								Total	70.00	
26293	16951400410U	REALITY WORKS	CTE GRANT SUPPLIES	30	990017	4/30/21	4/1/21	120387	3,514.51	10-1400-410-95-10

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	3,514.51	
308103725959	16951400410U	SCHOOL SPECIALTY SUPPLY	CTE GRANT SUPPLIES	30	990017	4/30/21	4/1/21	120388	460.51	10-1400-410-95-10
								Total	460.51	
N/A	10011710013B	THE HOME DEPOT	VOC HOUSE 310 South Seminary	41		4/30/21	4/30/21	120389	4,456.35	10-171-01
N/A	16721110410U		PERKINS GRANT SUPPLIES	41		4/30/21	4/30/21	120389	29.98	10-1110-410-72-10
N/A	16721110410U		PERKINS GRANT SUPPLIES	41		4/30/21	4/30/21	120389	381.49	10-1110-410-72-10
N/A	26072540410U		CUSTODIAL SUPPLIES UNIT	41		4/30/21	4/30/21	120389	454.61	20-2540-410-07-10
N/A	26082540410C		MAINT SUPPLIES CASEYVILLE	41		4/30/21	4/30/21	120389	29.00	20-2540-410-08-21
N/A	26082540410G		MAINT SUPPLIES HS	41		4/30/21	4/30/21	120389	248.28	20-2540-410-08-22
N/A	26082540410M		MAINT SUPPLIES MARYVILLE	41		4/30/21	4/30/21	120389	35.95	20-2540-410-08-26
N/A	26082540410U		MAINT SUPPLIES UNIT	41		4/30/21	4/30/21	120389	453.25	20-2540-410-08-10
N/A	10011710013B		VOC HOUSE 310 South Seminary	42		4/30/21	4/30/21	120389	1,284.83	10-171-01
N/A	16951400410U		CTE GRANT SUPPLIES	42		4/30/21	4/30/21	120389	852.48	10-1400-410-95-10
N/A	26072540410U		CUSTODIAL SUPPLIES UNIT	42		4/30/21	4/30/21	120389	415.55	20-2540-410-07-10
N/A	26082540410G		MAINT SUPPLIES HS	42		4/30/21	4/30/21	120389	287.00	20-2540-410-08-22
N/A	26082540410H		MAINT SUPPLIES HOLLY HGHTS	42		4/30/21	4/30/21	120389	199.00	20-2540-410-08-23
N/A	26082540410I		MAINT SUPPLIES CIS	42		4/30/21	4/30/21	120389	148.54	20-2540-410-08-33
N/A	26082540410M		MAINT SUPPLIES MARYVILLE	42		4/30/21	4/30/21	120389	25.38	20-2540-410-08-26
N/A	26082540410T		MAINT SUPPLIES TWIN ECHO	42		4/30/21	4/30/21	120389	3.97	20-2540-410-08-30
N/A	26082540410U		MAINT SUPPLIES UNIT	42		4/30/21	4/30/21	120389	103.87	20-2540-410-08-10
N/A	26082540411G		HS ATH MAINT SUPPLIES	42		4/30/21	4/30/21	120389	62.86	20-2540-411-08-22
								Total	9,472.39	
9949442	26082540410R	TRANE	MAINT SUPPLIES RENFRO	30		4/30/21	4/1/21	120390	71.78	20-2540-410-08-28
								Total	71.78	
78494432-00	260825404101	UNITED REFRIGERATION INC	MAINT SUPPLIES ADMIN BLDG	30		4/30/21	4/1/21	120391	5.77	20-2540-410-08-01
78443952-00	260825404101		MAINT SUPPLIES ADMIN BLDG	30		4/30/21	4/1/21	120391	14.13	20-2540-410-08-01
78468269-00	26082540410R		MAINT SUPPLIES RENFRO	30		4/30/21	4/1/21	120391	28.58	20-2540-410-08-28
78445757-00	26082540410G		MAINT SUPPLIES HS	30		4/30/21	4/1/21	120391	25.59	20-2540-410-08-22
								Total	74.07	
197882	50-458	Collinsville UNIT #10 (2 MED)	Void MEDICARE BP	20		5/7/21	4/23/21	120406	(33.77)	50-458-011

Paid Accounts Payable by Check Number

Printed: 5/12/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	(33.77)	
								Report Total	$1,405,942.04	

Paid Accounts Payable (Fund Summary)

Printed: 5/12/2021 9:33 AM
COLLINSVILLE 10

Fund Code	Description	Batch #	Amount
10	Education Fund	26	637,265.13
20	Oper, Build, & Maint Fund	13	167,475.91
40	Transportation Fund	31	509,565.77
50	I.M.R.F./Soc. Sec. Fund	20	(33.77)
60	Capital Projects	13	22,466.05
80	Tort Fund	14	37,402.95
90	Fire Prevention and Safety Fund	26	31,800.00
		Report Total	$1,405,942.04

Paid Accounts Payable by Check Number

Printed: 5/14/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
05RG7942	16871447410A	ALS AUTOMOTIVE	AUTO BODY SUPPLIES	15		4/15/21	4/1/21	1556	45.07	10-1447-410-87
05RF2468	16871447410A		AUTO BODY SUPPLIES	15		4/15/21	4/1/21	1556	77.24	10-1447-410-87
								Total	122.31	
8601	16951400410A	COLLINSVILLE COMM UNIT 10	VOC GENL SUPPLIES	15		4/15/21	4/1/21	1557	232.00	10-1400-410-95
8660	26952540410A		CUSTODIAL SUPPLIES	15		4/15/21	4/1/21	1557	329.12	20-2540-410-95
8585	26952540410A		CUSTODIAL SUPPLIES	15		4/15/21	4/1/21	1557	361.76	20-2540-410-95
8599	26952540410A		CUSTODIAL SUPPLIES	15		4/15/21	4/1/21	1557	203.36	20-2540-410-95
8553	26952540410A		CUSTODIAL SUPPLIES	15		4/15/21	4/1/21	1557	95.52	20-2540-410-95
								Total	1,221.76	
0407774-IN	16951417410A	DELTA GASES	VOC GENL IND OCCUP WELD GASES	15		4/15/21	4/1/21	1558	157.10	10-1417-410-95
0409878-IN	16951417410A		VOC GENL IND OCCUP WELD GASES	15		4/15/21	4/1/21	1558	65.60	10-1417-410-95
								Total	222.70	
88597958	16871447410A	FINISHMASTER	AUTO BODY SUPPLIES	15		4/15/21	4/1/21	1559	52.23	10-1447-410-87
								Total	52.23	
1068154452	16871447410A	FIRST CALL OREILLY AUTO	AUTO BODY SUPPLIES	15		4/15/21	4/1/21	1560	40.78	10-1447-410-87
1068153503	16871447410A		Re-Classified - AUTO BODY SUPPLIES	15		4/15/21	4/1/21	1560	122.62	10-1447-410-87
1068153503	16871447410A		Re-Classified to 16762210413A	15		4/15/21	4/1/21	1560	(122.62)	10-1447-410-87
1068153503	16762210413A		AUTO BODY SUPPLIES	15		4/15/21	4/1/21	1560	122.62	10-2210-413-76
								Total	163.40	
REQUEST	46952550332A	MOORE, KRISTIE	AVC REG TRANSP First Student	15		4/15/21	4/1/21	1561	28.06	40-2550-332-95
								Total	28.06	
52109-0	16871447410A	WILLIAMS OFFICE PRODUCTS	AUTO BODY SUPPLIES	15		4/15/21	4/1/21	1562	54.66	10-1447-410-87
								Total	54.66	
05RJ8541	16762210413A	ALS AUTOMOTIVE	AVC-CTE Grant Supplies	31		4/27/21	4/1/21	1578	421.69	10-2210-413-76
								Total	421.69	
N/A	16762210413A	CARDMEMBER SERVICE	AVC-CTE Grant Supplies	40		4/27/21	4/27/21	1579	590.95	10-2210-413-76
N/A	16762210413A		AVC-CTE Grant Supplies	40		4/27/21	4/27/21	1579	89.99	10-2210-413-76
N/A	16871447410A		AUTO BODY SUPPLIES	40		4/27/21	4/27/21	1579	150.00	10-1447-410-87
N/A	16921110410A		LAW ENFORCEMENT SUPPLIES	40		4/27/21	4/27/21	1579	635.40	10-1110-410-92
N/A	16941448410A		WELDING SUPPLIES	40		4/27/21	4/27/21	1579	101.81	10-1448-410-94

Paid Accounts Payable by Check Number

Printed: 5/14/2021 9:32 AM
COLLINSVILLE 10

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
N/A	16951400410A		VOC GENL SUPPLIES	40		4/27/21	4/27/21	1579	259.80	10-1400-410-95
N/A	16951400413A		SOFTWARE/OTHER	40		4/27/21	4/27/21	1579	25.00	10-1400-413-95
								Total	1,852.95	
11722709	46952550332A	FIRST STUDENT	AVC REG TRANSP First Student	31		4/27/21	4/1/21	1580	5,499.27	40-2550-332-95
								Total	5,499.27	
88515572	16871447410A	OREILLY AUTOMOTIVE	AUTO BODY SUPPLIES	31		4/27/21	4/1/21	1581	104.12	10-1447-410-87
1609241	16871447410A		AUTO BODY SUPPLIES	31		4/27/21	4/1/21	1581	59.88	10-1447-410-87
								Total	164.00	
O5RF9774	16871447410A	ALS AUTOMOTIVE	AUTO BODY SUPPLIES	29		4/28/21	4/1/21	1582	46.66	10-1447-410-87
O5RJ8541	16762210413A		AVC-CTE Grant Supplies	29		4/28/21	4/1/21	1582	421.69	10-2210-413-76
								Total	468.35	
88573352	16871447410A	FINISHMASTER	AUTO BODY SUPPLIES	29		4/28/21	4/1/21	1583	48.49	10-1447-410-87
88559014	16871447410A		AUTO BODY SUPPLIES	29		4/28/21	4/1/21	1583	144.20	10-1447-410-87
88589223	16871447410A		AUTO BODY SUPPLIES	29		4/28/21	4/1/21	1583	83.75	10-1447-410-87
88549747	16871447410A		AUTO BODY SUPPLIES	29		4/28/21	4/1/21	1583	78.49	10-1447-410-87
								Total	354.93	
1068-15350	16871447410A	FIRST CALL OREILLY AUTO	AUTO BODY SUPPLIES	29		4/28/21	4/1/21	1584	17.96	10-1447-410-87
1068124116	16762210413A		AVC-CTE Grant Supplies	29		4/28/21	4/1/21	1584	851.96	10-2210-413-76
								Total	869.92	
REQUEST	46952550332A	MCGINNIS, JOE	AVC REG TRANSP First Student	29		4/28/21	4/1/21	1585	13.12	40-2550-332-95
								Total	13.12	
								Report Total	$11,509.35	

Paid Accounts Payable (Fund Summary)

Printed: 5/14/2021 9:33 AM
COLLINSVILLE 10

Fund Code	Description	Batch #	Amount
10	Education Fund	15	4,979.14
20	Oper, Build, & Maint Fund	15	989.76
40	Transportation Fund	15	5,540.45
		Report Total	$11,509.35

8. **Monthly Financial Statements for April 2021**

Item: 8
Exh.: E-8

BOARD AGENDA
May 17, 2021

TO: **Dr. Brad Skertich, Superintendent of Schools**

FROM: **Uta Robison, Chief School Business Official**

DATE: **May 17, 2021**

RE: **Approval of Monthly Financial Statements**

A separate agenda item is needed for Board approval of the monthly financial statements.

I recommend approval of the following suggested motion:

> "I move that the monthly financial statements of Collinsville Community Unit School District No.10 and the Collinsville Area Vocational Center for April 2021, be approved and attached to these minutes as Exhibit E-8."

ss

Attachments

Fund Balance Report

Printed: 05/06/2021 3:05:00PM

COLLINSVILLE 10

		Month to Date		Year to Date			Fund Balance	
Fund	Description	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
10	Education Fund	4,277,669.71	4,439,089.12	46,759,825.18	52,576,231.27	5,816,406.10	11,378,090.87	17,194,496.97
20	Oper, Build, & Maint Fund	(184,563.33)	44,651.20	3,438,800.09	4,247,599.54	808,799.45	6,062,135.46	6,870,934.91
30	Debt Service Fund	0.00	11.22	2,340,198.56	2,481,654.54	141,455.98	364,753.04	506,209.02
40	Transportation Fund	409,565.77	684,469.12	2,944,520.42	4,215,592.60	1,271,072.18	(949,423.95)	321,648.23
50	I.M.R.F./Soc. Sec. Fund	151,966.84	24,970.44	1,684,654.11	1,990,001.54	305,347.43	1,997,583.91	2,302,931.34
60	Capital Projects	22,466.05	72.44	970,838.93	4,000,537.67	3,029,698.74	122,292.04	3,151,990.78
70	Working Cash Fund	0.00	4,936.33	3,000,000.00	397,673.01	(2,602,326.99)	17,576,560.80	14,974,233.81
80	Tort Fund	556,510.83	18.29	2,141,849.27	2,386,750.68	244,901.41	580,298.44	825,199.85
90	Fire Prevention and Safety Fund	31,800.00	49.13	249,640.99	373,417.04	123,776.05	2,066,839.61	2,190,615.66
		$5,265,415.87	$5,198,267.29	$63,530,327.55	$72,669,457.89	$9,139,130.35	$39,199,130.22	$48,338,260.57

Collinsville Community Unit School District No. 10
Statement of Changes in Fund Balance
Operating Funds
For the Month Ending April 30, 2021

	Education Fund (10)	Oper, Build, & Maint Fund (20)	Transportation Fund (40)	Working Cash Fund (70)	Total
Fund Balance March 31, 2021	$ 17,035,061.56	$ 6,639,736.38	$ 46,744.88	$ 14,969,297.48	$ 38,690,840.29
Revenue	4,439,089.12	44,651.20	684,469.12	4,936.33	5,173,145.77
Expenditures	(4,277,669.71)	184,563.33	(409,565.77)	-	(4,502,672.15)
Net Change	161,419.41	229,214.53	274,903.35	4,936.33	670,473.62
Portable bldg reclassified to Preschool Expansion Grant	(1,984.00)	1,984.00			
Fund Balance April 30, 2021	$ 17,194,496.97	$ 6,870,934.92	$ 321,648.23	$ 14,974,233.81	$ 39,361,313.92

Collinsville Community Unit School District No. 10
Statement of Changes in Fund Balance
For the Month Ending April 30, 2021

	Fund 10	Fund 20	Fund 30	Fund 40	Fund 50	Fund 60	Fund 70	Fund 80	Fund 90	Total
Fund Balance March 31, 2021	$ 17,035,061.56	$ 6,639,736.38	$ 506,197.80	$ 46,744.88	$ 2,429,927.74	$ 3,174,384.39	$ 14,969,297.48	$ 1,381,692.39	$ 2,222,366.53	$ 48,405,409.15
Revenue	4,439,089.12	44,651.20	11.22	684,469.12	24,970.44	72.44	4,936.33	18.29	49.13	5,198,267.29
Expenditures	(4,277,669.71)	184,563.33	-	(409,565.77)	(151,966.84)	(22,466.05)	-	(556,510.83)	(31,800.00)	(5,265,415.87)
Net Change	161,419.41	229,214.53	11.22	274,903.35	(126,996.40)	(22,393.61)	4,936.33	(556,492.54)	(31,750.87)	(67,148.58)
Portable bldg reclassified to Preschool Expansion Grant	(1,983.99)	1,984.00						-0.01		
Fund Balance April 30, 2021	$ 17,194,496.97	$ 6,870,934.92	$ 506,209.02	$ 321,648.23	$ 2,302,931.34	$ 3,151,990.78	$ 14,974,233.81	$ 825,199.83	$ 2,190,615.66	$ 48,338,260.56
	(0.00)	0.00	-	-	-	-	-	(0.02)	-	0.01

04/30/21

Revenue	$ 5,198,267.29
Cash Receipts Total	6,283,134.65
CR to Expense Account	(8,753.50)
CR Asset	(1,054,257.89)
CR to Liab	(38,089.18)
JEs	947.46
AJs	15,559.65
From AP Report coded to Revenue	(273.90)
Total	$ 5,198,267.29

04/30/21

Expenditures		$ (5,265,415.87)
AP Total by account report		(3,117,133.75)
Net PR	04/22/21	(1,730.67)
Net PR	04/23/21	(1,084,622.29)
Net PR	04/09/21	(1,104,488.07)
Net PR	04/01/21	(329.15)
Voided PR	04/23/21	1,730.67
Net PR		
Net PR		
From Cash Receipts		8,753.50
From AP Rep. coded to Assets		9,469.39
From AP Rep. coded to Liab. other than PR Liab.		33,076.85
Sec 125 From AP Rep.coded to Rev.		273.90
JEs		-
Ajs		(10,416.25)
Total		$ (5,265,415.87)

PR Liabilities		
04/22/21	(1,037.35)	
04/23/21	(844,398.28)	
04/09/21	(846,710.38)	
04/01/21	(85.30)	
04/23/21	1,037.35	
01/00/00		
01/00/00		
	$ (1,691,193.96)	
Health Insur	$ (33,076.85)	a/c 120045350000
Total:	$ (1,724,270.81)	
From AP Rep. Coded to Liab.	(1,724,270.81)	
Total:	$ (1,724,270.81)	

Fund Balance Report

Printed: 05/06/2021 4:24:35PM

COLLINSVILLE 10

		Month to Date		Year to Date		Fund Balance		
Fund	Description	Expense	Income	Expense	Income	YTD Change	Start of Year	Current
10	Education Fund	87,622.85	64,293.72	960,551.73	756,763.08	(203,788.65)	677,187.69	473,399.05
20	Oper, Build, & Maint Fund	989.76	0.00	41,615.00	29,226.99	(12,388.01)	0.00	(12,388.01)
40	Transportation Fund	5,540.45	0.00	16,006.75	15,959.44	(47.31)	0.00	(47.31)
		$94,153.06	$64,293.72	$1,018,173.48	$801,949.51	($216,223.97)	$677,187.69	$460,963.73

Collinsville Area Vocational Center

Statement of Changes in Fund Balance

For the Month Ending April 30, 2020

	Fund 10	Fund 20	Fund 40	Total
Fund Balance March 31, 2021	$ 496,728.18	$ (11,398.25)	$ 5,493.14	$ 490,823.07
Income	$ 64,293.72	$ -	-	$ 64,293.72
Expenditures	(87,622.85)	(989.76)	(5,540.45)	(94,153.06)
Net change	$ (23,329.13)	$ (989.76)	$ (5,540.45)	$ (29,859.34)
				-
Fund Balance April 30, 2021	$ 473,399.05	$ (12,388.01)	$ (47.31)	$ 460,963.73
	-	-	0.00	

04/30/21

Income	$ 64,293.72
Cash Receipts	64,559.93
to Expense Account	(266.21)
to Asset	
From AP Report coded to revenue	
JE's	
AJ's	
Total	$ 64,293.72

04/30/21

Expenditures	$ (94,153.06)
AP Check Register	(43,217.72)
Net PR 04/23/21	(24,679.19)
Net PR 04/09//21	(26,522.36)
Net PR 03/12/21	
Net PR 03/11/21	
Ajs	
From AP Report coded to revenue	
From AP Rep. coded to Assets	
From Cash Receipts coded to exp acct	266.21
From AP Rep. coded to Liab. other than PR	
Total	$ (94,153.06)

9. **Unfinished Business**

9.1. ESSER III/CARES III Discussion

9.2. Approval of Board Policy Updates

Board Policy Updates

Notes from Dr. Skertich:

2:240 Legal reference

4:190 Threat assessment team and requirements

5:20-E Resolution update on Sexual Harassment

10 1

Legal Reference

Document Status: Draft Update

SCHOOL BOARD

2:240 Board Policy Development

The School Board governs using written policies. Written policies ensure legal compliance, establish Board processes, articulate District ends, delegate authority, and define operating limits. Board policies also provide the basis for monitoring progress toward District ends.

Policy Development

Anyone may propose new policies, changes to existing policies, or deletion of existing policies. Staff suggestions should be processed through the Superintendent. Suggestions from all others should be made to the Board President or the Superintendent.

The Superintendent is responsible for: (1) providing relevant policy information and data to the Board, (2) notifying those who will implement or be affected by or required to implement a proposed policy and obtaining their advice and suggestions, and (3) having policy recommendations drafted into written form for Board deliberation. The Superintendent shall seek the counsel of the Board Attorney when appropriate.

Policy Adoption and Dissemination

Policies or policy revisions will not be adopted at the Board meeting at which they are first introduced, except when : (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant. Further Board consideration will be given at a subsequent meeting(s) and after opportunity for community input. The adoption of a policy will serve to supersede all previously adopted policies on the same topic.

The Board policies are available for public inspection in the District's main office during regular office hours. Copy requests should be made pursuant to Board policy 2:250, *Access to District Public Records*.

Board Policy Review and Monitoring

The Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required. The Board may use an annual policy review and monitoring calendar.

Superintendent Implementation

The Board will support any reasonable interpretation of Board policy made by the Superintendent. If reasonable minds differ, the Board will review the applicable policy and consider the need for further clarification.

In the absence of Board policy, the Superintendent is authorized to take appropriate action.

Suspension of Policies

The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.:

105 ILCS 5/10-20.5.

CROSS REF.: 2:150 (Committees), 2:250 (Access to District Public Records), 3:40 (Superintendent)

~~ADOPTED: July 16, 2012~~

100, 102
Threat assessment team, & requirements

Document Status: Draft Update - New

4:190 Targeted School Violence Prevention

New/Unpublished Section

Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate.[PRESSPlus1] Providing students and staff with access to a safe and secure District environment is an important Board goal. While it is not possible for the District to completely eliminate threats in its environment, a Targeted School Violence Prevention Program (Program) using the collective efforts of local school officials, staff, students, families, and the community helps the District reduce these risks to its environment.[PRESSPlus2]

The Superintendent or designee shall develop and implement the Program.[PRESSPlus3] The Program oversees the maintenance of a District environment that is conducive to learning and working by identifying, assessing, classifying, responding to, and managing threats and acts of targeted school violence. The Program shall be part of the District's Comprehensive Safety and Security Plan, required by Board policy 4:170, *Safety*, and shall:

1. Establish a District-level School Violence Prevention Team to: (a) develop a District-level Targeted School Violence Prevention Plan, and (b) oversee the District's Building-level Threat Assessment Team(s).[PRESSPlus4]
2. Establish Building-level Threat Assessment Team(s)[PRESSPlus5] to assess and intervene with individuals whose behavior may pose a threat to safety. This team may serve one or more schools.
3. Comply with State and federal law and align with Board policies.

The Local Governmental and Governmental Employees Tort Immunity Act protects the District from liability. The Program does not: (1) replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in violence prevention, assessments and counseling services, (2) extend beyond available resources within the District, (3) extend beyond the school day and/or school-sponsored events, or (4) guarantee or ensure the safety of students, District staff, or visitors.[PRESSPlus6]

LEGAL REF.:

105 ILCS 5/10-20.14, 5/10-21.7, 5/10-27.1A, 5/10-27.1B, 5/24-24, and 5/27-23.7.

105 ILCS 128/, School Safety Drill Act.

745 ILCS 10/, Local Governmental and Governmental Employees Tort Immunity Act.

29 Ill.Admin.Code Part 1500.

CROSS REF.: 2:240 (Board Policy Development), 4:170 (Safety), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention), 7:340 (Student Records), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

PRESSPlus Comments

PRESSPlus 1. This policy is optional. It contains items from *Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines*, Second Edition (August 2016), Virginia Center for School and Campus Safety, Virginia Dept. of Criminal Justice Services, at: www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/threat-assessment-model-policies-procedures-and-guidelinespdf.pdf. *Threat Assessment in Virginia Public Schools* is based upon a synthesis of established research and recognized standards of practice regarding threat assessment and management in school and workplace settings, including *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates*, a 2002 publication of the U.S. Secret Service and the U.S. Dept. of Education, at: www.secretservice.gov/data/protection/ntac/ssi_guide.pdf.

Boards are authorized to adopt a policy on targeted school violence prevention programs even though State and federal law provide little guidance. Adopting a policy that addresses targeted school violence prevention provides (a) a way for boards to monitor that it is being done, and (b) an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject.

Before adoption of this policy, each board may want to have a conversation with the superintendent to determine whether local

conditions and resources and current practices will support full implementation of this policy and its accompanying administrative procedures. Its goals and program will be most effective when they reflect local conditions and circumstances. Please see the Issue 100 PRESS Update Memo for more information and for a complete listing of the accompanying sample procedures and exhibits for this policy. **Issue 100, February/March 2019**

PRESSPlus 2. While this policy is optional, **105 ILCS 128/45, added by P.A. 101-455, requires school districts to implement a threat assessment *procedure* by 12-6-19** that may be part of a school board targeted school violence prevention policy. Thus, regardless of whether the board adopts a policy, an administrative procedure must exist to comply with the law. See 4:190-AP1, *Targeted School Violence Prevention Program*, (available at PRESS Online by logging in at www.iasb.com) for a sample implementation procedure. **Issue 102, October 2019**

PRESSPlus 3. To balance the requirement to implement a threat assessment procedure (105 ILCS 128/45, added by P.A. 101-455) with the practicalities of managing a district and to align with the best practices outlined in IASB's *Foundational Principles of Effective Governance* (www.iasb.com/pdf/found_prin.pdf), this sentence delegates the duty to implement a procedure to the superintendent. See 4:190-AP1, *Targeted School Violence Prevention Program*, (available at PRESS Online by logging in at www.iasb.com) for a sample implementation procedure. **Issue 102, October 2019**

Ensuring school safety begins with establishing a comprehensive targeted school violence prevention program, which "includes forming a multidisciplinary threat assessment team, establishing central reporting mechanisms, identifying behaviors of concern, defining the threshold for law enforcement intervention, identifying risk management strategies, promoting safe school climates, and providing training to stakeholders." *Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for Preventing Targeted School Violence*, published by the U.S. Secret Service, at: www.dhs.gov/sites/default/files/publications/18_0711_USSS_NTAC-Enhancing-School-Safety-Guide.pdf. **Issue 100, February/March 2019**

PRESSPlus 4. The establishment of threat assessment teams in K-12 public schools is Recommendation #1 of the *Recommendations of the Illinois Terrorism Task Force School Safety Working Group*, presented to the Office of the Governor on 4-5-18, at: www.iasb.com/safety/. Illinois higher education institutions have required threat assessment teams since the passage of the Campus Security Enhancement Act of 2008 (110 ILCS 12/20(b)(2), eff. 1-1-09) in response to the shootings that took place at Virginia Polytechnic Institute and State University on 4-16-07 and Northern Illinois University on 2-14-08. **Issue 100, February/March 2019**

PRESSPlus 5. 105 ILCS 128/45, added by P.A. 101-455, **requires school districts to establish a threat assessment team by 2-19-20.** If a school district is unable to establish a threat assessment team with school district staff and resources, it may use a regional behavioral threat assessment and intervention team. See 4:190-AP2, *Threat Assessment Team (TAT)*, (available at PRESS Online by logging in at www.iasb.com) and its accompanying exhibits for further information on threat assessment teams and how to connect with a regional behavioral threat assessment team. **Issue 102, October 2019**

PRESSPlus 6. **Consult the board attorney for guidance concerning liability in this area.** Except for cases of willful and wanton conduct, the Local Governmental and Governmental Employees Tort Immunity Act (TIA) likely protects districts from liability for failure to properly identify and/or respond to a student's behavior that results in injury or suicide. See 745 ILCS 10/3-108 and Grant v. Board of Trustees of Valley View School Dist. No. 365-U, 286 Ill.App.3d 642 (3rd Dist. 1997). Every situation is fact specific, and the issues require careful evaluation. A disclaimer, such as the one presented here, may not be sufficient. A district may take several actions, after discussion with its board attorney, to minimize liability, such as adding limiting phrases and ensuring other policies are followed.

In addition to the TIA, school officials and districts may also be entitled to qualified immunity in civil rights lawsuits that seek to hold them liable for a suicide. For further discussion, see f/n 13 in policy 7:290, *Suicide and Depression Awareness and Prevention*. **Issue 100, February/March 2019**

97, 102

Sexual Harassment Resolution Add to May 21 Agenda

Document Status: Draft Update - New

5:20-E Resolution to Prohibit Sexual Harassment

New/Unpublished Section

PRESSPlus1 WHEREAS, Section 10-20 of the School Code (105 ILCS 5/10-20) grants school boards other powers that are not inconsistent with their duties;

WHEREAS, Section 1-5 of the State Officials and Employees Ethics Act (5 ILCS 430/1-5) includes school districts within the definition of a *governmental entity*;

WHEREAS, Section 5-65 of the State Officials and Employees Ethics Act (5 ILCS 430/5-65, added by P.A. 100-554) provides that all persons have a right to work in an environment free from sexual harassment;

WHEREAS, Section 70-5 of the State Officials and Employees Ethics Act (5 ILCS 430/70-5, amended by P.A.s 100-554 and 101-221) requires governmental entities to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment which, at a minimum, includes: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the Act, the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/); and (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report; and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against a Board member by a fellow Board member or other elected official;PRESSPlus2

THEREFORE, BE IT RESOLVED, by the Board of Education of *[insert name]*, *[insert county]* County, Illinois, as follows:Q1

Section 1: The Board adopts Board policyies 2:105, *Ethics and Gift Ban*, and 5:20, *Workplace Harassment Prohibited*, attached as Exhibit A, which collectively contains the following: (1) a prohibition on sexual harassment; (2) detail regarding how an individual can report an allegation of sexual harassment, including options for making a confidential report to an immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, a Complaint Manager, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations and a statement regarding the availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act, and the Ill. Human Rights Act; and (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report, and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against a Board member by a fellow Board member or other elected official.

Section 2: Any prior versions of Board policiesy 2:105, *Ethics and Gift Ban*, and 5:20, *Workplace Harassment Prohibited*, adopted by the Board are superseded by this Resolution.

Adopted this ____ day of _____, 20___.

Attested by: , Board President

Attested by: , Board Secretary

Questions and Answers:

***Required Question 1. If the Board is including the adopted resolution in the Board policy manual, please indicate the county(ies) that should be inserted here.

Response:

PRESSPlus Comments

PRESSPlus 1. The State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a), amended by P.A. 100-554, requires school districts to adopt a resolution establishing a policy to prohibit sexual harassment. See pending **Issue 97** updates to policy 5:20, *Workplace Harassment Prohibited.* This Resolution is not required to be included with the Board Policy Manual. If the Board would like to include it, the updated policy 5:20, *Workplace Harassment Prohibited* must be adopted as well. **Issue 97, January/February 2018**

PRESSPlus 2. Updated in response to the State Officials and Employees Ethics Act (SOEEA), 5 ILCS 430/70-5, amended by P.A. 101-221, requiring boards to amend their sexual harassment policies by resolution to include a mechanism for reporting and independent review of sexual harassment allegations made against board members by elected officials. The resolution must be adopted by February 9, 2020. **Issue 102, October 2019**

10. **New Business**

10.1. Conduct Hearing to Ban an Individual from School Property and Activities

10.2. Conduct Hearing to Ban an Individual from School Property and Activities

10.3. Approval of 2021-22 Collinsville Community Unit School District #10 Student and Parent Handbook

Collinsville Community Unit School District 10
201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

Handbook Revisions for 2021-2022

Handbook Committee Members: Mr. Lee (CHS), Mr. Snow (CMS) Mr. Kirk (DIS), Mrs. Burgess (Elementary), Mr. Turner (Technology), Mrs. Sabatino (Health Services), Mrs. Underwood (Special Education), Mrs. Berry-Coleman (Curriculum & Assessment), Mr. DeWitte (Building & Grounds), Carla Terry (First Student Bus Company), Dan Porter (CUSD10 Security), Carla Cruise (EL), Mrs. Baugher (Parent), Mrs. Clark (Parent), Mrs. Digirolamo (Parent), Mrs. VanKeulen (Parent).

Input received by: Mr. Brian Schwarz, Illinois Principals Association (IPA) Legal Counsel

Also Reviewed by: Mrs. Dana Edwards, CUSD10 Legal Counsel

Revision Key:

Highlighted = Added and/or Revised Language

Highlighted and Strikethrough = Deleted Language

Added, Deleted and/or Revised Handbook language proposed for the following topics:

ADMISSION

BUILDING FACILITIES RENTAL

BULLYING, INTIMIDATION, HAZING, (SEXUAL) HARASSMENT, TEEN DATING VIOLENCE, FIGHTING, THREAT OF VIOLENCE

CODE OF CONDUCT FOR ATHLETICS (COLLINSVILLE HIGH SCHOOL)

COMPUTER AND INTERNET ACCEPTABLE USE POLICY

COUNSELING SERVICES (COLLINSVILLE HIGH SCHOOL)

DRESS CODE - STUDENT

DRUG TESTING FOR INTERSCHOLASTIC ATHLETICS (COLLINSVILLE HIGH SCHOOL)

ENGLISH LEARNERS

GRADUATION CREDIT REQUIREMENTS (COLLINSVILLE HIGH SCHOOL)

HEALTH SERVICES

PANDEMIC (INSTRUCTION DURING PANDEMIC)

REGISTRATION REQUIREMENT

REPORT TO PARENTS

RESIDENCE VERIFICATION (ANNUAL)

SEAL OF BILITERACY PROGRAM (COLLINSVILLE HIGH SCHOOL)

WEATHER CLOSURE, DELAYED STARTS, EARLY RELEASE & E-LEARNING PLAN

Student and Parent Handbook

Collinsville Unit 10 School District

Grades K – 12

2021-2022

Collinsville Community Unit 10 School District No. 10

Student and Parent Handbook

Grades K - 12

COLLINSVILLE COMMUNITY
UNIT SCHOOL DISTRICT 10
STUDENT AND PARENT HANDBOOK

The Collinsville CUSD10 Student and Parent Handbook is published for the students and parents of Collinsville Community Unit School District No. 10.. It is intended to provide information that will be helpful in the pursuit of educational goals and general adjustment to the policies and procedures of the Unit 10 School District. This handbook does not equate to an irrevocable contract between students, parents and staff members of Collinsville Unit School District 10.. It is however, a reflection of the rules and policies established by the Board of Education in order to guarantee a safe environment for all students, faculty and staff.

Collinsville Unit School District Number Ten (10) is governed by Board policies. Board action may change the current policies at any time during the year without notice, therefore, changing the provisions listed in this handbook. A complete copy of the updated Board policy is available on our District website at: www.kahoks.org. *Should you or your child have any questions about this handbook, please contact your child's school.*

Collinsville Community Unit School District 10
201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

COLLINSVILLE UNIT SCHOOL DISTRICT
BOARD OF EDUCATION

Mr. Gary Peccola	Ms. Jerree Bronnbauer	Dr. Dennis Craft	Mrs. Jane Soehlke
Mr. Tim Hasamear	Mrs. Vicki Reulecke	Mrs. Michele Stutts	

August 2021

Dear Parents and Students:

WELCOME TO COLLINSVILLE CUSD10 AND THE START OF A NEW SCHOOL YEAR!

Get ready for the most exciting year of your life!

As your Superintendent, I would like to welcome you back to Unit 10 or to welcome you for the first time to our schools. The faculty, staff and administrators are all committed to providing the best possible experiences for you in all facets of school life. The Unit 10 School District is the place to experience a wide variety of academic, athletic, and extracurricular opportunities. A student who actively participates in all walks of school life will find his/her experience rewarding. The more a student puts into the experience, the more future success the student will have.

The Collinsville Unit 10 School District has a tradition of excellent academic and extracurricular accomplishments. We expect you to meet the goals, which have been set: to carry on the **Kahok** tradition, and to make our learning institution a better place. Welcome to Collinsville Unit 10!

I look forward to seeing you on campuses of our schools. If I may be of assistance to you or your family, please feel free to contact me. Your friend in education,

Dr. Brad Skertich

Superintendent, Collinsville CUSD10

CUSD10 CENTRAL OFFICE ADMINISTRATION	
Dr. Brad Skertich, Superintendent of Schools	
Mr. Bradley Hyre, Assistant Superintendent - Student Services	Mrs. Jamie Hadjan, Chief School Business Official
Ms. Latoya Coleman, Director of Curriculum	Mr. Kevin Robinson, Director of Human Resources
Mrs. Kimberly Collins, Director of Communications	Mr. Derek Turner, Director of Technology
Mr. Josh DeWitte, Director of Building and Grounds	Mrs. Ali Underwood, Director of Special Education

COLLINSVILLE UNIT 10 SCHOOLS – ELEMENTARY (GRADES K-4)

CASEYVILLE ELEMENTARY SCHOOL 433 South Second Street Caseyville, IL 62232 618-346-6205 Principal: Mrs. Chelsea Clark	JOHN A RENFRO ELEMENTARY SCHOOL 311 Camelot Drive Collinsville, IL 62234 618-346-6266 Principal: Mrs. Laura Bauer Assistant Principal: Valerie Burgess
HOLLYWOOD HEIGHTS SCHOOL 6 South Oakland Caseyville, IL 62232 618-343-2740 Principal: Mrs. Tara Glynn	SUMMIT ELEMENTARY SCHOOL 408 Willoughby Collinsville, IL 62234 618-346-6221 Principal: Mrs. Stephanie Pulse
JEFFERSON ELEMENTARY SCHOOL 152 Boskydells Street Collinsville, IL 62234 618-346-6214 Principal: Mrs. Stephanie Pulse	TWIN ECHO ELEMENTARY SCHOOL 1937 S. Morrison Collinsville, IL 62234 618-346-6228 Principal: Dr. Julie Haake
KREITNER ELEMENTARY SCHOOL 9000 College Collinsville, IL 62234 618-346-6213 Principal: Dr. Kari Karidis	WEBSTER ELEMENTARY SCHOOL 108 W Church Street Collinsville, IL 62234 618-346-6301 Principal: Mrs. Alison Schumacher
MARYVILLE ELEMENTARY SCHOOL 6900 W. Main street Maryville, IL 62062 618-346-6261 Principal: Mrs. Carmen Loemker	

COLLINSVILLE UNIT 10 SCHOOLS – GRADES 5-12

DORRIS INTERMEDIATE SCHOOL 1841 Vandalia Street Collinsville, IL 62234 618-346-6311 Principal: Mr. Kevin Stirnaman Assistant Principal: Mrs. Sara Soehlke Assistant Principal: Mr. Doug Kirk	COLLINSVILLE HIGH SCHOOL 2201 South Morrison Avenue Collinsville, IL 62234 618-346-6320 Principal: Mr. David Snider Assistant Principal: Ms. Charlotte Fisher Assistant Principal: TBA Assistant Principal: Mr. Joe McGinnis Assistant Principal: Dr. Tesha Robinson Assistant Principal: Mr. Dan Toberman

COLLINSVILLE MIDDLE SCHOOL
9649 Collinsville Road
Collinsville, IL 62234
618-343-2100
Principal: Mr. Brad Snow
Assistant Principal: Mrs. Madonna Harris
Assistant Principal: Mr. Kevin Moore

Asst. Principal/Athletic Director: Mr. Clay Smith

Asst. Principal/CAVC Director: Mr. Joe McGinnis

CUSD10 GENERAL INFORMATION

ACADEMIC CREDIT (COLLINSVILLE HIGH SCHOOL)

Students may only earn academic credit by successfully completing course work while enrolled at Collinsville High School. Students who drop out before the end of the semester will not receive academic credit. Students who are expelled before the end of the semester may not receive academic credit for classes that were not completed prior to the expulsion.

ACADEMIC ETHICS

During the school year, student learning will be measured by a variety of assessments. The grades received for these efforts should inform students how much has been learned from the course. Academic dishonesty is considered a serious academic offense and will not be tolerated. Academic dishonesty includes, but is not limited to plagiarism, cheating or copying of another's assignments, unauthorized communication during an assessment/exam, altering report cards, and wrongfully obtaining test copies or scores. Cheating and plagiarism is dishonest, degrades character and reputation and impedes individual learning. Cheating includes (but is not limited to): using, submitting, or attempting to obtain data or answers dishonestly, by deceit, or by means other than those authorized by the teacher. Plagiarism includes (but is not limited to): the intentional or unintentional use of ideas or work from another writer, speaker or artist without giving proper credit. Academic dishonesty will be dealt with on an individual basis depending on the severity of the offense and may include: a zero on the academic assignment/evaluation and disciplinary action for academic dishonesty.

ACCREDITATION (COLLINSVILLE HIGH SCHOOL)

Collinsville High School is a fully accredited, approved and recognized four-year comprehensive secondary school. CHS is approved by the Illinois Office of Education and the Office of Educational Services Region IV, and is recognized by public and private colleges, universities, and technical training schools. All Collinsville Community Unit 10 Board Policies are available on the District web page (www.kahoks.org).

ADMISSION

ADMISSION ~~to schools into the Collinsville Unit 10 regular day program will be authorized according to the following regulations: 1) The student must legally reside in the Collinsville Community Unit 10 School District with a parent, legal guardian, or as a legally emancipated student. Those applying for emancipated student status at CHS must have a parent or legal guardian accompany them to the Counseling Department. The parent or guardian must sign the application in the presence of a school official; 2) The student must have been promoted to or placed in high school. Collinsville Community Unit School District No. 10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement; 3) The student must be under twenty-one (21) years of age; 4) If an enrolling student is age eighteen (18) or older, the student must have enough credits to graduate by age 21; 5) Students should be reasonably accumulating credits that make it possible for them to graduate prior to turning 21 years of age; 6) Students must furnish proof of residency in Collinsville Community Unit School District No. 10 and provide a certified copy of an official birth certificate. Examples of Proof of Residence are available via the Unit 10 District website.~~

All students must register for school each year on the dates and at the place designated by the Superintendent. Parents/guardians of students enrolling in the District for the first time must present: 1. A certified copy of the student's

birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content. 2. Proof of residence, as required by Board policy 7:60, Residence. 3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students.

Commented [1]: Revised language to mirror Board of Education policy 7:50.

READMISSION AND TRANSFER

Students who have withdrawn or dropped out of school in Collinsville Unit 10, and want to re-enroll must complete the following steps: 1) A parent or legal guardian must enroll a student transferring to school in Unit 10 from another school at the Collinsville Community Unit School District No. 10 Administration Building; 2) The student must provide acceptable proof of residency, an official transcript, and a certified copy of the student's birth certificate. If applicable, an Illinois transfer form must also be provided; 3) High School students and or parent/legal guardian must contact the Counseling Department; 4) A parent or legal guardian of the returning student must accompany the student to the office to meet with the counselor/principal to register for classes; 5) Students transferring from out-of-state must present a current physical. Re-enrollment shall be denied to any individual above the age of eighteen (18) years who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday (exception: students with disabilities covered under the federal law, IDEA-97).

ADVANCED PLACEMENT PROGRAM (COLLINSVILLE HIGH SCHOOL)

AP courses and AP Exams are available to juniors and seniors who have teacher recommendations to take these courses. They entail college-level work in a given discipline in a secondary school setting. Rigorously developed by committees of college and AP high school faculty, the AP Exams test students' ability to perform at a college level. Some universities award college credit to students who have earned high AP Exam scores. Students may receive credit at both the college and high school level.

ALCOHOL AND TOBACCO REGULATIONS

Alcoholic beverages are strictly prohibited from all school sponsored functions whether held on or off school property. Smoking or the use of tobacco products (or look-alike tobacco products such as electronic cigarettes, vapes, vape pens or other vaping related products-(vaping with and without nicotine) is strictly prohibited from all school sponsored functions whether held on or off school property.

ALTERNATIVE LEARNING OPPORTUNITIES (COLLINSVILLE HIGH SCHOOL)

CORRESPONDENCE COURSES (JUNIORS & SENIORS ONLY)

Seniors who need an additional one-half credit or one credit to graduate with their class (not for early graduation) may use correspondence courses to a maximum of one credit if approved by the Counseling Department in advance of registering for such courses. A student enrolled in a correspondence course may receive high school credit for work completed, provided: 1) The course is given by an institution accredited by the North Central Association of Colleges and Secondary Schools; 2) The student is classified a junior or senior in at least his/her third year of high school; 3) The student assumes responsibility for all fees; and 4) The building principal approves the course in advance. All correspondence course work must be completed by April 30 to be eligible to participate in the graduation ceremony and/or receive a diploma on the date of graduation. Seniors intending to use correspondence for summer graduation must have transcripts and grades to the Counseling Department by June 27 to receive a diploma with that year's graduation date. Diplomas will be issued the following year for courses completed after June 27. Information about correspondence courses is available in the Counseling Office. Correspondence courses will be approved only for similar courses offered in the CHS Course Offering Guide. The principal may approve exceptions to this policy.

DUAL CREDIT

CHS has partnered with Southwestern Illinois College (SWIC) and Saint Louis University (SLU) to provide students with the opportunity to earn college credit in dual credit courses offered at CHS. Students must be at least 16 years old at the time the class concludes to receive dual credit. A student who successfully completes a dual credit course may receive credit at both the college and high school level. Credits earned with SWIC and SLU may be transferable to some four-year universities. Contact the universities being considered for additional information.

RUNNING START

Running Start is a dual credit program for qualified high school students to attend SWIC as a full-time student during their junior and senior years of high school. The Running Start program meets the requirements for both a high school diploma from CHS and an Associate of Arts or Associate of Science Degree from SWIC. The high school diploma and college degree are earned simultaneously. Running Start is a two-year program and may not be completed early. Eligible students are invited in the spring of their sophomore/junior year. For additional information visit: https://docs.google.com/document/d/1dzoaREOPmYt03rbJHCRQ1ZeRTz9QIeBiBatQ6lPjONY/edit?usp=sharing

KAHOK ACADEMY

Collinsville CUSD10 provides a Grant Funded TAOEP titled Kahok Academy as a holistic program to help engage and empower students in their pursuit of a high school diploma. Using an evidence-based approach, an academic program is developed to address the student's academic needs. Based on individual needs and interests, the academic program incorporates on-site core classes, elective courses and experiential courses through the school's vocational center as well as cooperative work experience. Individual services are offered for regular and special education academic advisement, physical and mental health, attendance support, substance abuse, bilingual, and speech therapy. Student services are determined through a needs assessment conducted upon intake into the program with input from student and parent/guardian. These are included in the student's IOEP, which outlines the student's needs, goals and objectives for academic, social-emotional and career development. For more information visit: https://sites.google.com/cusd.kahoks.org/kahok-academy/home

ANIMALS ON SCHOOL PROPERTY

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principal in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

ASBESTOS MANAGEMENT PLAN

ANNUAL ASBESTOS MANAGEMENT PLAN AVAILABILITY

Per U.S. Environmental Protection Agency (U.S. EPA) regulations regarding asbestos-containing materials in schools, surveys have been conducted to identify the presence of asbestos in CUSD #10 buildings. All parents, guardians, faculty and staff are to be informed annually of the presence of asbestos-containing building materials (ACBM) at our facility. Site specific asbestos management plans were developed, reviewed by the Principal, Building and Grounds Department and the District Asbestos Designated Person, and have been implemented. These plans describe in detail how any asbestos exposures will be minimized. All parents, guardians, faculty and staff or others are invited to review this plan, which is available at the School Administrative Office. Should you have any questions or desire further information, please contact the Superintendent's office.

ASSEMBLIES

The assembly program is an integral part of the total Collinsville Unit 10 School District educational program. The assemblies are conducted to complement and enhance the value of the academic program. The expectations for student behavior and conduct at assemblies are the same as in the classroom.

ATHLETIC DEPARTMENT & STUDENT ACTIVITIES (COLLINSVILLE HIGH SCHOOL)

PHILOSOPHY

The Collinsville High School Athletic Department sponsors student activities that are considered a supplement to the school's program of education which strives to provide experiences that will help to develop young men and women physically, mentally, socially, and emotionally. Participation is a privilege that carries with it responsibilities to the school, athletic program, student body, community and students themselves. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his/her education.

REQUIREMENTS FOR PARTICIPATION

An athlete must have the following fully executed documents on file with the school's athletic department before the athlete's first participation in any activity: 1) A current physical examination report completed by a licensed medical professional, which finds the athlete is physically able to participate. This exam should be completed on the Illinois Department of Health Child Health Examination form (required for incoming freshman) or the standard IHSA Pre-Participation Physical Examination form; and 2) CHS Athletics form found in Skyward as part of the online registration

process. This document, signed by the athlete & his/her parent or guardian, shows proof of insurance, publicity web release for CUSD # 10, and the code of conduct. Signing of this form also provides for the consent to treatment by CHS personnel should an athletic injury occur, consent to random drug testing in accordance with the IHSA & CUSD #10 and the recognition of concussion education provided by CHS. Paper versions of these forms can be found at https://sites.google.com/cusd.kahoks.org/chsathletictraining/forms.

ACTIVITIES, CLUBS & ORGANIZATIONS

The following clubs and organizations are offered as extracurricular activities at Collinsville High School: American Field Service, Anime Club, Art Club, Band (Colorguard, Concert Band, Flute Choir, Jazz Band, Lab Band, Marching Band, Pep Band, Symphonic Band, Winter Drumline Winterguard), Book Club, Chess Club, Christians in Action (Get Real), Choir (Concert Choir, Show Choir, Bass Choir - Mixed Choir, Treble Choir), Class Executive Boards, CPR Club, Debate Club, Delta Epsilon Pi German Honor Society, Distributive Education Clubs of America (DECA), Drama Club, Fellowship of Christian Athletes (FCA), French Club, Friends for Life, Future Business Leaders of America (FBLA), Future Military Careers Club, Gay/Straight Alliance, Garden Club, German Club, Health Occupation Students of America (HOSA), Kahok Ambassadors, Kahok Kadets, KAHOK Strong, Kahoki Newspaper, Kahokian Yearbook, Kahoks Against Drugs and Alcohol (KADA), Key Club, Latin Club, Mu Alpha Theta (MAO) Math Honor Society, Model United Nations, Multicultural Kahoks, National Art Honor Society, National Honor Society (NHS), National Technical Honor Society (NTHS), People Against Littering (PAL), Pep Club, Quill & Scroll, Recycling Program, Saturday Scholars, Scholar Bowl, Skills – USA, Spanish Club, Speech Team, STEM Club (Green Energy Project, Math Team, National Science Honor Society, Science Olympiad, Technology Student Association – TSA, VEX Robotics, World Youth Science and Engineering-WYSE), Student Council, Students Against Destructive Decisions (SADD), Table Tennis Club, Thespian Society, Tri-M Music Honor Society, Writing Club and Video Game Club. We encourage all students to be involved in the many extracurricular clubs and organizations sponsored by CHS.

ATHLETIC TEAMS

The following interscholastic athletic programs are offered as extracurricular activities at Collinsville High School: Baseball, Basketball, Bowling, Cheerleading, Cross Country, Dance, Football, Golf, Soccer, Softball, Swimming, Tennis, Track and Field, Volleyball, and Wrestling. We encourage all students to be involved in the many extracurricular sport teams sponsored by CHS. Eligibility of students with an Individualized Education (IEP) shall be determined by the case manager based on the IEP.

OBJECTIVES

1) To provide a positive image of school athletics and student activities at Collinsville High School; 2) To strive for playing excellence that will produce winning teams within the boundaries of good sportsmanship and mental health of the student athlete; 3) To insure growth and development of the athletic program and student activities program; 4) To provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the contemporary field; 5) To provide opportunity for: a) Physical, mental and emotional growth and development, b) Team play with the development of such commitments as loyalty, cooperation, fair play and other desirable social traits, c) Directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously, d) A focus of interest on athletic programs for student body, faculty and community that will generate a feeling of unity, e) Achievement of initial goals by the school in general and by the student as an individual, f) Success and excellence in the athletic program and student activities; 6) To be socially competent and operate within a set of rules, thus gaining a respect for the rights of others; 7) To develop an understanding of the value of athletics and student activities in a balanced educational process.

ELIGIBILITY BY-LAWS

Collinsville High School is a member of the Illinois High School Association (IHSA). Collinsville High School belongs to the 19th Legislative District of the 7th Administrative Division of the IHSA. The IHSA serves to provide leadership for the development, supervision, and promotion of good sportsmanship in interscholastic competition. The IHSA Constitution and By-Laws have been voted into effect by the IHSA member schools. As an approved member school, CHS has agreed to abide by each article of the IHSA Constitution (1.00 Constitution, 2.00 School By-Laws, 3.00 Athletic Eligibility By-Laws, 4.00 Non-Athletic Eligibility By-Laws, 5.00 Sport Season By-Laws, 6.00 Protest Penalty By-Laws). The high school principal serves Collinsville High School as the official representative to the IHSA. Any questions concerning athletic eligibility should be referred to the high school building principal and/or athletic director.

ATHLETIC FEES

To participate in an extra-curricular activity at Collinsville High School each student-athlete will be charged a per-sport per-school-year athletic fee. This fee is charged to cover athletic expenses such as transportation, equipment, game expenses, and all costs associated with providing an individual sport at Collinsville High School. No athlete will be allowed to participate in an interscholastic activity until the fee is paid or evidence of a fee waiver has been provided.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES ATTENDANCE POLICY

Student athletes must be in attendance at least four class periods in order to be a participant at a practice or contest that day. It is the responsibility of all coaches to check for absences and prohibit student participation in practice/contest on the day(s) of absence. Exceptions must be cleared in advance with the Athletic Director.

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.
Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition. A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)

Collinsville Middle School is a member of the Southern Illinois Junior High School Athletic Association.

ATHLETIC TEAMS

Boys Baseball; Boys and Girls Basketball; Boys and Girls Cross Country; Boys and Girls Track; Boys and Girls Wrestling: Boys and Girls Bowling; Girls Softball; Girls Volleyball; Girls Cheerleading; Girls Dance

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.
Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition. A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols

ORGANIZATIONS

The student organizations are some of the most important aspects of the activities program. They add an extra dimension to the student's education. The students involved in these organizations will be provided opportunities to participate in the representative-democratic process with both rights and responsibilities; to assist in improving relationships between the student body, the faculty and the school, to be directly involved in building school spirit and pride; and to increase self-improvement in citizenship and leadership.
The following clubs and organizations are offered as extracurricular activities at Collinsville Middle School:
Band (Concert Band, Jazz Band, Marching Band and Pep band)
Book Club – Sponsored by Mrs. Juelfs and meets monthly after school to discuss a book selected by the students. All genres and tastes are represented including graphic novels and fan fiction.
Black Student Union (BSU)
Chess Club
Choir (Concert and Show Choir)
Coin Club
Drama Club
Fellowship of Christian Athletes (FCA)
Girls on the Run
Illinois Math Science Academy Fusion Program (IMSA)
National Junior Honor Society (NJHS)
Pep Club
Student Council
Yearbook Club - The award-winning Blaze yearbook staff, under the direction of Mrs. Juelfs, serves as photographers, cover designers, and contributors to our book. We meet as needed during study hall.
We encourage all students to be involved in any of the extracurricular clubs and organizations sponsored by CMS.

ELIGIBILITY

All students participating in competitive sports, extracurricular activities, cheerleading, and dance will be required to follow the guidelines listed below in order to remain eligible to participate with the team during practices and games, and other events related to the activity. Students/athletes shall be passing all subjects: core, encore, band, chorus.

Eligibility is checked every week on Thursday. Students/athletes will be notified by their coach/sponsor during practice/games on Friday following the grade check. Teachers will indicate passing or failing grades on semester basis. A student is ineligible from Monday to Monday during the eligibility check. Students failing 2 or more classes at the semester will be placed on academic probation through the Athletic Director's Office and subject to academic intervention based on a determination of the Athletic Director. Any student declared ineligible for 3 straight weeks will be removed from the team.

TRAVEL

All students must travel to extracurricular and athletic activities and return home from such activities with his or her team by use of school approved transportation. A written waiver of this rule may be issued by the teacher, sponsor or coach in charge of the extracurricular or athletic activity upon advance written request of a student's parent/guardian and provided the parent/guardian appears and accepts custody of the student. Oral requests will not be honored and oral permissions are not valid.

Any athlete who quits a team during a season will not be permitted to join another team during a season unless mutually agreed upon by the coaches of both teams involved. A student will not be permitted to participate in the CMS co-curricular program if they have an outstanding obligation in any other activity.

FEES AND PHYSICAL EXAMINATIONS

To participate in an extracurricular activity at CMS, each student-athlete will be charged $100 per sport. This fee is charged to cover athletic expenses such as transportation, equipment, game expenses, and all costs associated with providing an individual sport at CMS. Fees will be waived for students who qualify for free and reduced lunch. No athlete will be allowed to participate in the extracurricular activity until the fee is paid.

Students who participate in athletics must provide a sport physical completed on the Illinois DHS form or IHSA pre-participation examination form. The physical examination is good for 395 days from the date of the exam.

ATHLETIC SCHEDULES (COLLINSVILLE HIGH SCHOOL)

The Collinsville High School Athletic Schedules may be accessed via the computer at http://il.8to18.com/Collinsville/. (NOTE: Athletic schedules are subject to change without notice).

ATTENDANCE POLICY

COLLINSVILLE C.U.S.D. NUMBER TEN (10) ATTENDANCE POLICY

The Kahok family offers and embraces opportunities for everyone to reach his/her fullest potential. One of the keys to receiving an excellent education experience is regular school attendance. The Collinsville School District attendance plan complies with the Illinois School Code Section 105 ILCS 5/26-2A. In accordance with the requirements of The School Code of Illinois and in recognition of the responsibilities imposed upon parents therein, it is the policy of the Board of Education of District No. 10 that students shall attend school during the entire time school is in session and be on time for classes. The Board believes that regular class attendance fosters successful academic performance and development of punctuality, self-discipline and responsibility.

The School Code of Illinois defines chronic absenteeism as missing school for five (5) percent of the previous 180 school days. That equates to nine (9) days of absence over a 180-day period. The school will provide three (3) written notifications (to include school and community resources available) before legal action may be taken. The parent and/or student may be subject to legal citation through the courts. Special circumstances such as hospitalization, chronic illness etc. will be considered in this process. Collinsville Community Unit School District Ten (10) appreciates the cooperation of parents and students on this matter of vital importance to your child's education.

COVID-19 STUDENT CERTIFICATION CHECK

Before sending students to school, parents/guardians must conduct a **COVID-19 Student Certification Check** each day. If parents/guardians answer YES to any of the questions of the daily COVID-19 Student Certification check, parents/guardians will: 1) keep the child at home; 2) contact the child's school to report his/her absence; and 3) contact the child's physician to report the information. If the parent/guardian answers YES to any of the questions of the COVID-19 Student Certification check, the parent/guardian understands that the child will not be able to return to school until the parent/guardian provides the District a statement from the child's physician that the child is cleared to return to school. Parents/Guardians must advise their child to report any symptoms identified on the daily Student Certification Checklist to his/her teacher immediately if the child starts feeling sick while at school.

ABSENTEEISM/ABSENCE REPORTING

In order for an absence to be considered reported, a parent or guardian of a student who is going to be absent from school must notify the school by telephone or Skyward Family Access account.

1. In order for an absence to be considered reported, a parent or guardian must notify the school. Messages may be left twenty-four (24) hours a day. An absence without proper notification to the attendance office will result in an absence being unexcused. State the name of the student who is going to be absent, his/her grade, the reason for the absence, and the phone number where the parent or guardian can be reached for verification.
2. Collinsville Community Unit School District #10 parents and guardians may also conveniently report a student absence using your Skyward Family Access account or the Skyward App. While you can choose to call your child's school to

report an absence, using Skyward Family Access gives you the ability to report or request an absence 24/7 using your computer or mobile device.

How to Report an Absence Using Skyward Family Access

1. Log into Skyward Family Access and select ATTENDANCE from the menu options on the left; 2. Click on ENTER ABSENT REQUEST toward the middle upper right of the Attendance screen; 3. Select the ADD REQUEST link to the right in the Attendance pop-up window; 4. Enter the *Start Date* and the *End Date*; and Check "All Day" OR indicate times for the absence; 5. Choose a reason for the request from the drop-down menu; 6. Add any additional comments for the office; 7. When finished, click SAVE; 8. After clicking SAVE on the previous screen, the absent request will appear as *PENDING; 9.* You will receive a confirmation email stating the request has been created; 10. Once the school office has processed the absence request, you will receive an additional email with confirmation.

To report an absence using the Skyward App:

1. Log into your Skyward App; Click on the menu option in the upper right corner of the screen; 2. Choose ATTENDANCE; 3. Select ADD ABSENCE REQUEST; 4. Enter the *Start Date* and End *Date*; Mark "All Day – Yes" OR indicate times for the absence; 5. Choose a reason for the request from the drop-down menu; 6. Add any additional comments for the office; 7. When finished, click SUBMIT; 8. The request will appear as *PENDING* until it is approved by the school; 9. Once the school office has processed the absence request, you will receive an email confirmation.

The determination as to whether an absence is classified as reported, documented or unexcused is the sole responsibility of the school. The responsibility of the parent is to report the absence. All requests for reported absences, MUST be reported to the attendance office within five (5) days of the student's absence. If a student has an appointment with a treating health care provider or physician, they must bring a note from them explaining the absence. At the District's request, a note from a health care provider may also be required to validate extended or repeated illnesses before being excused.

All students who are absent for five or more consecutive days must provide written documentation from a health care provider for the absences to be considered excused (reported/documented). Any student who has been absent 10 or more days in a semester must provide written documentation from their health care provider (with the dates of the absence) for each subsequent day of non-attendance. Students who suffer from documented chronic or severe acute health issues may seek a waiver of these requirements from the Building principal.

CO-CURRICULAR ACTIVITIES - ATTENDANCE POLICY FOR STUDENT PARTICIPATION (CHS)

It shall be the policy of Collinsville High School that student participation in any co-curricular activity (athletics or non-athletic activities) requires a student to be in attendance on the day of the co-curricular event.

CO-CURRICULAR ACTIVITIES - ATTENDANCE POLICY FOR STUDENT PARTICIPATION (CMS)

Absence from School on Day of Extracurricular or Athletic Activity: A student who is absent from school after noon is ineligible for any extracurricular or athletic activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the designated teacher, sponsor or coach for: 1) a pre-arranged medical absence; 2) a death in the student's family; or 3) a religious ceremony or event.

A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension. A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.

ATTENDANCE POLICIES AND PROCEDURES

Reported Absences: A 'reported pass' will be issued when the parent/guardian notifies school via phone/electronic message of a student's personal illness, serious family illness, court appearance, attending a military honors funeral to sound TAPS, observance of a religious holiday, family emergency, other situations beyond the control of the student and as determined by the Board of Education other such circumstances which cause reasonable concern to the parent for the safety or health of the student. Additionally, a student will be excused for up to 5 days per school year in cases where the student's parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. The student and the student's parent/guardian shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of reported or documented absence).

Documented Absences: A documented absence will be issued when a parent/guardian presents documentation of a student's absence for personal illness, serious family illness, the death of an immediate family member, court appearance or any absence which is beyond the control of the student (ie. in the case where a nurse has to send a student home for illness, to include, but not limited to, head lice, fever, and vomiting). The following documentation must be presented to the Main Office regarding documented absences: 1) For personal or family illness – a note from a treating health care provider, physician, or dentist; 2) For court appearances – a document from the court system; 3) For parent/guardian active duty/leave/return from deployment – a document from the military service. Requests by parents/guardians to have an absence recorded as 'documented' must present the documentation within five (5) days from the date of the student's absence. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of reported or documented absence).

Release Time for Religious Instruction/Observance: A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the building principal at least 5 calendar days before the student's anticipated absence(s). Students with Reported or Documented absences or excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement within a reasonable time (usually one day for each day of absence).

Medical Non-Compliance: This code will be used when a student is excluded from school due to failure to comply with physical examination and immunization requirements. Students who are not compliant with physical examination and immunization requirements and have not submitted a waiver to be exempt from immunizations will be excluded from school and will not be permitted to make-up work for academic credit for their absences. The District will also report the student as unexcused. If a student submits a valid waiver to be exempt from immunization and is subsequently excluded from school due to a disease outbreak or due to his/her exposure to any of the diseases for which immunization is required, the excluded student will have the opportunity to make up all missed academic work for full credit.

College Day/Military Day (Collinsville High School): Juniors and seniors who find it necessary to visit colleges/ universities, vocational/technical schools, or military facilities of their choice may be granted two days each year for this purpose in accordance with guidelines set by the principal. A visitation request form (available in the Attendance Office) MUST be signed by a parent and submitted to the attendance office not less than two days prior to the proposed date of visitation. An unexcused absence will be recorded without the proper approval. Students are encouraged to set up visitation dates on Saturdays or when school is not in session. No visitation days will be approved after May 1st unless specifically requested by a post-secondary school. Additional visitation days may be granted with prior approval from the principal. College Days are NOT allowed on state mandated test days (i.e. SAT/PSAT state testing).

Unexcused Absences: An unexcused absence will be assigned for any absences in which the parent/guardian does not notify the school attendance office. Students will not be allowed to make-up work missed due to an unexcused absence. The following acts (even with parental consent) are considered an unexcused absence: failure to attend in-school supervision and/or Short Term Option Program (STOP). Absences that are not due to illness must be pre arranged with the principal, if possible, and may or may not be excused.

Any student who has accumulated fifteen (15) consecutive days of unexcused absence with no school contact from a parent/guardian ("lost child", whereabouts cannot be determined) shall be withdrawn from Collinsville Community Unit School District Ten (10). The District shall use its best efforts to notify the parent(s), guardian(s), or other person(s) who has charge of a student if the school system plans to withdraw such student (including, calling all known phone numbers, including emergency contacts, and visiting the last known address). The date of withdrawal shall be marked retroactive to the last of attendance. If a school has been notified by a parent/guardian that a student will no longer be attending, such student shall be withdrawn from Collinsville Community Unit School District Ten (10). The date of withdrawal shall be marked retroactive to the last of attendance. If a student with a disability has been absent without valid cause for fifteen (15) consecutive days, the District will convene an IEP/504 meeting to ascertain the reason for the absences, whether the nonattendance is related to the student's disability, and if appropriate, a plan to stop the recurring nonattendance of the student. If a school has been notified by a parent/guardian that a student will be on an extended trip taking the student out of school for more than fifteen (15) consecutive days, such student may be withdrawn from Collinsville Community Unit School District Ten (10). The date of withdrawal shall be marked retroactive to the last of attendance. Absences that are not due to illness must be pre arranged with the principal, if possible, and may or may not be excused.

Tardies: A tardy may be defined as a student's failure to be in an assigned seat in the classroom at the appropriate time. All tardies will be submitted to the office on an hourly basis. Those students arriving late to school should report to the attendance/school office and sign in. If a student will be late to school, a parent or guardian MUST notify the school prior to the student arriving to school. The only excused tardy is written medical notification. The district provides transportation to and from school. Any student arriving late to school on a school bus shall not be counted as tardy. For Collinsville High School/Collinsville Middle School students, accumulation of tardies will result in discipline. At CHS, tardy discipline will be cumulative by quarter. Students arriving late to school or leaving early from school, due to a medical, dental, counseling, court, or similar appointment, must provide proof of the appointment from the agency, upon returning to school. Failure to do so may be counted as an unexcused absence.

Truancy: Parents have the legal obligation to see that their children attend school at all times it is in session (Illinois School Code, Section 26-1, 26-2). A "truant" is defined as a child subject to compulsory school attendance and who is absent without valid cause from such attendance for more than 1% but less than 5% of the past 180 school days. A student is counted as truant if there is an absence during any part of the school day without permission from a parent/guardian and the attendance office is not notified of an absence within five (5) school days. Students considered truant are subject to school discipline. A student who misses fifteen (15) consecutive days of school without valid cause and who cannot be located or, after exhausting all available support services, cannot be compelled to return to school is subject to expulsion for a period not to exceed two (2) years. A parent or guardian who knowingly and willfully permits a child to be truant may be convicted of a Class C misdemeanor, which carries a maximum penalty of thirty days in jail and/or a fine of up to $500.00. Chronic truancy is defined as a child who is absent without valid cause (recognized excuse) for five percent (5%) or more of the previous 180 regular attendance days. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. During the school day, students must have administrative permission to go to the parking lot. Students who leave campus after proper clearance (home and school) must sign out in the attendance office, stating their name, reason for leaving and time of departure. Any student who

leaves school without following proper 'Early Dismissal' school procedures will be considered truant, may lose their driving privileges for the remainder of the year and may be subject to a search as outlined in the Search and Seizure policies of this handbook if the student returns to campus that day.

AN ORDINANCE AMENDING THE COLLINSVILLE MUNICIPAL CODE RELATING TO TRUANCY
BE IT ORDAINED BY THE CITY COUNCIL OF COLLINSVILLE THAT:
SECTION 1: The Collinsville Municipal Code is amended to add a Division 10:92 under Chapter 10 entitled "Truancy" to read as follows:
01:92-1 Truancy Prohibited. It shall be unlawful for any person enrolled in a public, private or parochial school to absent him or herself from attendance at school without parental permission. Any person, who shall so absent himself, shall be guilty of the offense of truancy and be subject to a fine not to exceed $750 for each offense. Emergency or unforeseen absences due to illness or other causes beyond the control of the person so absenting him or herself from school without parental permission shall not constitute truancy if permission is submitted in writing to the proper school authorities within 24 hours after such absence.
01:92-2 False Excuse Prohibited. It shall be an offense under this ordinance for a parent or person in loco parentis to knowingly submit to the proper school authorities a written excuse under Section 10:921 that contains false information. A person convicted of an offense under this Section shall be subject to a fine of not more than $500 for each offense.
01:92-3 Parental Permission Shall include permission from a person in loco parentis, and shall be given for reasons only of personal illness, serious family illness, death in the family, serious home emergencies, necessary and lawful family support employment, religious convocation classes, Principal's permission, and compelling family reasons.
SECTION 2: This ordinance shall be in full force and effect from and after its passage, recording and publication according to law. Publication shall be in pamphlet form.
EARLY DISMISSALS (Collinsville High School)
Once a student arrives at school, he/she will need two types of permission to leave campus. The student will need school permission and parental permission. School permission must be acquired in advance from a school administrator. Parent permission must be given in the form of an advanced phone call or a signed and dated note from parent or guardian confirming the need to leave campus for a valid cause. The student should present a written request to the Attendance Office before school. The Attendance Office will then present the student with an early dismissal form to be given to his/her instructor. Advanced parent/Guardian confirmation for an early dismissal will be recorded as a reported absence for the hours of class(es) missed. A documented pass will be issued upon receipt of written verification from a physician, dentist, court representative, etc. No early dismissal will be permitted unless confirmation can be made with the parent by phone or in person. Early dismissals will be allowed only in necessary and reasonable situations where no other arrangements can be made If a student becomes ill at school and wishes to go home, he/she is encouraged to check with the school nurse. If the school nurse is not available, the student is encouraged to check with an administrator. Students are discouraged from making their own arrangements to leave school by the use of cell phones or other office phones. Student initiated contact to depart campus may be considered unexcused (without school permission) or early dismissal (arranged through the attendance office). Before leaving campus, the student must sign out in the Attendance Office. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant, may lose their driving privileges for the remainder of the year and may be subject to a search as outlined in the Search and Seizure policies of this handbook if the student returns to campus that day. *Students who fail to sign out before leaving campus will have the dismissal considered unexcused.* If the student returns on the same day as an early dismissal, the student must sign in at the Attendance Office before going to class.
Note: A description of discipline programs (including ISS and STOP) are found in the Student Behavior section of this handbook.

BELL SCHEDULES (COLLINSVILLE HIGH SCHOOL)

FULL DAY SCHEDULE		HALF HOUR EARLY DISMISS		HALF DAY SCHEDULE		CAVC SCHEDULE FULL DAY	
Students Enter Building	**7:45**	**Students Enter Building**	**7:45**	**Students Enter Building**	**7:45**	**SECTION A**	**9:00 - 11:25**
Warning Bell	**7:50**	**Warning Bell**	**7:50**	**Warning Bell**	**7:50**	**SECTION B**	**11:30 - 1:55**
1st Period	**7:55 - 8:55**	**1st Period**	**7:55-8:46**	**1st Period**	**7:55-8:25**		

2nd Period	**9:00 - 9:55**	**2nd Period**	**8:51 - 9:39**	**2nd Period**	**8:30 - 8:55**	
3rd Period & Lunch (3A) - (3B)	**10:00 - 10:25** **10:30 - 10:55**	**3rd Period & Lunch (3A) - (3B)**	**9:44 - 10:09** **10:14 - 10:39**	**3rd Period**	**9:00 - 9:25**	
4th Period & Lunch (4A) - (4B)	**11:00 - 11:25** **11:30 - 11:55**	**4th Period & Lunch (4A) - (4B)**	**10:44 - 11:09** **11:14 - 11:39**	**4th Period**	**9:30 - 9:55**	
5th Period & Lunch (5A) - (5B)	**12:00 - 12:25** **12:30 - 12:55**	**5th Period & Lunch (5A) - (5B)**	**11:44 - 12:09** **12:14 - 12:39**	**5th Period**	**10:00 - 10:25**	
6th Period	**1:00 - 1:55**	**6th Period**	**12:44 - 1:32**	**6th Period**	**10:30 - 10:55**	
7th Period	**2:00 - 2:55**	**7th Period**	**1:37 - 2:25**	**7th Period**	**11:00 - 11:25**	
Dismissal	**2:55**	**Dismissal**	**2:25**	**Dismissal**	**11:25**	

Other Bell schedules may be used in cases of assemblies, early dismissals, standardized testing dates, 2-hour delay, etc.

NOTE: Subject to change as per Board of Education approved Return to Learning Plan

Commented [2]: Disclaimer for any approved changes as per Return to Learning Plan.

BELL SCHEDULES (COLLINSVILLE MIDDLE SCHOOL)

FULL DAY SCHEDULE		**HALF HOUR EARLY DISMISS**	
1st Period	**8:35 - 9:36**	**1st Period**	**8:35 - 9:26**
2nd Period	**9:40 - 10:31**	**2nd Period**	**9:30 - 10:21**
3rd Period	**11:35 - 11:26**	**3rd Period**	**10:25 - 11:16**
4th Period **Grade 8**	**11:30 - 12:30**	**4th Period** **Grade 8**	**11:20 - 12:20**
4th Period **Grade 7** **Grade 7 - 4A** **Grade 7 - 4B**	 **11:30 - 1:04** **11:3 - 12:00** **12:00 - 12:30**	**4th Period** **Grade 7** **Grade 7 - 4A** **Grade 7 - 4B**	 **11:20 - 12:54** **11:20 - 11:50** **11:50 - 12:20**
5th Period **Grade 7**	**1:08 - 2:08**	**5th Period** **Grade 7**	**12:58 - 1:58**
5th Period **Grade 8** **Grade 8 - 5A** **Grade 8 - 5B**	 **12:34 - 2:08** **12:34 - 1:04** **1:04 - 1:34**	**5th Period** **Grade 8** **Grade 8 - 5A** **Grade 8 - 5B**	 **12:24 - 1:58** **12:24 - 12:54** **12:54 - 1:24**

6th Period	**2:12- 3:03**	**6th Period**	**2:02 - 3:00**
7th Period	**3:07 - 3:30**	**7th Period**	**-----**
Dismissal	**3:30**	**Dismissal**	**3:00**

Other Bell schedules may be used in cases of assemblies, early dismissals, standardized testing dates, 2-hour delay, etc

NOTE: Subject to change as per Board of Education approved Return to Learning Plan

Commented [3]: Disclaimer for any approved changes as per Return to Learning Plan.

BICYCLE/SKATEBOARDS/SCOOTERS

Students who wish to ride bicycles to school may do so, but the school assumes no responsibility for lost or damaged bicycles. All bicycles are to be parked and locked in the school bike racks. Students are to walk their bikes at all times when they are on school grounds. Students are not to ride their bikes in lawns of local residents. Skateboards, hoverboards, and scooters are not allowed and should not be ridden or brought to school.

BOARD OF EDUCATION

The Board of Education is elected by the community to govern the school district. The Board is comprised of seven members. In general, Board members are elected to 4-year terms of office. The Collinsville Community Unit School District No. 10 is a member of the Illinois Association of School Boards (IASB). The IASB outlines the following as duties of a school board: 1) The Board clarifies the District's purpose; 2) The Board connects with the community; 3) The Board employs a superintendent; 4) The Board delegates authority; 5) The Board monitors performance; 6) The Board takes responsibility for itself.

REGULAR MEETINGS

Regular meetings of the Board of Education are open to the public. They are held on the third Monday of each month at 6:30 p.m. at the Administrative Annex, 123 West Clay Street, Collinsville, Illinois. In the event that the third Monday falls on a school holiday, the meeting is held on the fourth Monday of the month.

SPECIAL MEETINGS

Special meetings of the Board of Education are open to the public. These meetings may be called by the Board president with at least 48 hours of public notice before the meeting. Notices are placed at the entrances to the Administration building (201 West Clay Street, Collinsville, Illinois) and to the Administrative Annex (123 West Clay Street, Collinsville, Illinois).

CLOSED SESSION

A closed session may be called by agenda or at any time during a regular meeting. All decisions, however, are required to be made in open session. Closed sessions are allowed by state law in order to discuss: 1) Collective negotiating matters; 2) Litigation that is probable or imminent; 3) Litigation that is filed and pending; 4) Information regarding the appointment, employment, compensation, discipline, performance, or dismissal of an employee or officer; 5) Testimony on a complaint lodged against an employee or officer to determine its validity; 6) Purchase, lease, or sale of real property; 7) Matters of student discipline; 8) Deliberations concerning salary schedules for one or more classes of employees.

ADDRESSING THE BOARD OF EDUCATION

Individuals wishing to address the Board of Education are invited to do so by the Board president following the roll call, the pledge of allegiance and the reading of any written correspondence by the Board secretary. A presenter must provide his/her name and address and limit remarks to five (5) minutes. The Board president has the right to control the length of any presentation. One speaker per topic is allowed unless presenters have opposing views. Questions should be addressed to the Board as a whole rather than to individual Board members or administrative employees.

The Board of Education is not a public forum. The Board is a deliberative body. The Board does not debate the subject of public comments during the meeting, but rather, may take the comments under review in making decisions and establishing policies. The Board follows a planned agenda at each meeting. Board members receive background information prior to each meeting to enable proper preparation for the topics to be discussed and voted on during meetings.

BREAKFAST & LUNCH PROGRAM

Breakfast and lunch are served every school day, except when there is a 12:15 p.m. or earlier dismissal, then lunch will not be served. Please check the individual school's schedule for times and prices. Free or reduced price meals are available for qualifying students. For an application, contact the building secretary. Pursuant to the Hunger-Free Students' Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.

BUDGET - DISTRICT

The Collinsville Community Unit School District's budget is developed annually and is designed to meet the requirements of local, state and federal government regulations. The budget, which is adopted by the Board of Education, outlines the plan for accomplishing the district's fiscal goals each year. The Director of Business Affairs develops the tentative budget which contains anticipated revenues and expenditures as well as a statement of estimated cash expected to be on hand at the beginning and end of the fiscal year. The tentative budget is placed on display thirty (30) days prior to a public budget hearing. During the hearing, details of the tentative budget are explained and the public may ask questions or provide input. The budget is then voted on and adopted (or rejected) by the Board of Education at a public board meeting held after the budget hearing. Illinois law requires that the budget be adopted by the Board of Education prior to the end of the first quarter of the fiscal year (September 30).

Like ninety percent (90%) of Illinois school districts, the Collinsville school district uses the cash basis of accounting. The district undergoes a thorough financial audit each year. Results of the financial audit are presented to the Board of Education both verbally and in writing.

Current budgets for both the Collinsville Community Unit School District No. 10 and the Collinsville Area Vocational Center are available on the District website at: http://www.kahoks.org.

Additional information about the mechanics of a school district budget can be found in the Illinois State Board of Education's A Guide to Understanding the Illinois School District Budget Process document at http://www.isbe.net/finance/.

BUILDING FACILITIES RENTAL

District facilities are available for use by employees for district-sponsored activities. In addition, outside organizations may request the use of district facilities. Requests from outside groups are reviewed by the building administrator and the Director of Buildings and Grounds. Rental fees are charged to organizations based on the "classification" of the group. Details can be found in the Classes of Organizations document in the PDF Library located on the district website.

PROCEDURES TO REQUEST THE USE OF DISTRICT FACILITIES

Requests by employees and district-sponsored teams, clubs, etc.: 1) Contact the building administrator in charge of the facility you wish to reserve. If your initial contact is by telephone, it is recommended that you follow up your request in writing via email or internal memo; 2) The building administrator will check the facility calendar for availability and inform the employee of the request approval or denial; 3) If the requested time for use of the facility is outside the normal work hours of the school's staff, the building administrator will contact the Director of Buildings and Grounds to request any necessary custodial coverage; 4) The building administrator (or designee) will submit the event (if applicable) to the online district calendar.

Requests by outside groups and organizations: 1) Contact the building administrator in charge of the facility you wish to reserve request; 2) If the facility is available, complete the Request for Facility Rental form. Details about rental fees, classes of organizations and rental terms and conditions can be found in the PDF library on the district website; 3) Forward the completed Request for Facility Rental form to the building administrator as soon as possible; 4) The building administrator will review the completed form. If all information provided is in order, the form will be signed by the administrator and forwarded to the Director of Buildings and Grounds; 5) The Director of Buildings and Grounds will review the request and provide estimated fees. A signed copy of the form will be forwarded to the original requester, the School, and the Technology Department; ~~6) Approved requests (by outside groups and organizations) will be posted on the district's online calendar by the Technology Department.~~

Commented [4]: Recommended change as per Derek Turner, CUSD10 Director of Technology.

BULLYING, INTIMIDATION, HAZING, (SEXUAL) HARASSMENT, TEEN DATING VIOLENCE, FIGHTING, THREAT OF VIOLENCE

PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, 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 and providing all students equal access to a safe, non-hostile learning environment are important District goals.

Bullying on the basis of actual or perceived race, color, national origin, immigration status, military status, unfavorable discharge status from the military service, 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) Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non-school-related activity, function, or program.

BULLYING, PREVENTION AND RESPONSE PLAN

I. Definitions:

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 or students that has or can be reasonably predicted to have the effect of one or more of the following: 1) Placing the student or students in reasonable fear of harm to the student's or students' person or property; 2) Causing a substantially detrimental effect on the student's or students' physical or mental health; 3) Substantially interfering with the student's or students' academic performance; or 4) Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Cyber-bullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school counselors, school social workers, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

II. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.

III. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the District Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials Complaint Manager or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted, however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator: Dr. Brad Skertich, Superintendent, 201 West Clay Street, Collinsville, Illinois 62243 (168-346-6350. **Male Complaint Manager:** Mr. Bradley Hyre, Assistant Superintendent - Student Services, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350; **Female Complaint Manager:** Mrs. Latoya Coleman, Director, Curriculum & Assessment, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350. **Title IX Coordinator:** Mr. Bradley Hyre, Assistant Superintendent - Student Services, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350 bhyre@cusd.kahoks.org.

Commented [5]: Recommended addition as recommended by CUSD10 legal counsel.

IV. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.

V. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things: 1) Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident; 2) Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process; 3) Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received; 4) Consistent with federal and State laws and rules governing student privacy

rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying; 5) The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

VI. The Superintendent or designee may use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.

VII. A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation may be treated as a serious infraction for purposes of determining any consequences or other appropriate remedial actions.

VIII. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information may be treated as a serious infraction for purposes of determining any consequences or other appropriate remedial actions.

IX. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.

X. The Superintendent or designee shall post this Bullying Prevention and Response Plan on the District's Internet website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The Bullying Prevention and Response Plan will be distributed annually to parents/guardians, students, and school personnel, including new employees when hired, and must also be provided periodically throughout the school year to students and faculty.

XI. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation: 1) The frequency of victimization; 2) Student, staff, and family observations of safety at a school; 3) Identification of areas of a school where bullying occurs; 4) The types of bullying utilized; and 5) Bystander intervention or participation. The evaluation process may use relevant data and information that the District already collects for other purposes. The Superintendent or designee must post the information developed as a result of the policy evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students.

XII. This Bullying Prevention and Response Plan is consistent with the policies of the school board. Students are encouraged to **immediately** report claims or incidences of bullying, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager, or any staff member with whom the student is comfortable speaking. Students may choose to report to a person of the student's same sex. An allegation that one student was sexually harassed by another student shall be referred to the Building Principal or Assistant Building Principal.

Any student of the District who is determined, after an investigation, to have engaged in bullying, intimidation or (sexual) harassment will be subject to disciplinary action as provided in this handbook, including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy. Any person making a knowingly false accusation regarding bullying, intimidation or (sexual) harassment will likewise be subject to disciplinary action including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy.

CYBER-BULLYING

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Cellular telephones, cameras or any electronic devices used to harass or bully students or harass school personnel (ie. the student has i) been determined to have made an explicit threat on an Internet website against a school employee, a student, or any school-related personnel, (ii) 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 (iii) 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) may be subject to the following disciplinary action: 1) In-School Suspension assignment, 2) Short Term Option Program (STOP) assignment, 3) Out-of-school Suspension for up to ten (10) days with a referral to the Board of Education for possible expulsion for up to two (2) years; 2) legal action through local law enforcement; and/or 3) revocation of driving privileges (with no refund). Cyberbullying using home-based or off-campus devices that results in a material and/or substantial disruption to the school and/or a true threat will constitute grounds for investigation as to

whether or not the use violates applicable law or school rules. Should misuse be determined, the student may receive disciplinary consequences appropriate for the frequency and severity of the violation.

SEXUAL HARASSMENT

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See Collinsville CUSD10 Board Policies 2:265, Title IX Sexual Harassment Grievance Procedure, and 2:260, Uniform Grievance Procedure.

~~Any person, including a district employee, district agent, or student engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and engages in other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that: 1) Denies or limits the provision of the education aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or 2) Has the purpose or effect of: a) Substantially interfering with a student's educational environment; b) Creating an intimidating, hostile or offensive educational environment; c) Depriving a student of educational aid, benefits, services or treatment; or d) Making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.~~

~~The terms 'intimidating', 'hostile', and 'offensive' include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics or perceived sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term *sexual violence* includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.~~

Commented [6]: Recommended revision by CUSD10 legal counsel.

Title IX Sexual Harassment

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106) concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties. Title IX Sexual Harassment Prohibited Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following: 1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or 2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or 3. Sexual assault as defined in 20 U.S.C. §1092(f)(6)(A)(v), dating violence as defined in 34 U.S.C. §12291(a)(10), domestic violence as defined in 34 U.S.C. §12291(a)(8), or stalking as defined in 34 U.S.C. §12291(a)(30). Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion. A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, a Complaint Manager, or any employee with whom the person is comfortable speaking. A person who wishes to make a report may choose to report to a person of the same gender. School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator. An employee who fails to promptly make or forward a report may be disciplined, up to and including discharge.

TEEN DATING

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

HAZING

Soliciting, encouraging, aiding, or engaging in hazing is prohibited. 'Hazing' means any intentional, knowing, or reckless act directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club, or athletic team whose members are or include other students. Students who engage in hazing that endangers the mental or physical health or safety of another may be subject to disciplinary action including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy.

We encourage students and parents to notify the CHS office of any incidents regarding bullying immediately. The school will protect students against retaliation for reporting incidents of bullying, intimidation or (sexual) harassment. Students and parents/guardians are also encouraged to read the following school district policies: 7:20, Harassment of Students Prohibited and 7:180, Prevention of and Response to Bullying, Intimidation and Harassment.

BUS TRANSPORTATION

Collinsville Unit 10 School District provides free bus transportation for students in accordance with the Illinois School Code through a private contractor, First Student Educational Services. Bus routes are determined by the contractor with

district approval (and will be available only for students who live greater than 1.5 miles from the school). Questions about student transportation can be directed to First Student at 346-8605 or the district office at 346-6350.

BUS SAFETY: RULES & REGULATIONS

The following is a list of expected conduct for students to follow when utilizing bus transportation to school, from school or during student activities/athletic events: 1) Remain seated when the bus is moving; 2) Keep hands to yourself. Respect the rights and property of others. There is to be no 'horseplay' on the bus; 3) Keep head, arms and hands inside the bus. Do not throw any objects out of the bus; 4) Use inside voices, -- no screaming or yelling; 5) Obey the driver or bus attendant; 6) There is to be no smoking, eating or drinking on the bus at any time; 7) Students will be required to pay restitution for any vandalism to the bus.

All students are expected to follow the District's School Bus Safety Guidelines and all school rules when riding the school bus to school, from school or during student activities/athletic events. A student may be suspended from school and/or riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following: 1) Prohibited student conduct as defined in the Student Discipline policy; 2) Willful injury or threat of injury to a bus driver or to another rider; 3) Willful and/or repeated defacement of the bus; 4) Repeated use of profanity; 5) Repeated willful disobedience of the bus driver's or other supervisor's directives; 6) Boarding a school bus which services other schools within the C.U.S.D. 10 District; 7) Entering the bus from or exiting the bus to a location other than the student's assigned stop without prior approval from First Student or the School administration, 8) Other behavior(s) identified by the administration deemed to threaten the safe operation of the bus and/or its occupants. School rules will apply for students when utilizing bus transportation to school, from school or during student activities/athletic events. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus. 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. A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

PARENT RESPONSIBILITIES REGARDING BUSES

1. Make certain that your child is at the bus stop on time each morning.
2. Accept joint responsibility with the school authorities and bus driver for proper conduct on the bus.
3) Parents of kindergarteners and first graders are responsible to meet their child's bus each day or designate a responsible individual to be with their child during pick up and drop off times.

STUDENTS RIDING A BUS WITH A FRIEND

Please be advised that parent permission, administrative permission and bus driver permission is required if a student wants to board a bus or be dropped off at a different location other than his/her designated home bus stop.

USE OF VIDEO CAMERAS ON SCHOOL BUSES

Video cameras may be used on school buses as necessary in order to monitor conduct and maintain a safe environment for students and employees. The contents of the videotapes are student records and are subject to District policy and procedure concerning school student records. Only those individuals with a legitimate educational or administrative purpose may view the videotapes. In most instances, individuals with a legitimate educational or administrative purpose will be the Superintendent, Building Administrators, Transportation Director, bus driver, and sponsor, coach, or other supervisor. If the content of the videotape is contested within a formal proceeding, it will be treated like any other evidence. If you have any questions regarding the bus company rules and regulations, please contact First Student Bus Company at 618-346-8605.

CAFETERIA SERVICES

Collinsville Unit School District Ten offers student lunches as a part of the National School Lunch Program. The Collinsville Community Unit School District contracts its food service program with Sodexo USA. In addition to meal planning, storage, preparation and delivery of meals to the district's schools, Sodexo also facilitates the processing of free and reduced meal applications for eligible students.

FREE AND REDUCED MEALS

The Collinsville C.U.S.D. No. 10 participates in the National School Lunch Program (NSLP) to allow eligible families the opportunity to apply for free or reduced breakfast and lunch. A student may qualify for free or reduced meals either through direct state certification or by parent/guardian completion of a household eligibility application.

Direct State Certification - Households eligible for food stamps or Temporary Assistance for Needy Families (TANF) receive a child-specific letter in July of each year from the Illinois Department of Human Services. This letter is to be returned to the school the child attends in order for the child to receive free meal benefits. If this "direct certification" letter is submitted to the school, the parent/guardian DOES NOT need to complete the Application for Illinois Free Lunch and Breakfast.

Household Eligibility Application - Households that do not meet the criteria for direct certification may apply for free or reduced meals by completing the Application for Illinois Free Lunch and Breakfast form. This form may be obtained from the main office or counseling department. Completed applications should be sent to the school office or the Sodexo Food Service office (2201 South Morrison, Collinsville, IL 62234). The Sodexho office staff will process the application

and notify the parent/guardian of the meal status decision (free, reduced or denied). Students cannot receive free or reduced meals until the parent or guardian has submitted an application.
The parent/guardian must reapply for free or reduced meals annually. Students receiving free or reduced meals at the end of a school year will be given 30 days at the beginning of the next school year to submit a new application. If an application is not received by the end of the 30-day period at the beginning of the school year, a student's status will automatically change from free or reduced to denied.

MEAL POINT OF SALE (DEBIT CARD) SYSTEM

Students attending schools in Collinsville Unit 10 may use the Cafe Enterprise point of sale card (debit) system. The point of sale system allows a parent/guardian to pay in advance for meals and/or a la carte foods (juice drinks, ice cream, cookies, etc.) Students may continue to pay cash on a daily basis if they choose. The system works with a 12-key PIN pad (located near the end of the serving line) that is similar to an automated teller machine (ATM). The pad allows each student to enter their 6-digit personal identification number (PIN) to access their account. The student's PIN number is unique and should be memorized. The system is very confidential. All students will be required to enter their PIN number regardless of meal status or payment method, thus ensuring every child's privacy.
All students will have an established debit account, although they will not be required to make advanced payments because the system has the ability to act as a cash register and can accept cash payments on a daily basis. However, for a parent/guardian's convenience, the three options are available for making advance payments (see below). To prevent fraudulent use of student accounts, student photos are loaded into the system. These digital images appear on the monitor for the cashier to view every time a child accesses his or her account, therefore ensuring that no other student can use another child's account.
Money is deducted when the student uses the account to purchase meals and/or a la carte items. The system knows the meal status of each student (full-pay, free, or reduced) and will deduct the correct amount from the account. There is no limit on the amount of money that can be deposited into a debit account. When account balances fall below $5, the cashier will remind the student that additional money should be deposited or brought to school to continue purchasing meals and/or a la carte items.
A payment form is available in the PDF Library on the C.U.S.D. 10 Website. Once completed and printed, this form should be returned with each deposit. For safety purposes, we recommend that advanced payments be sent in the form of a check. Checks should be made payable to Collinsville C.U.S.D. 10. If a payment is sent for more than one student in the same school, an indication of the amount of money to be deposited for each student should be made on the form. If an amount is not specified, the deposit amount will be divided equally between siblings' accounts. If a payment option is not specified, all monies will be deposited under OPTION PLAN #1 - Cash On Account.

ADVANCED PAYMENT OPTIONS

OPTION #1: Cash on Account -- A cash debit account is created by making a payment of a certain dollar amount ($5.00, $10.00, $20.00, etc) to the cafeteria. These funds are then deposited into the student's debit account and are available when the student purchases meals and/or a la carte foods in the cafeteria. There are no limitations as to what may be purchased or how many purchases can be made. The account balance simply decreases as purchases take place.
OPTION #2: Prepaid Meals Only -- Monies put on account can be designated for student meals only. No snacks or a la carte food items can be purchased with this payment. Students would need to pay cash for any snack or a la carte items being purchased. To calculate, determine the number of meals to purchase and then multiply by the price of the meal. Any number of meals may be purchased at one time.
OPTION #3: Both: Cash on Account and Prepaid Meals Only - Parents/guardians may purchase Prepaid Meals and put "cash on account". This option ensures that the student receives a lunch and allows him or her to purchase a la carte foods as well. However, there are no limitations as to what foods may be purchased a la carte, or how many a la carte purchases can be made. When making a payment for both, it is necessary for the parent/guardian to state clearly how much money is for prepaid meals and how much is for "cash on account".

CAFETERIA ETIQUETTE (CHS)

The cafeteria management appreciates every student's cooperation. All students should display good manners at all times and should always dispose of trash in the appropriate receptacles. Students should leave the table and floor around their place clean for others.
During breakfast and lunch the following rules apply: 1) Students are expected to be out of the main and vocational building before the end of the 5-minute passing period; 2) Students who break for lunch must exit promptly and in a manner that will not disturb on-going classes; 3) Food and soda will be allowed outside. However, it is against the rules to bring any food or drink into the main building. It is the responsibility of the student to keep the grounds free of litter. Students may not bring food from outside vendors (ie. fast food restaurants) over lunch hours to eat in the cafeteria.
Violation of Cafeteria Etiquette expectations will result in disciplinary action in accordance with the District's disciplinary procedures

CAFETERIA ETIQUETTE (CMS/DIS/ELEMENTARY)

The cafeteria management appreciates every student's cooperation. All students should display good manners at all times and should always dispose of trash in the appropriate receptacles. Students should leave the table and floor around their place clean for others.

During breakfast and lunch the following rules apply: 1) Students shall not save seats for other students; 2) Students shall walk to lunch and shall be orderly and quiet during lunch; 3) No food shall leave the cafeteria; 4) Loud talking, yelling, screaming, and other disruptions are prohibited; 5) Students shall not throw food, milk cartons or other items; 6) Students shall not trade food; 7) Students shall follow the instructions of the lunchroom aides and show proper respect toward all cafeteria personnel; 8) Students shall remain seated while in the cafeteria except when given permission to throw away trash; 9) Students shall immediately become silent when staff or presenters make announcements in the cafeteria; 10) Students shall report spills and broken containers to cafeteria staff immediately; 11) Students shall be dismissed from the cafeteria by the lunchroom monitor; 12) Soda, glass containers and knives of any type are not allowed at school; 13) Fast food may not be delivered to students at school; 14) Food items from home may not be ones that require refrigeration or heating/cooking.

Violation of Cafeteria Etiquette expectations will result in disciplinary action in accordance with the District's disciplinary procedures.

CAFETERIA MEALS

Type "A" Meal consists of the 5 components: 1) Entrée; 2) Three side items; 3) Milk (optional).

Requirements: You must have at least 3 items on your tray, consisting of the following: 1) Entrée; 2) Two side items; 3) Milk (optional); Ala Carte Items are those items purchased separate from a regular meal, and will be available for purchase (example: patty melt, cheeseburger, fries, etc.).

Meal Prices for 2021-2022		
Grade Level	Breakfast	Lunch
PreK - 6	$1.30	$2.95
CMS	$1.40	$3.05
CHS	$1.40	$3.05
Staff	$1.60	$3.30

CAMPUS MONITORS

The Collinsville C.U.S.D. No. 10 Board of Education has appointed campus monitors with duties and responsibilities to assist the teachers and administrators with maintaining order, discipline, and supervision on campus. The monitors are authorized school personnel. In disciplinary and supervisory situations, the monitors stand in place of a teacher in their absence. Failure to cooperate with the monitors in maintaining discipline on campus will result in disciplinary action in accordance with school policies and procedures.

CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS (COLLINSVILLE HIGH SCHOOL)

The use of electronic devices and other technology at school is a privilege, not a right. Students may possess electronic devices including, but not limited to, the following: cell phone, smartphone, audio or video recording device, personal digital assistant, iPod, iPad, mobile internet devices (MID), personal laptops, tablet computer, netbooks. Students may possess such electronic devices while on school property to use as an educational tool and may use these devices only (1) before school starts, (2) in the cafeteria during the student's assigned lunch period and (3) after school ends in adult supervised areas only. These devices should be used for educational purposes during these times. Students may not use cell phone/electronic devices during instructional time or in academic areas except: a) at the expressed consent of the classroom instructor for educational purposes; 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. The use of cell phones, smartphones, electronic communication devices, mobile internet devices (MID), personal laptops, and netbooks will be at the discretion of the teacher. The following rules will be in effect: 1) students must obtain teacher permission before using a cell phone, smartphone, electronic communication device, mobile internet device (MID), personal laptop, or netbook during classroom instruction; 2) student use of a cell phone, smartphone, electronic communication device, mobile internet device (MID), personal laptop, or netbook must support the instructional activities currently occurring in the instructional environment; 3) students must turn off and put away a cell phone, smartphone,

electronic communication device, mobile internet device (MID), personal laptop, or netbook at the request of a teacher; 4) during instructional time, audio must be muted to prevent distracting others in the classroom. Emergency use of a cell phone/smartphone, when at all possible, should have prior approval from a school administrator. Parents needing to contact their child should do so by contacting the main office: 618-346-6320. Inappropriate use will result in disciplinary action, and may result in the loss of the privilege of using the electronic device.

The following discipline actions will be used as guidelines. (All disciplinary action is determined on a case-by-case basis by school officials): 1st offense – 1 Detention, student may pick up the electronic viewing/listening device after school; 2nd offense – 2 detentions, a parent/guardian must pick up the electronic viewing/listening device; 3rd offense – 1 Day of In-School Supervision (ISS), parent/guardian must pick up the electronic viewing/listening device; 4th offense –2 Days of In-School Supervision, parent/guardian must pick up the electronic viewing/listening device. 5th Offense – 2 days out-of-school suspension. Each additional offense will result in two (2) additional days of OSS (example: 6th offense – 4 days of OSS, parent/guardian must pick up electronic viewing/listening device). *The School District is not responsible for the loss, theft or damage of any electronic device brought to school.*

Technological devices may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent, recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Picture phones and other recording devices are banned from locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as 'sexting') is prohibited and subject to disciplinary action and referral to legal authorities. Students may not use technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above. The following discipline actions will be used as guidelines (All disciplinary action is determined on a case-by-case basis by school officials): 1) Out-of-school Suspension for up to ten (10) days with a referral to the Board of Education for possible expulsion for up to two (2) years; 2) legal action through local law enforcement; and/or 3) revocation of driving privileges (with no refund).

School officials may require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rules or school district policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination. School officials may not request or require a student or his/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS (COLLINSVILLE MIDDLE SCHOOL)

Students may not have cell phones/electronic communication devices, mobile internet devices (MID), personal laptops or netbooks either visible or heard while on school property beginning with the first attendance bell until the dismissal bell. These devices should not be seen or heard during school hours. The only devices authorized for use during school hours will be school issued Chromebooks.

Technological devices may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent, recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Use of picture phones and other recording devices in locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected will be treated at an elevated level of offense in relation to other technology offenses. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as 'sexting') is prohibited and subject to disciplinary action will be immediately referred to legal authorities. Students using technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above may be subject to the following disciplinary action: 1) Detention(s), 2) In-school Supervision, 3) Out-of-school Suspension for up to ten (10) days and referral to the Board of Education for possible

expulsion for up to two (2) years; 4) legal action through local law enforcement. Emergency use of a cell phone, when at all possible, should have prior approval from a school administrator. Parents needing to contact their child should do so by contacting the main office at 343-2100 or via school provided email.
Violation of the school's electronics policy will result in disciplinary action.
The following discipline action will be assigned:
1st offense – Warning from School Administrator, student may pick up the electronic viewing/listening device after school;
2nd offense - 2 Detentions, a parent/guardian must pick up the electronic viewing/listening device;
3rd offense – 1 Day of In-School Supervision (ISS), a parent/guardian must pick up the electronic viewing/listening device;
4th offense – 2 Days of In-School Supervision (ISS), parent/guardian must pick up the electronic viewing/listening device;
5th offense – 3 Days of In-School Supervision (ISS), parent/guardian must pick up the electronic viewing/listening device.
Each additional offense will result in an additional Day of STOP (ex., 6th Offense – 4 Days of STOP); parent/guardian must pick up electronic viewing/listening device. *The School District is not responsible for the loss, theft or damage of any electronic device brought to school.*

CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

The use of electronic devices and other technology at school is a privilege, not a right. Students are prohibited from using electronic devices, except as provided herein. An electronic device includes, but is not limited to, the following: cell phone, smartphone, audio or video recording device, personal digital assistant (PDA), iPod©, iPad©, laptop computer, tablet computer or other similar electronic device. Pocket pagers and other paging devices are not allowed on school property at any time, except with the express permission of the building principal. During instructional time, which includes class periods and passing periods, electronic devices must be kept powered-off and out-of-sight unless: (a) permission is granted by an administrator, teacher or school staff member; (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. Electronic devices may never be used in any manner that disrupts the educational environment, violates student conduct rules or violates the rights of others. This includes, but is not limited to, the following: (1) using the device to take photographs in locker rooms or bathrooms; (2) cheating; and (3) creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction or non-consensual dissemination of private sexual images (i.e., sexting). The school and school district are not responsible for the loss, theft or damage to any electronic device brought to school. Students in violation of this procedure may be subject to consequences as defined by the school officials. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

CHANGE OF ADDRESS

Any change in the student's address or phone number must be reported to the Collinsville Unit 10 Enrollment Office as promptly as possible. Any change in the student's address requires proper documentation. This enables the school to send all mail to the proper address and to contact the home when necessary.

CHARACTER EDUCATION

Collinsville Unit 10 School District is a proud participant of the Characterplus Way for Southern Illinois. This program is a Madison County, IL Character Education partnership with the U.S. Department of Education (Office of Safe and Drug Free Schools). This initiative integrates Character Education into the school's mission, policies, professional development and academic curricula. Consequently, it becomes a critical component in student learning. We believe that one of the most important functions of schools is to reflect and reinforce positive character traits and to teach the rights and responsibilities of citizenship. Working in partnership with our community, we hope to improve each student's chances of experiencing life-changing success.

CLASSIFICATION OF STUDENTS (COLLINSVILLE HIGH SCHOOL)

Students enrolled at Collinsville High School are classified according to the number of credits earned in the following manner:

0 – 4.75 credits	Freshman Classification	10.0 – 14.75 credits	Junior Classification
5.0 – 9.75 credits	Sophomore Classification	15.0 + credits	Senior Classification

CLASSROOM PLACEMENT/STUDENT ASSIGNMENT (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Placements of students in a particular class is left to the discretion of the building principal. The educational and administrative staff makes all efforts to create equitable classes. Several variables are considered when creating class assignments each year. In order to assist each student in being successful, consideration is given to the learning style of each individual child.

CLOSED CAMPUS (COLLINSVILLE HIGH SCHOOL)

Collinsville High School maintains a closed campus. Upon arrival to school, regardless of means of transportation (ie. car, bus, walking), students are required to remain on campus and must report to supervised areas. Students must remain on campus until 2:55 P.M. except for: 1) Approved early dismissals (see Attendance Policy-Early Dismissal), 2) Co-op academic obligations and 3) Excused early dismissal from an administrator. Once school begins, students shall not enter parking lots or other 'restricted' areas without prior written permission from the main office. A restricted area is defined as any area other than which is listed on the student's schedule. Students shall not loiter at any time in restrooms, parking lots, and 'restricted areas'.

During the school day, students must have administrative permission to go to the parking lot. Students who leave campus after proper clearance (home and school) must sign out in the high school office, stating their name, reason for leaving and time of departure. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant and may lose their driving privileges for the remainder of the year.

During inclement weather, students arriving on campus before 7:45 A.M. may be permitted in the cafeteria and/or cafeteria lobby. Students will not be permitted to: 1) Enter the Main Building, 2) Remain on the parking lots or in vehicles, and 3) Congregate by the front of the building. Students remaining on campus after the conclusion of the school day are restricted to reserved areas of the building or grounds.

CODE OF CONDUCT FOR ATHLETICS (COLLINSVILLE HIGH SCHOOL)

PURPOSE

This code has been adopted by the Board of Education of Collinsville Community Unit School District Number Ten (10) and applies to all students in grades 9-12 who desire to participate in athletics and student extracurricular activities. This code applies to all events 24/7 365 days during the calendar year (and summer practice season) and not just during the specific sport season (see Rules in Effect). The Board of Education believes the use of tobacco, alcohol or other performance altering substances by a student who participates in athletics and student activities and the use of prescription medication when not prescribed for the student for a particular and appropriate medical purpose or used inconsistent with the physician's recommended dosage, presents a hazard to the health, safety and welfare of the student and to those with whom the student participates or competes.

The Board of Education also believes that students should be held to high standards of conduct with regard to other prohibited behaviors as detailed in the Collinsville Unit 10 District Handbook. Any student that is involved in acts of gross disobedience and misconduct will be subjected to the penalties outlined in this code of conduct. These acts may include, but are not limited to: fighting, vandalism, theft, harassment, hazing, the use, possession, distribution, or attempted distribution of any tobacco products and/or illegal/nonprescription or prescription drugs, look–alike drugs; or use, distribution or sale of alcoholic beverages, the setting off of a fire alarm; and/or the possession/use or threat to use a weapon. Students are prohibited from being physically present at any location where there is illegal use or possession of drugs or any location where there is the underage consumption/possession of alcohol. When there is underage consumption/possession of alcohol and/or use or possession of illegal drugs in any form at any location, the student is required under this policy to immediately leave the location and must report the incident to the Athletic Director or school administrator within 24 hours. A student's failure to immediately depart the location and/or failure to report the incident to the Athletic Director or school administrator within 24 hours shall constitute a violation of this policy and will subject the student to Level A or Level B disciplinary action. The Board of Education has determined that participation in athletics and student activities is a privilege, not a right. With the privilege to participate come certain responsibilities. If a student fails to comply with the terms of this policy, the privilege to participate in athletics, and/or student activities may be lost in accordance with the terms of this policy. It is the sincere intent of the Board of Education to establish a policy that encourages students to practice good health habits and appropriate responsible behavior. The Board of

Education has attempted to adopt a policy that protects the safety and integrity of the student body as well as the participants in athletics and student activities.

SPECIAL RULES RELATED TO CRIMINAL FELONY CHARGES/OFFENSES

Southwestern Conference member districts shall monitor student athletes and take immediate corrective action against any student athlete using taunting, unsportsmanlike and/or threatening language at a Southwestern Conference event. The Southwestern Conference prohibits students from participating in conference events if the student is charged with a criminal felony offense or an offense, which would be a felony if committed by an adult, or a misdemeanor offense as listed in Section 24-1, 24-3, or 24-3.1 of the Criminal Code, pertaining to weapons and firearms. The student shall remain ineligible to participate in conference events until the criminal charge(s) are adjudicated or dismissed. A student convicted of a felony or adjudicated delinquent for an offense which would be a felony if committed by an adult, or a misdemeanor offense as listed in Section 24-1, 24-3 or 24-3.1, of the Criminal Code, pertaining to weapons and firearms shall be ineligible to participate in Southwestern Conference events for a period of one calendar year from the date of conviction. District 10 will apply this Southwestern rule to all students participating in all non-conference events and extracurricular activities.

CODE OF CONDUCT VIOLATION

A student's participation in athletic events and extracurricular activities is a privilege not a right. The athletic director and/or building administrator shall conduct an investigation of charges that an athlete has engaged in any act of gross disobedience or misconduct. The athletic director and/or building administrator shall make a preliminary determination, based upon the results of the investigation, as to whether prohibited conduct has, in fact, occurred. Once a determination that an act of gross disobedience or misconduct has occurred, the Code of Conduct Committee will convene to determine athletic disciplinary action. The committee will consist of the Athletic Director, the Assistant Athletic Director, the building Principal or another administrator designated by the Principal, and a minimum of one (1) Varsity Coach to be determined by the Principal and/or Athletic Director. Pending the Code of Conduct Committee review, the athletic director and/or building administrator shall suspend the student athlete from participation in all athletic competition. As soon as possible, the student and his/her parent(s)/guardian(s) will be notified of all charges and disciplinary action (including, but not limited to, suspension and/or removal from the team). The student and his/her parent(s)/guardian(s) may respond in writing to the charge(s) and disciplinary action taken for review by the Superintendent and/or his/her designee. This opportunity to have a review of the disciplinary action is the final step in this process. If a student is charged with an offense reported to the District pursuant to a reciprocal reporting agreement with local law enforcement and that offense is not already listed below as a Level A, B or C Offense, the student will be excluded from participating in all athletic and extracurricular activities for a period of time determined appropriate by the Administration.

VIOLATION LEVELS DEFINED:

Level A Offense: Includes, but is not limited to, the use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of alcohol; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase or being under the influence of marijuana or any controlled drug or controlled substance unless authorized under board policy and Ashley's law; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase or being under the influence of a harmful, illegal or across the counter drug; The use, possession, distribution (including attempt to use, obtain or distribute), sale, or purchase of any performance enhancing substance on the Illinois High School Association's most current banned substance list (unless administered in accordance with a prescription); The use, possession, distribution (including attempt to use, obtain or distribute) sale, or purchase of any inhalant (or paraphernalia for an 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.; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of 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 unless authorized under board policy and Ashley's law; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of "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; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any weapons (including guns and knives and/or look alike weapons).

Level B Offense: Includes, but is not limited to, the use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any tobacco products; (including electronic cigarettes); Theft or the vandalizing personal or school property; Any violation of the CHS Bullying, Intimidation, Hazing, Sexual Harassment, Fighting, Threat of Violence policy as outlined in the CHS Student and Parent Handbook; Activity that may be considered by the Code of Conduct Committee to be unsportsmanlike conduct (such conduct may include, but is not limited to, violation of team rules, profanity, disrespect, including behaviors verbal or in writing that are abusive or derogatory in nature, etc.); Such conduct may occur on or off-campus and during non-participation in an activity governed by this section.

For purposes of these rules, the term "possession" includes being physically present at a student party or social gathering in which there is underage possession or use of alcohol or possession or use of illegal substances and failing

to immediately depart the location and file a report with the Athletic Director or school administrator within 24 hours; or 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 or off school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person. Students who have consumed any prohibited substance are treated as though they have the prohibited substance, as applicable, in their possession.

The costs associated with any assessment, educational program, or treatment referred to herein shall be borne exclusively by the student and their parent(s)/guardian(s).

RULES IN EFFECT

This Code of Conduct will be enforced on a year-round basis — student behavior expectations may be enforced 24 hours per day/seven days per week. Disciplinary consequences for violations when a student is "out of season" or during the summer normally will be levied in the student's next period of competition or performance. If a violation of this policy occurs during times when school is not in session (i.e., summer break), students may be disciplined the following school year. Further, discipline imposed at the end of the school year may be enforced the following school year. The disciplinary actions for the Code of Conduct violations are the minimum that can be taken. A coach's policies may exceed the listed disciplinary actions. Coaching policies shall be kept on file in the athletic director's office. Student athletes who are suspended from the team but not school may attend games dressed in street clothes and sit with the team. ~~All signed Code of Conduct forms will be kept in the Athletic Trainer's office.~~

The athlete must attend all practices and contests during the time he/she is serving the disciplinary consequence. The student must complete the sport season for the consequences to be considered served. Students are prohibited from circumventing the penalty by enrolling in a sport in which he or she has not participated in previous years. In determining the timing of the disciplinary consequence, the Administration shall take into consideration the student's participation in athletics and activities from prior years. Athletes quitting the team during the season will not be permitted to join another team during that season unless mutually agreed upon by both coaches. Further, any participant who has an outstanding obligation to another sport will not be permitted to participate until the obligation has been satisfied. A student must be academically eligible at the end of the season and finish the season as a team member in good standing with the CHS Athletic Department and CHS school administration (ie. not in violation of the Code of Conduct policy) to receive a CHS Athletic Letter and/or other CHS Athletic awards for that season.

Commented [7]: Deleted language as Code of Conduct forms are no longer provided in paper (hard-copy) format.

GUIDELINES FOR ATHLETIC CODE OF CONDUCT VIOLATIONS

Suspensions may be for greater or lesser periods, depending upon the severity of the violation involved.

	LEVEL A OFFENSE	LEVEL B OFFENSE
FIRST OFFENSE	The student shall be suspended for twenty two percent (22%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.	The student shall be suspended from all athletics for a period of eleven percent (11%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.
SECOND OFFENSE	The student shall be suspended for fifty percent of the season if found to have committed 2 level A offenses, with limitations as set forth by the IHSA.	The student shall be suspended for twenty two percent (22%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.
THIRD OFFENSE	The student shall be suspended from the athletic program (practices and scheduled contests) for the remainder of his/her high school career.	The student shall be suspended from the athletic program (practices and scheduled contests) for a period of 365 days from the point of the violation.

FOURTH OFFENSE		The student shall be suspended from the athletic program (practices and scheduled contests) for the remainder of his/her high school career.

Parent(s)/guardian(s) must sign the Student/Parent Handbook Receipt during the online registration process. The signing of the Handbook (which includes the aforementioned Athletic Code of Conduct) will remain in effect for one full calendar year. Eight semesters of high school is a student's maximum length of eligibility.

CODE OF CONDUCT FOR STUDENT ACTIVITIES (COLLINSVILLE HIGH SCHOOL)

Confirmed violations are defined as violations that have been verified by the Athletic Director/Administration through investigation and with possible involvement of the School Resource Officer/Civil Authorities.

PURPOSE

The staff of Collinsville High School believes strongly in the education value of all school sponsored activities. The important goals of the activities programs are to give students direction in developing healthy living habits, self discipline, leadership, teamwork, and respect for rules and regulations. Participation in student activities is considered an extension of, but separate from, the regular high school program. While the regular curricular program is a right afforded to each student, participation in the co-curricular program is a privilege and such carries certain expectations and responsibilities beyond those found in the normal classroom situation. It is to these ends that a code of conduct is established for young people taking part in the student activities program. This code applies to all events during the school year and not just during the specific activity/club season.

EXPECTATION (REQUIREMENTS)

Students involved in extracurricular clubs and activities are expected to: 1) Comply with all organizational bylaws; 2) Adhere to all rules set forth in the student handbook; 3) Refrain from the use or possession of alcohol and other controlled substance (drugs) in accordance with the provisions of school policies; 4) Exhibit conduct becoming a CHS representative including respect of persons and property at all times; 5) Any student nominated for a position in the coronation court, honor society, offices nominated by staff, faculty and student body must not have had any disciplinary referrals for the year (exception - tardies to school).

PROCEDURES FOR A BREACH OF THE CODE OF CONDUCT

For violations of the Activities Code of Conduct (due to violation of the expectations listed above), the class/club sponsor will discuss/initiate the appropriate disciplinary action after consultation with the Assistant Principal. The Assistant Principal will then inform the student's parent or guardian of the violation and resulting disciplinary action. Further, when necessary, the Principal or designee will inform other sponsors.

CODE OF CONDUCT FOR ATHLETICS/STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)

The Board of Education, the Administration, and the Coaches and Sponsors of all co-curricular activities at Collinsville Middle School (CMS) have high expectations of those who represent our school on all teams and in all other activities. CMS students involved in co-curricular activities are expected to conduct themselves in a manner that reflects integrity on themselves, their group/team, and the school. Participation in the CMS co-curricular activities program is considered a privilege, not a right.

You should be aware that this code does not contain a complete list of inappropriate behavior as a CMS participant. In addition to the things listed, CMS participants will be expected to demonstrate excellent conduct in their classrooms, in the community, and in the activities themselves. Nothing less is acceptable.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of the CMS co-curricular program that warrant the indicated actions.

1. Confirmed involvement in the use or possession of a controlled substance.
2. Confirmed involvement in the use or possession of an alcoholic beverage.
3. Violation of the rules and regulations of CMS or Unit 10 that result in an out of school suspension three days or greater.

First Offense – Participant may be suspended from the activity for a period of up to two (2) weeks.

Second Offense – Participant may be excluded from all teams or other co-curricular activities for a period of one (1) calendar year.

Third Offense – Participant may be excluded from activities for the remainder of his/her middle school career.

*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The above violations are cumulative during the Participant's middle school career.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of CMS co-curricular activity program which warrant the indicated actions.

1. Smoking or any use of any kind of tobacco products.
2. Stealing or vandalizing personal or school property.

First Offense – Participant may be suspended from activities for a period of up to two (2) weeks.
Second Offense – Participant may be suspended from activities for a period of ninety (90) calendar days.
Third Offense – Participant may be excluded from activities for a period of one (1) calendar year.
*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of the CMS co-curricular program that warrant the indicated actions.

1. Violation of the rules and regulations of CMS that result in a suspension of five (5) days or fewer, either in school or out of school.
2. Unexcused absence from a contest.
3. Unexcused absence from practice.
4. Misconduct at practice, at contest/activity, or on an activity bus.
5. Any action(s) that is detrimental to the co-curricular program at CMS.

First Offense – Punishment will be determined by the coach/sponsor after consultation with the Principal.
Second Offense – Will be suspended from the team. Length of time will be determined by the coach/sponsor after consultation with the Principal.
*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The disciplinary actions for the various violations listed in this code are the minimum actions that can be taken. A coach or sponsor's policy can exceed the listed disciplinary action when such information has been provided to the athlete in that coach or sponsor's activity. During a period of suspension, the participant is to continue to participate in the activity during practice sessions or other meetings. A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension. A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.

Parent(s)/guardian(s) must sign the Student/Parent Handbook Receipt during the online registration process. The signing of the Handbook (which includes the aforementioned Athletic Code of Conduct) will remain in effect for one full calendar year.

COMPUTER AND INTERNET ACCEPTABLE USE POLICY

TECHNOLOGY AND INTERNET ACCEPTABLE USE

All use of electronic network use must be consistent with Collinsville School District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. The failure of any user to follow these rules will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

In accordance with federal law, the district provides CIPA (*Children's Internet Protection Act*) compliant web filtering for students on any Internet connected device within the boundaries of the district network. The district recognizes that although the Internet and online services afford access to legitimate sources of information for academic and educational purposes, these resources can also afford access to materials which may be illegal, obscene or indecent. The district will make every effort to protect students from inappropriate material while still allowing access to valuable academic content. All users must be aware that the use of the district's electronic networks and systems may result in public disclosure of the data and information associated with those systems under the *Illinois Freedom of Information Act*.

Acceptable Use - Access to the electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use.

Privileges - The use of the electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator or Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time.

Unacceptable Use - The user is responsible for his or her actions and activities involving the network. Some examples of unacceptable uses are: 1) Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any State or federal law; 2) Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused; 3) Downloading of copyrighted material for other than personal use; 4) Using the network for private financial or commercial gain; 5) Wastefully using resources, such as file space; 6) Hacking or gaining unauthorized access to files, resources, or entities; 7) Invading the privacy of individuals, that includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature including a photograph; 8) Using another user's account or password; 9) Posting material authored or created by another without his/her consent; 10) Posting anonymous messages; 11) Using the network for commercial or private advertising; 12) Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and 13) Using the network while access privileges are suspended or revoked.

Network Etiquette - The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following: 1) Be polite. Do not become abusive in messages to others. 2) Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language. 3) Do not reveal personal information, including the addresses or telephone numbers of students or colleagues. 4) Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities. 5) Do not use the network in any way that would disrupt its use by other users. 6) Consider all communications and information accessible via the network to be private property.

No Warranties - The school and district make no warranties of any kind, whether expressed or implied, for the service it is providing. The school and district are not responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The school and district specifically deny any responsibility for the accuracy or quality of information obtained through its services.

Indemnification - The user agrees to indemnify the school and district for any losses, costs, or damages, including reasonable attorney fees, incurred by the school or district relating to, or arising out of, any violation of these procedures.

Security - Network security is a high priority. If the user can identify a security problem on the Internet, the user must notify the system administrator or building principal. Keep your account and password confidential. Any user identified as a security risk may be denied access to the network.

Vandalism - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

Telephone Charges - The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Copyright Web Publishing Rules - Copyright law prohibits the republishing of text or graphics found on the Web without explicit written permission. 1) For each re-publication (on a Web site or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the Web address of the original source. 2) Students engaged in producing Web pages must provide library media specialists with e-mail or hard copy permissions before the Web pages are published. Printed evidence of the status of "public domain" documents must be provided. 3) The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the Web site displaying the material may not be considered a source of permission.

Use of Email – The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the School District. The School District provides email to aid students as an education tool. 1) The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited. 2) Each person should use the same degree of care in drafting an electronic mail message as would be put into a written memorandum or document. Nothing should be transmitted in an e-mail message that would be inappropriate in a letter or memorandum. 3) Electronic messages transmitted via the school district's Internet gateway carry with them an identification of the user's Internet "domain." This domain name is a registered domain name and identifies the author as being with the school district. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the school and district. Users will be held personally responsible for the content of any and all electronic mail messages transmitted to external recipients. 4) Any message received from an unknown sender via the Internet should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted. 5) Use of the School District's email system constitutes consent to these regulations.

CHROMEBOOK STUDENT USER AGREEMENT

The policies, procedures, and information within this document apply to all Chromebooks used at Collinsville School District by students, including any other device considered by the administration to fall under this policy. Teachers may set additional requirements for Chromebook use in their classroom.

Chromebook Loan - The Chromebooks are owned and maintained by Collinsville School District. Your use is limited to and conditional upon your full and complete compliance with the Computer and Internet Acceptable Use Policy.

Financial Responsibility for Loss or Damage - If the Chromebook is damaged, lost, or stolen, the student's parent or guardian may be responsible for the cost of repair or the value of the Chromebook. Loss by theft must be reported to the district by the next school day after the occurrence. Charges will be assessed for stolen Chromebooks unless a police report has been filed.

Chromebook Repair - Students are responsible for the general care of the Chromebook they have been issued by the school. Chromebooks that are broken or fail to work properly should be reported to a teacher or Chrome Depot.

School Use - Chromebooks are intended for use at school each day. Students who take them home are responsible for bringing their Chromebooks back to school fully charged on the following day unless advised not to do so by their teachers or administrators.

Commented [8]: Language revisions as recommended by Derek Turner, CUSD10 Director of Technology.

Using your Chromebook Outside of School - Students at CMS and CHS are encouraged to use their Chromebooks at home and other locations outside of school. A wireless Internet connection will be required for the majority of Chromebook use, however, some applications can be used while not connected to the Internet. The district will not supply an internet connection while the device is not on school property, the district is also not responsible for any data charges incurred for connectivity at school (via personal mobile hotspot) or at home.

Operating System - Students may not use or install any operating system on their Chromebook other than the current version of Chrome OS that is supported and managed by the technology department. The Chromebook operating system, Chrome OS, updates itself automatically. Students do not need to manually update their Chromebooks.

Privacy - Students have no expectation of confidentiality or privacy with respect to any usage of a Chromebook. The school district may, without prior notice or consent, log, supervise, access, view, monitor, and record use of issued Chromebooks at any time for any reason related to the operation of the district. By using a Chromebook, students agree to such access, monitoring, and recording of their use. Teachers, school administrators, and the technology department staff may use monitoring software that allows them to view the activity on student Chromebooks.

Term of Agreement - Your right to use and possess the Chromebook terminates no later than the last day of the school year, unless terminated earlier by the district.

Charging Batteries - Chromebooks should be brought to school each day in a fully-charged condition. You need to charge your Chromebooks each evening. In cases where the use of the Chromebook has exceeded battery life during the course of the day, you will be able to connect your computer to a power outlet in an area of the school if available. **CHARGERS SHOULD REMAIN AT HOME.**

Storing Your Chromebooks - You may take your Chromebook home every day after school regardless of whether or not it is needed. You must also store your Chromebook in the provided case or your backpack when moving from one area of the building to another and when taking your Chromebook to and from home.

Printing -

At School: Chromebooks will not support a physical printer connection. Printing functionality may be available and subject to classroom requirements. Teaching strategies will facilitate digital copies of work.

At Home: The Chromebook will not support a physical printer connection. Instead, users may print to their home printers using the Google Cloud Print service. A wireless home network is required for this. (See http://google.com/cloudprint for more information.) In very few cases will printing be needed, if at all.

Managing Your Files and Saving Your Work - The majority of student work will be stored in Internet/cloud-based applications and can be accessed from any computer with an Internet connection. The district will not be responsible for the loss of any student work.

Failure to Comply - The Chromebook is the sole property of CUSD. It is on loan to the student for the school year and can be requested to be returned at any time. Failure to comply with the terms of the Chromebook User Agreement will result in disciplinary action and loss of privileges.

Loaning or Borrowing Chromebooks - The student will not lend their Chromebook to another student, borrow a Chromebook from another student, and will not share their password with another student. Access to another student's account or Chromebook is strictly prohibited and is unacceptable.

Illegal Downloading - Illegal downloading and distribution of copyrighted works are serious offenses that carry with them the risk of substantial monetary damages and, in some cases, criminal prosecution. Copyright infringement could lead to limitation or suspension of district Internet services. The student's Chromebook will be confiscated if the student is found with illegally downloaded or distributed files on his or her issued device.

Damage Policy -

CHS:

First break - the district will repair the Chromebook and return it to the student. ~~A letter is sent home informing the parents of the incident~~

Second break - the student will not be allowed to take the device home again until the damage fee is paid.

Damage Fee Breakdown

Lost, stolen, Irreparable Damage: $200

Broken Keyboard: $25

Lost/broken charger: $25

Broken Screen: $50

Edging/Bezel/Cover/Hinges $25

CMS:

First break - the Chromebook can return home after fees are paid

Second break - the Chromebook can no longer go home

Damage Fee Breakdown

Lost, stolen, Irreparable Damage: $200

Broken Keyboard: $25

Lost/broken charger: $25

Broken Screen: $50

Edging/Bezel/Cover/Hinges $25

~~A $25 fee will be charged for each breakage occurrence throughout the year. Students who owe damage fees will not be allowed to take a device home. A checkout device will be provided for use at school. Please note: a fee will be charged for each broken component. For example, a Chromebook returned with a broken screen and missing keys, would be assessed $50 in fees. Lost Chromebooks will be assessed a $200 replacement fee. Additional disciplinary action may also be recommended in certain cases at the discretion of the school administration.~~

~~In certain cases, students may be allowed to complete Internet safety coursework in lieu of paying a breakage fee or to reduce the amount of the fee owed.~~

DIS:

Fees may be assessed for improper usage that results in damage to the devices and/or intentional damage (vandalism). Fee assessment is at the sole discretion of school administration.

In certain cases, students may be allowed to complete Internet safety coursework in lieu of paying a breakage fee or to reduce the amount of the fee owed.

Elementary:

Fees may be assessed for improper usage that results in damage to the devices and/or intentional damage (vandalism). Fee assessment is at the sole discretion of school administration.

*District-provided Chromebook cases should never be removed by a student.

*All Chromebook repairs must be made by factory authorized repair facilities or district technology staff.

PERMISSION TO USE VR (Virtual Reality) HEADSETS (Grades K-6)

The Collinsville School District Technology Department has purchased VR Headsets to enhance educational topics. The district has made every effort to consider students' health and safety at all times. There are certain precautions associated with the use of the VR headsets. Those include:

1) Operating the VR system in a safe environment and under adult supervision.

2) Not using/discontinuing the use of the headsets if suffering from any of the conditions/symptoms listed in the health and safety warnings (seizure disorder, binocular vision abnormalities, Epilepsy, loss of balance, disorientation, drowsiness, nausea, motion sickness or discomfort in the head or eyes).

If you have any questions about the headsets, contact your child's school. If you wish to exclude your student from activities involving the VR headsets, please contact your child's teacher.

CONFISCATED PERSONAL ITEMS

Any items that interfere with the learning process or pose a safety concern may be confiscated and turned over to the school office. Offenses may result in disciplinary action as determined on a case-by-case basis by school administrators. Schools are not responsible for lost, stolen, or damaged personal items.

CORRIDOR COURTESY

In order to help maintain a safe and positive school climate, we encourage all students to follow the set guidelines for passing between classes in the hallways: 1) Keep corridors open to traffic by walking to the right - running in the building is prohibited; 2) Do not block traffic by standing in groups; 3) Do not sit on the floors or stairwells; 4) Pass through the halls quietly; 5) Be considerate of others; 6) Do not carry food and/or drink in the hallways, 7) Discard trash in containers provided; 8) Keep your school clean by picking up paper from the floor; 9) Leave the building in an orderly manner when exiting.

COUNSELING SERVICES (COLLINSVILLE HIGH SCHOOL)

School counselors, school social workers, school psychologists, and the IEP coordinator will ensure all students will have access to and receive support for their academic, career, and social/emotional development through the delivery of classroom lessons, small groups, individual student meetings, and responsive services.

Confidentiality Guidelines

Confidentiality is an important part of the work social-workers, school psychologists and school counselors conduct with students. Please remember that counselors, social workers, psychologists and the IEP coordinator will adhere to professional guidelines and ethics for practice (ISBE, NASW, NASP, and ASCA), when providing services to services in either a face to face or virtual format. Interactions and conversations with students are confidential unless the following is disclosed: 1) Harm to Self or Others: This includes students who report a plan to harm themselves or others or a plan that puts the safety of others at imminent risk; 2) Abuse or Neglect: If a student talks about abuse (physical, emotional, verbal, sexual, or other) whether to themselves or to another minor, it is required by law to report the abuse to the Department of Children and Families and possibly the police. If a student discloses about an abuse case that has already been addressed by DCFS or the police, there may still be a need to make a report; 3) Court or Other Legal Proceedings: In accordance with law, if a counselor is subpoenaed, information is not guaranteed to be kept confidential. Staff will cooperate with local law enforcement, DCFS, social service agencies and the courts, as required by law.

~~**Counselors** are available to help students: 1) select high school courses; 2) research information about colleges, junior colleges, technical/trade schools, and financial aid; 3) gather information about careers and job opportunities; 4)~~

Commented [9]: Language revisions as recommended by the CHS Counserling Department.

understand and process problems with teachers, parents or other students; 5) assist with registration and schedule changes; 6) assist with home and school concerns; 7) assist with personal issues and social concerns; 8) assist with College Admission Exams, AP Exams and state testing; 9) assist with the school withdrawal process and make referrals for homebound services.

Social Workers are also available to provide individual and group counseling to students experiencing difficulties at school, home or with peers.

CURRICULA (COLLINSVILLE MIDDLE SCHOOL)

The academic courses taught at Collinsville Middle School are in the following major academic fields:

Grade Seven Required Courses

Language Arts – 5 days a week for 1 year; Health – 5 days a week for one semester; Keyboarding – 5 days a week for one semester; Mathematics – 5 days a week for 1 year; Physical Education – 5 days a week for 1 year; Science – 5 days a week for 1 year; Social Studies – 5 days a week for 1 year

Grade Seven Elective Courses

Band –As needed throughout week; Choir –5 days a week for 1 year

Grade Eight Required Courses

Language Arts – 5 days a week for 1 year; Mathematics – 5 days a week for 1 year; Physical Education – 5 days a week for 1 year; Science – 5 days a week for 1 year; Social Studies – 5 days a week for 1 year

Grade Eight Elective Courses

Art – 5 days a week for one semester; Music Appreciation – 5 days a week for one semester; Band – As needed throughout week; Choir –5 days a week for 1 year; STEAM -5 days a week for one semester; Adv. Health - 5 days a week for one semester

If you would like a course description of the courses, please contact the appropriate teacher or department chairperson.

DANCE POLICY (COLLINSVILLE HIGH SCHOOL)

Collinsville High School students may invite a guest to school dances (homecoming, winter ball, prom, post-prom, etc.). All guests must be high school students and/or under the age of 21. No middle school age students or young adults over the age of 20 will be allowed to attend school dances without administrative approval. Guests of CHS students who are not members of the CHS student body may be required to complete a registration form with the main office and may be subject to a background check by law enforcement. The CHS administration will have final authority regarding anyone wanting to attend school functions as guests of students enrolled at CHS. All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately. The school may also impose other discipline as outlined in the CHS discipline code.

DANCE POLICY (COLLINSVILLE MIDDLE SCHOOL)

Attendance at school-sponsored dances is a privilege. Only students who attend Collinsville Middle School may attend a CMS school-sponsored dance, unless the principal or designee approves a student's guest in advance of the event. No guests are allowed to attend CMS sponsored dances. All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately and the student's parent/guardian will be contacted. The school may also impose other discipline as outlined in the school's discipline code.

DISPLAYS OF AFFECTION

Students should refrain from public displays of affection that tend to cast an unfavorable impression on the school and the individuals involved. Students are not to embrace, kiss or have bodily contact while on school property or at school functions other than holding hands. Offenses may result in disciplinary action as determined on a case-by-case basis by school administrators.

DRESS CODE - STUDENT

The Collinsville School District believes that a working clothing-code establishes an environment conducive to learning and reinforces instruction that prepares students to succeed in the world of work. Appropriate student appearance decreases educational distractions, promotes the safety of all students, produces higher moral and physical standards among students, and in general, contributes to the high level of academic excellence of our school. The students' rights of personal freedom to dress and groom themselves according to personal taste will be respected in Unit 10 schools as long as the dress and grooming does not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate or compromise reasonable standards of health, safety and decency. Dress and/or grooming which is not in accord with reasonable standards for health and safety will be considered inappropriate. The building

principal is the final authority for judging the appropriateness of a student's appearance. If a teacher finds a student's dress or grooming to be a disruption in the classroom, the student will be sent to the office. Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others, may be subject to discipline.
Current state guidelines require ALL students and staff to wear masks during the school day. If your child has a documented medical condition and/or sensory issue, please contact your child's Building Principal to request a Waiver. Your Building Principal will contact you with a determination of your request. Additional documentation may be required to support the waiver such as a statement from your child's physician

DRESS & GROOMING GUIDELINES AND PROHIBITED ITEMS
The following dress/groom items will not be permitted at schools in Collinsville Unit 10: 1) Articles of clothing (including accessories) that contains or suggests vulgar, profane or inappropriate wording or images, pictures of illegal substances, alcoholic beverages, tobacco products, sexual activity, or violence; 2) Articles of clothing (including accessories) associated with or affiliated with gangs (this includes (but is not limited to) – bandanas, colors, insignias or symbols or combination of symbols indicating membership in, affiliation with, or support for any gang or similar organization with intimidation, violence, drugs or illegal activity); 3) The "B's" that should not be visible at school: Bras, Bellies, Bottoms, Backs, Boxers, and Bedroom Attire; 4) Clothing with holes, rips, tears, poorly fitting, showing skin, undergarments, or disrupt the educational process of the classroom, may not be worn at school (all undergarments must be covered by outer attire). Pants/shorts must also be worn at the normal waistline at all times and shorts/skirts must be no shorter than mid-thigh. Yoga pants and leggings must be worn at the normal waistline at all times (hip area covered) and must be covered to mid-thigh by outer attire (ie. sweaters, skirts, shorts). **Top attire** must touch bottom attire all the way around when a student is standing, sitting, or walking (no showing of midriff). Halter, one-shoulder, tube, spaghetti string tops , or crop tops are not permitted; 5) Jewelry must be removed in instructional settings which pose student safety concerns; 6) Chains, chains from wallets, metal or plastic spikes, or any other apparel which could be a safety concern; 7) Coats of a long nature (including 'trench coats' and those worn by certain religious affiliations – clerical robes); 8) Dog collar necklaces, chains or bracelets made with spikes; 9) Eyeglasses with tinted lenses (except for those medically necessary and prescribed by a physician); ~~10) Hats, capes, scarves, durags, hair rollers, hoods, hairnets, picks and combs are not to be worn at any time during the school day either in the building or in outside areas (all headgear will be confiscated)~~ 10) No form of headgear or headwear (including, but not limited to hats, bandanas, hoodies, etc.) are to be worn at any time during the school day, either in the building or in outside areas; and 11) Loungewear, house-slippers, pajamas, and/or housecoats; 12) dress or grooming which disrupts the orderly process of school functions or endangers the health or safety of the student, other students or others..

Commented [10]: Revised language to address headgear/headwear as recommended by school administrators.

CONSEQUENCE FOR DRESS CODE VIOLATIONS
Students will be required to comply with dress and grooming guidelines (which may include changing clothing, wearing loaner clothes or being sent home.
Other dress and grooming issues that may arise and those not addressed specifically in this section will be handled by the administration on a case-by case basis in a manner that is consistent with the items in the preceding paragraphs.

DRUG/ALCOHOL ABUSE

Non-medical use of drugs and the consumption of alcoholic beverages are hazardous to the health of students. Possession, use, delivery, receipt of delivery, or any attempt to use, deliver or receive drugs or alcohol is prohibited on school buses, in school buildings and on school property. This policy extends to all school sponsored and related activities as well as field trips and athletic and extracurricular trips, whether held before or after school, evenings, or weekends.

POLICY REGARDING POSSESSION OF NARCOTICS, STIMULANTS, MARIJUANA, ETC. – RESOLUTION
Whereas, the illegal or unauthorized possession, use, delivery or receipt of alcohol, narcotics, stimulants, hallucinogens and depressants, including marijuana and "look alike drugs," is recognized by the Board to be deleterious to the proper conduct of the schools and a danger to the safety, health and welfare of the teachers, students and administrators; and
Whereas, conduct on the part of the students in possessing, using, delivering, receiving, or arranging/soliciting for the use, delivery or receipt of alcohol, drugs or drug paraphernalia in the schools is deemed a serious violation of acceptable standards of behavior which is detrimental to the accomplishment of the purpose of schools;
BE IT RESOLVED by this Board of Education that it is the policy that any student found possessing, using, delivering, receiving or arranging/soliciting for the use, delivery or receipt of alcohol, unauthorized or harmful drugs, including marijuana and "look alike drugs", or possessing, using, delivering and/or receiving drug paraphernalia on school property or transportation facilities or at an approved school activity held on non-school property may be 1) assigned an In-School Suspension ranging to an Out-of-School suspension, 2) have parking privileges revoked for the remainder of the school year, and 3) be referred to the Board of Education for a hearing and possible expulsion from school for the remainder of the school year (any evidence obtained will be delivered to local authorities for possible prosecution). Information which may be referred to the Board of Education and/or local authorities regarding possible expulsion causes shall include: 1)

information provided from the Abused and Neglected Child Reporting Act; 2) Special Education files (including the report of the multidisciplinary staffing on which placement of no placement was based); 3) all records and tape records relating to special education placement hearing and appeals; and 4) the disciplinary infractions that resulted in expulsion, suspension, or the imposition of punishment or sanction. For purposes of this provision, disciplinary infraction refers to violation of policies on drugs, weapons or bodily harm to another person. All discipline under this section will be administered on a case-by-case basis.

MEDICAL MARIJUANA

The Compassionate Use of Medical Cannabis Program Act (410 ILCS 130 et seq.) strictly prohibits the possession and use on school grounds and on school buses of marijuana except as authorized under 105 ILCS 5/22-33 and Board Policies. A student who has been prescribed medical marijuana must provide the District with a doctor's prescription for medical marijuana. The school nurse will assist with coordination and monitoring the student's use of medical marijuana.

Note: If a student exhibits behavior that indicates he/she may be under the influence of alcohol or other drugs, he/she will be referred to the nurses' office, social worker or assistant principal. A nurse, with a social worker, school counselor, school resource officer and/or assistant principal will conduct a physical assessment including a standard field sobriety test and/or breathalyzer for the presence of alcohol. If this team determines that there is strong suspicion the student is under the influence, the parents will be notified. Any student who comes to school or to any school activity already under the influence of or having consumed or taken either alcohol or other drugs, but not having the illegal substance on his/her person, may receive an In-School Supervision ranging to a 10 day out-of-school suspension, will have their parking privileges revoked, may be recommended for expulsion to the Board of Education, and may be referred to the legal authorities for appropriate action. All discipline under this section will be administered on a case-by-case basis.

SUBSTANCE ABUSE OPTION

For certain alcohol and drug related offenses, a student may be referred to a substance abuse program. If offered this option, the student's recommended discipline may be reduced.

In lieu of a recommendation for expulsion, the student and parent(s)/guardian(s) must agree to an assessment/treatment alternative. If the parent(s)/guardian(s) accept the assessment/treatment alternative, they must consent to release of information between the school district and the substance abuse program and comply with all terms and conditions as determined by the appropriate administrator. The service provider must be approved by the building principal (or designee). Parent(s)/guardian(s) must make contact within the first five days of the suspension to set up an appointment with the selected service provider and notify arrangements with the principal (or designee). Upon confirmation of the appointment, the recommendation for expulsion will be conditionally withdrawn. The administration further reserves the right to recommend expulsion of a student who has been offered and accepted the substance abuse option if he or she commits any additional acts of misconduct (as outlined in the Collinsville Unit 10 School District Student and Parent Handbook).

After the appointment is made, the principal (or designee) must be contacted by the service provider and be notified of the initial assessment date. After the assessment is complete, the service provider must verify that the student was assessed and inform the principal (or designee) of the expected length of treatment and or education program. If treatment is long-term, the service provider must contact the principal (or designee) minimally every month to provide an update on the student's progress. Should the student terminate treatment/education prematurely or miss more than two appointments, the principal (or designee) will be notified and the recommendation for expulsion shall be renewed. When treatment/education is completed, the service provider will send the principal (or designee) a final report verifying that treatment has been completed in addition to any other appropriate information**.** Should the student violate any additional acts of misconduct (as outlined in the Collinsville Unit 10 School District Student and Parent Handbook) during the conditional withdrawal of expulsion, the recommendation for expulsion shall be renewed. Any second drug/alcohol violation during a student's school career may result in an in-school supervision ranging through a ten (10) day out of-school suspension and a possible recommendation for expulsion with no opportunity for the assessment/treatment alternative. All discipline imposed on a student for the second/drug violation will be determined on a case-by-case basis.

NOTE*: All costs associated with any assessment, educational program or treatment referred to herein above shall be borne exclusively by the student and the parent(s)/guardian(s). The administration reserves the right to withhold this option and/or recommend expulsion for a first offense.*

DELIVERY

The delivery or receipt of delivery (or any attempt or intention to deliver or receive delivery) of any alcoholic beverage, controlled substance, look-alike drug, drug paraphernalia, illicit drugs, prescription drugs, or over-the-counter medication in school buildings, on school buses, or on school property may result in an in-school supervision ranging to a ten (10) day out of-school suspension and possible recommendation for expulsion~~,~~ revocation of parking privileges and a recommendation for expulsion with no opportunity for a substance abuse option. All discipline will be imposed on a case-by-case basis. Delivery refers to the transfer of possession or control to another person whether or not the substance or item is in that person's immediate presence. Delivery includes, but is not limited to, any gift, exchange, sale or transfer with or without payment or consideration. There is no assessment/treatment alternative for any student who delivers any of the items listed above.

PROCEDURES FOR IMPAIRMENT ASSESSMENT

The following will be in effect not only during school hours, but also on campus at any time and at any off-campus activities officially involving C.U.S.D. No. 10 students: 1) Parent notification upon conclusion of an administrative

review; 2) In-School Supervision ranging to an out-of-school suspension from school with a recommendation to the Board of Education for expulsion. All discipline imposed will be determined on a case-by-case basis; 3) Police contact and charges filed when appropriate. School staff having cause to believe that a student is in possession, under the influence, or shows evidence of having used any illegal drug, alcohol or other controlled substance must immediately be reported to the principal or designee. An administrator and a designated team will conduct an assessment, which may include, but is not limited to: 1) Questioning of student regarding possible use; 2) Assessment of physical symptoms; 3) Standard Field Sobriety Test; and 4) Additional screening:

For suspected use of alcohol: 1) A saliva or portable Breathalyzer test to be used only after visual assessment of symptoms and questioning of the student regarding possible use; 2) To be conducted by trained staff in the presence of a second staff member.

For suspected other drug use: Screening Assessment for Suspected Chemical Use

If screening results indicate alcohol or drug use and/or possession, the principal or designee shall contact appropriate law enforcement and parent(s)/guardian(s). In implementing this procedure, the principal and/or designee shall coordinate all efforts with law enforcement officials. If possession and/or use is confirmed, discipline policies and procedures shall be followed.

Legal authorities will be contacted whenever students are found to be in violation of the Collinsville School District Drug/Alcohol Abuse policy.

DRUG AND ALCOHOL FREE WORKPLACE/TOBACCO PROHIBITION

All District workplaces are drug- and alcohol-free workplaces. All employees are prohibited from engaging in any of the following activities while on District premises or while performing work for the District: 1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance. 2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred. 3. Distribution, consumption, possession, use, or being impaired by or under the influence of cannabis; being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law*, 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests the specific articulable symptoms listed in the *Cannabis Regulation and Tax Act* (CRTA). For purposes of this policy a controlled substance means a substance that is: 1. Not legally obtainable, 2. Being used in a manner different than prescribed, 3. Legally obtainable, but has not been legally obtained, or 4. Referenced in federal or State controlled substance acts. As a condition of employment, each employee shall: 1. Abide by the terms of the Board policy respecting a drug- and alcohol-free workplace; and 2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than 5 calendar days after such a conviction. Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired. All employees are covered by the conduct prohibitions contained in policy 8:30, Visitors to and Conduct on School Property. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location. Tobacco shall have the meaning provided in 105 ILCS 5/10-20.5b. *Cannabis* shall have the meaning provided in the CRTA, 410 ILCS 705/1-10. *E-Cigarette* is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

DRUG TESTING FOR INTERSCHOLASTIC ATHLETICS (COLLINSVILLE HIGH SCHOOL)

INTERSCHOLASTIC ATHLETIC ELIGIBILITY – DRUG TESTING

The CHS Athletic Department believes that the use of alcohol, tobacco or drugs by students who participate in interscholastic athletics presents a particular hazard to the health, safety and welfare of the student athlete and to those who compete with the athlete. Collinsville High School encourages students to participate in interscholastic athletics, but believes the opportunity to try-out and participate in school-sponsored interscholastic athletics is not an absolute right. Rather, it is a privilege offered to eligible students on an equal opportunity basis. To be eligible to try-out for or to participate in any school-sponsored interscholastic athletic program, students must agree to submit to testing for the use of drugs, if selected, in accordance with this policy.

The purpose of this policy is to protect the health, welfare and safety of students engaged in interscholastic athletics. It is to better assure the student athlete's health and physical fitness to participate in athletics and not to provide means which the district may use to punish a student athlete other than by disqualification from participation in interscholastic

athletics. Accordingly, the results of any drug test administered under this policy shall be used only for the determination of eligibility to try-out for and participate in interscholastic athletics and for no other disciplinary purpose.

Definitions

A. *Interscholastic Athletics*: Any interscholastic athletic competition representing CHS, sponsored or conducted by the District, for students who participate voluntarily and for which no academic credit or grades are awarded.

B. *Student Athlete*: Any student who is trying out for or participating in any school-sponsored interscholastic athletic competition.

C. *Alcohol*: Any liquor, wine, beer, or other drink containing alcohol.

D. *Drugs*: Amphetamines, barbiturates, benzodiazepines, cocaine metabolite, marijuana metabolite, methadone, opiates, phencyclidine, nicotine, and methamphetamines, except when taken pursuant to a legal prescription issued by a licensed physician.

E. *Under the Influence*: The existence of 40 nanograms of alcohol or of an illegal drug in the bloodstream.

Prohibited Conduct: Student athletes shall not at any time possess, use, deliver, receive (or arrange for the use, delivery or receipt), or be under the influence of any illegal drug, anabolic steroid, tobacco product or alcohol while a member of any school-sponsored interscholastic athletic team.

Consent Form: In order to try-out for or to participate in any school-sponsored interscholastic athletic competition, the student athlete must read this policy and sign a consent form by which the student athlete agrees that as a condition of participation in school interscholastic athletics, he/she will be eligible for the drug, alcohol, and steroid testing program outlined in this procedure. This consent form must also be signed by the student's parents or guardians in advance of the tryouts for a specific sport. The consent form will be valid for the current school year, including the following summer, and must be renewed annually.

Non-Compliance: If the student athlete or his/her parents (or guardians) refuse to sign the consent form, the student will not be permitted to be a member of a team. Also, during the season, if the student athlete refuses to be tested when selected the athlete will be dropped from the team. After the conclusion of the season while he/she was dropped from the team for non-compliance, the student may ask to be tested at the family's expense. If the test results are negative, the student athlete will again be eligible.

Confidentiality: The results of any test administered under the terms of this policy shall be kept confidential and disclosed only to the student athlete, his/her parents or guardians, personnel of the drug testing facility, and school officials designed by the Superintendent. The results of the testing shall not be used as a basis of disciplinary action other than disqualification as provided for in this policy and procedure. The test results will not be part of the student's athlete's permanent record but will be kept in a secure file in the Athletic Training room.

Random Selection of Athletes for Testing: At the beginning of each sport's season, a list of all eligible student athletes will be submitted to the drug testing facility. On the day of testing, the testing facility will randomly select test candidates. The list of names will be delivered to the Athletic Trainer.

Testing will occur randomly over the course of each athletic season. Up to five student athletes will be tested on each testing date. Selected athletes will be summoned to report to the Athletic gymnasium at some time during the morning on the day of testing. The athlete will be met by the Athletic Trainer to be escorted to the testing site.

Testing Procedures

A licensed medical facility selected by the Athletic Department shall take every reasonable precaution to collect an unadulterated specimen during the collection process and will provide an accurate chain of custody for each and every specimen. Testing & samples will be handled entirely by the testing facility. Rapid drug screen tests will be utilized, with initial results read on site. If the screening test does not identify any metabolites, then it is reported as negative. In the event that there is a non-negative indicated on site, the specimen is sealed and the specimen will be sent to GC/MS confirmation testing. Urine, saliva or hair testing may be conducted.

Test Results

All test results will remain confidential. Only the Athletic Director, Athletic Trainer & school Principal will have access to test results. No notification shall be made for negative test results. If a sample results in a positive test, the results will be verified by the testing facility. The student athlete and his/her parents or guardians will then be contacted by the testing facility's medical review officer for further verification. Once a positive test has been confirmed school personnel will be notified of the infraction. If the test results are positive, it will be considered a Level A Code of Conduct violation as outlined in the CHS Student Handbook.

Re-testing

The student athlete will have an opportunity within twenty-four hours of the notification of the positive test results to be re-tested in a federally licensed laboratory of the family's choice and at the family's expense. The Athletic Director may consult the medical professionals to evaluate the results of the re-test, taking into consideration any evidence offered by the student. Should the test be confirmed as positive, and there is not a satisfactory explanation for the positive results, the student athlete will have twenty-four hours to complete an assessment interview.

Enforcement: Nothing contained in this policy shall prohibit or limit the application of the District's regular student disciplinary rules and regulations to student athletes. The provisions of the policy are considered an addition to all other rules and regulations governing student conduct and discipline.

Hearing Rights: The parents or guardians of the student athlete charged with a violation of the rules of this policy and procedures shall be given thirty-six (36) hours for an opportunity for a hearing before the Athletic Committee (CHS

Principal, CHS Assistant Principal, and a CHS Athletic Department Head Coach). The Athletic Director shall present the evidence of an alleged violation to the student and give the student an opportunity to respond to the charge. The Committee shall give an interpretation on the issue in question and shall submit the ruling to the Principal whose decision shall be final.

Expenses: Funding for this program will be provided by the Collinsville Unit School District No. 10.

~~**IHSA PERFORMANCE ENHANCING SUBSTANCE TESTING POLICY**~~

~~In accordance with the work of its Sports Medicine Advisory Committee and Public Act 096-0132, the Illinois High School Association shall implement a performance-enhancing substance testing program for student-athletes at IHSA member schools. The Illinois Department of Public Health shall provide oversight to the association and the testing program as needed. For the complete IHSA performance-enhancing substance testing policy (including the Parent and Student Agreement/Acknowledgement Form and IHSA Banned Substance Classes) please visit the IHSA website at www.ihsa.org.~~

~~The IHSA prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. IHSA administers a performance-enhancing substance testing program. Under this program, student athletes are subject to random drug testing for the presence in their bodies of performance-enhancing substances on the IHSA's banned substance list. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, *Student Behavior*.~~

The Illinois High School Association (IHSA) prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. ~~IHSA administers a performance-enhancing substance testing program. Under this program, student athletes are subject to random drug testing for the presence in their bodies of performance-enhancing substances on the IHSA's banned substance list.~~ In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, Student Behavior.

Commented [11]: Deleted language as per Amanda Baugher, Athletic Trainer at CHS. The IHSA no longer conducts a Substance Testing Policy.

Commented [12]: Recommended language as per CUSD10 legal counsel.

EMERGENCIES

Student safety and welfare are major concerns to Collinsville Community Unit School District Number Ten (10). Safety drills will occur at times established by the school board. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement drill to address an active shooter incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. Drills will not be preceded by a warning to the students. The following emergency situation procedures will be followed:

DISASTER DRILLS

Tornado, Earthquake and Fire Drills

In case of an earthquake, tornado or fire, emergency precautions will be taken. Periodic drills will be run throughout the school year. Detailed information concerning evacuation procedures for fire, earthquake and safety areas for tornadoes is given to each teacher. They will go over these procedures with students as well as keeping instructions posted in each classroom. All instructors shall carry class lists/grade books with them to the disaster evacuation/safe site area. All evacuation routes will be posted in every room and are included in the School Emergency Readiness Plan.

Bomb Threat

The Collinsville School District takes all Bomb threats seriously. Any person who makes a Bomb threat will be reported to the police and will be prosecuted ***The following procedures are only a portion of the procedures that will be implemented in case of a bomb threat:***

The local law enforcement officials will be notified immediately. Until they arrive, the following will be initiated: 1) Students and staff will proceed to the designated 'safe site'. If deemed necessary by the administration and/or the local enforcement officials, all students will be evacuated by bus to an alternative site. During these procedures, no student will be allowed to leave campus; 2) Parents/Guardians are requested not to come to school to pick up students. During a Bomb Threat protocol, if parents/guardians have a family emergency, and it is absolutely necessary for the parent/guardian to pick up their child, the parent/guardian will be required to park off campus and walk to the "safe area"; 3) Communication with the school will not be possible. Telephone/Cell Phones cannot be used during a bomb threat; 4) Violation of this policy by students will result in disciplinary action as determined on a case-by-case basis by school administrators. If law enforcement confirms the presence of any explosive device upon their arrival,, they will take charge of procedures.

Earthquake Plan

In the event an earthquake is confirmed, students and teachers should: 1) Stay inside - move away from windows, shelves and heavy objects that may fall; 2) Crouch underneath the desktop of their individual student desks to avoid falling or fallen debris. 3) Students and staff in the halls or stairways should move to an interior wall; 3) Turn away from windows;

4) Students and staff in laboratories and kitchens should extinguish all burners before taking cover; 5) Students and staff located outdoors should move to an open space away from the building and overhead power lines and lie down on the ground; 6) No students should leave school grounds without permission.

Fire Evacuation Plan

In the event a fire is suspected or confirmed or an evacuation is required, the school fire alarm will sound. Students and staff should: 1) Leave their designated room by the nearest exit as directed by the teacher; 2) Move away from the building to the evacuation site; 3) Remain calm. The school may choose to use a delayed egress approach (up to three minutes) taking into consideration the guidelines listed below: 1. Fire alarm will sound as normal. 2. Evacuation is delayed up to a three minute delay to allow for investigation for smoke and/or fire as well investigation of means of egress on the interior and exterior for signs of suspicious subjects or signs of targeted violence.

Intruder Procedures/Lockdown

In the event an intruder is present on campus, the school will go under a 'lockdown' procedure.

Lockdown is a building procedure that takes place in a crisis situation. During a Lockdown, student movement is stopped, and the building is secured. Everyone in the building will be made aware that a serious event has occurred or is about to occur, and how to act accordingly.

Missing Student Procedures

In the event the school office is notified that a student is missing, the parent(s)/guardian(s) of the missing student will be notified immediately. Upon confirming that the student is not on school property, the local Police Department will be notified. Collinsville Unit 10 Schools and the local Police Department will work collaboratively to locate the missing student.

Power Failure

In the event the electrical power goes out, students are to remain in the class that they are attending until notice is given by the office to resume the usual schedule or to follow a revised emergency schedule.

Tornado Plan

In the event school authorities receive information from the Civil Defense or Weather Bureaus that extremely severe weather is imminent, notification will be made from the office (either by announcement or a series of short rings on the bell system) for the teachers to move their classes to a predetermined area. Students are to follow the specific instructions given by the teacher: 1) Move to the area designated by the teacher; 2) Follow the teacher's instructions; 3) Protect your face and head with your arms and hands; 4) Stay away from glass; 5) Remain calm.

Train Derailment/Chemical Spill Procedures

In the event of a train derailment and/or chemical spill, the school office will notify the local Fire Department and/or law enforcement officials. Upon arrival, the local Fire Department and/or law enforcement officials will oversee the scene at the school.

Emergency Plans for the Physically Handicapped: Employees and students on crutches are reminded not to use the elevators in emergency situations because the electricity may be affected by the emergency. When the crowd dissipates, employees/students on crutches may require assistance to negotiate the stairs. Special safe areas have been provided for students with disabilities.

Students are expected to fully cooperate with school faculty and staff and/or local responders when a drill is conducted or if an emergency arises. Full cooperation includes, but is not limited to, the following: 1) proceeding directly to a designated emergency site in a safe, but speedy manner; 2) complying to the requests of staff to ensure an orderly atmosphere; 3) proceeding directly to the appropriate class/instructional program when the drill is completed. *Other misconduct that violates CUSD10 expectations of 'full cooperation during a drill or emergency,' not specifically addressed in this section will be handled by the administration in a manner consistent with this section.* Failure to fully cooperate with school faculty and staff and/or local responders may result in disciplinary action, ranging from In-School Suspension (ISS) to Out-of-School Suspension (OSS) as determined on a case-by-case basis by school administrators.

ON-CAMPUS EMERGENCY RELEASE PROCEDURES (CHS)

In the event that a school emergency arises where parents/guardians are authorized to pick-up their children from the school campus, the following procedures must be followed to maintain an orderly environment: 1) In an emergency situation, local responders (i.e., the Collinsville Police Department and/or the Collinsville Fire Department) control the scene. These local responders consider all scenarios and scan the campus to determine if it is safe for re-entry; 2) In an emergency situation, high school students who drove to school may be prohibited from removing their vehicle from campus; 3) Parents/guardians should not drive or park on the high school campus; 4) Parents/guardians should proceed only to the Fine Art Center-Auditorium. *Please do not enter any other building on campus.* In the Auditorium, an update of the situation will be presented; 5) Parents/guardians should not attempt to collect their child at any location other than the designated, pick-up area (the Fine Art Center-Auditorium); 6) Parents/guardians should complete the appropriate "Emergency Release Form" distributed by CHS personnel and submit this form to CHS personnel. *One form must be submitted for each child*; 7) Parents/guardians must present a government-issued photo identification (i.e., driver's license) to CHS personnel when submitting the appropriate "Emergency Release Form;" 8) Parents/guardians must be (physically) present in order for their child to be released. *Phone requests for release of a student will not be accepted*; 9) Only the legal parent/guardian is permitted to request and collect his/her child; 10) Parents/guardians should await the

arrival of their child inside the Fine Art Center-Auditorium; 11) Parents/guardians should depart the CHS campus, immediately after completing the "Emergency Release Process" and collecting their child; 12) If a parent/guardian opts to have a student-athlete released from school (when local responders deem the school safe and the school day is not officially cancelled), the student-athlete is not permitted to attend any school-related practices or participate in any school-related competition for the date(s) of the release; 13) If a parent/guardian opts to have a student affiliated with an extra-curricular group released from school (when local responders deem the school safe and the school day is not officially cancelled), the student affiliated with an extra-curricular group is not permitted to participate in related activities for the date(s) of the release.

In the midst of an emergency situation, the cooperation and communication with parents, students, and staff remains paramount. Parents/guardians who may need to update their contact information, may mail/deliver a signed letter to the CHS Counseling Department containing the changes that are to be made. Parents/guardians may also opt to send a signed letter with their child to present to the CHS Counseling Department.

ON-CAMPUS EMERGENCY RELEASE PROCEDURES (CMS/DIS/ELEMENTARY)

In the case of an emergency student pickup situation that requires parents/guardians to pick up from school or a secondary location, there is protocol within our District Safety Plan that outlines how students are dismissed in a crisis situation. Due to a variety of safety precautions, parents will have to check in and show identification with school personnel to receive their children and WILL NOT have direct access to the student population.

ENGLISH LEARNERS

The school offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State standards that all children are expected to meet. Parents/guardians of English Learners will be informed how they can: (1) be involved in the education of their children, and (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students.

Bilingual Programs/Transitional Bilingual Education

Transitional Bilingual Education (TBE) programs are required at schools where there are 20 or more Limited English Proficient (LEP) students of the same language. The Transitional Bilingual Education program is for non-native English speaking students who have difficulty with written or spoken English. The program provides instruction in the student's native language (Spanish) with transition into English. The program helps students to succeed in academic subjects and learn English and develop their native language. Currently Collinsville Community Unit School District 10 offers the TBE program to students in PK-12th grade who speak Spanish. Schools that support the TBE program are Kreitner Elementary, Caseyville Elementary, Dorris Intermediate, Collinsville Middle and Collinsville High School.

Dual Language Education

One-Way Dual Language is a Spanish dual language program that includes instruction in both English and Spanish to help Emergent Bilinguals excel academically while becoming bilingual, biliterate and bicultural. A one-way program is intended for native Spanish speakers to continue developing and building on their native languages while learning English. Students spend part of the school day learning in their native language and part of the day learning in their non-native language. Students in dual language programs develop high-levels of proficiency in their own language as well as a second language. The benefits of balanced bilingualism allow for creativity and problem solving, greater cross-cultural understanding, and marketability for future college and career goals in a bilingual and multilingual society. The Dual Language Model of Spanish/English instructions: Kinder-80/20%, 1st-70/30%, 2nd-60/40%, 3rd & 4th 50/50%. Schools that support the Dual Language program are Kreitner Elementary (K-4th), Caseyville Elementary (K-1st).

Transitional Program of Instruction/English as a Second Language

The Transitional Program of Instruction is for non-native English speaking students who have various home languages; they do not speak the same non-English language. These students have difficulty with written or spoken English. The program provides support to help students in K-12th grade succeed in academic subjects and learn English. Schools that support the TPI program are Webster Elementary, Renfro Elementary, Summit Elementary, Twin Echo, Dorris Intermediate, Collinsville Middle and Collinsville High School.

Bilingual AssessmentsWIDA Screener

The WIDA screener is an abbreviated version of the ACCESS 2.0 test for ELLs. It is given to all new students in the district if a non-English language is indicated on the Home Language Survey. The test is administered by Multicultural Program staff and takes approximately 30-60 minutes or more depending on the English ability of the student.

ACCESS 2.0 for ELLs

ACCESS 2.0 is an annual state English proficiency test given to all English Language Learners (ELLs) in grades K-12. The ACCESS 2.0 test must be given to all ELL students in and out of the ESL/Bilingual programs until they obtain a 4.8 composite proficiency level. Scoring is based on the English proficiency standards as developed by the WIDA Consortium. Students are tested in 5 areas: Social and Instructional Language, Language Arts, Math, Science, and Social Studies. All 4 language domains are assessed within these content areas: speaking, listening, reading, and writing. Different tests are given by grade cluster: K, 1, 2-3, 4-5, 6-8, and 9-12. In addition there are 2 tiers (A, B/C) that are

assigned individually based on the English proficiency level of the student. Testing is administered by the English Learner Department and given by certified teaching staff.

Commented [13]: Added language as recommended by Carla Cruise, CUSD10 EL Director

ENROLLMENT

Students new to the Collinsville School District are required to enroll at the Collinsville Community Unit School District 10 Administration Office at 201 West Clay Street. A parent/guardian must be present to complete the enrollment process. To facilitate the enrollment process, you may wish to print and complete the C.U.S.D. No. 10 Enrollment Information form and bring it with you to the Administration Office.

If a student is determined to be a nonresident of the District for whom tuition must be charged, the person(s) enrolling the student are liable for nonresident tuition from the date the student began attending a District school as a nonresident pursuant to Illinois School Code (105 ILCS 5/10-20.12a(a). A person who knowingly enrolls or attempts to enroll in this School District on a tuition-free basis a student known by that person to be a nonresident of the District is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12b(e). A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that District without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f).

The unsafe school choice option allows students to transfer to another District school or a public charter school within the District. The unsafe school choice option is available to: (1) All students attending a persistently dangerous school, as defined by State law and identified by the Illinois State Board of Education; and (2) Any student who is a victim of a violent criminal offense that occurred on school grounds during regular school hours or during a school-sponsored event.

DENIAL OF ENROLLMENT (CHS)

A school or school district may deny enrollment to a student 17 years of age or older for one semester for failure to meet minimum academic standards if all of the following conditions are met: 1) The student achieved a grade point average of less than "D" (or its equivalent) in the semester immediately prior to the current semester; 2) The student and the student's parent or guardian are given written notice warning that the student is failing academically and is subject to denial from enrollment for one semester unless a "D" average (or its equivalent) or better is attained in the current semester; 3) The parent or guardian is provided with the right to appeal the notice, as determined by the State Board of Education in accordance with due process; 4) The student is provided with an academic improvement plan and academic remediation services; 5) The student fails to achieve a "D" average (or its equivalent) or better in the current semester. No child may be denied enrollment or reenrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

A school or school district may deny enrollment to a student 17 years of age or older for one semester for failure to meet minimum attendance standards if all of the following conditions are met: 1) The student was absent without valid cause for 20% or more of the attendance days in the semester immediately prior to the current semester; 2) The student and the student's parent or guardian are given written notice warning that the student is subject to denial from enrollment for one semester unless the student is absent without valid cause less than 20% of the attendance days in the current semester; 3) The student's parent or guardian is provided with the right to appeal the notice, as determined by the State Board of Education in accordance with due process; 4) The student is provided with attendance remediation services, including without limitation assessment, counseling, and support services; 5) The student is absent without valid cause for 20% or more of the attendance days in the current semester. No child may be denied enrollment or reenrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

RE-ENROLLMENT (CHS)

Re-enrollment shall be denied to any individual above the age of seventeen (17) years who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday. No child may be denied enrollment or reenrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

EQUAL EDUCATIONAL OPPORTUNITIES

NOTICE OF NONDISCRIMINATION

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, immigration status, order of protection status, status as homeless, or actual or potential marital or parental status, including pregnancy. No student shall, based on sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities. Inquiries concerning the application of Title IX (sex equity), Section 504 (handicapped) or Title VI (minorities) should be directed to the C.U.S.D. No. 10 District Office. Any student may file a sex equity complaint by using the Uniform Grievance Procedure. A student may appeal to the School Board's resolution of the complaint to the Regional Superintendent of schools and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8 of The School Code).

EXAM POLICY (COLLINSVILLE HIGH SCHOOL)

EXAM EXEMPTION POLICY

SAT testing: Seniors who took the School Day SAT in April of the previous school year and who received a score of 1250 or higher AND have five or fewer absences during first semester AND have no unexcused absences AND no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program will be exempt from taking 1st semester final exams.

Seniors who took the School Day SAT test in April AND who received a score of 1000 or higher AND who have five or fewer absences during the entire school year AND have no unexcused absences AND no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program will be exempt from 2nd semester final exams. Students not enrolled in Collinsville High School during SAT School Day testing are required to take first semester examinations in all classes.

If any student has any unexcused absences, such student shall forfeit all SAT incentives.[c1]

Final Exam Exemption Policy (Second Semester Only)

In order to promote positive attendance, positive behavior and reward hard work, students may be exempt from taking second semester final examinations if the following criteria are met:

Attendance/Discipline: 1) The student must have no unexcused absences and no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program during the school year. If the student is absent the day before exams, he/she will be required to take the exams unless excused by an administrator before the absence; Students not enrolled in Collinsville High School for the full year are required to take second semester finals.[c2]

Academics: Students who earn a semester overall grade of 'A' or 'B' in a class and comply with all stipulations of the attendance/discipline requirements (as outlined above) will be exempt from the semester exam for that class.

Students who meet the criteria to be excused from final exams may opt to take any/all final exams to try to raise their grade at no risk of lowering their grade. Students not exempt from exams who skip their semester final will receive a zero on that exam which may result in a loss of credit for that class.

EXAM MAKE-UP POLICY

Students are required to take semester exams: 1) during the class period(s) and 2) on the day(s) assigned. Documentation from a medical physician and/or principal approval is required for students missing final exams. Parents should not schedule appointments or vacations for students during final exams. If a student misses the first semester final exam(s) with a documented absence, he/she will be expected to make up these exams no later than the first three days of the second semester. If a student misses the second semester final exams with a documented/approved absence, he/she will be expected to make up these exams no later than the first week of summer break. Students will not be permitted to complete semester final exams before the scheduled exam period. If snow days are used, the final date for second semester changes, thus moving the date of second semester final exams. Please take this into consideration as you are scheduling vacations. Students may not be permitted to make up final exams for unexcused absences that occur on a final exam day (i.e. vacation). Students enrolled in a dual credit course with Southwestern Illinois College are required to take that final exam.

FAMILY LIFE & SEX EDUCATION CLASSES

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-12, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-12, instruction on the prevention, transmission, and spread of AIDS; instruction on diseases; recognizing and avoiding sexual abuse; or instruction on donor programs for organ/tissue, blood donor, and transplantation, if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology. Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

FEES

The Collinsville School District establishes fees and charges to fund certain school materials and activities. Each school year, the administration shall present to the Board, for its approval, a schedule of student fees. Students will be charged for loss of or damage to school books or other school-owned materials.

REFUND/WAIVER OF STUDENT FEES

Each school year, the administration shall present to the Board, for its approval, a schedule of student fees.

Students shall not be denied educational services or academic credit due to the inability of parent(s)/guardian(s) to pay fees and certain charges. Collinsville Community Unit School District No. 10 has a Fee Waiver Policy for families receiving Financial Assistance under Article IV of the Illinois Public Aid Code and those students who qualify for the Free and Reduced Lunch Programs. Students whose parents are unable to afford student fees may receive a waiver of some fees. However, these students are not exempt from charges for lost and damaged books, locks, materials, supplies,

and equipment. Applications for fee waivers may be submitted by a student's parent(s)/guardian(s) who have been assessed a fee on an application form available from the Building Principal. A student shall be eligible for a fee waiver if at least one of the following prerequisites is met: 1) The student currently lives in a household that meets the free lunch or breakfast eligibility guidelines established by the federal government pursuant to the National School Lunch Act; or 2) The student or the student's family is currently receiving aid under Article IV of the Illinois Public Aid Code (Aid to Families of Dependent Children). The Superintendent or designee will give additional consideration where one or more of the following factors are present: 1) Illness in the family; 2) Unusual expenses such as fire, flood, storm damage, etc.; 3) Unemployment; 4) Emergency situations; 5) When one or more of the parents/guardians are involved in a work stoppage. The student's parent(s)/guardian(s) shall submit written evidence of eligibility for waiver of student's fee. A separate application form shall be submitted for each fee assessed to each student. The Fee Waiver Policy does not apply to Summer School or any state fees associated with Driver's Education. Questions regarding the fee waiver application process should be addressed to the CUSD10 Assistant Superintendent.

Fee waivers will be considered only if written evidence is presented by the person applying for the waiver.
"School fees" refers to any monetary charge collected by the school or district from a student or the parents/guardians as a prerequisite for the student's participation in any curricular or extracurricular program of the school or district during the school year. A school does not impose a "fee" when it requires that students provide their own ordinary supplies or materials (e.g., pencil, paper, notebooks) that are necessary to participate in any curricular or extracurricular program. "School Fees" include, but are not limited to, the following: 1) Charges for required textbooks and instructional materials; 2) Charges and deposits collected by a school for use of school property (e.g., locks, towels, laboratory equipment); 3) Charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class or extracurricular activity (e.g., annually scheduled trips to museums, concerts, places of business and industry or field trips related to instruction in social studies, the fine arts, career/vocational education or the sciences); 4) Charges or deposits for uniforms or equipment related to varsity and intramural sports, or to fine arts programs; 5)School health services fees ; 6) Charges for supplies required for a particular class (e.g., shop or home economics materials, laboratory or art supplies); 7) Graduation fees (e.g., caps, gowns); 8) School records fees; 9) Driver's education fees assessed pursuant to School Code [105 ILCS 5/27-24.2]; 10) District 10 school fees include a technology device and device insurance cost. "School Fees" do not include: 1) Library fines and other charges made for the loss, misuse, or destruction of school property (e.g. Chromebook, musical instruments, library fines); 2) Charges for the purchase of class rings, yearbooks, pictures, diploma covers or similar items; 3) Charges for optional travel undertaken by a school club or group of students outside of school hours (e.g., a trip to Spain by the Spanish Club or a senior class trip); 4) Charges for admission to school dances, athletic events or other social events; 5) Optional community service programs for which fees are charged (e.g., preschool, before and after school child care, recreational programs); 6) Optional fees or charges such as parking passes; 7) Summer camps that are optional and/or not operated by District 10.

Application for Waiver of School Fees
An application form for school fee waiver is available in the District's Central Office, 201 West Clay Street, Collinsville, IL 62234, or can be downloaded using the link below. The completed form, along with documentation of the household's gross income, including a copy of current Pay Stub(s) for all family members and a copy of current income tax forms 1040 and W-2 Forms for all family members (or other evidence of documentation acceptable to the district), and any additional information/documentation required on the application, must be submitted to Mr. Bradley Hyre, CUSD10 Assistant Superintendent, 123 West Clay Street, Collinsville, Illinois 62234. One application form must be submitted at the beginning of each school year to determine the eligibility for the waiver of all applicable fees for that school year. No fee shall be collected from any parents/guardians who are seeking a fee waiver in accordance with this policy until they have been notified of the district's decision regarding the request or appeal, if one is made. Parents/Guardians are advised that supplying false information to obtain a fee waiver is a Class 4 Felony under Illinois compiled statutes 7-20 ILCS 5/17.6. If the amount of benefit obtained is over $300, it is a Class 3 Felony.

The CUSD10 Assistant Superintendent of Schools or designee will notify the parents/guardians within 30 days of receipt of the request, as to whether the request has been granted or denied. If the request is denied, or a subsequent decrease in family income occurs, you may reapply for a waiver at any time during the school year. A denial of a waiver request may be appealed to Dr. Mark B. Skertich, CUSD10 Superintendent of Schools (201 West Clay Street, Collinsville, Illinois 62234) by submitting a completed appeal form within two weeks of the denial. The person filing the appeal may request to meet in person with the CUSD10 Superintendent of Schools to explain the basis for the appeal. A decision will be mailed to the parents/guardians within 30 calendar days of the receipt of the request. The decision of the CUSD10 Superintendent of Schools is final and binding. Questions concerning the fee waiver process should be addressed to Mr. Bradley Hyre, CUSD10 Assistant Superintendent of Schools (123 West Clay Street, Collinsville, Illinois 62234).

FAILURE TO PAY FEES; COLLECTION
To maintain the quality of our educational programs, Collinsville School District will make every effort to secure payment of student fees from each parent/guardian who is able to pay. Collinsville School District participates in the Illinois Local Debt Recovery Program, established to collect outstanding debt in coordination with the Illinois Comptroller's Office.

Pursuant to the Hunger-Free Students' Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.

FIELD TRIPS

The Board of Education encourages field trips when the experiences are an integral part of the school curriculum and contribute to the District's desired educational goals. Parents/legal guardians will be required to sign a parent permission slip before students may participate in any activity planned off the school grounds. This includes all field trips.

Approximately two weeks prior to a scheduled field trip students will be provided with a Field Trip Approval Form and Medical Authorization Form. The Field Trip Approval Form form must be approved by each of the student's teachers to indicate that the student is passing the class with a grade of 'D' or better. The Medical Authorization Form must be completed and signed by the parent/guardian. In order to be eligible for field trip attendance students must: 1) be passing all enrolled classes at the time of the submission of the Field Trip Approval Form and 2) submit a signed Medical Authorization Form. Any student who does not return a completed Field Trip Approval Form and Medical Authorization Form will not be allowed to attend the field trip. It is the responsibility of the student to inform his/her teachers of the field trip. Students must request homework for the class period(s) that they will be absent from class due to a field trip experience prior to leaving on the field trip. Students will assume responsibility for completing any work missed on the day of their return from the field trip (or as agreed to by the classroom teacher).

All students are expected to follow all school rules during a field trip experience. Any student involved in a disciplinary infraction on a field trip is subject to disciplinary action and may lose field trip privileges for the remainder of the school year. The school reserves the right to search all student luggage/bags before going on a field trip or at any time during the field trip to avoid transporting or student possession of illegal or dangerous materials, illegal substances or unauthorized materials. Parents may decline to have their children participate in a school planned field trip. This request to not participate must be made in writing and sent to the building principal. Appropriate alternative learning experiences for non-participating students will be arranged by the teacher.

FINANCIAL AID (COLLINSVILLE HIGH SCHOOL)

GRANTS

To determine eligibility for federal aid, students planning to attend a university, college, community college, or tech school should complete the Free Application for Federal Student Aid (FAFSA) beginning in October of their senior year. The U.S. Department of Education prefers students file the FAFSA on-line at www.fafsa.ed.gov. Students without internet access may request a paper copy of the FAFSA from their counselor or by calling 1-800-433-3243.

Contact the Financial Aid Office at the colleges, community colleges or tech schools to which you have applied about any other required financial aid forms and to discuss other sources of financial assistance. Some colleges automatically consider all applicants for grants and scholarships, while others require separate forms. Check with the Financial Aid office in the fall to make sure you do not miss any deadlines.

SCHOLARSHIPS

There are many scholarships available to students both locally and nationally. The Counseling Department maintains an extensive list of scholarships. Students can access this list online by visiting https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/scholarships or by logging into Naviance at https://student.naviance.com/collinsvillehs.

TRANSCRIPTS

Collinsville High School will provide students with four free transcripts. There will be a cost of $1.00 for every transcript after the initial four. The final (fifth) transcript will be sent at no additional cost. Students must fill out a Transcript Release Form online at: https://counselors.cusd.kahoks.org/transcript-requests .

FUNDRAISING AND ADVERTISING REGULATIONS

Only approved student organizations will be permitted to advertise and conduct fundraising projects on campus. A form must be filled out and approved before any fundraising project is begun. Forms are available in the school office. Organizations may advertise on campus by using posters, signs and the morning announcements. A copy of all posters, signs and bulletin notices to be used must be submitted to the main office for approval. All advertisements must be removed the day after the project has ended. Individuals may not sell any type of merchandise without consent of the school Principal. Merchandise may be confiscated and students may be disciplined for violations as determined on a case-by-case basis by school administrators.

GANG AND GANG ACTIVITY PROHIBITED

The Board of Education considers the presence of gangs and gang activities a substantial disruption of or material interference with, school and school activities. A "gang" is defined as any group, club or organization of two (2) or more

persons whose purpose includes the commission of illegal acts. By this policy, the Board of Education acts to prohibit gang activity on or about school grounds, on school buses, or off school at any school activity. 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 engage in any gang activity, including, but not limited to: 1) Wearing, possessing, using, distributing (delivery or receipt), displaying, selling or arranging/soliciting for the possession, use, distribution (delivery or receipt), display or sale of any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; 2) Committing any act or omission, or using any speech, either verbal or non-verbal (such as gestures or hand-shakes) showing membership or affiliation in a gang; 3) Writing, drawing or distributing any gang related symbols or literature; and 4) Using any speech or committing any act or omission in furtherance of the interests of any gang or gang activity, including, but not limited to: (a) soliciting others for membership in any gangs, (b) requesting any person to pay protection or otherwise intimidating, harassing or threatening any person, (c) committing any other illegal act disruptive of school operation, or intimidating staff or students or other violation of school district policies; d) inciting other students to act with physical violence or intimidation upon any person, group or classification and/or which violate district policies or civil or criminal law.

Students engaging in any gang-related activity, as described above, may be subject to the following disciplinary action: 1) Removal from extra-curricular and athletic activities for a period of 24 months; 2) Conference with parent(s)/guardian(s); 3) Referral to appropriate law enforcement agency; and/or 4) Suspension for up to 10 days with referral to the Board of Education for possible expulsion for up to two years.

GRADES – COLLINSVILLE HIGH SCHOOL

Grades and grade point averages are reported to the parents at the end of every quarter and the end of each semester. Each nine weeks will count for forty percent (40%) of the final semester grade and the final exam will count for twenty percent (20%) of the final semester grade. In the event a student is exempt from final exams, each nine-week grade will count for fifty percent (50%) of the final semester grade. An academic report card is available for review at the end of each academic quarter via the Skyward Family Access Parent & Student Portal. This report enables all concerned to see what the student has accomplished and where the student may improve. Parents/Guardians are encouraged to frequently check their child's progress throughout the year on the CHS FAMILY Access website: www.kahoks.org - Parents/Students>*Family Access.* Parents/Guardians who do not have electronic access to their child's report card can contact the student's school office to request a hard copy of the report card in their home language.

Grades are not forwarded if the student has moved residence without written notification to the CHS Registrar. Subject achievements are reported as letter grades, and grade point averages are reported as numerical points. The equivalence method is used to convert numerical scores into letter grades and to convert letter grades into numerical points according to the following scales:

Numerical Scores	**Letter Grades**	**A.P./ Honors**	**Enriched**	**Regular**
90 – 100	A	5	4.5	4
80 – 89	B	4	3.5	3
70 – 79	C	3	2.5	2
60 - 69	D	1	1	1
BELOW 60	F	0	0	0

If a class is dropped after the fifth week of a semester, the grade for that semester shall be recorded as an F.

GRADES & PROMOTION – COLLINSVILLE MIDDLE SCHOOL

Grades and grade point average are reported to the parents at the end of each quarter (nine weeks). The report cards will be available to be viewed by parents/guardians at the end of each grading period. Subject achievements are reported as

letter grades and grade point averages are reported as numerical points. For questions regarding grades, please contact the classroom teacher.

Numerical Scores	Letter Grades
90 – 100	A
80 – 89	B
70 – 79	C
60 - 69	D
BELOW 60	F

The final grade assigned by the teacher cannot be changed by a District administrator without notifying the teacher. Reasons for changing a student's final grade include:
A miscalculation of test scores; A technical error in assigning a particular grade or score; The teacher agrees to allow the student to do extra work that may impact the grade; An inappropriate grading system was used to determine the grade; An inappropriate grade was based on an appropriate grading system.
The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized test or other testing. A student shall not be promoted based upon age or any other social reasons not related to academic performance.

PROMOTION POLICY
The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, performance based on Standards Achievement Tests, "Local Learning Assessment" tests, or other testing. A student shall not be promoted based upon age or any other social reasons not related to academic performance. Remedial assistance options will be offered to students based upon recommendation of the school personnel. Records/grades will be reviewed by building administration at the end of the school year to determine overall readiness for the next grade. If the student is deemed ready for the next grade, s/he will be promoted otherwise; s/he will be retained. Students must meet the U.S. Constitution requirement.
***The Promotion/Retention Policy is as follows and is used as a guide by the Collinsville Middle School Administration:**
1) 4 Failures (Core Classes) – Automatic Retention; 2) One (1), Two (2) or Three (3) Failures (Core Classes) – Summer School Required for Promotion to the next grade level. Administration will make the final determination for Summer School on a case-by-case basis.

ACCELERATED PLACEMENT
The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADES AND PROMOTION - DORRIS INTERMEDIATE SCHOOL

School report cards are issued to students on a quarterly basis. For questions regarding grades, please contact the classroom teacher. The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing.
In Collinsville CUSD10, successful completion of the curriculum in grades 5-6 means a student attained a final grade above an "F" in both reading and math. In grades K-4, students must attain a final rating higher than "Beginning" in

reading and math. If a child receives an "F" as a final grade in reading and math (or "B" for grades K-4), he/she will not be promoted to the next grade level unless a remedial plan is successfully completed. Summer school is the final option of the remedial plan.
A student will not be promoted based upon age or any other social reasons not related to academic performance.

Grade Scale (Grades 5-6)
Letter Grades will be administered in core curricular areas beginning in fifth grade. Progress will be assessed according to student mastery of the state learning standards. Letter grades are issued according to the following scale.

Numerical Scores	Letter Grades
90 – 100	A
80 – 89	B
70 – 79	C
60 - 69	D
BELOW 60	F

GRADE PLACEMENT
Collinsville Community Unit School District #10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement.
ACCELERATED PLACEMENT
The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADES AND PROMOTION – ELEMENTARY (K-4)

School report cards are available to view in Skyward each trimester. For questions regarding grades, please contact the classroom teacher. Grades may be accessed on-line through Skyward. Parents/Guardians who do not have electronic access to their child's report card can contact the student's school office to request a hard copy of the report card in their home language. The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reasons not related to academic performance. If the student is "Below" in both reading and math, he/she may not be promoted to the next grade level unless a remedial plan is successfully completed. Summer school is the final option of the remedial plan.

EXPLANATION OF ACADEMIC MARKS (GRADES K-4)

Below (B)	Below expectations on grade level standards.
Meets (M)	Meeting expectations on grade level standards.
Exceeds €	Exceeding expectations on grade level standards.

Not Assessed (NA)	The topic/concept was introduced but not assessed at this time.
Satisfactory (S)	The student's skill level is secure.
Needs Improvement (NI)	The topic has been introduced. The students' skill level is not secure.

GRADE PLACEMENT
Collinsville Community Unit School District #10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement.

ACCELERATED PLACEMENT
The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADUATION CREDIT REQUIREMENTS (COLLINSVILLE HIGH SCHOOL)

To graduate from high school, unless otherwise exempted, each student is responsible for: 1) Completing all State mandated graduation requirements listed below; 2) Completing all District graduation requirements that are in addition to State graduation requirements; 3) Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance; 4) Participating in the State assessment required for graduation; and (5) filing one of the following (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf. A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

REQUIRED COURSES
There is no limitation on the maximum number of units of credits a student can earn, but the following courses are required and must be successfully completed: 1) English (4 credits); 2) Mathematics (3 credits, including 1 credit of Geometry and enrollment in mathematics for three full academic years); 3) Science (2 credits: 1 credit of life science and 1 credit of physical science); 4) Social Studies [2 ½ credits: including ½ credit in Government (Civics), 1 credit in United States History, and 1 credit in World History or World Geography; 5) Physical Ed. (1 credit per year; Minimum required 4 semesters of PE and 1 semester of Health, PE waiver available under certain circumstances); 6) Consumer Education (min. ¼ credit); 7) Computer Applications (1/2 credit). Seniors, with parent/guardian permission, may choose to enroll in an academic class in lieu of lunch/study hall.

Free Application for Federal Student Aid (FAFSA) Graduation Requirement
As a prerequisite to receiving a high school diploma, 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 FAFSA with the United States Department of Education or, if applicable, an application for State financial aid; 2) File an ISBE waiver indicating that the parent or guardian or, if applicable, the student understands what the FAFSA and application for State financial aid are and has chosen not to file an application.
Upon request, the school will provide a student and his or her parent or guardian any support or assistance necessary to comply with this requirement
A school district may award a high school diploma to a student who is unable to meet this requirement due to extenuating circumstances, as determined by the school district, if (i) the student has met all other graduation requirements, 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.

Commented [14]: Added language to comply with State Graduation Requirement

CREDITS
Graduating students are required to have a total of 22 credits. Half a credit per semester is awarded for each course satisfactorily completed except the following: 1) Vocational Center Programs (AVC) - 3 credits -1 ½ credits per semester;

2) Driver Education – ¼ credit; 3) Computer Applications – ¼ credit class; 4) Cooperative Education – 1 ¼ credits per semester; and 5) Algebra IA– ¾ credit for each semester; CEO Entrepreneurship- 2 Credits- 1 credit per semester.
Credits in the ninth through twelfth grades are awarded at the end of first and second semester. An' F' grade in a course means no credit is earned. No credit is awarded for repeating a course if credit was earned previously for the same course - the first grade earned will be the grade used for grade point calculations (except for Current Events which may be taken for credit twice). If a course is dropped after the first five weeks of either semester, the drop will be recorded as a course attempted and will be used to compute grade point average. The grade report and student permanent record will list the drop course as 'F'.'

EARLY GRADUATION

CHS is a four-year institution that does not promote early graduation. However, students may graduate at the end of their 7th semester when they have met all graduation requirements and submitted the Application for Early Graduation by September 5th of their senior year. Early graduates will not be permitted to participate in spring extracurricular activities, attend prom or the senior class trip. Early graduates who wish to walk with their class in the graduation ceremony must attend the mandatory graduation practice. Applications for early graduation may be obtained in the Counseling Department.

HALL PASSES (COLLINSVILLE HIGH SCHOOL)

During class time, students may not be in the hallways without a signed pass. It is the responsibility of the student to assure that they have a school approved pass. Only CHS faculty and office staff may issue passes. Students with passes are to proceed directly to the location identified on the pass. Students are prohibited from altering the content of a pass without the approval of the staff member who initially issued the pass. Student-escorts for pupils with 'early passes' must remain with the pupil identified on the pass until the class dismissal bell and/or the end of the school day. The following color scheme will be followed: 1) Blue-Passes to go to the health room; 2) Orange-Passes to go to the library; 3) White–Passes issued by the office; 4) Green - Summon Slips issued by the office.

HANDBOOK RECEIPT REQUIRED

All parents/guardians must sign a receipt indicating that they agree to read and acknowledge they understand that the Student and Parent Handbook may be accessed via the Collinsville Unit 10 School District Website at http://www.kahoks.org. This should be completed through the Parent Portal in Skyward during the registration process. By signing the handbook receipt, parents/guardians/students acknowledge that they will read and follow the policies and procedures set in place for students by the C.U.S.D. No. 10 Board of Education. Parents/Guardians who sign for their child do so with the understanding that their child will read and follow the policies and procedures set in place for students by the C.U.S.D. No. 10 Board of Education.

HEALTH SERVICES

School Health Services provides emergent/urgent nursing assessment, first aid care, medication administration, vision/hearing screening/referral, health record maintenance and IEP related assessments through the health office. The health and welfare of every student is important. Regardless of the nature and extent of a student's illness or injury, it should be reported to the school nurse. Staff members can refer students to the health office and students can refer themselves by requesting a pass from a staff member. Parent/guardian notification will be based on nursing assessment and the nurse's/principal's discretion.

ACCIDENT REPORTS

If a student is seriously injured which requires medical attention while at school, at a school sponsored event or function, or on the bus, the nurse, the teacher, the bus driver and/or principal will complete an accident report. The student's parents will be notified as soon as practicable. In the event a child is seriously injured and the parents cannot be contacted, the school nurse will be notified and after an examination and consultation with the principal, a decision may be made to have the child transported to the Emergency Room. Every effort will be made to notify the parents of the decision.

ALLERGY MANAGEMENT - FOOD ALLERGY AND OTHER LIFE THREATENING ALLERGIES

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules. If your child has a life-threatening allergy or life-threatening chronic illness, please notify the building principal and/or school nurse. Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your child has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports so that your child can access his or her education as effectively as students without disabilities. Not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504. Our school district also may be able to appropriately meet a student's needs through other means. If your child has a life-threatening allergy, an emergency action plan and health care plan will be developed and implemented in order to provide the best care for your child. If an EpiPen auto-injector has been prescribed, the parent/guardian will be responsible for notifying the school

nurse/principal and providing the necessary emergency documentation and medication. In addition, undesignated Epipens are available in case of a first time reaction occurring at school that can be administered by the school nurse following an assessment.

AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

The state requires all public indoor athletic facilities with participants of 100 or more to have AEDs. This includes schools with gymnasiums/wrestling rooms/weight training rooms/physical education classes. An AED (Automated External Defibrillator) is a device that is designed to shock a fibrillating heart back into a normal rhythm. These are safe and effective life-saving devices. There is no danger to students, staff, or visitors. No accidental shock can be given. The device will only shock a fibrillation heart. All CUSD10 school buildings/Administration building/Administrative Annex building are equipped with Heartsine AEDs. There are additional AEDs available for athletic practices and events. Several staff members have completed CPR/AED certification training. Please make your child(ren) aware that these units are housed in wall hanging cabinets in each building and should not be tampered with by students.

BUS TRANSPORTATION - EMERGENCY MEDICAL INFORMATION FOR STUDENTS WITH SPECIAL NEEDS/MEDICAL CONCERNS DURING BUS TRANSPORTATION

The BUS TRANSPORTATION - EMERGENCY MEDICAL INFORMATION FOR STUDENTS WITH SPECIAL NEEDS/MEDICAL CONCERNS DURING BUS TRANSPORTATION form is available from the school nurse in the Health Office. The purpose of this form is to give school bus drivers/monitors information about children who may have special needs or medical concerns during bus transportation. However, the school bus drivers/monitors are not responsible for and will not give/monitor medications on the bus. The school bus drivers/monitors are not trained health care providers. No medication should be carried or used on the bus unless specific arrangements have been made with the school nurse (inhaler/EpiPen/diabetic) and in accordance with Board Policy 7:270. In an emergent situation, a bus driver should pull to a safe stop and notify dispatch to call 911. Examples of this may include but are not limited to: grand mal seizure, severe asthma attack, allergic reaction with respiratory difficulty, and/or severe bleeding from a wound. This form is available from the school nurse and will be kept in the school nurse's office, with a student's IEP/504, with a student/s HCP, and/or at the bus company.

COMMUNICABLE DISEASE – NOTIFICATION AND EXCLUSION

The school will observe recommendations of the CDC, Illinois Department of Public Health, and local health departments regarding communicable diseases. 1. Parents are required to notify the school nurse if they suspect their child has a communicable disease. 2. In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian. The decision to allow attendance will be made by the school nurse. 3. The school will provide written instructions to the parent and guardian regarding appropriate treatment for the communicable disease. 4. A student excluded because of a communicable disease will be permitted to return to school only when the parent or guardian brings to the school a letter from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease. 5. A Susceptibility List will be kept in each building indicating the students who are at risk due to lack of immunizations, medical exemptions, or religious exemptions. Parents of susceptible students will be notified in the event of a communicable disease outbreak. If your child exhibits SYMPTOMS of the following illness(es), please follow these guidelines. A Physician's note may be required when returning to school.

ALLERGIC CONJUNCTIVITIS-(caused frequently from allergies) May return to school immediately with confirmation from doctor.

CHICKEN POX/SHINGLES-Exclusion from school for at least 5 days after the eruption of the last vesicles or until all lesions are dry and scabbed over with absence of fever.

COMMON COLD-Exclude from school for fever 100 degree F or greater for 24 hours and/or excessive coughing.

CONTAGIOUS CONJUNCTIVITIS (Pink eye)-Exclusion from school until 24 hours after treatment begins or written permission from the doctor to return to school.

FEVER-Fever is considered to be 100 degree F or greater. Exclusion from school until the student is **fever-free** for 24 hours without fever-reducing medications.

FIFTH'S DISEASE-Rash will appear lace-like and bright red on arms/chest/abdomen. Facial cheeks may appear bright red. No exclusion unless fever over 100 degrees is present. May require written verification from physician

GASTROENTERITIS (PARASITIC/VIRAL)-Exclusion from school until 24 hour absence of **diarrhea, vomiting, and fever** 100 degree F or greater.

HAND FOOT MOUTH DISEASE-May see lesions on hands, feet, and/or face. Return with written verification from a physician and/or lesions are intact and dry or can be covered at all types. Must be fever free and practice good hygiene (for example-no drooling, no toys in mouth, good hand washing, etc.).

HEPATITIS A VIRUS-Exclusion from school until a written release from doctor is obtained. Must be free of diarrhea, vomiting, and fever for 24 hours before returning to school.

IMPETIGO-Exclusion from school until sores are healed over without drainage or with permission from the physician to return to school 24 hours after treatment begins. Note: Lesions must be covered while in school when possible.

INFLUENZA (FLU)-Exclusion from school until absence of fever (fever is 100 degree F or greater) for 24 hours.

MENINGITIS-Exclusion from school until absence of fever for 24 hours without fever-reducing medication, at least 24 hours of antibiotics, and with written release from the physician.

PEDICULOSIS (HEAD LICE)-Exclusion from school may occur for live lice/multiple nits per the discretion of the school nurse/principal until 1) treatment with appropriate lice eliminating product, 2) removal of live lice/multiple nits, and 3) completion of a head check by the school nurse/principal.
PINWORMS-Exclusion from school until 24 hours after first treatment confirmed. May require written verification from a doctor to return to school. Practice good/frequent handwashing.
RINGWORM-Exclusion from school until 24 hours after treatment begins with written verification from the doctor or evidence of over-the-counter antifungal treatment has been initiated. Lesions should be kept covered at school.
SCABIES-Exclusion from school until 24 hours after the first scabicide treatment confirmed. Written verification from the physician to return to school.
STREP THROAT and SCARLET FEVER-Exclusion from school until 24 hours after treatment (antibiotic) begins with written permission from the doctor to return to school, provided that fever is absent without fever-reducing medications for 24 hours.
STAPH and MRSA-Exclusion from school for a minimum of 48 hours after antibiotic treatment has begun and lesions are closed or completely covered. Exclude if wounds cannot be well contained under a dressing. Exclude from high-risk activities such as contact team sports if the wound cannot be completely covered with a secure bandage that will remain intact throughout sport activity, until completely healed. Exclude from use of pools/whirlpool until wounds are healed. Students must practice good frequent hand hygiene. *Must have doctor written permission to return to school.*
OXYGEN SATURATION-Fingertip pulse oximetry may be used as a tool for asthmatic episodes, coughing episodes, choking episodes, and/or allergic reaction episodes. *Healthy Saturation Levels 95-100%.* If a fingertip pulse oximeter indicates an oxygen saturation level *below 95%* that does not improve after medication/treatment, the student must be sent home and encouraged to call/visit their physician or ER.
PERTUSSIS (WHOOPING COUGH)-Must be excluded for 5 days of appropriate antibiotic treatment. Must be fever free and cough controlled when returning to school. May require written verification from a physician to return to school.
CONCUSSIONS
A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return
to school and or physical activities.
Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition. A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.
More information can be found at www.kahoks.org/CHS/Sports/Sports_Medicine.htm, www.cdc.gov/safechild
www.ihsa.org/Resources/SportsMedicine/ConcussionManagement.aspx, www.cdc.gov/ConcussionYouthSports
COVID-19 ANTIGEN TESTING FOR STUDENTS
Collinsville Community Unit School District 10 has been offered an opportunity to participate in a Rapid Point-Of-Care Antigen Testing for COVID-19 in schools. The rapid point-of-care antigen nasal swab test is authorized by the Food and Drug Administration (FDA) and is recommended to diagnose current COVID-19 infection. BiNaxNow is a quick nasal swab test designed to give our trained health staff results within fifteen (15) minutes. Rapid POC antigen tests may be a useful diagnostic tool for testing students in the early stages of infection. This optional opportunity is a free COVID-19 testing option for parents/guardians and would only be used when a student is symptomatic at school or has symptoms when completing the self-certification health check. The potential benefits of the POC antigen test in schools include: rapid confirmation of suspected COVID-19, helping your child's healthcare provider to make a timely informed decision about your child's plan of care, assisting for an expedited and safe return to the classroom for students and to help to mitigate the spread of COVID-19 in school and community. In order to receive approval from the Illinois Department of Public Health to implement rapid POC antigen tests, the District has successfully completed the following prerequisites: 1) Received approval from Illinois Department of Public Health (IDPH) for the Clinical Laboratory Improvement Amendment (CLIA) Waiver to meet all requirements of testing; 2) Secured approved licensed healthcare professionals to perform the swab antigen test; 3) Arranged to have all tests be performed under the direction of a healthcare provider's order; 4) Developed training protocols for test performance and result interpretation for the test administrators as required by the FDA and require use of appropriate personal protective equipment (PPE) during testing; 5) Developed an approved plan for medical waste handling and disposal; 6) Developed a plan for reporting test results to state and local public health officials (per CDC) as well as to the parent/guardian of the student. In addition to the above prerequisites for testing, the District must obtain parent/guardian consent prior to conducting the COVID-19 Antigen Test for students.
If your child is tested at school, you will be notified of the results. If your child receives a positive result, you will be contacted immediately to pick up your child from school and will be required to follow the process of obtaining

documentation to return to school in accordance with the Return to School Plan and COVID19 protocols. The potential benefits of testing include rapid confirmation of suspected COVID-19, helping your child's healthcare provider to make a timely informed decision about your child's plan of care, and helping to limit the spread of COVID-19. Detailed information regarding the Rapid Point-Of-Care Testing for COVID-19 in schools may be accessed via the Illinois Department of Public Health website.

Commented [15]: Added language to outline COVID-19 Antigen Testing for Students.

DIABETES – CARE FOR

If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the school principal or school nurse. Parents/guardians are responsible for and must: 1) Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child; 2) Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers; 3) Sign the Diabetes Care Plan; 4) Grant consent and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Care Plan. For further information, please contact the building principal or school nurse.

EMERGENCY EPIPEN-INJECTORS

There will be emergency undesignated EpiPen-injectors available in each school building to be used as needed following an assessment by the school nurse or trained staff member (with CPR/AED certification) of a child with a suspected allergic reaction. Students who have prescribed EpiPen-injectors at school with appropriate paperwork and pharmacy labels can be administered as needed by any trained school staff or self-administered by the student.

EMERGENT HEALTH CONCERNS

Serious illness or injury must be reported immediately to the health office. If a student is too ill or seriously injured and cannot report to the health office on his own, the teacher should contact the main office. If the student is too ill or seriously injured to remain at school, the nurse will make all of the necessary arrangements for the student to go home or be transported by emergency services.

EXEMPTIONS

A student will be exempted from physical/immunization/dental/eye exams for:

1. Religious Objection-a student's parent/guardian presents a Certificate of Religious Exemption to the school nurse/principal. This statement must be approved by the district superintendent or appointed designee. 2. Medical Objection-a student's parent/guardian presents to the school nurse/principal a written and signed statement from the child's physician indicating the reason for the exemption. 3. Eye exam requirement-the student's parent/guardian shows an undue burden or a lack of access to a licensed optometrist/ophthalmologist. A signed eye exam waiver must be on file. 4. Dental exam requirement-student's parent/guardian shows an undue burden or a lack of access to a dentist. A signed dental exam waiver must be on file.

HEAD LICE

Management on the Day of Diagnosis: If a student has a head lice infestation (live bugs) the student may have limited direct contact with others until treated, parents notified, and student sent home per the discretion of the school nurse/principal based on the number of nits/live lice and treatment history. Prompt treatment is recommended. The school will provide written instructions to the parent or guardian regarding appropriate treatment for the infestation.

Upon return to school, parents should accompany students to the health room for a head check before they enter the classroom. Parents should be aware that if live lice and/or nits remain, a child may be sent back home per the discretion of the school nurse/principal. The health staff will make every effort to keep your child in school, but your cooperation/prompt and thorough treatment is a must.

HEALTH EXAMINATIONS AND IMMUNIZATIONS - REQUIRED

All students are required to present appropriate proof that the student received a health examination and required immunizations against preventable communicable diseases Students must present an up-to-date immunization record that meets all Illinois requirements or an immunization schedule from the physician. Lack of proper immunizations is subject to exclusion from school. Students who are not compliant with physical examination and immunization requirements and have not submitted a waiver to be exempt from immunizations will be excluded from school and will not be permitted to make-up work for academic credit for their absences. The District will also report the student as truant. If a student submits a valid waiver to be exempt from immunization and is subsequently excluded from school due to a disease outbreak or due to his/her exposure to any of the diseases for which immunization is required, the excluded student will have the opportunity to make up all missed academic work for full credit.

SCHOOL HEALTH REQUIREMENTS

Early Childhood/Pre-Kindergarten:

- Physical Exam on Illinois State Form by October 15, 2021

Documented up-to-date Immunizations

Kindergarten:

- Kindergarten Physical Exam on Illinois State Form by October 15, 2021
- Documented up-to-date Immunizations
- Eye Exam on Illinois State Form by Oct 15, 2021
- Kindergarten Dental Exam on Illinois State Form by May 15, 2022

First Grade:
Same as Kindergarten, Kindergarten Dental Exam completed
Second Grade:
Same as Kindergarten
Second grade Dental Exam on Illinois State Form by May 15, 2022
Third/Fourth/Fifth Grade:
Same as Kindergarten, Second grade Dental Exam completed
Sixth Grade:
Sixth grade Physical Exam on Illinois State Form by October 15, 2021
Documented up-to-date Immunizations
Proof of at least one Tdap Booster
One dose Meningococcal Conjugate Vaccine (MCV4)
Sixth grade Dental Exam on Illinois State Form by May 15, 2022
Seventh/Eighth Grades:
Same as Sixth grade, Sixth grade Dental Exam completed
Ninth Grade:
Physical Exam on Illinois State Form by October 15, 2021
Documented up-to-date Immunizations
Ninth grade Dental Exam on Illinois State Form by May 15, 2022
Tenth/Eleventh Grades:
Same as Ninth grade, Ninth grade Dental Exam recommended
Twelfth Grade:
Proof of at least one meningococcal on or after 16th birthday, Ninth grade Dental Exam recommended

Transfer Students:
District within Illinois: meet requirements of grade level within 30 days of start date
From another State: meet requirements of grade level within 30 days of start date, Eye Exam performed within one year if new to Illinois schools.

**A completed PHYSICAL EXAM includes all required fields (immunizations, examination results, system review, diabetic screening, lead risk assessment, physical education examination). It must be on the Illinois Certificate of Child Health Examination form signed by a Physician/PA/APN including the office stamp/contact information. The health history located on the back of the physical form must be completed and signed by the parent/guardian. Must be completed by October 15 of the required grade or may be subject to EXCLUSION from school.

**DENTAL EXAM - IDPH Proof of School Dental Examination form including the dentist signature and office/clinic information and completed within 18 months of May 15 of the required grade level.

** EYE EXAM - Illinois Eye Examination Report form including doctor signature and completed within one year of the required grade level or upon entry to an Illinois school.

**MEDICAL EXEMPTIONS – written documentation from the physician (ask School Nurse for form).

**RELIGIOUS EXEMPTIONS – written religious explanation from the parent/guardian, signed by a physician (ask for form).

**SPORTS PHYSICAL - If your child will be participating in grades 7-12 sports, a sports physical is required annually (the ninth grade physical exam may be used during freshman year only) on the IHSA/IESA Physical form. Sports physicals are valid for 395 days and must be completed prior to tryouts/practice/play.

Please communicate with your building SCHOOL NURSE if you are in need of assistance finding resources, etc. We are more than willing to assist you in any way we can to prevent your child's exclusion from school.

HEALTH OFFICE
Medical facilities will be available for students that become ill during the school day. Students who feel ill during class should secure a pass from the teacher to go to the health office. If the nurse is not in the office, students should report to the school office. Injuries occurring in the classroom or during physical education class should be reported to the teacher in charge before going to the health office. The school nurse or office must make contact with a parent/guardian/emergency contact before ill students are allowed to be picked up/signed out and/or sign themselves out.
HEARING AND VISION SCREENING
The Illinois Department of Public Health requires certain grade levels be screened for hearing and vision. Certified vision and hearing technicians will perform the screenings. Hearing screening will be conducted for early childhood, pre-

kindergarten, kindergarten, first, second, third, and special education students. Vision screening will be conducted for early childhood, pre-kindergarten, kindergarten, second, eighth, and special education students. Color vision screening will be performed for second grade. Vision screening is not a substitute for a complete eye exam by an eye doctor. If your student has completed a hearing or vision exam within one year, you may send a copy of the report to the school to be kept with your child's health record. Only if this documentation is present will your child be exempt from testing. Your child may also be screened during the school year upon request of the teacher based on the observable signs of hearing or vision difficulties in the classroom. If your child fails either the hearing or vision screening, you will receive a letter of notification.

INSURANCE - SCHOOL

School insurance is offered at the beginning of each school year. Parents are encouraged to take advantage of this offering. Envelopes for enrolling for this insurance are available at centralized registration or in the school's office.

MEDICATION POLICY COLLINSVILLE UNIT #10 SCHOOL DISTRICT

STUDENTS ARE NOT ALLOWED TO CARRY ANY TYPE OF MEDICATIONS WHILE IN SCHOOL OR RIDING A SCHOOL BUS. (Students may carry inhalers, Epi-pens, or Diabetic supplies if the student's parent/guardian has completed and signed a *School Medication Authorization Form* as discussed below. If it is necessary to carry these medications/supplies on the bus, an Emergency Medical Information for Students with Special Needs/Medical Concerns During Bus Transportation form may be completed.) Student medication form is available in the school health office.

1. School personnel will not administer medication at school if arrangements can be made so that the student can receive the medication at home. Medications that can be given before and/or after school should be given at home.

2. **Epi-Pens** may be carried and self-administered by the student if the physician indicates in writing on the medication request form that it is medically necessary that the Epi-Pen be carried by the student at all times and that the student has been instructed in the use and self-administration of the Epi-Pen and can fulfill the requirements of the procedure. (The student will be issued a permanent pass for the school year at the senior high level).

Inhalers kept in the health room must have a ***pharmacy label*** and/or copy of the pharmacy label and the ***Student Medication Authorization Form signed by the*** **physician and parent** on file at school.

Students who self-carry their inhaler must have a copy of the ***pharmacy label*** and the ***Student Medication Authorization Form signed by the parent*** on file at school.

An ***Asthma Action Plan*** should be on file for all students who keep an inhaler in the health room or self-carry and inhaler. It is recommended to keep an extra inhaler in the health room for emergency use even if the child will self-carry an inhaler.

3. Students who are diabetic may also self-carry and self-administer diabetic testing supplies and insulin. Students who are diabetic must also have a Diabetes Care Plan on file with the school.

4. All medications administered to students during school hours must be transported to and from school by a parent or another adult acting on the parents' behalf.

5. **All requests to administer medication (prescription or non-prescription) to students must be in writing on the designated "Student Medication Authorization Form" and signed by the parent or legal guardian and the physician or appointed designee. Medication will not be administered unless a request form is properly completed and the medication is labeled properly.**

6. All medications, prescribed by the physician, must be in the original pharmacy container. **Prescription medication must have the pharmacy label on the medication bottle, box, or administration device**. **Non-prescription medication must come in a new sealed container.** Any change in the dosage of the medication and/or the directions for use will require a *corrected pharmacy label* indicating the changes and a *signed note from the physician*.

7. All medications given at school require a new Student Medication Authorization Form at the start of each school year.

8. **The administration of any medication containing a narcotic is discouraged during school hours**. If a student requires medication of this type for pain, it is recommended that he/she remain at home until a milder form of medication can be used. It is highly recommended that parents do not administer narcotics before school due to safety issues at school.

9. **Cough drops are permitted at the elementary and intermediate levels (Pre-K to 6th) with a medication permission form or dated note signed by parent/guardian. All cough drops need to be in a new, sealed package.** Students will be asked to stay in the health room or supervised by the teacher in the classroom while the cough drop is administered. However, cough drops are discouraged at this grade level due to risk of choking.

ADMINISTRATION OF MEDICINES TO STUDENTS

Administering Medicines to Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures. Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student. A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan..

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) e and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. Undesignated asthma medication means an asthma medication prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having respiratory distress. Respiratory distress may be characterized as mild-to-moderate or severe.
Due to current COVID restrictions, CUSD10 is unable to administer nebulizers in the school setting.

Commented [16]: Added language as recommended by Mrs. Lisa Sabatino, CUSD10 Heath Director.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f)and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. Undesignated epinephrine injector means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement 105 ILCS 5/22-30(f)and maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. Undesignated opioid antagonist is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a medical cannabis infused product to be administered to a student by one or more of the following individuals: 1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a designated caregiver to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a medical cannabis infused product to a child who is a student on the premises of his or her school or on his or her school bus if: a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH; b. Copies of the registry identification cards are provided to the District; c. That student's parent/guardian completed, signed, and submitted a School Medication Authorization Form - Medical Cannabis; and d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus. 2. A properly trained school nurse or administrator, who shall be allowed to administer the medical cannabis infused product to the student on the premises of the child's school, at a school-sponsored

activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus. 3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

The District retains the right to use its discretion to regulate the administration of the product, which may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

The District reserves the right to restrict or otherwise stop allowing the administration of medical cannabis to a child if the District or school would lose federal funding as a result.

Void Policy
The School District Supply of Undesignated Asthma Medication section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication. The School District Supply of Undesignated Epinephrine Injectors section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors. The School District Supply of Undesignated Opioid Antagonists section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for undesignated school opioid antagonists. The Administration of Medical Cannabis section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication
Upon any administration of a medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Disclaimers
Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply. No one, including without limitation parent(s)/guardian(s) of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parent(s)/guardian(s) should consult their own physician regarding these medication(s).

Collinsville Unit School District No. 10 Health Services Procedural Guidelines for Undesignated Opioid Antagonist in the School Setting

PA 99-0480 Use of Undesignated Opioid Antagonist
The above legal reference allows schools to stock an antidote Naloxone (Narcan) for suspected overdose of opioid drugs of victims in the school setting.

The Illinois Department of Public Health (IDPH) has reported that deaths from opioid overdoses have increased fourfold since 1999, and is the leading cause of death in the United States for those under the age of 50. In 2018, IDPH reported EMS data indicating an increase in administrations of multiple doses of Narcan, associated to the increased toxic exposure to opioids in Illinois. Additionally, hospital emergency department (ED) information identified an elevation in ED visits associated with opioid overdose in 2018 compared to 2017. In 2015, the National Association of School Nurses (NASN) addressed the growing epidemic of opioid use and overdoses. NASN addressed the value of Naloxone in the school setting, and the necessity of anticipation such potential emergencies. IDPH defines Narcan as a prescription medication that can block or reverse the effects of an opioid overdose. **Examples of common opioids are: Heroin, Fentanyl, and certain prescribed pain medications.**

Collinsville CUSD No. 10 will stock the Undesignated Opioid Antagonist, Naloxone (Narcan) as provided by the Project Coordinator at Chestnut Health Systems through an existing Prevent Opioid Overdose Deaths Grant Program. **The Narcan will be housed at Collinsville High School and Hollywood Heights Alternative School.**

The initiation of Undesignated Opioid Antagonist in CUSD#10 will require a supply source, which at this time is Chestnut Health Systems; a plan to monitor and store the Narcan; and staff training. ISBE mandates training that must meet the requirements of the Act including the following: 1) Opioid overdose recognition and prevention; 2) Narcan administration techniques; 3) The importance of calling 911 for the care of the overdose victim after Narcan administration.

Who will administer Narcan if an overdose is suspected:
1) Nurses**; 2)** School Resource Officers also carry and are trained to use Narcan per their police department policies. Stock Narcan will be available for the school nurse to administer as necessary and in accordance with state law at CHS and Hollywood Heights schools. A school nurse and/or School Resource Officer may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose.
For questions regarding Narcan for CUSD#10, related training, or related ISBE reporting, contact Lisa Brown Sabatino, RN, MSN, IL/PEL-CSN District Lead Nurse at 618-346-6265 or Debra Welch, RN, IL/PEL-CSN at 618-346-6301.

MEDICATION – AUTHORIZED USE OF
A student may possess and self-administer an epinephrine auto-injector (EpiPen) and/or an asthma inhaler prescribed for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The school and district shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must agree to indemnify and hold harmless the school district and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector and/or asthma inhaler, or the administration of any physician ordered medication by school personnel.
The Student Medication Authorization Form (required for all prescription and non-prescription medications at school) must be completed by the student's parent(s)/guardian(s) each school year. This form must be on file in the Health Office, or in the absence of a Health Office, the School Principal's Office.
School personnel will destroy any medication that is not removed from the school at the end of the school year.
Students are not permitted to carry any type of medications while in school or riding a school bus to and from school unless the physician agrees that it is medically necessary for the student to carry his/her inhaler, EpiPen®, or Diabetic supplies. *Discipline for Medication Policy violations includes all disciplinary measures in the student discipline code.*
Resources: Public Act 096-1460 Recommended Guidelines for Medication Administration in Schools Illinois Department of Human Services and the Illinois State Board of Education, 9/2000
Public Act 099-0843 Asthma Episode Emergency Response Protocol and Asthma Action Plans
Public Act 98-0795 Self-Administration and Self-Carry of Medications for Asthma and Allergy

NON-EMERGENT HEALTH CONCERNS (CHS)
Situations that do not demand emergent treatment can be referred, according to the following procedure: 1) The student reports to class and requests a pass to go to the health office. Students will need a blue pass signed by the teacher to enter the health office. The student should proceed directly to the health office and remain there until released. Any student who arrives at the health office without a proper pass may be sent back to class. If the nurse is not in the office, the student should report to the Counseling Department; 2) If the student is too ill or seriously injured to remain at school, the nurse will make all of the necessary arrangements for the student to go home. Under no circumstances, may a student who is ill leave school without checking with the school nurse, school administrator, or CHS attendance office. Students are discouraged from making their own arrangements to leave school by the use of cell phones or other office phones. Student initiated contact to depart campus may be considered unexcused (without school permission) or early dismissal (arranged through the attendance office); 3) Any student who has sustained a serious injury or experiences fever (100 degrees or more), diarrhea, or vomiting, may be immediately dismissed from school through the health office; 4) The nurse may contact student's parent/guardian to bring a one-time dose of medication to treat symptoms such as headache, colds, menstrual cramps, etc.; 5) Parent(s)/guardian(s) are required to notify the school nurse if they suspect their child has head lice. If a student has a head lice infestation (live bugs) the student may have limited direct contact with others until treated, parents notified, and the student sent home per the discretion of the school nurse/principal based on the number of nits/live lice and treatment history. Prompt treatment is recommended. The school will provide written instructions to the parent or guardian regarding appropriate treatment for the infestation and procedures for the return of their child to school. Upon return to school, parents should accompany students to the health room for a head check before they enter the classroom. Parents should be aware that if live lice and/or nits remain, a child may be sent back home per the discretion of the school nurse/principal. The health staff will make every effort to keep your child in school, but your cooperation is a must. Parent notes requesting PE exemptions should be delivered to the CHS health office prior to first hour class. Doctor's notes (indicating time frame) are required for the following: PE exemptions greater than two days, five minute early pass from class (related to medical reason), use of elevator ($20.00 Fob replacement cost), special needs passes for bathroom privileges, and snacks and/or drinks during the day.
NURSE - SCHOOL

The school nurse supports student success through interventions that improve student health and impact academic achievement by providing emergent care, support of disease processes, development of individual healthcare plans, and involvement in the IEP process. School nurses also act as on-site public health investigators; in this role, school nurses work to prevent the spread of communicable disease and respond to disease outbreaks under the direction of the Health Department.

HELP AND RESPONSE TEAM

H.A.R.T. is an acronym for "Help And Response Team", for the Collinsville Unit 10 School District. This team is activated during any traumatic event that causes a state of heightened emotions and interrupts the normal daily routine within a school. The H.A.R.T. team is brought into the school building to assist in dealing with unexpected events which could include student or staff deaths, or local/state/national emergencies through announcements, classroom presentations, individual and group discussions and follow-up support. The H.A.R.T. members are trained staff from within the Collinsville school district. Members include administrators, counselors, social workers, psychologists, nurses, speech/language pathologists, classroom teachers, and special education teachers. Each H.A.R.T. member has completed intensive training from "The National Institute for Trauma and Loss in Children." Many members are certified as a "TLC School Specialists", and are registered with the national "TLC" program.

In the event of the death of a current student or staff member: 1) After the event is verified, the district's trauma response team (Help and Response Team - HART) will be activated and district social workers, counselors, and psychologists can be made available to assist students and staff through the grieving process; 2) Resources regarding grief and trauma response will be provided to staff and available for students and families at their request; 3) Students wishing to attend the funeral service may do so with parent permission. These students will be excused from class but will be required to make up any missing assignments. Special arrangements will be made for siblings or relatives of the deceased student or staff member; 4) Assemblies will not be scheduled; rather, students will be supported in individual and small group settings; 5) The Superintendent or their designees will be the only persons authorized to talk with representatives from the media. With permission, the media may be allowed on school property; 6) Those students or families who would like to do something in memory of a student or staff member can meet with school social workers or counselors to discuss manners in which to do so outside of the school building or grounds; 7) The Collinsville High School graduation ceremony is reserved for the celebration of scholastic achievement and the anticipation of future opportunities available to all of the graduates. In order to best acknowledge the loss, supporting those who are ready and able to commemorate those who are no longer able to celebrate with the class and those who are not or choose not to have feelings of grief overshadow their time of personal celebration, a memorial flower arrangement will be a part of the annual graduation ceremony to acknowledge all of those who are not able to celebrate the achievement with us.

HOME AND HOSPITAL INSTRUCTION

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services. Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program. A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage. Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

HOMELESS CHILDREN EDUCATION

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, as provided to other children and youths, including a public pre-school education. A "homeless child" is defined as provided in the McKinney Homeless Assistance Act and State law. The Director of Student Services shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation. When a child loses permanent housing and becomes a homeless person as defined at law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either: 1) continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or 2) enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

HOMEWORK

Homework is any work assigned to the student to be completed outside the classroom to measure what students have learned in the classroom. It is an integral part of the educational process and has a positive effect on educational achievement. Homework is a discipline for students to develop organizational skills, responsibility, self-confidence, and good work and study habits and helps facilitate knowledge acquisition, critical thinking, and skill development in specific subject areas. The time requirements and the frequency of homework will vary depending on a student's teacher, ability and grade level. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work for equivalent academic credit within a reasonable time (this usually means one (1) day for each day of reported or documented absence). Students will not be allowed to make-up work missed due to an unexcused absence.

HONOR ROLL (COLLINSVILLE HIGH SCHOOL)

The Honor Roll is the method of recognizing students for high scholastic achievement. It is based on grades from the 1st quarter, 1st semester, 3rd quarter, and 2nd semester. Qualification to the Honor Roll requires a grade point average (GPA) of at least 3.40.

IDENTIFICATION CARDS (COLLINSVILLE HIGH SCHOOL)

Each student will be issued a free identification card that he/she is to carry with him/her at all times while on school property and on the school bus. The student identification card will be issued at registration. No decorative stickers of any type should be placed on these identification cards. Any student who loses his/her identification card, or is not in possession of an identification card, will be required to purchase a replacement ID card. Students may purchase a replacement card for $5.00 in the CHS Attendance Office. Students who habitually do not have an ID card, will face progressive disciplinary action. Students defacing their ID will have to purchase a new ID card and may face disciplinary action. Students may not use computers without the regular student ID or with a temporary ID card.

IDENTIFICATION CARDS (COLLINSVILLE MIDDLE SCHOOL)

Students are required to have a student identification card. Each student will receive an original ID at the beginning of school for no charge. The card will bear the name, grade level and photograph of the student. Students are asked to possess the card at all times. It may be needed as identification at all school functions, on school bus, to check out library books, to buy lunch, and it is required to be shown to any authorized middle school personnel upon request.

ILLINOIS HIGH SCHOOL ASSOCIATION (IHSA) (COLLINSVILLE HIGH SCHOOL)

This summary is for the purpose of assisting in the understanding of IHSA By-laws and Policies. In case of a conflict between this publication and the constitution and by-laws of the IHSA, the constitution and by-laws shall control.

ELIGIBILITY RULES

When you become a member of an interscholastic team at your high school, you will find that both your school and the IHSA will have rules you must follow in order to be eligible for interscholastic participation. The IHSA's rules have been adopted by the high schools, which are members of IHSA as part of the Association's constitution and by-laws. They must be followed as minimum standards for all interscholastic athletic competition in any member high school. Your high school may have additional requirements, but they may not be less stringent than these statewide minimums. The principal/official representative of your school is responsible to see that only eligible students represent the school in interscholastic competition. Any question concerning your eligibility should be referred to your principal/official representative, who has a complete copy of all IHSA eligibility rules, including the Association's due process procedure. Only the IHSA Executive Director is authorized to make formal rulings on eligibility, so if your principal/official representative has questions or wishes assistance in answering your questions, the principal/official representative should contact the IHSA Office. Information contained here highlights some of the most important features of the IHSA by-laws regarding interscholastic eligibility. It is designed to make you aware of major requirements you must meet to be eligible to compete in interscholastic competition. The information here is only a general description of major by-law provisions and does not contain the statement of the by-laws in their entirety. You can review the by-laws at www.ihsa.org. You may lose eligibility for interscholastic competition if you are not in compliance with IHSA by-laws. Remember, if you have any questions regarding IHSA rules, please contact your principal/official representative.

Attendance A. You may represent only the school you attend. Participation on a cooperative team of which your school is a member is acceptable. B. You must be enrolled and attending classes in your high school no later than the beginning of the 11th school day of the semester. C. If you attend school for ten (10) or more days during any one semester, it will count as one of the eight (8) semesters of high school attendance during which you may possibly have eligibility. D. If you have a lapse in school connection for ten (10) or more consecutive school days during a semester, you are subject to

ineligibility for the rest of the semester. The specific terms of your extended absence must be reviewed by the Executive Director to determine if it is "lapse in school connection" or not.

Scholastic Standing A. You must pass twenty-five (25) credit hours of high school work per week. Generally, twenty-five (25) credit hours is the equivalent of five (5) .5 credit courses (2.5 full credits). B. You must have passed and received credit toward graduation for twenty-five (25) credit hours of high school work for the entire previous semester to be eligible at all during the ensuing semester.

Residence Your eligibility is dependent on the location of the residence where you live full time with your parents, parent who has been assigned custody by the court, or court appointed legal guardian. You may be eligible if you are entering high school as a freshman and: A. You attend the public high school in the district in which you live full time with both of your parents, custodial parent or court appointed guardian; or B. In the case of a multiple school district, you attend the public high school in the attendance area where you live full time with your parents, custodial parent or court appointed guardian; or C. You have paid tuition to attend a public school for a minimum of 7th and 8th grades in a district other than the one where you live with your parents, custodial parent or court appointed guardian and you continue to pay tuition as a high school student in that same district; or D. You attend a private/parochial school located within the boundaries of the public school district where you live with your parents, custodial parent or court appointed guardian; or E. You attend a private/parochial high school and have attended a private/parochial school for 7th and 8th grades, or for any four (4) grades from kindergarten through eighth grades; or F. You attend the private/parochial high school which one or both of your parents attended; or G. You attend a private/parochial high school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent or court appointed guardian.

Transfer A. In all transfer cases, both the principal of the school from which you transfer and the principal of the school into which you transfer must concur with the transfer in writing on a form provided by the IHSA Office. You cannot be eligible when you transfer until this form is fully executed and on file in the school office. B. If you transfer after classes begin for the current school term, you will definitely be ineligible for thirty days from the date you start attending classes at the new high school. In addition, you will be ineligible for that entire school term in any sport in which you engaged in any team activity, including but not limited to tryouts, drills, physical practice sessions, team meetings, playing in a contest, etc. at the school from which you transferred. For example, if you were out for cross country at the school from which you transfer and transfer after the IHSA sport season has begun, you will be ineligible for cross country that entire school term at the new school. C. If you transfer attendance from one high school to another high school, you will be ineligible unless: 1. Your transfer is in conjunction with a change in residence by both you and your parents, custodial parent or court appointed guardian from one public school district to a different public school district; 2. Your transfer is between high schools within a public school district and both you and your parents, custodial parent or court appointed guardian change residence to the district attendance area for the school to which you transfer; 3. Your parents are divorced or legally separated; you transfer to a new school in conjunction with a modification or other change in legal custody between your parents by action of a judge; and required court documents are on file at the school into which you transfer; D. If you transfer in conjunction with a change in legal guardianship, a ruling on your eligibility must be obtained from the IHSA Office. E. If you transfer attendance from one school to another while you are ineligible for any reason, the period of ineligibility imposed prior to your transfer or the period of ineligibility that would have been imposed had you stayed at the school, will be enforced at the school to which you transfer, even if you are otherwise in compliance with the by-laws. F. Any questions about your eligibility in any of these instances must be resolved by a formal ruling from the IHSA Executive Director. Illinois High School Association G. In all other transfer situations, a ruling by the IHSA Executive Director is necessary to determine your eligibility. This ruling must be obtained in writing by the principal/official representative of the school into which you transfer before you participate in an interscholastic athletic contest.

Age You will become ineligible on the date you become twenty (20) years of age, unless your twentieth (20th) birthday occurs during a sport season. In that case, you will become ineligible in regard to age at the beginning of the sport season during which your twentieth (20th) birthday occurs.

Physical Examination You must have placed on file with your principal/official representative a certificate of physical fitness, signed by a licensed physician, physician's assistant or nurse practitioner in order to practice or participate. Your physical examination is good for 395 days from the date of the exam. The physician's report must be on file with your high school principal/official representative.

Amateur Status If you win or place in actual competition, you may accept a medal or trophy for that accomplishment, without limit to its cost. Your school may provide IHSA state champions with championship rings/mementoes. B. For participating in competition in an interscholastic sport, or for athletic honors or recognition in a sport, you may receive any type of award (except cash, check or legal tender) that does not exceed $75 fair market value. There is no limitation on the value of your school letter. C. The amateur rule does not prohibit you from being paid to referee, receiving pay for teaching lessons or coaching in a little kids league, etc. It only applies to your own competition in an athletic contest. D. If you violate the amateur rule, you become ineligible in the sport in which you violate. You must be reinstated by the Executive Director before you may compete again.

Recruiting of Athletes A. The by-laws prohibit recruiting of high school students for athletics. If you are solicited to enroll in or transfer to a school to participate in athletics, you are being illegally recruited and your eligibility is in jeopardy. B. You will lose your eligibility if you enroll in or transfer to a school in response to recruiting efforts by any

person or group of persons, connected with or not connected with the school, related to athletic participation. C. You will lose your eligibility if you receive special benefits or privileges as a prospective student-athlete, which are not uniformly made available to all students who attend your school. D. You may not receive an "athletic scholarship" or any other special benefit from your school because you participate in athletics. E. It is a violation for any student-athlete to receive or be offered remuneration or any special inducement, which is not made available to all applicants who apply to or enroll in the school. F. It is also a violation to induce or attempt to induce or encourage any prospective student to attend any member school for the purpose of participating in athletics, even when special remuneration or inducement is not given. Please remember that you may not be offered or receive any benefit, service, privilege or opportunity, which is not also provided or made available to all prospective students at that school. Note: If you are interested in finding out more information about a school, contact the principal/official representative or an administrator at the school, not a member of the coaching staff.

School Team Sports Seasons A. Each sport conducted by IHSA member schools has a starting and ending date. Your school may not organize a team, begin practice or participate in contests in a given sport until the authorized starting date. Your school may not continue to practice or participate in contests after the authorized ending date. This means that: 1. During the school year, you may not participate on a non-school team coached by any member of your school's coaching staff unless it meets specific criteria established by the bylaws. 2. No school coach may require you to participate in an out-of-season sport program as a requirement for being a member of a school team. B. Violation of the sport season by-laws will result in penalty to you and/or to your school's coaching personnel.

Playing in Non-School Competition A. During the time you are participating on a school team in a sport at your high school, you may neither play on a non-school team nor compete in non-school competition as an individual in that same sport or in any skill of that sport. B. If you participate in a non-school competition during a sport season and subsequently wish to join the school team in the same sport, you will not be eligible. C. If you wish to participate in a competition sanctioned by the National Governing Body, or its official Illinois affiliate for the sport, your principal/official representative must request approval in writing from the IHSA Office prior to any such participation. D. You may try out for a non-school team while you are on your school's team in that same sport, but you may not practice, receive instruction, participate in workouts, or participate in competition with a non-school team in that same sport until you cease being a member of your school's team. You cease being a member of your school's team when the team(s) of which you are a member terminates for the school term. E. You will become ineligible if you participate in, practice with or compete against any junior college, college or university team during your high school career.

All-Star Participation A. After you have completed your high school eligibility in the sport of football, basketball, soccer or volleyball, you may participate in three (3) all-star contests in any of these sports and still play for other school teams, provided the high school season in that sport has been completed. You may lose your eligibility for other interscholastic sports if you play in all-star competition in any of these sports under any other conditions. B. You are not restricted from participating in all-star competition in sports other than football, basketball, soccer or volleyball, except that you may not do so during the school season for the sport.

Misbehavior During Contests A. If you violate the ethics of competition or the principles of good sportsmanship, you may be barred from interscholastic athletic contests, either as a participant or spectator or both. B. If you are ejected from a contest for unsportsmanlike conduct, you will be ineligible for your team's next contest. You are also subject to other penalties.

The complete set of IHSA By-laws and Policies is available at www.ihsa.org.

INSURANCE - STUDENT

School insurance coverage is offered to students through the school district. It is available to those who desire this type of protection. It is a requirement that any student who participates in the school athletic program must carry some type of accident insurance. The regular policy protects you while on the way to and from school, at all school-sponsored activities, and while at school. A special policy may be purchased that protects the student 24 hours a day for the entire year. Football players are required to have special insurance coverage. This is obtained through the CHS/CMS school office. Forms that explain the policies, and their cost, may be accessed via the Collinsville Unit 10 District website at http://www.kahoks.org.

INTEGRATED PEST MANAGEMENT

Integrated Pest Management (IPM) is the practice of determining and implementing the most appropriate and least invasive techniques for controlling pests by emphasizing prevention and by employing physical, cultural, biological and only as a last resort, hazardous chemical controls. IPM is the best approach to pest control. Every effort is made to help protect the health and safety of students and staff. Illinois law requires schools to maintain a registry of parents and guardians of students and employees who have registered to receive written notification prior to application of pesticides to school buildings or provide written notification to all parents and guardians of students before such pesticide application. Written notification may be included in newsletters, bulletins, calendars, or other correspondence currently published by the school district. The written notification must be given at least four business days before application of the pesticide application and identify the intended date of the application of the pesticide and the name of the telephone

contact number for school personnel responsible for the pesticide application program. Prior written notice shall not be required if there is an imminent threat to health or property. If such a situation arises, the appropriate school personnel must sign a statement describing the circumstances that gave rise to the health threat and ensure that written notice is provided as soon as possible. If a parent or guardian wants to be notified before a pesticide application is applied please fill out the form below and send it to the Director of Building and Grounds, 201 West Clay St, Collinsville, IL 62234. Any questions call the Director at 618-346-6350, ext. 292. Pesticide applications will take place on the 3rd Friday of each month after school is out for the day, on an as needed basis.
Collinsville Unit 10 is aggressively working toward the reduction of pesticides with the implementation of an Integrated Pest Management (IPM) Program and will use the lowest risk factor chemicals that are available.

NOTIFICATION OF PESTICIDE APPLICATION

NOTIFICATION OF PESTICIDE APPLICATION	
*Student Name*_____ *School Student Attends:*_____	*Parent/Guardian Name (Print):*_____ *Parent/Guardian Signature:*_____ *Parent Guardian Address:*_____ *Parent/Guardian Phone::*_____
Please send this form to the: Collinsville School District # 10, Director of Buildings & Grounds, 201 West Clay Street, Collinsville, IL 62234	

INVITATIONS & GIFTS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Birthday Invitations should only be brought to school if there is one for the entire class or all the girls or all the boys. Balloons, flowers nor gifts of any kind should be sent to the school through a delivery service nor brought to school to be given to a student.

LIBRARY/MEDIA CENTER (COLLINSVILLE HIGH SCHOOL)

Library services are available to all students following the posted library rules. The library provides the student with an opportunity to learn as an individual. It also serves as a point of voluntary access to ideas and information. We desire that all students benefit from an appealing library environment that supports their academic endeavors. Students needing to use the library may do so in the following manner: 1) Before and/or after school with a pass from the librarian (evening library hours will be announced as determined); 2) During class with the classroom instructor; 3) During class with a pass from the classroom instructor; and 4) During study hall and/or lunch with a library pass issued by the librarian and/or classroom teacher.

GUIDELINES FOR LIBRARY USE

1) The CHS Library is open for student use on school attendance days, Monday through Friday from 7:45AM to 3:15PM (after school hours will be announced as determined); 2) Students may access the library by entering through the glass doors, after which the student must sign in; 3) Students may be assigned a seat upon entering the library; 4) Students should return library items to the book drop located at the circulation desk or outside the library doors; 5) Students coming to the library on an individual basis from a classroom must present a valid pass upon entering the library. Passes issued from study hall must be obtained from a content area teacher or the librarian; 6) Students must conduct activities in a manner which will not disrupt other students or staff members using the library. Behaviors which disrupt others will result in a verbal warning and/or disciplinary action; 7) Students must use library technology only for designated academic purposes. Inappropriate use of district technology which violates the CHS Internet Acceptable Use Policy will be subject to disciplinary action as outlined in this handbook. Students should be aware that library computers are monitored both locally and remotely. *THE # 1 RULE: Ask if you need help! We are here to assist you in any way that we can!*

POLICIES FOR LIBRARY USE:

Check-Out Policies: 1) The borrowing of library items requires both a zero balance for fines and no overdue books; 2) Students should never check out items for another student. The borrower is always held responsible for items checked out under his/her name; 3) Books may be checked out for two weeks at a time and may be renewed at the library or online. Students may check out up to 3 books at one time.

Fines

Due dates are stamped on date-due cards that are issued with all materials. Overdue fines are strictly enforced.

1) Fine Amounts:

Books: Ten (10) cents per school day per book beginning the first school day after the due date.

2) Lost/Damaged Library Materials

When a student loses any library materials, he/she must pay for the cost of replacing the materials. If materials are not still in print, students must pay for a like material to replace the lost material(s). The replacement material may cost more than the original. We will search reputable publishers for pricing. If a student damages library materials, the librarian will make the decision to replace or refurbish the item. In both cases, the borrower will be responsible for any cost incurred.

Interlibrary Loan: CHS students have inter-library loan privileges. As such, students will be held financially responsible for inter-library loan items that are lost, damaged, or overdue.

Access to Library Resources: As stated in the ALA's Library Bill of Rights, only parents/guardians maintain the right and responsibility to restrict their student's access to library resources, including inter-library loan selections (Section 53.1.4). We encourage parents/guardians to be actively aware of their student's reading selections.

LIBRARY/MEDIA CENTER (COLLINSVILLE MIDDLE SCHOOL)

Ph. 618.343.2146
Michael Hayman (Library/Media Specialist)
mhayman@cusd.kahoks.org
Websites:
Kahoksread.org
Mrhayman.com

Vision & Mission Statement

Our vision of a school library/media center is not a warehouse of artifacts but a cognitive playground for the community we empower.

Aligned with instructional and student performance objectives, our mission is to be facilitators of knowledge creation. Through easy access to activities, resources, individuals and spaces provided, the library/media center will empower its community the ability to shape the world that surrounds them.

Rules

1. Students may come to the Media Center at any time during the school day to check out a book, do research, locate information on the Internet, or just to read.
2. During the day, students are admitted with a pass from their subject or study hall teacher. No pass is needed if a student is visiting during lunch or before and after school.

CHECKOUT POLICY

Circulation:

1) Regular books on the circulating shelves are checked out for two weeks; Maximum 1 physical book at a time. (More books are allowed if discussed with Media Specialist first); 2) Renewals can be made at the request of the student at any time; 3) Materials checked out to a patron's number become the responsibility of the patron in all circumstances; 4) E-books and digital audio books are available through Destiny and Overdrive to all CMS students. Each allows 3 checkouts per system. So, students could have 7 library resources checked out if desired. For access, go to www.kahoksread.org, and click "Destiny." Logins are the same student chrome-book and reading counts login.

Fines & Book Loss

1. All fines forgiven once a book is returned; 2) If a student claims that they have returned the book, the librarian will check the shelves to see if a mistake was made. If the book was returned it should be on the shelves. If not, then where? By the end of the year, lockers have been cleaned out, notices and warnings have been given to students, teachers have been asked to search their shelves in their rooms and the librarian has scanned every book in the library. Whenever a student comes to the librarian and has lost a book, the librarian will offer the student the following options.

If the book cannot be found then the student may: 1) Pay for the cost of the book; 2) Purchase the same hardbound book from somewhere to replace it; 3) Donate two books or one high quality (hard cover) book that we have a reading count quiz for. To check, go to *http://src.scholastic.com/ecatalog*

Book Donation

All books and materials are accepted. However, the librarian reserves the right to choose what is actually put into the library. Books not accepted will be distributed to appropriate schools, teachers, offered to students, or recycled.

Behavior

1) Students are expected to act responsibly and respect the rights of others while in the Media Center; 2) An atmosphere conducive to research, reading, group work, and study will be maintained. Lunch hours are the only exception. Many students engage in chess and other games provided; 3) Destroying or defacing library materials or equipment is inappropriate and is considered destruction of school property; 4) Do NOT bring food or drinks into the Media Center.

Services & Activities:

The Media Center has a collection of over 15,000 physical volumes and over 8,000 ebooks and digital audio books for all interests and reading abilities. A copy machine, 3D printer, LEGO Mindstorms, Tetrix Robot, Chess, Audio recording devices, Poster printer, 30 iPads, and Cloud-based Video editing software are available for student and staff use.

LIBRARY/MEDIA CENTER (DORRIS INTERMEDIATE SCHOOL)

A school/library media center is not a warehouse of artifacts but a cognitive playground for the community we empower. Our mission is to be facilitators of knowledge creation. Through easy access to activities, resources, individuals and spaces provided, the library/media center will empower its community the ability to shape the world that surrounds them.
Checkout Policy

Circulation

1) Students are encouraged to request books through Destiny (http://kahoksread.org). Once requested they will be delivered to your student's classroom teacher; 2) Regular books on the circulation shelves are checked out for two weeks: Maximum 2 books at a time. (More books are allowed if discussed with Media Specialist first); 3) Renewals can be made at the request of the student at any time (Maximum 3 renewals); 4) If there is a hold placed on the book, then it cannot be renewed and must be returned; 5) Materials checked out to a patron's number become the responsibility of the patron in all circumstances.

Fines

1. All fines forgiven once a book is returned; 2) If a student claims that they have returned the book, the librarian will check the shelves to see if a mistake was made. If the book was returned it should be on the shelves. If not, then where? By the end of the year, lockers have been cleaned out, notices and warnings have been given to students, teachers have been asked to search their shelves in their rooms and the librarian has scanned every book in the library. Whenever a student comes to the librarian and has lost a book, the librarian will offer the student the following options.
If the book cannot be found then the student may: 1) Pay for the cost of the book; 2) Purchase the same hardbound book from somewhere to replace it; 3) Donate two books or one high quality (hard cover) book that we have a reading count quiz for. To check, go to *http://src.scholastic.com/ecatalog*

Book Donation

All books and materials are accepted. However, we reserve the right to choose what is actually put into the library. Books not accepted will be distributed to the appropriate school, teachers, offered to students or recycled.

Behavior

1) Students are expected to act responsibly and respect the rights of others while in the Media Center; 2) An atmosphere conducive to research, reading, group work, and study will be maintained; 3) Destroying or defacing library materials or equipment is inappropriate and is considered destruction of school property; 4) Do NOT bring food or drink into the Media Center.

Services

The Media Center has a collection of over 10,000 volumes for all interests and reading abilities. A copy machine is available for student, staff, and public use. Programs and presentations are delivered to classrooms upon request.
We Read A Lot!
The Media Center respects and encourages the right of parents to choose what their child reads. In order to help parents make those choices, young adult interest stickers have been placed on those books designated by our reading program, Scholastic Reading Counts, as young adults. The grade-level resources contained in the Media Center are categorized based on the content of the resource. Parents/guardians are encouraged to be actively aware of the reading material selected by their child. As stated in the ALA's Library Bill of Rights, only parents/guardians maintain the right and responsibility to restrict access of their child to library resources including inter-library loan selections (Section 53.1.4). Please contact the librarian (mhayman@kahoks.org) for help in monitoring what your child reads.

LOCKERS

A student's locker is the property of the school and must be used for the purpose intended, a storage area for books, school supplies relating to school use, outdoor garments and personal items which the student is legally entitled to have in his or her possession. If school officials believe that the student has placed illegal or dangerous materials, illegal substances or unauthorized school materials in the locker, school officials may search the locker (and/or its content), with or without the student's knowledge or consent. Lockers may be searched by school officials at any time.
Students will receive a locker assignment by the school office during registration. Students must keep their assigned lockers. Students may not switch lockers without administrative approval for a valid and appropriate reason. Students may be subject to disciplinary consequences if they violate this policy. Students must provide locks for their locker or a school lock may be put on it. It is required that students keep their assigned locker securely locked. Students are responsible for the contents of their assigned locker. Lockers are to be cleaned out before leaving school for the summer. The school will not be responsible for lost or stolen items. PE locks and lockers will be assigned in PE classes by the teachers. There will be a $2.00 replacement fee charged for the loss or damage of PE class locks.

LOST AND FOUND

Lost and found items may be retrieved in the school office. All unclaimed items will be donated to a charitable organization.

MANDATED REPORTER

All school personnel, including teachers and administrators, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

NATIONAL HONOR SOCIETY (NHS) (COLLINSVILLE HIGH SCHOOL)

The National Honor Society chapter of Collinsville High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of N.H.S. and have been revised to meet our local chapter needs. Students in the eleventh and twelfth grades who have completed at least one semester at C.H.S. are eligible for membership. A student must maintain a minimum cumulative grade point average of 3.5. Those students who meet this criterion are evaluated by the faculty in regards to character. The faculty takes into consideration their professional reflections on a candidate's character and leadership as well as reviewing school disciplinary records. Pledges must: 1) be active members in at least three sponsor-approved school activities; 2) perform thirty five (35) hours of sponsor-approved community service; 3) maintain a minimum cumulative grade point average of 3.5 at the end of semester one and a grade point average of 3.5 for the third academic quarter; 4) attend five (5) N.H.S. meetings; and 5) exemplify the qualities of outstanding character and leadership. A formal induction ceremony is held at the school to recognize all newly selected members. Once inducted, new members are required to maintain the same level of performance in all four criteria that led to their selection.

NATIONAL JUNIOR HONOR SOCIETY (NJHS) (COLLINSVILLE MIDDLE SCHOOL)

Eligibility for NJHS is based on the student's academic performance and must meet the GPA for chapter selection standards; Selection is based on the submission of a candidate form, which reflects the candidate's service to the community and excellence in the areas of leadership, citizenship, and character. School faculty will also evaluate candidates these requirements; The NJHS Faculty Council will score candidates based on a rubric, which considers the above criteria. The decisions of the Faculty Council for selection or non-selection are final; NJHS members are held to the highest standard of character and citizenship; NJHS morning meetings and study hall meetings are held once per month, unless otherwise explained by the adviser; Students transferring into CMS their 8th grade year will gain automatic admission if they have been inducted from their sending school; Members are expected to attend ALL meetings and activities; the adviser must be given advanced written notice of absences and members must make up the missed time with individual service hours; Each month, NJHS members will participate in a service project as a group, which may take place within or outside of the school building; Members will need to complete a minimum of 15 hours of service during the school year in which he or she is a member; Any member displaying poor character or citizenship in CMS classrooms or hallways can receive a NJHS character violation from any teacher or staff member at CMS; At the end of each grading period, the adviser will check the GPA for each member to ensure in remains at or above chapter standards; if not he or she will be given written notice that he/she has been put on academic probation until the next grading period; At the end of each grading period (or more often if needed) the adviser will check the discipline records for each member. If these reflect a standard of behavior below chapter standards, the Faculty Council will convene to determine the student's status as a member; Students who do not comply with the principles and rules of membership will be dismissed after a (3/5 majority) vote of the Faculty Council; For particularly flagrant violations (per Article X, Section 2 of the NJHS Constitution), the adviser will meet with the Principal and exercise their prerogative to dismiss the member without convening the Faculty Council; For more information about the National Junior Honor Society, check out the national organization's website: https://www.njhs.us/

NATIONAL TECHNICAL HONOR SOCIETY (NTHS) (COLLINSVILLE HIGH SCHOOL)

The National Technical Honor Society chapter of Collinsville High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students who meet the required standards in a career and technical field. Standards for selection are established by the national office of the National Technical Honor Society and have been revised to meet our local chapter needs. Students in the eleventh and twelfth grades who are enrolled in a vocational program at C.H.S. are eligible for membership. Pledges must: 1) be a member of a Career and Technical organization (ie. Skills/USA, HOSA, and/or DECA); 2) maintain a minimum cumulative grade point average of 3.0; 3) maintain a minimum cumulative grade point average of 3.5 in the first semester while attending CHS AVC classes; 4)

maintain an 'A' average in their AVC class; 5) commit to fifty (50) hours of sponsor-approved community service; 6) meet any financial obligations for membership; 7) provide teacher recommendations to the CHS NTHS selection committee. Pledges will be notified regarding selection and proper procedures to complete membership requirements.

NCAA CLEARINGHOUSE (COLLINSVILLE HIGH SCHOOL)

Students wishing to participate in Division I or Division II athletics must first be certified by the NCAA Clearinghouse. Student athletes should start the certification process early, usually by the end of their junior year. The documents that the Clearinghouse requires are as follows: 1) A completed and signed Student Release Form; 2) Initial eligibility certification fee payment; 3) An official high school transcript; and 4) ACT and/or SAT scores.

Parents/Guardians are responsible for verifying that all NCAA requirements are met and are encouraged to order a free copy of the NCAA 'A Guide for College Bound Student-Athlete' by calling 1-877-262-1492. Detailed information regarding the academic course requirements for NCAA Division I and Division II athletics may be obtained at the NCAA Clearinghouse website: http://www.ncaa.org/student-athletes/future/eligibility-center.

NONPUBLIC SCHOOL STUDENTS

PART-TIME ATTENDANCE

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the Building Principal of the school in the school attendance area where the student resides. All requests for attendance in the following school year must be submitted before May 1. A student accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. He or she may participate in any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for partial enrollment must pay all fees, prorated on the basis of a percentage of full time fees. Transportation to and/or from school is provided on regular bus routes to or from a point on the route nearest or most easily accessible to the nonpublic school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes is the responsibility of the parent(s)/guardian(s).

STUDENTS WITH A DISABILITY

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent/guardian. Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's individualized educational program on the basis of the child's disabling condition or as the special education program location may require.

EXTRACURRICULAR ACTIVITIES, INCLUDING INTERSCHOLASTIC COMPETITION

Nonpublic students, regardless of whether they attend a District school part-time, will not be allowed to participate in extracurricular activities.

ASSIGNMENT WHEN ENROLLING FULL-TIME IN A DISTRICT SCHOOL

Grade placement by, and academic credits earned at a nonpublic school will be accepted if the school has a Certificate of Nonpublic School Recognition from the Illinois State Board of Education, or, if outside Illinois, if the school is accredited by the state agency governing education. A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, and/or (2) have academic credits recognized by the District if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank. Notwithstanding the above, recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to School Board policy 7:30, Student Assignment, as well as administrative procedures implementing this policy.

PANDEMIC (INSTRUCTION DURING PANDEMIC)

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that impact your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Illinois Department of Public Health, local health department, emergency management agencies, and/or Regional Office of Education.
2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child to attend school on a modified schedule.
3. Students will be expected to participate in blended and remote instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in blended or remote learning will be considered truant.
4. All school disciplinary rules remain in effect during the interruption of in-person learning. Students are subject to discipline for disrupting the remote learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom.
5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.
6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.
7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.
8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.
9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.
10. In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.
11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.
12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10
RETURN TO LEARN SUMMARY (SCHOOL YEAR 2020-2021)

Aim: To safely open schools including extracurricular activities for the 2020-2021 school year and respond accordingly during the year.

• We believe that our staff members are our most valuable asset to increase student's educational outcomes and in-person instruction is our goal if at all possible.

• All efforts shall be made, to the greatest extent possible, to adhere to the Illinois Department of Public Health, Illinois State Board of Education and Madison County Health Department guidelines to avoid cancelations or mandated closures.

• Health guidelines will help guide decisions to establish a safe and effective learning environment for students, staff, and families as we navigate the ever-evolving COVID-19 pandemic.

Collinsville CUSD #10 has developed three (3) plans for the 2020-2021 school year. Any of the plans may be implemented throughout the school year based on the current context of Madison County health data, including COVID confirmed positive cases, presumptive positive cases, and our COVID positivity rate, and any statewide mandates to which the District may be subject, including but not limited to any Executive Orders of the Governor which may be in place at the time.

Return to Learn at 100% Capacity – All students and staff will attend five days a week with PPE and social distancing guidelines in place to the greatest extent possible. *This may require an altered school day (i.e. potentially adjusting the beginning or end of the day schedule).* Accommodations will be made for our students who are immunocompromised. Face coverings are not required to be worn outside and these spaces will be utilized to allow for time outside when the weather permits. Our maximum capacity in any one space is fifty (50) total individuals to the extent possible.

Return to Learn Blended Remote at approximately 50% Capacity – Students will be divided into two groups with a split schedule. Half of the students will have a Tuesday/Thursday in-school schedule and the other half will attend in person on Wednesday/Friday. Monday will be remote learning for all. The students are divided alphabetically with families within the same household running on the same schedule. On the split schedule, when students are attending in-person, the same health and safety protocols designated above for full capacity will be in place. *This may require an altered school day (i.e. potentially adjusting the beginning or end of the day schedule).*

*Students who receive Special Education services, are enrolled in the District's Pre-kindergarten and Early Childhood Education programs and/or those students who receive English Language Learning services will be given priority to attend daily to meet each student's academic and social emotional needs as outlined by state guidance.

~~**Return to Learn Remote Only** - If a COVID outbreak occurs within CUSD10/Madison County, and the District is required to close buildings for a set amount of time, the District will automatically shift to the remote learning option until the District can resume in person learning.~~

~~Collinsville Community Unit School District No. 10 is providing parents/guardians a Remote Only option for the 2020-2021 school year. This designation may be selected during on-line registration and cannot be changed until a quarter, trimester or semester concludes depending on the students grade level and/or course load.~~

~~*Please note that CAVC is not an option for the virtual classroom as we have specific guidelines from the state that does not allow the flexibility with required hands-on learning outcomes for Career and Technical Education. Furthermore, Behind the Wheel must be done in person with the required face coverings per ISBE/IDPH.~~

~~*State guidance continues to evolve, as this occurs, district plans, practices and procedures will evolve throughout the school year. Regular communication will be provided to parents throughout the school year.~~

~~Regardless of the setting for the upcoming school year, all students will be provided a 1:1 device in grades K-12. Daily attendance is expected, grades will be taken and curriculum will include review of previously covered content and new content to ensure student's progress and grow throughout the school year.~~

Remote (Online) Instruction Notification

Consistent with the guidance from the CDC, IDPH and ISBE, families of students who are at increased risk of severe illness (including those with special health care needs) or who live with people at increased risk will be given the option of remote instruction. The District will evaluate requests for remote instruction according to Section 504 evaluation procedures, state and federal law and Illinois State Board of Education rules. Families will be required to provide a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse stating the existence of such medical condition, the impact on the child's ability to participate in education, and the anticipated duration or nature of the child's absence from school. Appropriate educational services from qualified staff will begin no later than five school days after District approval of the remote learning plan request Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate a student's return to an in-personal learning plan at school. In order to access the instruction and curriculum via remote learning through the school district, the student must attend and engage in virtual classroom sessions at the scheduled time, complete all assigned academic materials and schedule individual meetings and conferences with their teacher(s). Students who do not attend and engage in virtual classroom sessions at the scheduled time will be considered absent. The Collinsville School District attendance plan for In-Person and Remote Learners complies with the Illinois School Code Section 105 ILCS 5/26-2A. During a remote learning plan, online instruction may be in the form of synchronous and/or asynchronous video and/or audio recordings. Questions and comments asked and spoken by students will be part of the recording. These recordings will not be made public by the District. Students who qualify for a remote learning plan due to increased risk of severe illness (including those with special health care needs) or who live with people at increased risk will not be eligible to attend any school function during their Remote Learning Plan.

Commented [17]: Language as recommended by legal counsel for Remote Learning Qualfication and Expectation of students during remote learning. Subject to Change pending proposal from Madison County ROE.

PARENT AND TEACHER CONFERENCES

Communication between home and school is essential in order to provide the best opportunities for the children in our district. Conferences are scheduled throughout the school year, but please do not feel these are the only times you may confer with your child's teacher. When the need arises, please call the school in advance to schedule a meeting with the teacher. Most problems that students experience in school can be resolved easily when parents and teachers communicate at the first sign of a problem. The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences. Letters verifying participation in this program are available from the school office upon request.

PARENTAL NOTIFICATION (EDUCATION TECHNOLOGY VENDORS UNDER THE STUDENT ONLINE PERSONAL PROTECTION ACT)

Commented [18]: Added language as recommended by Mr. Brian Schwartz (IPA Legal Counsel)

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations. Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as *operators*. SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Ill. State Board of Education, to take a number of actions to protect online student data. Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's

information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as: Basic identifying information, including student or parent/guardian name and student or parent/guardian contact information, username/password, student ID number; Demographic information; Enrollment information; Assessment data, grades, and transcripts; Attendance and class schedule; Academic/extracurricular activities; Special indicators (e.g., disability information, English language learner, free/reduced meals or homeless/foster care status); Conduct/behavioral data; Health information; Food purchases; Transportation information; In-application performance data; Student-generated work; Online communications; Application metadata and application use statistics; Permanent and temporary school student record information.

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as: Instruction in the classroom or at home (including remote learning); Administrative activities; Collaboration between students, school personnel, and/or parents/guardians; Other activities that are for the use and benefit of the school district.

PARENTAL NOTIFICATION (ESSA)

NOTICE TO PARENTS REQUIRED BY ELEMENTARY AND SECONDARY EDUCATION ACT, McKINNEY-VENTO HOMELESS ASSISTANCE ACT, AND PROTECTION OF PUPIL RIGHTS ACT

The Elementary and Secondary Education Act (ESEA), McKinney-Vento Homeless Assistance Act (McKinney-Vento), and Protection of Pupil Rights Act (PPRA) mandate that schools receiving federal funds provide parents/guardians with information and notices in an understandable and uniform format and, to the extent practicable, in a language that the parents can understand. This procedure contains the key notifications that districts and schools must provide to the parents/guardians of students. The legal references are provided at the end of the procedure. The only notices applying to districts that do not receive Title I funds are those regarding student privacy. In addition, see:

· ISBE's *Frequently Asked Questions regarding the Every Student Succeeds Act (ESSA)*, published 8-12-16, at: www.isbe.net/Documents/ESSA-faq.pdf.

· U.S. Department of Education's *Frequently Asked Questions regarding Transitioning to the Every Student Succeeds Act (ESSA)*, updated 6-29-16, at: www2.ed.gov/policy/elsec/leg/essa/essafaqstransition62916.pdf.

I. Improving Basic Programs Operated by Local Educational Agencies

The following information must be provided to parents in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

1. Annual report cards. Districts must disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: (a) student achievement on academic assessments (designated by category), (b) graduation rates, district performance, teacher qualifications, and (c) other information required by Section 6311(h)(2)(C)). See 6:170-AP2, E1 *District Annual Report Card Required by Every Student Succeeds Act (ESSA)*.

The District's annual report card shall be concise and accessible to the public, which includes placing it on the District's website or, if the District does not operate a website, providing it in another manner determined by the District.

2. Teacher and paraprofessional qualifications. At the beginning of each school year, a school district that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the district will provide the parents on request in a timely manner, information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, whether: a) The teacher has met the State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; b) The teacher is teaching under emergency or other provisional status; c) The teacher is teaching in the field of discipline of the certification of the teacher; d) Paraprofessionals provide services to the student and, if so, their qualifications.

3. Student achievement. Districts must provide to parents information on the level of academic achievement and growth of the parent's child in each of the State academic assessments.

4. Non-certificated/licensed teachers. Districts must provide parents timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

5. Testing transparency. At the beginning of each school year, a school that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the district will provide the parents on request in a timely manner, information regarding any State or District agency policy regarding student participation in any assessments mandated by Section 6311(b)(2) and by the State or District, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.

In addition, the District shall make widely available through public means (including by posting in a clear and easily accessible manner on the District's website and, where practicable, on each school's website), information on each assessment required by the State to comply with Section 6311, other assessments required by the State, and (where

available and feasible to report) assessments required districtwide, including: a) The subject matter assessed; b) The purpose for which the assessment is designed and used; c) The source of the requirement for the assessment; and d) Where such information is available: i) The amount of time students will spend taking the assessment, and the schedule for the assessment; and ii) The time and format for disseminating results.

II. English Learners

1. Language instruction educational programs. Districts must inform a parent of an English learner identified for participation, or participating in, such a program of: a) The reasons for their child being identified as an English learner; b) Their child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement; c) The instructional methods used in their child's program and the instructional methods used in other available programs; d) How their child's program will meet their child's educational strengths and needs; e) How the program will help their child to learn English and meet age-appropriate academic achievement standards for grade promotion and graduation; f) Exit requirements for the program, including the expected rate of transition from such program into classrooms not tailored for English learners and the expected rate of high school graduation; g) In the case of a child with a disability, how the program meets the objects of their child's individualized education program; and h) Information regarding parental rights that includes written guidance: i) Detailing parents' right to immediately remove their child from the program upon their request; ii) Detailing parents' options to decline enrollment in the program or to choose another program or instructional method, if available; and iii) Assisting parents in selecting among various programs and instruction methods, if more than one program/method is offered.

Parents shall be provided this information no later than 30 days after the beginning of the school year or, for students identified as English learners during the school year, within the first two weeks of the child's placement in a language instruction educational program.

2. Outreach. Each district shall implement an effective means of outreach to parents of English learners to inform the parents regarding how they can be involved in their children's education, and be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet challenging State academic standards expected of all students. In addition, the outreach shall include holding, and sending notice of opportunities for regular meetings for formulating and responding to parent recommendations.

III. Parent and Family Engagement

1. Parent and family engagement policies. Parents and family members shall be notified of the parent and family engagement policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

2. Meeting and information. Each school shall: a) Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation, and to explain the requirements of this part, and the right of the parents to be involved; b) Offer a flexible number of meetings; c) Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs including the planning, review, and improvements of the school parent and family engagement policy and the joint development of the school wide program plan under §6314(b); d) Provide parents of participating children: a) Timely information about programs under this part; b) A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and c) If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. 1) If the school wide program plan under §6314(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the Board.

IV. Voluntary Public School Choice Program

The district shall provide to parents of students in the area to be served by the Voluntary Public School Choice program with prompt notice of: a) The existence of the program; b) The program's availability; and c) A clear explanation of how the program will operate.

V. Education of Homeless Children and Youths

1. Notice of rights. The district shall provide written notice, at the time any homeless child or youth seeks enrollment in such school, and at least twice annually while the child or youth is enrolled in such school, to the parent/guardian of the child or youth (or, in the case of an unaccompanied youth, the youth) that: a) Shall be signed by the parent/guardian (or, in the case of an unaccompanied youth, the youth); b) Sets the general rights provided under this subtitle; c) Specifically states: 1) The choice of schools homeless children and youths are eligible to attend, 2) That no homeless child or youth is required to attend a separate school for homeless children or youths, 3) That homeless children and youths shall be provided comparable services including transportation services, educational services, and meals through school meals programs; 4) That homeless children and youths should not be stigmatized by school personnel; and 5) Includes contact information for the local liaison for homeless children and youths.

2. Assistance to unaccompanied youth. In the case of an unaccompanied homeless youth, the district shall ensure that the homeless liaison assists in placement or enrollment decisions under this subparagraph, considers the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.

3. Public notice of rights. Each district shall ensure that public notice of the educational rights of homeless children and youths is disseminated where such children and youths receive services under this Act, such as schools, family shelters, and soup kitchens.

VI. Student Privacy

1. Notice of privacy policy. The student privacy policies developed by a district shall provide for reasonable notice of the adoption or continued use of such policies directly to the parents of students enrolled in schools served by that district. At a minimum, the district shall: a) Provide such notice at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in such policies; and b) Offer an opportunity for the parent to opt the student out of the activity.

2. Notification of specific events. Each district shall directly notify parents/guardians, at least annually at the beginning of the school year, of the specific or approximate dates when activities described in 20 U.S.C. §1232h(c)(2)(C) are scheduled.

3. Notice of existing policy. All districts shall provide reasonable notice of such existing policies to parents and guardians of students, e.g., "The School Board has adopted and continues to use policies regarding student privacy, parental access to information, and administration of certain physical examinations to minors. Copies of those policies are available upon request."

PARKING PERMIT POLICY (COLLINSVILLE HIGH SCHOOL)

Students at Collinsville High School (CHS) earn the privilege to purchase and to retain a parking decal. This privilege is earned by adhering to grade level requirements, attendance expectations, as well as rules of conduct for behavior and parking lot safety. Student vehicles parked on campus must be registered with the main office. A CHS Parking Decal (giving students authorization to park on campus) must be visible and attached to the lower windshield on the front passenger side before the vehicle is parked on campus. Students who do not have a valid parking decal will be assigned In-School Suspension or Short Term Option Program. No warnings will be issued. All previous obligations must be resolved prior to the issuance of a parking decal.

Only Juniors (must have 10.0 – 14.75 credits) and Seniors (must have 15.0 or more credits) currently registered at CHS are allowed to drive and park on campus during the first semester of school. No student may register a vehicle driven by an underclassman during the first semester of the school year. The penalty for such actions will result in 1 day of in-school suspension for the 1st violation.

Any vacant parking assignments may be assigned to sophomore students (must have 5.00 – 9.5 credits) in January of the second semester of the school year based on the following criteria: Sophomore students may have no more than three (3) absences (ie., unexcused-partial and full day absences), in the first semester of their sophomore year & sophomore students may have no more than fourteen (14) tardies (cumulative) to ANY class during the course of an academic quarter of the current school year. If the criteria listed above are met, stickers will be available based on class rank determined at the end of the student's first semester of their sophomore year. Sophomore students will be charged half of the current year's price for a permit and will be subject to all rules and regulations stated in the parking policy of the handbook.

In order to provide incentives for students to strive for academic excellence, eligible Juniors (must have 10.0 – 14.75 credits) and eligible Seniors (must have 15.0 or more credits) will have the opportunity to choose their parking spot for the following year. Prior to the end of the school year, students will be asked to complete a parking spot request form and submit this form to the high school office. On the form, students will be asked to identify their top three (3) parking spot choices. During the summer months, requests will be fulfilled in an order based upon student classification and students unweighted class rank (calculated at the end of the fourth quarter). Parking requests for senior students will be filled first, followed by junior students. Students (in the same class) who have equivalent unweighted class rank will have their parking spot request order completed through random draw. In the event the requested spots are not available, the student will receive the closest available spot relative to their requests. For example: The student ranked number one (1) in the senior class will have his/her parking spot request fulfilled first, the student ranked number two (2) in the senior class will have his/her parking spot request fulfilled second, etc. After the submitted request forms for the senior class have been fulfilled, the student ranked number one (1) in the junior class will have his/her parking spot request fulfilled, followed by the student ranked number two (2) in the junior class, etc. All parking spot assignments must be claimed during registration in the fall. Any student who does not claim their parking spot at registration will forfeit that parking spot and may reserve a parking spot from the parking spots available.

Students who qualify for a parking permit, but have not been assigned a parking space/decal, may request to be placed on the waiting list. Students on this list will receive a parking permit as spaces become available. The names of students on this list will be arranged based on the order that each student initiates the request and are authorized for placement on the list by administration. A student who commits a vehicle infraction while his/her name appears on the parking permit waiting list, may have his/her waiting list status removed and/or have future driving/parking privileges revoked.

Students are expected to be punctual to all classes and instructional programs. Students who receive 15 tardies (cumulative) to ANY class during the course of an academic quarter will have their parking privileges revoked for the duration of the school year. Students who receive ten (10) tardies and/or unexcused absences (cumulative) to FIRST HOUR class during the course of an academic semester will have their parking privileges revoked for the duration of the school year.

Students are expected to display and maintain appropriate conduct at school. Students who receive two (2) or more Suspensions, one (1) act of gross misconduct, or one (1) Expulsion, may forfeit their parking privileges for the remainder of the school year.

DRIVING AND PARKING REGULATIONS

The driving and parking regulations that follow apply to all students who commit a vehicular infraction or violate parking policy. 1) Students are responsible for the vehicle registered in their name and should drive only that vehicle. In an emergency situation, an "authorized student-driver" may drive another "family-owned" vehicle (i.e., a vehicle registered to the parent/guardian of the student). This "authorized student-driver" must register the "family-owned" vehicle on a form in the Main Office, upon arrival to school each day this vehicle is in use. On this form, students must provide their name, decal number, license number, and the make/model of the "family-owned" vehicle. Students may not register the vehicle of another student. Failure to abide by this registration process may result in disciplinary action; 2) Students may only park in the parking space assigned to them. Designated spaces are available for staff and visitors; 3) Students may not park on the back road. Students should not park their vehicles in fire lanes, bus loading zones, driveways, campus thoroughfares, faculty/visitors parking areas, or in handicap parking areas; 4) Students operating motor vehicles must observe all signs present on CHS parking lots and on school grounds; 5) Students are authorized to drive their registered vehicles during the following situations: arrival to school, early dismissal, and open campus (which occurs when school is dismissed). In the event of an early dismissal, authorized student-drivers must receive a release from the Main Office before exiting the school; 6) All vehicles must be operated in compliance with the Illinois Rules of the Road, including proof of state-mandated, insurance coverage (insurance card), vehicle registration information, and a driver's license; 7) The speed of vehicles must not exceed 10 M.P.H.; 8) All vehicles must be operated on proper roadways within the CHS campus. Driving/parking privileges at CHS may be revoked if a student drives over sidewalks, on grassy areas, or over/through barricades meant to limit/prevent vehicular traffic, drives recklessly, leaves campus without permission or takes another student(s) off campus without permission; 9) Unnecessary and disruptive conduct while driving/parking is prohibited. Such acts include the revving of engines, rapid acceleration, and other dangerous acts (including unexpected braking, performing wheelies, and playing loud music); 10) Transferring parking decals to another student(s) or permitting an unauthorized student(s) to park is not allowed (during any part of the school year). Only the registered student is authorized to use his/her assigned space and vehicle; 11) Always secure your parked vehicle and leave it immediately. Students should vacate their vehicles and clear the parking lot, immediately. Vehicles are to be parked and are to remain parked from arrival to dismissal, unless a student has administrative permission to move the vehicle during the school day – Students will not be issued passes to their vehicle during the school day (except for emergent situations); 12) Registration Conditions: a) Juniors and Seniors must register vehicles for parking according to the policies established by the administration; b) Students who receive parking decals may have their parking decals removed and their driving/parking privileges revoked if it is discovered that he/she does not meet one or more terms of the CHS Student Parking Permit Policy; c) The administration reserves the right to limit the number of parking spaces available or to restrict student parking privileges; d) The cost for an initial, student-parking decal before/during the first semester has been set by the Board of Education. The cost for an initial, student-parking decal during the second semester has been set by the Board of Education. Replacement decals may be provided at an additional expense; 13) Students have no reasonable expectation of privacy in cars parked on school grounds. School lots are regularly searched by contraband dogs, administration, and police officers. Students should be aware that items and spaces on school grounds are subject to search and view by others, and that prohibited items discovered during the course of a search may result in discipline, including, but not limited to, expulsion from school; 14) Collinsville Community Unit School District #10 assumes no responsibility/liability for damages to student vehicles, any possessions left in them, or anything attached to the vehicles on school property. Students park their vehicles on or near school property at their own risk. Students should be aware that their vehicles are not protected in any way while in the parking lot, and items of value should not be left in or near the vehicle while unattended; 15) Any violation of school/parking policy may result in a conference, a suspension(s), and/or removal of driving/parking privileges for the school year (in addition to any other penalty imposed by administration); 16) CHS will NOT refund parking fees.

Video cameras may be active in parking lots and may be used for the purposes of investigation into student misconduct. Discipline for misconduct includes all disciplinary measures in the student discipline code and/or withdrawal of parking privileges.

To qualify for a parking decal, students must: 1) Receive less than fifteen (15) tardies (cumulative for all periods), during the CHS academic quarter preceding the quarter when the parking decal is initially issued. (Example: Students receiving decals during registration/Fall Semester 1, must have received less than fifteen (15) tardies during Spring Semester 2/Quarter 4 of the previous CHS school year); and 2) Students must have maintained ten (10) or fewer unexcused absences (partial and/or full day) and/or not exceeded three (3) truant absences, during the previous school year. NOTE: Optional fees such as parking passes will not be waived under the Fee Waiver Policy as they are not included in the definition of "School Fees" by Illinois School Code.

PHYSICAL EDUCATION

GRADES (COLLINSVILLE HIGH SCHOOL)

Students of Collinsville High School must comply with the graduation requirements established by the C.U.S.D. No. 10. Each student is required to complete a minimum of two (2) units of credit (four semesters) of physical education with passing grades. To receive a grade for each semester, a student must successfully meet the participation and testing requirements established by the Physical Education Department. The requirements stipulate that each student must successfully participate in a minimum of two-thirds of the activities offered per semester to receive credit. Students not completing the minimum participation requirement of two-thirds of the semester for medical reasons shall receive a medical withdrawal for that semester.

EXEMPTIONS

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request. A student in grades 9-12 may submit a written request to the building principal requesting to be excused from physical education courses for: 1) Enrollment in a marching band program for credit; 2) Enrollment in Reserve Officers Training Corps (ROTC) program sponsored by the District; 3) Ongoing participation in an interscholastic or extracurricular athletic program; 4) Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or 5) Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

A student in grades 7-8 may submit a written request to the building principal requesting to be excused from physical education courses because of the student's ongoing participation in an interscholastic or extracurricular athletic program. The building principal will evaluate requests on a case-by-case basis.

Occasionally a student may be unable to participate in physical education due to an injury or illness. Exemption from Physical Education (PE) may be issued from the nurse with a parent note not to exceed two (2) days. The parent/guardian must write a note stating the nature of the injury/illness to request this excuse. Parent/guardian notes requesting PE exemption should be delivered to the CHS health room prior to first hour class. Requests for PE exemption to exceed two (2) days must be signed by a person licensed under the Medical Practices Act corroborating the medical basis of the request. Doctor's notes for P.E. exemption must have an ending date. If no ending date is listed, duration will be from appointment to appointment or 30 calendar days.

A student who is eligible for special education may be excused from physical education courses in either of the following situations: 1) He or she (a) is in grades 3-12, (b) his or her IEP requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or 2) He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee. A student requiring adapted physical education will receive that service in accordance with the student's Individualized Education Program.

Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practices Act, prevents his or her participation in the physical education course. State law prohibits the School District from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District. Students who have been excused from physical education shall return to the course as soon as practical. The following considerations will be used to determine when a student shall return to a physical education course: 1) The time of year when the student's participation ceases; and 2) The student's class schedule.

UNIFORM GUIDELINES (CHS/CMS)

All students shall wear gray, purple or black shirts with sleeves gray, purple or black shorts, socks and athletic shoes during physical education classes. For the safety of students, the following will not be permitted to be worn during physical education class: jewelry, flip-flops, open backed and/or open toed shoes, boots, jeans, pajamas, etc. (Yoga shorts/ pants and tights may be worn with shorts on over them). Sweatshirts and sweatpants may be worn over the physical education uniform with teacher permission prior to dressing. Sweatshirts may not have a hood or pockets, and sweatpants may not have pockets. Students not dressing for physical education are subject to disciplinary action as determined on a case-by-case basis by school administration.

PHYSICAL EXAMS

SCHOOL PHYSICALS

Illinois state law requires all students entering ninth grade and new enrollees to the district to have a physical examination and an up-to-date immunization record on file with the health office. School physicals should be completed on the Illinois DHS form within 12 months prior to the first day of school.

SPORTS/ATHLETICS PHYSICALS

Students who participate in interscholastic athletics at Collinsville Middle School and Collinsville High School must have a current sports physical on file with the athletic trainer. Physicals may be completed on the Illinois DHS form or

the IHSA sports physical form. Physicals are valid for 13 months from the date of the exam. Ninth grade physicals must be completed on the Illinois DHS physical form and will also be adequate to meet the IHSA sports physical requirement. Physicals may be submitted to the athletic director, the athletic coach or athletic trainer.

POSITIVE BEHAVIORAL INTERVENTIONS & SUPPORTS

Collinsville Unit 10 School District is a proud participant of Positive Behavioral Interventions and Supports (PBIS). PBIS stands for Positive Behavioral Interventions & Supports. It is an evidence-based framework used by schools to improve school culture and student behavior, promoting a safe environment for learning. PBIS is based on several decades of research by major universities across the country. A key aspect of PBIS is focusing on more **positive behaviors** and less on negative behaviors. The way schools operate are their foundational systems. In PBIS, these systems support accurate, durable implementation of practices and the effective use of data to achieve better outcomes. Schools generate multiple pieces of data about students every day. Within the PBIS framework, schools use data to select, monitor and evaluate outcomes, practices, and systems across all three tiers. Key to improving outcomes are the strategies to support students at every level. In PBIS, these interventions and strategies are backed by research to target the outcomes schools want to see. The outcomes from PBIS are what schools achieve through the data, systems, and practices they put in place. Families, students, and school personnel set goals and work together to see them through. In PBIS, outcomes might be improved student behavior, or fewer office discipline referrals.

POSTERS

All signs or posters affixed in the school building(s) must be approved by a club or activity sponsor (when applicable) as well as the Activity Director and/or Building Principal.

PUBLICITY RELEASE

At times, the Collinsville School District has the opportunity to publish the achievements of students at school. Examples include everyday classroom activities, awards, special projects, sporting events, etc. Publications may occur through school or district web pages, newspapers or other media. It is the intent of the Collinsville School District to protect all students from harm or injury.

PICTURES OF UNNAMED STUDENTS

Students may occasionally appear in photographs and videotapes taken by school staff members, other students, or other individuals authorized by the building principal. The school may use these pictures, without identifying the student, in various publications, including the school yearbook, school newspaper, and school website. No consent or notice is needed or will be given before the school uses pictures of unnamed students taken while they are at school or a school-related activity.

PICTURES OF NAMED STUDENTS

Many times, however, the school will want to identify a student in a school picture. School officials want to acknowledge those students who participate in a school activity or deserve special recognition. If you DO NOT wish to have your child's named picture, named videotape, interview by the media, or named student-produced materials used for this purpose for the current school year, or if you wish to have your child's name omitted for the current school year, please send a letter outlining your request to the Director of Technology, Collinsville Community Unit School District No. 10, 201 West Clay Street, Collinsville, Illinois 62234. Notification should be made to the District annually if you DO NOT wish to have your child's named picture, named videotape, named interview by the media, or named student-produced materials used for this purpose, or if you wish to have your child's name omitted.

PICTURES OF STUDENTS TAKEN BY NON-SCHOOL AGENCIES

While the school limits access to school buildings by outside photographers, it has no control over the news media or other entities that may publish a picture of a named student. School staff members will not, however, identify a student for an outside photographer.

TEACHER PERFORMANCE ASSESSMENT

Illinois has launched a new performance assessment initiative to insure pre-service teachers (student teachers) have the necessary knowledge, skills and dispositions to be effective educators before teaching licenses are issued. As part of this Teacher Performance Assessment, pre-service teachers must video their performances and the impact the instruction is having on student learning. Students and their voices must be recorded and student work samples scanned as evidence that learning is occurring. To protect their identity, students' last names are not used on the recording or on any documents submitted to the team of evaluators of teaching performances. Parents who do not want their children recorded or their children's work samples scanned, should contact the principal in writing annually stating so.

REGISTRATION REQUIREMENT

Each summer ALL Collinsville students are required to register ~~at the appropriate building for the school year~~ online via the Skyward Family Access portal. ~~Y~~early registration is generally held during the last week of July and/or the first week of August. Registration details (dates/times) can be found on the district's web site. All students of Collinsville Community Unit School District Ten (10) will be required to provide proof of residency. Specific requirements for establishing student residency may be retrieved via the Office of Director of Student Services.

Commented [19]: Annual School Registration is now conducted online via the Skyward Family Access portal.

REPORT TO PARENTS

~~An academic report card is electronically mailed to parents/guardians at the end of each nine weeks. Please review your child's progress carefully and contact the teacher if you have any questions. Report cards must be signed and returned to school for students enrolled in elementary school (K-4) and intermediate school (5-6) in each of the first three grading periods. This report enables all concerned to see what the student has accomplished and where the student may improve.~~ Parents/Guardians are encouraged to frequently check their child's progress throughout the year on the CHS FAMILY Access website: www.kahoks.org - Parents/Students>*Family Access.*

Commented [20]: Deleted language to reflect accurate information regarding parent access to academic progress reports.

RESIDENCE VERIFICATION (ANNUAL)

Collinsville Community Unit School District No. 10 is happy to share that we are updating our district practice for annual student residence verification for compliance with District Policy and Illinois School Code. In an effort to honor parent and staff time, Collinsville CUSD10 will be working with a third-party vendor who uses a system called CLEAR Batch to automatically verify parent/guardian residency within the Collinsville CUSD10 boundaries. The CLEAR Batch system reviews public records to verify the parent/guardian name and address. In the past, all households were required to verify residency at the initial time of student enrollment for continued enrollment in the District. This new process will allow the Collinsville School District to annually verify parent/guardian residence within the boundaries of the Collinsville CUSD10. The software will allow staff to conduct electronic residency verification for the district. The intent of the software is to 1) Conduct annual residence verification in an efficient manner; 2) Significantly reduce parent time needed to satisfy annual residence verification; 3) Significantly decrease staff time taken for the annual residency verification process.

Commented [21]: Added language to reflect current Annual Residence Verification process conducted in Unit 10.

RESTRICTED AREA POLICY (COLLINSVILLE HIGH SCHOOL)

A restricted area is any area of the campus where a student's presence is not required as a result of his/her instructional program. This includes, but is not limited to, the cafeteria (at any time other than assigned lunch periods), the parking lot and the gymnasium for non-athletes after school. Students may use the hallways, restrooms, and locker bays between classes. Movement throughout the building (other than passing periods) will require a hall pass signed by a staff member. Such movement must be done promptly and by the most direct means.

RESTRICTED AREA POLICY (COLLINSVILLE MIDDLE SCHOOL)

A restricted area is any area of the campus where a student's presence is not required as a result of his/her instructional program. This includes, but is not limited to, the Commons Area (at any other time other than assigned lunch periods). Students may use the hallways, restrooms, and their lockers between classes (Administration reserves the right to limit access to school facilities during any time of the school day). Movement throughout the building (other than passing periods) will require a hall pass signed by a staff member. Such movement must be done promptly and by the most direct means. Attendance in a restricted area may result in disciplinary actions by administration.

Campus Arrival/Departure

Upon arriving at school, students are to report to the commons area for breakfast or gymnasium where they will be dismissed to first period class. Students who need to report to a classroom must have a signed pass from a CMS staff member. Students are to vacate the building in a timely manner at the end of the school day unless involved in extracurricular or teacher-supervised activities.

SALE OF FOOD PRODUCTS AT SCHOOL

Sales of candy/food are not permitted during the school day. The sale of food products at school by school sponsored groups will be at the discretion of the Building Principal and permission must be obtained by the club sponsor prior to any sales campaign. All food products sold to students are done with the expectation that the product(s) will be handled/consumed in accordance with all other school rules.

SCHEDULE CHANGES (COLLINSVILLE HIGH SCHOOL)

Collinsville High School creates a new Master Schedule to accommodate the students' course requests during the registration process. Students may see their counselor regarding schedule changes during the first five (5) days of the

First Semester and the first five (5) days of the Second Semester. Changes in courses may be honored if the request is related to: 1) Graduation requirements; 2) First semester failures; 3) Failed prerequisite courses; 4) Computer errors; 5) College entrance requirement; and/or 6) A grade of 'D' or 'F' in a class.
Schedule changes will not be made for the following reasons: 1) Lunch hour preference; 2) A student changes his/her mind; 3) A student doesn't like people in the class; 4) A student simply doesn't like his/her schedule; 5) Teacher preference (with the exception of administrative approval). Students should not expect any schedule changes to be made after the first five days of the first quarter and after the first five days of the third quarter. Final decisions regarding student placement procedures and schedule change approval/denial will reside with the building principal.
Important Notice: Students who withdraw from a class after the first five weeks of the first semester and the first five weeks of the second semester will receive a grade of "F" on his/her transcript for the course.

SCHOOL HOURS

Collinsville schools operate with staggered start times to facilitate the efficient transportation of students. A modified schedule is followed for the first and last day of each school year as well as for staff in-service days. Students are dismissed ½ hour early EVERY Wednesday during the school year so staff can participate in Professional Learning Communities (PLC).

SCHOOL HOURS

School	Full Day Schedule	Wednesday Schedule	Half Day Schedule
Elementary Schools *(except Webster)*	8:00AM – 2:45PM	8:00AM – 2:15PM	8:00AM – 11:25AM
Elementary School (*Webster*)	8:00AM – 2:30PM	8:00AM – 2:00PM	8:00AM – 11:10AM
Dorris Intermediate School	8:50AM – 3:35PM	8:50AM – 3:05PM	8:50AM – 12:15PM
Collinsville Middle School	8:35AM – 3:30PM	8:35AM – 3:00PM	8:35AM – 12:05PM
Collinsville High School	7:55AM – 2:55PM	7:55AM – 2:25PM	7:55AM – 11:25AM
Hollywood Heights School	7:30AM – 1:30PM	7:30AM – 1:30PM	

NOTE: Subject to change as per Board of Education approved Return to Learning Plan

Commented [22]: Disclaimer for subject to change based upon Return to Learn Plan.

SCHOOL MESSENGER

In our efforts to improve communication between parents and school, schools in Collinsville Unit 10 institute a telephone broadcast system that will enable school personnel to notify all households and parents by phone within minutes of an emergency or unplanned event that causes early dismissal, school cancellation, or late start. The service may also be used from time-to-time to communicate general school announcements or reminders. This service is provided by School Messenger, which specializes in school-to-home communications. This program requires NO registration. The primary contact phone number in our student information system database will be used as the contact number. In order to receive important messages via the School Messenger program, it is imperative that parents/guardians report any changes in the student's primary phone number as promptly as possible.

SCHOOL REPORT CARD

The school report card is a document that is produced by the Illinois State Board of Education for each public school and school district in compliance with the Illinois School Code. The report card describes the performance of students by school attendance centers and by district. The report card also describes the district's use of financial resources. The final page of the school report card indicates whether Adequate Yearly Progress (AYP) is being made as required by the No Child Left Behind Act (NCLB). This page provides a breakdown of students meeting/exceeding state standards, the percent of students tested, and the graduation and/or attendance rates. NCLB requires that this information be reported

in the areas of mathematics and reading for all students. Student achievement in these areas is also reported by "subgroup." The federal government mandates that test results for the following subgroups be calculated: gender, race/ethnicity, limited English proficiency, migrant, students with Individualized Education Plans and students receiving free or reduced lunch. The report cards for C.U.S.D. No. 10 may be accessed via the Illinois State Board of Education website at: http://webprod1.isbe.net/ereportcard/publicsite/getSearchCriteria.aspx

SCHOOL RESOURCE OFFICER/ DISTRICT SECURITY OFFICER

The Collinsville CUSD10 has two (2) full-time School Resource Officers (SRO) and a District Security Officer (DSO) to serve as a resource to administrators, classroom teachers, parents and students. The SRO and DSO also assist school officials with supervision and security on our campus, as well as many other services for our entire school community. The SRO and DSO act as an agent of the school and will assist the school administration with daily obligations of the school.

SCHOOL SONG (COLLINSVILLE HIGH SCHOOL)

FIGHT, FIGHT
Fight, Fight, for old CHS!
We'll show the people we are the best,
We will fight to raise that score cause we're always here to yell some more.
We've got a team that we think is great.
Come on and show them we really rate.
Kahoks, win this game tonight, so come on team, let's fight!
K-K-KAH...O-O-OKS...K-A-H-O-K-S...
Kahoks, Kahoks, Kahoks!

SCHOOL SPONSORED PUBLICATIONS, PRODUCTIONS AND WEBSITES

School-sponsored publications, productions and websites are governed by the Speech Rights of Student Journalists Act, school board policies and the student/parent handbook. Except as provided below, a student journalist has the right to exercise freedom of speech and of the press in school-sponsored media, including the right to determine the news, opinion, feature, and advertising content of school-sponsored media. Student journalists are prohibited from using school sponsored media in a way that: 1) Is libelous, slanderous, or obscene; 2) Constitutes and unwarranted invasion of privacy; 3) Violates Federal or State law, including the constitutional rights of third parties; or 4) Incites students to (a) commit an unlawful act; (b) violate any school district policy or student handbook procedure; or (c) materially and substantially disrupt the orderly operations of the school. All school-sponsored media shall comply with the ethics and rules of responsible journalism. Text that fits into numbers one through four above will not be tolerated and school officials and student media advisers may edit or delete such material. The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media. No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of the school, school district or an expression of school board policy.

SCHOOL VISITATION RIGHTS

The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences. Letters verifying participation in this program are available from the school office upon request.

SEAL OF BILITERACY PROGRAM (COLLINSVILLE HIGH SCHOOL)

Collinsville High School students have the opportunity to be recognized by the State of Illinois for earning proficiency in English and one additional language. The Illinois State Board of Education's Seal of Biliteracy program will place an official seal on diplomas and confer official recognition on transcripts of those students who qualify.
Two honors are available: the Seal of Biliteracy and the Commendation Toward Biliteracy. The Seal of Biliteracy is awarded to those whose proficiency level is equivalent to the Intermediate High scale set by the American Council on the Teaching of Foreign Languages. The Commendation of Biliteracy is awarded to students whose proficiency level is rated at Intermediate Low or Intermediate Mid in a second language.

To qualify for the Seal of Biliteracy, seniors must: 1) Earn a minimum composite score of 21 on an official administration of the ACT, **OR** a score of 540 on the SAT English Language Arts **OR** 2) Earn a minimum overall score of 4.8 on the ACCESS for ELLs exam, **OR** a minimum score of I-5 on the ACTFL ESL Assessment **AND** Earn a minimum score of I-5 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish.

Commented [23]: Added language as recommended by Ms. Latoya Coleman, CUSD10 Director of Curriculum and Assessment.

To qualify for the Commendation Toward Biliteracy, seniors must: 1) Earn a minimum composite score of 21 on an official administration of the ACT, **OR** a score of 540 on the SAT English Language Arts **OR** Earn a minimum overall score of 3.5 Literacy on the ACCESS for ELLs exam, **AND** Earn a minimum score of I-1, I-2, I-3 or I-4 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish; 2) Earn a minimum overall score of 3.5 Literacy on the ACCESS for ELLs exam, **AND;** 3) Earn a minimum score of I-1, I-2, I-3 or I-4 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish. Additionally, students of Latin may qualify for a Seal of Biliteracy by showing English proficiency through qualifying ACT or ACCESS scores and by earning a minimum score of I-5 on ACTFL's Latin Interpretive Reading Assessment (ALIRA). A qualifying English proficiency score and an ALIRA score of I-1, I-2, I-3 or I-4 will earn a Commendation Toward Biliteracy.
If you are interested in applying for the Seal of Biliteracy, please see your counselor for an application to apply for testing.

Commented [24]: Added language as recommended by Ms. Latoya Coleman, CUSD10 Director of Curriculum and Assessment.

SEARCH AND SEIZURE

To maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School Authorities" includes school liaison police officers.

SCHOOL PROPERTY AND EQUIPMENT AS WELL AS PERSONAL EFFECTS LEFT THERE BY STUDENTS

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. The building principal may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

STUDENTS

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or district's student rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination. School officials may not request or require a student or his/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

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 questioning or, if they are not present, ensure that a school employee (including, but not limited to, a social worker, psychologist, nurse, guidance counselor, or any 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.

SEIZURE OF PROPERTY

If a search produces evidence that the student has violated or is violating either the law or the school or district's policies or rules, evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, evidence may be transferred to law enforcement authorities.

SEX OFFENDER & VIOLENT OFFENDER NOTIFICATION LAW

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except for in the following circumstances as they relate to the individual's child(ren): 1) To attend a conference at the school with school personnel to discuss the progress of their child; 2) To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services; 3) To attend conferences to discuss issues concerning their child, such as retention or promotion. In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board. Anytime that a convicted child sex offender is present on school property for any reason – including the three reasons above – he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children. A violation of this law is a Class 4 felony. State law requires that all school districts provide parents/guardians with information about sex offenders and violent offenders against youth. You may find the Illinois Sex Offender Registry on the Illinois State Police's website at: http://www.isp.state.il.us/sor/. You may find the Illinois Statewide Child Murderer and Violent Offender Against Youth Registry on the Illinois State Police's website at: http://www.isp.state.il.us/cmvo/.

SKYWARD FAMILY ACCESS (PARENT & STUDENT PORTAL)

Family *Access* is a real time district-sponsored tool for students and parents to track progress and keep current on assignments, attendance, tests and other academic activities. It may be accessed through the school district website www.kahoks.org - Parents/Students>Family *Access*. Activation codes will be mailed to parents and students when they enroll in the district. The activation code is designed to protect the privacy of data. Information, which may be obtained through the Family Access website, includes: *On-line Registration,* daily announcements, class schedules, updated grades, *report cards*, attendance reports and *the ability to update their School Messenger information*. Collinsville Unit 10 School District believes that communication between parents and school is critical for the success of students.

SPECIAL EDUCATION SERVICES

Collinsville CUSD No. 10 makes special education services available to all children ages three to twenty-one that reside within our district boundaries. Services are provided in the least restrictive environment based upon the child's individual needs and can range from providing consultation to the general education classroom teacher to full-day instructional programming for the student in the special education setting. Collinsville CUSD No. 10 ensures that services and programs are available for children with multiple disabilities, mild and moderate to severe and profound cognitive disabilities and physical, learning or emotional disabilities. If necessary, students may be placed in private education facilities if services cannot be provided within the District.. Related services, such as speech and language therapy, physical therapy, occupational therapy, adaptive physical education and social work are also available to students who meet certain criteria and for whom a program-has been developed. If you feel your child may need special education programming, please contact your building principal or school counselor.

REFERRALS FOR SPECIAL EDUCATION

If you believe your child may have a disability, and this disability is adversely affecting your child's education performance, please contact your building principal or school counselor to receive your full procedural rights. Requests for evaluations must be in writing and state the reason for the referral.

CHILD FIND/SPECIAL EDUCATION REFERRAL

The school district attempts to identify, locate and evaluate all children age 3 through 21 who are suspected of having a disability, which adversely affects educational performance. Additionally, the district refers to families who are expecting a child or have children up to three years of age to our community partner, Children's Home and Aid, for home visiting and other services. Children with disabilities up to age three and in need of specialized services are referred to Child and Family Connections; an agency that coordinates needed services for the student and their families. Further child find activities include, early childhood screenings and teacher and/or parent referrals for case study evaluations. Screening dates for early childhood children (those children who will be three by the start of the school year up to kindergarten age) can be accessed on the district web site and the local newspapers. The early childhood screening is a free developmental

check that includes gross and fine motor, cognitive, vision, hearing and speech/language screening. Children who show delays in two developmental areas may be referred for full case study evaluation for special education services.
Students with disabilities who do not qualify for an individualized education program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Code, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the child (i) has a physical or mental impairment that substantially limits one or more major life activities, (ii) has a record of a physical or mental impairment, or (iii) is regarded as having a physical or mental impairment. Inquiries regarding the identification, assessment and placement of students may be directed to the Collinsville CUSD10 Special Education Department (Hollywood Heights School, 6 Oakland, Caseyville, Illinois 62232, Phone: (618-343-2762).

RELATED SERVICE LOGS

For a child with an individualized education program (IEP), the school district must create related service logs that record the type of related services administered under the child's IEP and the minutes of each type of related service that has been administered. The school will provide a child's parent/guardian a copy of the related service log at the annual review of the child's IEP and at any other time upon request.

MAINTENANCE AND DESTRUCTION OF SPECIAL EDUCATION RECORDS

Special education records (case study components, IEP's and correspondence with educational and diagnostic centers) are considered temporary records and are housed at the Special Education Offices, 6 Oakland, Caseyville, IL 62232. Parents of students, or students, if they have succeeded to the rights of the parents, may view or request copies of these records by contacting the Director of Special Education & Related Services at 618-343-2762. Upon graduation or permanent withdrawal of a handicapped student, as defined in the School Code [105 ILCS 5/Art.14] and 23 Ill. Adm. Code 226, Subpart A (Special Education), psychological evaluations, special education files and other information contained in the student temporary record which may be of continued assistance to the student may, after five years, be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. Temporary records of those students who have permanently withdrawn or graduated from Collinsville Community Unit 10 will be destroyed after five years from the date of graduation or permanent withdrawal beginning the second week of June each year. Parents or students, if they have succeeded to the rights of the parent, are encouraged to claim these records because they may be of medical or educational benefit in the student's future. For those parents of students or students, if they have succeeded to the rights of the parents, who may wish to acquire any of these temporary records before they are to be destroyed, please contact the Director of Special Education & Related Services at 618-343-2762.

REQUESTION TO ACCESS CLASSROOM OR PERSONNEL FOR SPECIAL EDUCATION EVALUATION OR OBSERVATION

The parent/guardian of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child. For further information, please contact the school principal.

DISCIPLINE OF SPECIAL EDUCATION STUDENTS

The District shall comply with the Individuals with Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's *Special Education* rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability as determined through a manifestation hearing. Any special education student whose gross disobedience or misconduct is not a manifestation of his or her disability may be expelled pursuant to the expulsion procedures.

STANDARDIZED TESTS

Students and parents/guardians should be aware that the State and District require students in grades K-12 to take standardized tests throughout the school year. Parents are encouraged to cooperate in preparing students for the standardized testing, because the quality of the education the school can provide is partially dependent upon the school's ability to continue to prove its success in the state's standardized tests. Parents can assist their students achieve their best performance by doing the following: 1) Encourage students to work hard and study throughout the year; 2) Ensure students get a good night's sleep the night before exams; 3) Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein; 4) Remind and emphasize for students the importance of good performance on standardized testing; 5) Ensure students are on time and prepared for tests, with appropriate materials; 6) Teach students the importance of honesty and ethics during the performance of these and other tests; 7) Encourage students to relax on testing day.. *A parent/guardian may request, and the District will provide in a timely manner, information regarding student participation in any assessments mandated by law or District policy, which shall include information on any applicable right you may have to opt your student out of such assessment.*

STUDENT ATTENDANCE AREAS

The School District is divided into school attendance areas. The Superintendent will review the boundary lines annually and recommend any changes to the School Board. Students living in a given school attendance area will be assigned to that school. Homeless children shall be assigned according to Board policy 6:140, *Education of Homeless Children*.

Building principals (or their designee) shall assign students to classes.

STUDENT BEHAVIOR

Copies of all School District policies on student behavior are available in the School office.

GENERAL DISCIPLINARY AUTHORITY

Because the Board of Education is entrusted with protecting the safety, health and welfare of the students, staff and property of the School District, it may be necessary at times to discipline students whose conduct affects the well-being of the schools. Discipline is determined on a case-by-case basis and is at the discretion of the administration and the Board of Education. The level of consequences imposed will be consistent with the Illinois School Code. Out-of-school suspensions and expulsions are only used for legitimate educational purposes. The district will make all reasonable efforts to resolve disruptions and minimize the length of exclusion to the greatest extent possible before disciplining a student with a suspension or expulsion. The District does not use zero-tolerance discipline except as required by federal law or the Illinois School Code. In accordance with constitutional due process and statutory requirements, the Board of Education may suspend or expel students in cases of gross disobedience or misconduct that occurs on or off campus. This includes on school buses, at bus stops, while students are traveling to or from school at school sponsored events, activities connected with the school program; any event having a nexus with the school; and at any other time such action is necessary for the safety and supervision of students and during periods of remote learning. 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: 1) on, or within sight of, school grounds before, during, or after school hours or at any time; 2) off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school; 3) Traveling to or from school or a school activity, function, or event; or 4) 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 and during periods of remote learning..

Only the Board of Education may determine to expel a student from school or from the school bus. The Superintendent, Assistant Superintendents, Principal and Assistant Principals may suspend students from school or the school bus for up to ten (10) school days. Suspensions or expulsions of students shall occur in compliance with procedural regulations to be promulgated and implemented by the administrators of the district. Disciplinary measures other than suspension or expulsion shall be determined by the administration and established in general regulations governing student discipline.

GENERAL PROCEDURES FOR RESOLVING SCHOOL PROBLEMS

School problems can best be resolved at the campus level, where problems start. In order to resolve problems, parents, guardians, and students can meet with a teacher at an appropriate time to discuss existing problems. If the parents, guardians, or students are dissatisfied with the teacher's decision or explanation, they can meet with the building administrator to review the area of concern. If the parents, guardians, or students are dissatisfied with the building administrator's decision or explanation, they can meet with the Director of Student Services to review the area of concern. If further assistance is needed, then parents, guardians, or students can meet with the Superintendent of Schools.

RESPONSIBILITIES IN BEHAVIOR INTERVENTIONS

The effective enforcement of the school based disciplinary management system is essential in keeping a school and school related activities free of disruption and are dependent on the exercise of the responsibilities by the following:

Students

Adhere to school, district, and classroom rules and regulations for behavior and good conduct, 2) Attend all classes regularly and be on time, 3) Prepare for class with appropriate materials and completed assignments, 4) Know that the use, possession, distribution and/or sale of illegal or unauthorized drugs, alcohol, and weapons are unlawful and prohibited and that students may be searched in accordance with Board Policy and state and federal law in order to assure a safe school environment, 5) Show respect for others, 6) Conduct oneself in a responsible manner, 7) Pay required fees and fines, 8) Report threats to the safety of other students, teachers, and staff members, 9) Cooperate with staff members in the investigation of disciplinary matters, 10) Use technology and computers appropriately.

Parents

1) Support school, district, and classroom rules for student behavior and ensure that their children conduct themselves according to district standards, 2) Provide the school with a current address and home, work, and cellular telephone numbers, 3) Ensure student attendance at school by state law (student attendance is the sole responsibility of the parent or legal guardian), 4) Provide the appropriate school personnel with any student information that will affect the student's ability to learn, 5) Read, acknowledge, and understand that school policies and procedures are applicable to their children's conduct while they are at school and while they are attending events having a nexus with the school.

Teachers

Establish classroom-management procedures that concentrate on good student conduct and support school and district policies and procedures.

Administrators

Develop with all members of the school community an effective School-Based Discipline Management System that promotes and maintains the support of good student behavior.

Board of Education

Clarify the District's purpose, connect with the community, delegate authority, and monitor school performance. Serious offenses are those that substantially disrupt or materially interfere with the orderly process in the classroom, bus transportation, the school or any school-related activity and may include 'persistent' misbehavior. 'Persistent' shall be defined as more than one repeated instance of an administrative infraction. An administrator may find, on the basis of the facts and circumstances of the case that a student may benefit in an alternative educational setting.

Disciplinary measures applied to handicapped students are in accordance with the Rules and Regulations to Govern the Administration and Operation of Special Education in the State of Illinois, Individuals with Disabilities Education Act, and Section 504 of the Rehabilitation Act of 1973.

DISCIPLINE PROGRAMS

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out of school voluntarily due to behavioral or academic difficulties. Disciplinary actions apply equally to all students. All discipline will be imposed on a case-by-case basis. Potential disciplinary measures include, without limitation, any of the following measures: Oral correction; Disciplinary conference, phone call, letter, and/or e-mail; Parent/guardian notification: Temporary removal from the classroom; Restitution for lost or stolen goods or property; Community Service; After-school study or Before-school study provided the student's parent/guardian has been notified; Restitution or restoration, as applicable, from vandalism; Seizure of contraband, confiscation and temporary retention of the personal property that was used to violate school rules; Exclusion from extracurricular activities such as field-trips, commencement exercises/awards ceremonies; Suspension of bus riding privileges; Restriction or removal of computer-use privileges for up to one school year; Suspension from school (and all school activities) for up to ten (10) days; Expulsion from school and all school activities for a definite time period not to exceed two (2) years; Notification to juvenile authorities or other law enforcement in circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies; Transfer to the Center for Educational Opportunities (Madison County Regional Safe School Program) or other Alternative Education Program(s) if a student is expelled or otherwise qualifies for transfer under State Law; Any other appropriate disciplinary actions determined by the administration. The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension or expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Potential disciplinary measures also include, without limitation, the following measures:

Warning: This notifies a student and perhaps his/her parents/legal guardians that he/she is in violation of a rule or privilege of attending school.

Detention (CHS): The detention program is primarily a supervised study time for students. Students assigned detentions shall not be penalized academically. The program will run from 7:00AM – 7:45AM Monday through Friday and from 3:00PM to 4:00PM Monday, Tuesday, Thursday, and Friday. Parents may request that their child be given the next level of consequence in place of detention (In School Supervision). This request must be made prior to the scheduled detention assignment. Any student who refuses to serve, misbehaves, skips or intentionally misses an assigned detention will be assigned to In School Supervision on the following day. Students not reporting to detention on the day assigned may be reassigned to ISS the following day. Any changes to detentions must be made by a parent/guardian ONLY by contacting the appropriate administrator. For morning detention, the change must be made before 3 p.m. the day prior to the assigned detention. For afternoon detention, the change must be made by 12 p.m. on the day of the assigned detention.

Detention (CMS):

Reason for Detention: A teacher, staff member, or an administrator can write a referral for any reason considered interfering with the education process or noncompliance of school rules.

Notice: A one (1) day notice of before/after school detentions must be given by all teachers in order for the student to inform their parents, to arrange transportation, and to notify the location of the detention.

Lunch Detentions: Assigned by administration and are served during student's lunch period. Students in Lunch Detention will have lunch provided to them (based on their recorded lunch status) or will be permitted to bring lunch from home.

Absences: If absent or suspended, the student is required to serve the detention the next day he/she returns to school. It is the student's responsibility to remember the detention obligation.

Detention Rules: All school rules apply to detention. A student cannot be late or disruptive for detentions and must be busy with schoolwork during the entire detention period. Students are expected to arrive in the detention room on time, bring and work on assignments/school work.

Skipping Detention or Not Following the Rules of Detention: If a student skips detention or chooses not to follow the rules of detention, then the student may be assigned more detentions or ISS.

Tardy Detention: Tardy detentions will be assigned by the administration.

Teacher Detention: Teacher detentions will be held by the classroom teacher in a supervised classroom before or after school, or during lunch periods.

Problems: If a student or parent has questions concerning detention, they should contact the teacher regarding teacher-issued detention(s) or contact the administrations regarding administrative-issued detention(s).

In School Supervision (ISS) – (CHS): Students will serve In School Supervision (ISS) at school during the school day for as many days as their disciplinary consequences stipulate. During this time, students should work on the assignments being covered in their classes. Students serving ISS will be counted present and receive full credit for academic work completed. Teachers must provide assignments for credit at the student's request. If a student has an unexcused absence in conjunction with serving an ISS, then make-up work will not be permitted. Students are responsible for obtaining assignments from their teachers prior to reporting to ISS. ISS is the last opportunity a student has for remaining in school following disciplinary infractions. If a student chooses not to follow proper ISS procedure, he/she will be suspended out of school, and may reserve an additional day in ISS and/or STOP program assignment. Abuse of an ISS assignment or continued violation of ISS rules may result in the loss of the ISS option. Students or their parent/guardian MUST provide transportation home should the ISS assignment not be completed successfully. In order to change an ISS, the request must be made by 12 p.m. the day before the assigned ISS. An OSS may be requested in lieu of an ISS ONLY by a parent/guardian Note: School work may not be made up when a parent opts for OSS instead of ISS..

The following are rules, regulations, and procedures for the Collinsville High School ISS assignment: 1) Students must be in their seats when the 7:55 a.m. bell rings; 2) Students may not talk or cause any type of disruption or distraction to the "Absolute Quiet" atmosphere of the ISS; 3) No sleeping is permitted; 4) Students are to be studying, reading, and completing academic assignments quietly. Students must come prepared with pen, pencil, etc. to work in ISS; 5) Students are responsible to acquire and return make-up work for missed classes; 6) Lunch is spent in ISS. Students may bring a lunch from home or order a lunch. All drinks must be sealed. No soda is permitted in the ISS room; 7) A type "A" lunch is the only purchasable option. No other eating or drinking is permitted. Gum and cough drops are not permitted at any time; 8) Once the lunch orders have been placed, no additions will be made; 9) There will be three breaks during the day. There will be no other breaks, trips to the lockers, or use of the phones except for medical reasons or emergencies; 10) Students who leave ISS early on will not receive credit for the day and would therefore serve the ISS on the next day of attendance. The student will still receive academic credit for all work completed; 11) Students who are absent from school on days to be spent in ISS must make up the days absent when they return to school; 12) In the event that school is canceled for any reason on the day of an ISS assignment, the student should report to ISS on the first day that school resumes; In the event that a student is absent on the day of an ISS assignment, the student should report to ISS on the first day that the student returns to school, 13) Dismissal is at 2:55 P.M. Students are to take all of their books and materials with them each day of an ISS assignment. Nothing is to be left in the ISS room. Anything left in the room will be taken to the Lost and Found; 14) Students who fail to successfully complete an ISS assignment may be sent home. For a failure to complete ISS assignment: 1) the office will contact the parent; 2) the parent must arrange for student transportation home, and; 3) the day may be recorded as an Out of School Suspension. Additional failures of ISS may result in out of school suspension for the number days remaining for the ISS assignment.

If a parent/guardian is not able to arrange for transportation home: 1) the student will be sent to the library testing center; 2) the day attendance will be recorded as an in-building absence (IA) and; 3) the student must serve a STOP assignment on the next day of student attendance.

In-School Supervision (ISS) (CMS)

In-school supervision may be offered as an alternative to out-of-school suspension.

Students assigned to In-School Supervision (ISS) must first report to first period class and then proceed to the ISS room. It is the student's responsibility to obtain homework assignments and take work materials to ISS daily. Administrators will give students ample time to collect homework assignments. Any student who refuses to report to ISS will be subject to STOP or out-of-school suspension. The rules of ISS are posted in the ISS room and are available to parents/guardians upon request. Failure of In-School Supervision (ISS); Students must pass a full day of ISS to fulfill their ISS obligation. The ISS Supervisor will determine whether a student passes or fails based on the compliance of the student to the rules of ISS. If a student chooses not to follow proper ISS procedures, s/he may be suspended out of school for the day s/he failed. Based on the reason for ISS failure, the remaining ISS days may be turned into STOP or Out-of-School Suspensions. Parents are encouraged to avoid scheduling appointments or requesting early dismissal(s) of students on an assigned, ISS day(s). Changes to the ISS date(s) selected by administration may only occur when the parent/guardian of the assigned student contacts the administrator who made the assignment to request an alternative ISS date(s). CMS encourages all students to serve ISS assignments; parent(s)/guardian(s) may opt for their child to serve one day of Out-of-school suspension for every ISS assigned to their child, but it is highly discouraged. Students who are absent from school on days to be spent in ISS will have to make up the days absent when they return to school. Homework assignments completed during ISS can be turned in for credit when the student returns to regular classes. Quizzes and tests missed while a student is assigned to ISS can be made up. All students in ISS will have a lunch provided to them (based on their recorded lunch status) during a common ISS lunch period. ISS assignments must be served on school days when school is in session. In the event that the ISS day(s) assigned to a student spans a day(s) classified as a district emergency day (i.e. snow day) the emergency day(s) will not be counted toward the fulfillment of the ISS assignment.

Short Term Option Program (STOP) (DIS/CMS/CHS): The Short Term Option Program (STOP) is designed to keep suspended students in school. Students assigned to the STOP program report directly to the school office upon arrival to

the school campus and are then transported to the Center for Educational Opportunities (CEO) Madison County (IL) Regional Safe School located in Troy, Illinois. Teachers at the Regional Safe School STOP Program work with students to complete assigned academic work from Collinsville High School.

Out of School Suspension (OSS): A student's out of school suspension assignment is determined on a case-by-case basis and is at the discretion of school administrators and Board of Education. *The level of consequences imposed will be consistent with the Illinois School Code.* Students assigned to Out of School Suspension (OSS) will not be allowed on school district property at any time during their Out of School Suspension. Out of School Suspensions are assigned only for days when school is in session. In the event that school is cancelled for any reason during the period of an out of school suspension, the student will serve the remaining day(s) of the out of school suspension period on the next day(s) that school resumes. During an out of school suspension assignment, the student will be permitted to make up all missed work, including homework and tests, for equivalent academic credit. Students who are suspended Out-of-School for longer than 4 school days may be provided appropriate and available support services during the period of their suspension as determined by school officials.

Out of School Suspension Procedures (OSS)

The following are suspension procedures:1) Before suspension, the student shall be provided a conference during which the charges will be explained and the student will be given an opportunity to respond to the charges; 2) A pre-suspension conference is not required and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable; 3) Any suspension shall be reported immediately to the student's parent(s)/guardian(s). A written notice of the suspension shall state the reasons for the suspension, including any school rule that was violated, and a notice to the parent(s)/guardian(s) of their right to a review of the suspension. A copy of the notice shall be given to the Board of Education; 4) Upon request of the parent(s)/guardian(s), the Board of Education or a hearing Officer appointed shall conduct a review of the suspension by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or the hearing officer and may be represented by counsel. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action, as it finds appropriate.

NOTE: *Parents/Guardians who elect not to send their child to school on a day of assigned In-School suspension and/or Short Term Option Program (STOP) will be considered as unexcused absences from school. Students will not be allowed to make up work missed due to these days of unexcused absence.*

Expulsion

Expellable acts include, but are not limited to, serious misbehavior and/or illegal acts that threaten to impair the educational efficiency of the school and/or that most seriously disrupt the orderly educational process in the classroom and/or school. Expulsion may occur if misbehavior occurs on school property or at any school-sponsored or school-related activity on or off of school property that may cause a serious threat to the safety of the school community. Expulsion means removal of a student from school for more than ten consecutive school days and possible placement in an alternative setting for one (1) to two (2) school years. The terms of expulsion also mean that a student who has received out-of-school suspension, is being considered for expulsion, and/or has been expelled is prohibited from being on school/district grounds, at school-sponsored activities, or present at any function affiliated with the school district for the time span of the suspension/expulsion.

Expulsion Procedures

The following are expulsion procedures: 1) Before expulsion, the student and parent(s)/guardian(s) shall be provided written notice of the time, place, and purpose of a hearing by registered or certified mail requesting the appearance of the parent(s)/guardian(s). If requested, the student shall have a hearing, at the time and place designated in the notice, conducted by the Board or hearing officer appointed by it. If a hearing officer is appointed by the Board, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate; 2) During the expulsion hearing, the student and his or her parent(s)/guardian(s) may be represented by counsel, present witnesses, and other evidence and cross-examine the witnesses. At the expulsion hearing, the Board or hearing officer shall hear evidence of whether the student is guilty of gross disobedience or misconduct as charged. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.

Readmission to school after an expulsion

In order for a student to be readmitted to the school after completing an expulsion, the student and/or parent/legal guardian must complete the following (consecutively): 1) Meet all standards of passing the Alternative School-CEO/ETC and or the terms of the expulsion specified by the C.U.S.D. No. 10 Board of Education (school and/or the CUSD10 District Office should receive documentation verifying completion of the Alternative School within the allotted time frame of enrollment); 2) The student and/or parent/legal guardian must call the C.U.S.D. No. 10 Administrative Office to arrange a time to show proof of residency in the school district; 3) High School and Middle School students and/or parent/legal guardian must call the school to meet with his/her counselor/building Principal in order to arrange for class registration for the upcoming semester.

Re-Engagement of Returning Students

The building principal or designee shall meet with a student returning to school from an out-of-school suspension, expulsion or alternative school setting. The goal of this meeting shall be to support the student's ability to be successful

in school following a period of exclusion and shall include an opportunity for students who have been suspended to complete or make-up missed work for equivalent academic credit. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of out-of-school suspension. Students suspended out of school for five (5) or more days shall have a maximum of five (5) days to submit academic work to their teacher.). Long term assignments such as research projects and papers assigned before a suspension and due during the suspension may be turned in on the day the student returns from suspension without penalty. Long term assignments made during a suspension are due on the assigned due date. The District has the discretion of providing additional support services as deemed appropriate by school officials.

Students may be disciplined for misconduct or gross disobedience, including, but not limited to the following: Academic dishonesty (including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards and wrongfully obtaining test copies or scores)***;*** Any threatening, harassing, or intimidating behavior; Attendance in restricted areas***;*** Bus misconduct; Cafeteria misconduct; (In the absence of a reasonable believe that an emergency exists) Calling emergency responders (calling 911), signaling or setting off alarms or signals indicating the presence of an emergency or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity; Computer (inappropriate use); Conduct that includes public lewdness or indecent exposure, defined to include offenses against chastity, common decency, morals, and the like***;*** Disobeying rules of student conduct or directives from staff members or school officials (Examples of disobeying staff directives include refusing a staff member's request to stop or submit to a search); Disrespect (behaviors verbal or in writing that are abusive or derogatory in nature); Dress/grooming (inappropriate displays); Endangerment of the physical or psychological well-being of school personnel or students by conduct or actions (including 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 be a threat or an attempted intimidation of a staff member; or endanger the health or safety of students, staff, or school property); Engaging in Bullying, Hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other student 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 using a school computer or school computer network, or other comparable conduct); Engaging in the offense of retaliation against a staff member for that person's performance of upholding the rules and regulation of the school; Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault; Engaging in teen dating violence; Failure to abide by rules and regulation at extracurricular activities or at co-curricular activities such as field trips; Falsifying information; Fighting (with or any assault of another student or staff member – this includes any intentional physical contact such as hitting, slapping, punching, shoving, etc.); Gambling; Gang Activity or Gang-like activity; Horseplay (pushing, shoving, etc.); Inappropriate displays of affection; Insubordination (willful failure to respond and carry out the directions of an administrator or school personnel); Knowingly making a false report against a staff member that is later determined to be unsubstantiated at the conclusion of any investigation initiated as a result of the report***;*** Loitering; 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 studies within the school grounds at the time the that 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; Operating an unarmed aircraft system (AUS) or drone for any purpose on school grounds or at any school event unless granted permission by the building principal; Participation in an illegal organization such as a fraternity, sorority, secret society, gang, cult, or other criminal combination prohibited by law; Profanity and Vulgarity (language, objects or gestures that may be found to be offensive to the commonly accepted standards of decency; Repeated violation of classroom or transportation rules; Selling or soliciting for sale any merchandise without proper administrative permission; Setting off the fire alarm and/or tampering with fire extinguishers and/or automated external defibrillators (AEDs); Tardiness/Truancy; The possession and/or use of any object/material which reasonably could be considered to be distracting to the educational setting of the school (including, but not limited to, guitars, guitar cases, flowers, balloons, skateboards, hoverboards, unarmed aircraft systems, drones); The possession of matches or other flammable materials; The possession and use of cellular and wireless telephones, laser pointers, IPODs, and electronic viewing or listening devices (including, but not limited to: pagers, text messaging devices, two-way radios, personal digital assistants [PDAs], audio, video, photographic or similar digital devices capable of storing, sharing, and/or transmitting information on campus or at functions during school hours or at any other time in a manner that disrupts the educational process or violates the rights of others, including using the device to take photographs in the locker rooms or bathrooms, cheat or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting."); The throwing of snowballs; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, of any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered

form; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of alcohol; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any tobacco or nicotine products (including electronic cigarettes, e-cigarettes, vapes, vape pens or other vaping related products); The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any illegal drug, controlled substance, or cannabis (including marijuana, medical cannabis and hashish unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law and board policy); The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use, possession, distribution (including attempt to use, obtain or distribute), sale, or purchase of medical cannabis, unless authorized under Ashley's Law and board policy, is prohibited; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale), purchase, or being under the influence of harmful, illegal or across the counter drug; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale), or purchase of any performance enhancing substance on the Illinois High School Association's most current banned substance list (unless administered in accordance with a prescription); The use, possession, distribution (including attempt to use, obtain or distribute) sale (or offering for sale), or purchase of any inhalant (or paraphernalia for an 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 (The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications); The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of 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 unless authorized under board policy and Ashley's Law; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of "look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance or other substance that is prohibited by this policy; 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, controlled substance or other substance that is prohibited by this policy; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of any weapons (including guns and knives and/or look alike weapons) or violating the procedures listed in the Weapons Policy of this handbook; The use, possession, control, or transfer of a firearm, a look alike, knife, brass knuckle 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; Theft (including possession, distribution or attempt to obtain or distribute stolen items) and/or damage to property; Trespassing (entering school property or a school facility without proper authorization. NOTE: any student suspended out of school may not enter the school grounds, attend any school sporting events, or school-related activity or building at any time during the suspension); Unprepared for class (ie. not dressing for physical education class); Vandalism; Vehicle Infractions (including driving and parking without a sticker); Verbal confrontation; Violation of the cell phone/electronic device policy, including, not limited to: harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent; Violation of the CHS Parking Permit Policy; Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing; Violations of rules or procedures established by the classroom teacher; Any other acts that interfere with the orderly educational process in the classroom or 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. 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.

DISCIPLINE OF STUDENTS WITH DISABILITIES

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

Discipline of Special Education Students

The District shall comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's *Special Education* rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

DISCIPLINARY INFRACTIONS & CONSEQUENCES

Building Principals reserve the right to determine appropriate disciplinary actions for offenses which are not contained in the aforementioned list. Similarly, the administration reserves the right, on a case-by-case basis, to deviate from the specified disciplinary actions when such deviations are determined to be necessary for the proper and safe operation of our school. Any infraction, depending upon the surrounding circumstances, may warrant discipline up to and including expulsion.

CORPORAL PUNISHMENT

Corporal punishment is illegal and will not be used. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in a 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.

ISOLATED TIME OUT, TIME OUT AND PHYSICAL RESTRAINT

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, and physical restraint as discipline or punishment, convenience for staff, retaliation, a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others

STUDENT DISTRIBUTION OF NON-SCHOOL SPONSORED PUBLICATIONS

A student or group of students seeking to distribute more than 10 copies of the same material on one or more days to students must comply with the following guidelines: 1) The student(s) must notify the building principal of the intent to distribute, in writing, at least 24 hours before distributing the material. No prior approval of the material is required; 2) The material may be distributed at times and locations selected by the building principal-such as before the beginning or ending of classes at a central location inside the building; 3) The building principal may impose additional requirements whenever necessary to prevent disruption, congestion, or the perception that the material is school-endorsed; 4) Distribution must be done in an orderly and peaceful manner, and may not be coercive; 5) The distribution must be conducted in a manner that does not cause additional work for school personnel. Students who distribute material are responsible for cleaning up any materials left on school grounds; 6) Students must not distribute material that: a) Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; b) Violates the rights of others, including but not limited to, material that is libelous, invades the privacy of others, or infringes on a copyright; c) Is socially inappropriate or inappropriate due to the students' maturity level, including but not limited to, material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or sexting as defined by School Board policy and Student Handbook; d) Is reasonably viewed as promoting illegal drug use; or e) Is primarily prepared by non-students and distributed in elementary and/or middle schools; 7) A student may use the School District's Uniform Grievance Procedure to resolve a complaint; 8) Whenever these guidelines require written notification, the appropriate administrator may assist the student in preparing such notification. A student or group of students seeking to distribute 10 or fewer copies of the same publication on one or more days to students must distribute such material at times and places and in a manner that will not cause substantial disruption of the proper and orderly operation and discipline of the school or school activities and in compliance with paragraphs 4, 5, 6, and 7.Students are prohibited from accessing and/or distributing at school any pictures, written material, or electronic material, including material from the Internet or from a blog, that: 1) Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; 2) Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright; 3) Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language; 4) Is primarily intended for the immediate solicitation of funds; or 5) Is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students. The distribution of non-school-sponsored written material must occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the school district.

STUDENT PERSONNEL SERVICES

The CUSD10 Student Personnel Services is made available to the students by a variety of professionals and specialists (school counselors, qualified school nurse, school social workers, school psychologist) for the health, education, and welfare of every student attending schools in the Collinsville Unit 10 School District. There are a limited number of services provided on campus, but many more services are made available through the referral process. The District assumes no liability for preventing, identifying, or treating such problems for responding to students with social, emotional, or mental health problems that impact learning ability. Services shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

STUDENT PRIVACY PROTECTIONS

The District has adopted and uses several policies and procedures regarding student privacy, parental access to information and administration of certain physical examinations to students. Copies of these policies are available upon request.

SURVEYS

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives as identified in School Board policy 6:10, *Educational Philosophy and Objectives*, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

SURVEYS BY THIRD PARTIES

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the building principal.

SURVEYS REQUESTING PERSONAL INFORMATION

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items: 1) Political affiliations or beliefs of the student or the student's parent/guardian; 2) Mental or psychological problems of the student or the student's family; 3) Behavior or attitudes about sex; 4) Illegal, anti-social, self-incriminating, or demeaning behavior; 5) Critical appraisals of other individuals with whom students have close family relationships; 6) Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers; 7) Religious practices, affiliations, or beliefs of the student or the student's parent/guardian; 8) Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent/guardian may inspect the survey or evaluation upon, and refuse to allow their child to participate in the survey. The school will not penalize any student whose parent/guardian exercised this option.

INSTRUCTIONAL MATERIAL

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

PHYSICAL EXAMINATIONS

Parents have the right to notification of any physical examinations or screenings, which the district may administer to the student.

STUDENT TEACHER VIDEO AND AUDIO RECORDINGS

Collinsville Community Unit School District No. 10 routinely participates in the education of college level student teachers seeking a degree in the education field. Student teachers are required by their college coursework to create audio and video recordings of their lessons and the reactions of students to their lessons. As a result, students may occasionally appear in video recordings taken by a student teacher authorized by the Building Principal to student teach and to create video or audio recordings of student reactions.

Confidentiality

The video and audio recordings of District students by a student teacher are to be solely in their coursework and in furtherance of their college education. The student teacher will not release the video or audio recording except to his/her college professor. The video/audio recording is destroyed after it is reviewed by the student teacher's professor.

Consent

The School District must have consent from the student's parent and/or guardian prior to a student teacher creating a video or audio recording of District students for their college coursework

STUDENT RECORDS

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained

by law enforcement officers working in the school; video and other electronic recordings that are created in part for law enforcement, security, or safety reasons or purposes; and electronic recordings made on school buses. School student records are confidential. Information from them shall not be released other than as provided by law.

The student's written records are in two categories: permanent and temporary.

"Student Permanent Record" means and shall consist of the following, as limited by Section 2(d) of the Illinois School Student Records Act [105 ILCS 10]: Basic identifying information, including the student's name and address, birth date and place, and gender, and the names and addresses of the student's parents; Evidence required under Section (5)(b)(1) of the Missing Children's Records Act [325 ILCS 50/5(b)(1)]; Academic transcript, including: grades, class rank, graduation date and grade level achieved; scores on college entrance examinations, except that a parent may request, in writing, the removal from the academic transcript of any score received on college entrance examinations (also see Section 375.30(d)); the unique student identifier assigned and used by the Student Information System established pursuant to 23 Ill. Adm. Code 1.75 (Student Information System); as applicable, designation of an Advanced Placement computer science course as a mathematics-based, quantitative course for purposes of meeting State graduation requirements set forth in Section 27-22 of the School Code [105 ILCS 5/27-22]; as applicable, designation of the student's achievement of the State Seal of Biliteracy, awarded in accordance with Section 2-3.157 of the School Code [105 ILCS 5/2-3.157] and 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); and as applicable, designation of the student's achievement of the State Commendation Toward Biliteracy, awarded in accordance with 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); Attendance record; Health record; Record of release of permanent record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)]; Scores received on all State assessment tests administered at the high school level (i.e., grades 9 through 12) (see 105 ILCS 5/2-3.64a-5); and If not maintained in the temporary record, may also consist of: Honors and awards received; and Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations. No other information shall be placed in the student's permanent record.

"Student Temporary Record" means all information not required to be in the student permanent record and shall consist of the following, as limited by Section 2(d) of the Illinois School Student Records Act [105 ILCS 10]: A record of release of temporary record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)]; Scores received on the State assessment tests administered in the elementary grade levels (i.e., kindergarten through grade 8) (see 105 ILCS 5/2-3.64a-5); The completed home language survey form (see 23 Ill. Adm. Code 228.15 (Identification of Eligible Students)); *Information regarding serious disciplinary infractions* (i.e., those involving drugs, weapons, or bodily harm to another) *that resulted in expulsion, suspension or the imposition of punishment or sanction*; *Information provided under Section 8.6 of the Abused and Neglected Child Reporting Act* [325 ILCS 5/8.6], as required by Section 2(f) of the Any biometric information that is collected in accordance with Section 10-20.40 or 34-18.34 of the School Code [105 ILCS 5/10-20.40 or 34-18.34]; Health-related information; Accident Reports; and May also consist of: Family background information; Intelligence test scores, group and individual; Aptitude test scores; Reports of psychological evaluations, including information on intelligence, personality and academic information obtained through test administration, observation or interviews; Elementary and secondary achievement level test results; Participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations; Honors and awards received; Teacher anecdotal records; Other disciplinary information; Special education records; Records associated with plans developed under section 504 of the Rehabilitation Act of 1973 (29 USC 701 et seq.); and Any verified reports or information from non-educational persons, agencies or organizations of clear relevance to the education of the student.

Student's written records are kept on file in the school office/counseling office and are available to students, parents and/or legal guardians for inspection. Students and/or parent(s)/legal guardians may inspect the written records with a designated employee of the school during regular hours of the school day. A parent, student, and/or legal guardian may contact the administrator to gain access to the records. Access will be granted within a reasonable amount of time but not more than ten (10) business days after receiving the request. "Parent" means a person who is the natural parent of the student or other person who has the primary responsibility for the care and upbringing of the student. All rights and privileges accorded to a parent under this Act shall become exclusively those of the student upon his 18th birthday, graduation from secondary school, marriage or entry into military service, whichever occurs first. The student may also exercise such rights and privileges at any time with respect to the student's permanent school record.

If information contained in the records is disputed by the parent, student, and/or legal guardian, a request to meet with the Principal or Superintendent must be made within a reasonable time after the review of the record to provide for the correction, deletion, or further explanation of such information.

In the absence of any court order to the contrary, to require, that upon the request of either parent of a pupil whose parents are divorced, copies of the following reports or records which reflect the pupil's academic progress, reports of the pupil's emotional and physical health, notices of school initiated parent-teacher conferences, notices of major school sponsored events, such as open house, which involve pupil-parent interaction and furnished by the school district to one parent be furnished by mail to the other parent.

The school will review student's records periodically to make certain they are accurate. Permanent records will be maintained for not less than sixty (60) years after a student has graduated or otherwise permanently withdrawn from school. Temporary records will be maintained for five years following graduation, school transfer and/or withdrawal and will be destroyed on July 1. A parent, student, and/or guardian have the right to inspect and copy such records before

destruction. A charge of the actual cost for providing a copy of the school record will be paid by the requesting party, but may not exceed 35 cents per page.
Upon graduation or permanent withdrawal of a handicapped student, the psychological evaluation, special education files and other information contained in the student temporary record may be of continued assistance to the student may, after five (5) years be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. The school shall explain to the student and the parent the future usefulness of these records.
If a certified copy of an order of protection has been filed with a school district, then the district shall notify its school employees that the student records or information in those records of a protected child identified in the order shall not be released to the person against whom the order was issued.

RELEASE OF INFORMATION

The school shall transfer the student record to another school in which the student has enrolled or intends to enroll upon a signed parental release form. The parent will receive prior written notice of the nature and substance of the information to be transferred and an opportunity to inspect, copy, and challenge such information. If the address of the parents is unknown, notice may be served upon the records' custodian of the requesting school for transmission to the parents. Such service shall be deemed conclusive, and ten (10) calendar days after such service, if the parents make no objection, the records may be transferred to the requesting school.
No individual or agency can force an individual to release his/her records. A release of students' written records will not be made to persons or agencies unless written consent is given by parents, students, or a court order is issued. However, a release of records without parental consent could be made due to an emergency release of personally identifiable information from education records to provide for release of information for medical health or safety. In certain instances where consent is not required, written notification of such information will be given to the parents. Directory information is limited to: a student's name, grade level; photographs, media interviews, videos and digital images used for informational or news-related purposes of a student participating in school or school-sponsored activities, organizations and athletics that appear in school publications such as yearbooks, newspapers or sporting or fine arts programs; academic awards, degrees and honors; information in relation to school-sponsored activities, organizations, and athletics; major field of study; and period of attendance at the school. Any parent/guardian or eligible student (student 18 or older) may prohibit the release of directory information by delivering a written request to the building principal. The contact must be made by September 15 of each school year or the information will be released at the appropriate time.

RULES REGULATING THE INSPECTION OF STUDENT'S WRITTEN RECORDS

The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's school records. They are: 1. **The right to inspect and copy the student's education records within 10 business days of the day the District receives a request for access.** The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. Within 10 business days, the building principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. In certain circumstances, the District may request an additional 5 business days in which to grant access. The District charges $.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost. These rights are denied to any person against whom an order of protection has been entered concerning the student.; 2. **The right to have one or more scores received on college entrance examinations included on the student's academic transcript.** Parents/guardians or eligible students may have one or more scores on college entrance examinations included on the student's academic transcript. The District will include scores on college entrance examinations upon the written request of the parent/guardian or eligible student stating the name of each college entrance examination that is the subject of the request and the dates of the scores that are to be included.; 3. **The right to request the amendment of the student's education records that the parent/ guardian or eligible student believes are inaccurate, irrelevant, or improper.** A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought. If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.; 4. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or Illinois School Student Records Act authorizes disclosure without consent.** Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical

consultant, therapist, or educational technology vendor); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility or contractual obligation with the district. Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records. Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring. Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.; 5. **The right to a copy of any school student record proposed to be destroyed or deleted.** The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student's change in attendance centers, whichever occurs first.; 6. **The right to prohibit the release of directory information.** Throughout the school year, the District may release directory information regarding students, limited to: Name, Address, Grade level, Birth date and place, Parent/guardian names, addresses, electronic mail addresses, and telephone numbers, Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs, Academic awards, degrees, and honors, Information in relation to school-sponsored activities, organizations, and athletics, Major field of study, Period of attendance in school. Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.

> *Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.*

7. **The right to request that military recruiters or institutions of higher learning not be granted access to your student's information without your prior written consent.** Federal law requires a secondary school to grant military recruiters and institutions of higher learning, upon their request, access to secondary school students' names, addresses, and telephone numbers, unless the student's parent/guardian, or student who is 18 years of age or older, submits a written request that the information not be released without the prior written consent of the parent/guardian or eligible student. If you wish to exercise this option, notify the building principal.; 8. **The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law. 9. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is: U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue, SW, Washington DC 20202-8520

STUDENT BIOMETRIC INFORMATION

Before collecting biometric information from students, the school must seek the permission of the student's parent/guardian or the student, if over the age of 18. Biometric information means information that is collected from students based on their unique characters, such as a fingerprint, voice recognition or retinal scan.

STUDENT RIGHTS AND RESPONSIBILITIES

The School Board, in support of the aims of public education, believes that the behavior of students attending public schools shall reflect standards of good citizenship demanded of members of a democratic society. Self-discipline (responsibility for one's actions) is one of the important ultimate goals of education. The School Board also believes that, while education is a right of American youth, it is not an absolute right; it is qualified first by eligibility requirements. Our courts speak of education as a limited right or a privilege. That is, students who fail to perform those duties required of them upon attendance in a public school may be excluded from the school.

STUDENT RESPONSIBILITIES

Students, as citizens of the United States, are guaranteed certain individual rights and have individual responsibilities that correspond. Parents, teachers, and administrators have a duty to protect the rights of students while maintaining an educational atmosphere conducive to the teaching and learning process. The concept of balancing the rights of the individual with the rights of society is as valid in the educational community as in the larger community. There are certain special responsibilities required of a citizen who is a student in school: 1) To become informed of and adhere to reasonable rules and regulations established by local boards of education and implemented by school administrators and teachers; 2) To respect the rights and individuality of other students and school administrators and teachers; 3) To refrain from libel, slanderous remarks, and obscenity in verbal and written material; 4) To dress and groom in a manner that meets reasonable standards of health, cleanliness and safety; 5) To be punctual and present in the regular or assigned school program to the best of one's ability; 6) To refrain from gross disobedience or misconduct or behavior that materially and substantially disrupts the educational process; 7) To maintain the best possible level of academic achievement; 8) To respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline in the school and at school sponsored activities.

STUDENT RIGHTS

All students are entitled to enjoy the rights protected by the Federal and State Constitutions and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

STUDENT SUCCESS STRATEGIES

Students are reminded that the following strategies should be carried out on a daily basis in order to succeed academically in class: 1) Respect teaching and learning; 2) Prepare for each class; 3) Approach each class with enthusiasm for the learning process and academic inquiry; 4) Be willing to be active learners in the classroom; 5) Value diversity in the class and refrain from using language that may be insulting or insensitive; 6) Commit the necessary time and effort in each course; 7) Complete all assignments in a timely and neat fashion; 8) Communicate with teachers in a respectful tone to prevent an issue from becoming an insurmountable problem; 9) Respect the learning environment by minimizing distractions such as arriving late or reading other materials in class.

STUDENT RIGHTS PROCEDURES

GRIEVANCE

A grievance is a difference of opinion raised by a student or a student's parent or parents involving: 1) The meaning, interpretation or application of established policies; 2) Difference of treatment; or 3) Application of the legal requirements of civil rights legislation. This procedure is not intended to limit the option of the district and a grievant(s) to resolve any grievance mutually and informally. Hearings and conferences under this procedure shall be conducted at a time and place, which will afford a fair and equitable opportunity for all persons involved.

DUE PROCESS FOR STUDENT GRIEVANCE PROCEDURES

The Grievance Procedures, along with explanation, due process and directions, are available for inspection in the Superintendent's office, building Principal's office, Counselor's office, and Coordinator's offices for Title IX, Section 504 and Title VI. It is the policy of this district that all grievances be resolved quickly and at the lowest step possible.

1. Right to Representation: The aggrieving may choose to be represented by an attorney or other person of their choosing.

2. Right to Present Witnesses and Evidence: The grievant(s) shall be allowed to present relevant evidence and pertinent witnesses. Both parties shall have the opportunity for hearing and questioning witnesses.

3. Time Limits: All participants shall adhere to the time limits prescribed for each level. Failure by the administration at any step in the procedure to communicate the decision on the grievance within the specified time limit shall permit the grievant(s) to proceed to the next step. Failure on the part of the grievant to appeal the decision to the next step within the specified time limits shall be an acceptance of the decision rendered at that step.

4. Right to Information: Unless state laws and right-to-privacy acts are violated, all relevant information must be made available to all parties.

5. Right to Privacy: During the grievance procedure, prior to Step III, the grievant(s) shall have the right to designate whether the procedure and meetings will be confidential.

6. Reprisals - Retaliation: Participants in a grievance submitted to this district shall not be subjected to reprisals, retaliation or different treatment because of such participation. Participation shall not be recorded in the student(s)' file(s) or used to affect equal opportunity for access and equity in educational programs and services.

Time limits refer to days when school is in session unless other agreed to limits by both parties.

STEP I. The student(s) and/or parent(s) should discuss the matter with the building principal within ten (10) days of the time when a reasonable alert person should have been made aware of the event giving rise to a grievance. An oral response must be made within five (5) days.

STEP II. If the problem is not resolved, the grievance should be submitted in writing to the building principal and the Coordinator responsible for the civil rights legislation within ten (10) days. A meeting must be held within five (5) days from the written notification of referral with the grievant(s), building principal, coordinator and any other involved person(s). A written response must be made within ten (10) days.

STEP III. If the grievance is still not resolved, it should be submitted in writing within ten (10) days to the Superintendent. The grievance should be described as specifically and completely as possible. All documentation submitted in previous steps should be submitted to the Superintendent. A meeting must be held between the grievant(s), Superintendent and district representatives within ten (10) days. A complete record of this meeting shall be kept and signed by both parties for possible future reference. A written response from the Superintendent shall be given within ten (10) days.

STEP IV. If the issue is not satisfactorily resolved in STEP II, the grievant(s) may appeal in writing to the School Board within five (5) days from the receipt of the written response. The School Board shall consider the appeal and may request a formal hearing of all evidence, written and oral, within sixty (60) days of the written appeal. A written response shall be given to the grievant(s) within ten (10) days of the School Board's examination of the appeal.

STEP V. None of these grievance procedures preclude the grievant(s)' use of alternative procedures for resolving the grievance.

STUDENT SAFETY SECURITY PLAN

THREAT OF VIOLENCE

Purpose

Collinsville Community Unit School District No. 10 is committed to providing and maintaining a healthy and safe environment for its students and staff. The purpose of the CUSD10 Safety Plan is to help ensure the care, welfare, safety, and security of students and staff members. This plan is a guide and is only used when a student has made a threat. The plan is intended to classify the level of a threat and give guidance for responding to the threat.

Threat Defined

A threat is an expression of intent to do harm or act violently against someone or something. The threat can be spoken, written, or gestured. Threats may be direct or indirect, and need not be communicated to the intended victim(s).

Threat Assessment Team

Psychologist/Social Worker/and or Counselor – interviews the student, conducts the risk assessment, and helps to evaluate the threat; **Assistant Principal** – interviews the student, evaluates the threat, assigns appropriate discipline, and notifies the parent; **School Resource Officer** – interviews the student, helps to evaluate the threat, determines if further legal action is needed, and receives all information pertaining to the incident.

Procedure

1) The School Administrator is informed of the threat; 2) The local law enforcement agency is notified; 3) The threat assessment team conducts an investigation/interview; 4) The school social worker or counselor conducts a threat assessment; 5) The threat assessment team determines the risk level of the threat; 6) Discipline is assigned by the Administrator; 7) The student is monitored; 8) A referral may be made to social worker/school counselor for anger management, coping skills, or conflict resolution; 9) The parents of all students involved are contacted; 10) Resources may be provided to student and parents; 11) Student released to parent/parent designee; 12) The parents, student, and threat assessment team may develop an Emergency Plan. Due to the safety of all involved, failure to follow through with the agreed upon follow up plan may result in the school contacting the Department of Children and Family Services Child Abuse Hotline; 13) There is communication with teachers/school counselors to make aware of conflict; 14) A request is sent to school counselor to separate students in class (if appropriate).

In a situation in which a student expresses suicidal thoughts and/or expressing thoughts of threats to others, the District may require that the student obtain a letter from a medical or mental health provider indicating that the student can function in the school setting and is no longer a threat to themselves or others. If it is determined that the student requires an evaluation from a mental health professional, a written statement from that professional stating the student is safe to return to the educational environment and is no longer a threat to themselves or others must be provided to the school administration within ten (10) school days for the student to be allowed to return to school. If the statement is not received within ten (10) school days, the school will contact the parent/guardian to discuss other options. The school will ensure that any student absent from school for up to ten school days while receiving an evaluation from a mental health professional has a full opportunity to make up any missed work and/or missed credit during the time they are out of the classroom.

Discipline

When considering the appropriate discipline for a student who has made a threat of violence, the student's prior disciplinary records, as well as the nature of the threat are taken into account. All discipline is administered on a case-by-case basis.

IMPORTANT: If a student is in need of emergency assistance to address the care, welfare, safety and security of self or classmate when school is not in session, please contact the proper authorities listed below:

Police, Fire, & Emergency Services: 911
Collinsville Unit 10 Safe and Secure Hotline: 618-979-6406 (anonymous)

Suicide Prevention Lifeline: 800-273-8255
Child Abuse Hotline: 800/25-ABUSE

STUDENTS WITH DISABILITIES

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act are identified, evaluated and provided with appropriate educational services. The School provides a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed. It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services. A copy of the publication "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" may be obtained from the school district office. If you believe your child may have a disability, and this disability is adversely affecting your child's educational performance, please contact your building principal to receive your full procedural rights. Requests for evaluations must be in writing, and state the reason for the referral.

Pursuant to Illinois Public Act 095-0017, 100-1112 (effective August 28, 2018), the Collinsville Board of Education is providing notice that students with disabilities who do not qualify for an IEP may qualify for services under Section 504 of the federal Rehabilitation Act if the child: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment.

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the superintendent or building principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

SUICIDE AND DEPRESSION AWARENESS AND PREVENTION

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the school district. The school district maintains student and parent resources on suicide and depression awareness and prevention. Much of this information, including a copy of the school district's policy, is posted on the school district website. Information can also be obtained from the school office. In a situation in which a student expresses suicidal thoughts, the District may require that the student obtain a letter from a medical or mental health provider indicating that the student can function in the school setting and is no longer a threat to themselves or others. If it is determined that the student requires an evaluation from a mental health professional, a written statement from that professional stating the student is safe to return to the educational environment and is no longer a threat to themselves or others must be provided to the school administration within ten (10) school days for the student to be allowed to return to school. If the statement is not received within ten (10) school days, the school will contact the parent/guardian to discuss other options. The school will ensure that any student absent from school for up to ten school days while receiving an evaluation from a mental health professional has a full opportunity to make up any missed work and/or missed credit during the time they are out of the classroom.

TELEPHONE CALLS & REQUEST

Parents may reach students by calling the school office. A student will be called out of class only in cases of emergency. School phones are to be used on an emergency basis only.

TEXTBOOKS AND TECHNOLOGY DEVICES ISSUED TO STUDENTS

The textbooks used in each school are the property of the Collinsville School District. The textbooks and technology devices issued to a student become his/her responsibility until returned to the teacher/school. Collinsville Community Unit School District Ten (10) is a participant in the State Free Textbook Loan Program. When parents or students have requested participation in writing, no rental fees are assessed on the books supplied through the Free Textbook Loan Program. If a textbook or technology device issued to a student is lost or damaged (regardless of the reason), the student

has the financial responsibility to pay the appraised price for a replacement of the lost textbook or for the repair of the damaged textbook.

TOBACCO/SMOKING

Using tobacco products in any form is hazardous to the health of students and may present a safety hazard in the school. The possession, use, distribution of (or any attempt to use, obtain or distribute), sale or purchase of any tobacco products (or look-alike tobacco products such as electronic cigarettes, vapes, vape pens or other vaping related products-(vaping with and without nicotine) is prohibited in school buses, in school buildings and on school property. This policy extends to all school sponsored and related activities as well as field, athletic and music trips, whether held before or after school, evenings, or weekends.

All discipline imposed will be determined on a case-by-case basis and referred to the School Resource Officer.

The Illinois General Assembly finds that tobacco smoke is a harmful and dangerous carcinogen to human beings and a hazard to public health. Pursuant to Illinois Public Act 095-0017, no person may smoke in a public place or in any place of employment. To 'smoke' means the carrying, smoking, burning, inhaling, or exhaling of any kind of lighted pipe, cigar, cigarette, hookah, weed, herbs, or any other lighted smoking equipment. CUSD10 school administrators will work cooperatively with local law enforcement to enforce provisions of the Smoke Free Illinois Act and fines may be assessed pursuant to this Act.

TRANSCRIPTS (COLLINSVILLE HIGH SCHOOL)

Students requesting official transcripts must have all fees paid in full (including previous year's fees, lost textbooks or library books). If all fees are not paid in full, only unofficial transcripts will be available upon request.

Transcript Requests: If you are a current Collinsville High School student, please submit transcript requests by visiting: https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/transcript-requests. This link is only accessible to students while using their CHS Google Account (if you are logged in under a different account you will not be able to complete this document). If you require a fee waiver, you MUST also schedule an appointment to meet with your counselor by visiting https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/appointments.

Adding Test Scores to Transcripts

State required SAT test scores are automatically included on transcripts. Other test scores from National SAT and ACT test dates may not automatically be included. Students should review their transcript to determine if all needed test scores are included prior to sending transcripts to colleges and scholarship programs. If you determine that a score is not on your transcript, please contact the school's registrar at 618-346-6320x1129.

TRANSFER OF GRADES (COLLINSVILLE HIGH SCHOOL)

A student seeking admission to Collinsville High School must meet all residency, age, health examination, immunization and other eligibility prerequisites as mandated by state law. A student must also present a completed good standing form from the school from which the student is transferring. Courses from schools accredited by a state accrediting agency or one of the seven nationally recognized regional accrediting associations will be accepted and granted the same credit as given by Collinsville High School for corresponding courses (Note: as CHS is a public school, no credit will be granted for religion courses.) Credit from non-accredited high schools may be accepted and granted for courses comparable to those offered at CHS only after the student has demonstrated proficiency in those subjects. The Building Principal or designee shall make the class or grade level assignment, with input from a counselor when needed, and may accept or reject the transferring school's recommendation. An assigned administrator may administer proficiency exams. An official written course description will be required for any course that is not offered at CHS. Credit for such courses may be granted only after a review of the course description and related material. To receive a diploma from CHS, graduating seniors transferring to CHS must be enrolled as full-time student for their final semester and earn a total of three (3) credits (exceptions will be at the discretion of the principal). Students who transfer to CHS during a semester will have their grades from their former school averaged (as is possible) with their classes at CHS. The administration reserves the right to make recommendations in the event a particular student's circumstances require special consideration. Parent(s)/guardian(s) of a student transferring from Collinsville High School should give the Building Principal written notification of their transfer intent, pay outstanding fees or fines, sign a release form and return all school-owned property.

TRAVEL TO SCHOOL SPONSORED EVENTS

The regulations for student travel have been adopted by the Board of Education and apply to all students who desire to participate in athletics and all school sponsored activities. All student participants will ride in school approved transportation (usually buses, vans, or pre-approved automobiles) to and from scheduled away events. Student participants may receive prior approval from the building principal or his/her designee that allow for parent/guardian-provided transportation to or from a scheduled event. This request must be made in writing and must be approved at least twenty four (24) hours before the transportation is provided. Student athletes may receive approval from the athletic

coach or student activity sponsor to allow for parent/guardian provided transportation away from an athletic contest with an approved written request from the parent/guardian. Any student athlete found to be in violation of this policy shall be subject to discipline in accordance with the district's athletic discipline policies, rules and regulations as provided herein.

TREATS AND SNACKS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Due to health concerns and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought and prepackaged in individual servings. No homemade treats or snacks are allowed at school. Treats and snacks may not require refrigeration and must have a clearly printed list of ingredients on the packaging. We strongly encourage you to select a treat or snack with nutritional value.

VALUABLES

The teachers and staff cannot be responsible for valuable items brought to school by students. Students should be encouraged to leave all valuable personal items at home. Students are not allowed to trade, buy or sell personal belongings at school.

VANDALISM

Intentional damage to the school building, its equipment, or its property is intolerable. Those in violation can expect penalties fitting such destructive behavior. Vandalism of vehicles on school grounds is a criminal offense with criminal consequences. Any act of vandalism will be subject to restitution for damages, disciplinary action and possible legal action.

VIDEO & AUDIO MONITORING SYSTEMS

A video and/or audio monitoring system may be in use on school buses and a video monitoring system may be in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel. Any student caught defacing, damaging or destroying video surveillance cameras will have to make restitution, and may be suspended, expelled, and/or recommended to an Alternative School and/or may be charged with criminal damage to school property. Videotape recording maintained by Collinsville CUSD10 on school buses and public areas of the school building meets the two part definition of an educational record as defined by the *Family Educational Rights and Privacy Act* (20 U.S.C. § 1232g; 34 CFR Part 99) and the *Illinois School Student Records Act*, 105 ILCS 10/2(d). First, the videotape contains information directly related to students as it indicates the identity, conduct and activities of those students being recorded. Second, the videotape is maintained by an educational institution, *i.e.*, Collinsville CUSD No. 10. The videotape, therefore, to the extent it contains personally identifiable information of the students being recorded and school officials use and maintain the content for a particular reason (e.g., disciplinary action, compliance with a student's Individualized Education Program, etc.), constitutes an educational record. As such, the record is exempt from disclosure.

VISITORS

The following definitions apply to this policy: **School property** - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. **Visitor** - Any person other than an enrolled student or District employee

VISITORS - BADGE SYSTEM/SIGN IN – SIGN OUT

Visitors are welcome to schools in our school District. To ensure the safety of our students, staff and faculty, all visitors must report to the attendance office of the school building. This prevents any misunderstandings, gives the office an opportunity to assist visitors and to inform the office who is in the building. 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 must sign in, identify the date and time of arrival, inform office personnel of their reason for being at school and the classroom or location they are visiting, and present an appropriate state or government issued photo identification to be scanned by the Raptor Visitor Registration System. RAPTOR will provide a consistent system to track visitors and volunteers while protecting our children from people who present a danger to students and staff members. All school RAPTOR administrators have received training on visitor check-in procedures to ensure that all persons who are not assigned to the campus have a visitor's photo badge visible. This training is conducted by the District Security Manager and Officer for Collinsville Community Unit School District. When the visitor arrives at the attendance office, he/she will be greeted and asked for

photo identification. The designated staff member will scan the visitor's identification and issue a photo badge with the visitor's destination if there is no alert indicated on the database. Accepted forms of photo identification will include: driver's license, consular identification card, green card, U.S. passport card (not full passport), and military identification card. The staff member will keep the individual's identification in plain view, to reduce concerns that anyone might be copying personal information. This photo ID is scanned into the RAPTOR system and the personal information from the ID is cross-referenced against names of Registered Sexual Offenders (RSO) in a database maintained by RAPTOR Technologies, Inc. Within moments, the RAPTOR administrator will know if the visitor is an RSO. If this is the case, then guidelines are in place to positively engage the visitor and consider the validity of the request to visit the school. If this is not the case, then the system will print a visitor's pass, which includes the person's name, photo, date of visit, and destination within the building. RAPTOR is only scanning the identifying information from the document, such as the visitor's name, date of birth, address and photo for comparison with a national database of registered sex offenders. Additional visitor data will not be gathered and no data will be shared with any outside company or organization. If the visitor does not have acceptable photo identification available, the campus administrator on duty (or designee) will be called to assess the situation. If he/she determines the visitor is known, the visitor's information can be manually entered by the campus RAPTOR administrator. Approved visitors without acceptable photo identification may be allowed access to areas of school business requested through escort by the campus administrator (or designee). The visitor will return to the attendance office to checkout when departing the campus. The visitor will be instructed to give the badge back to designated office personnel to check them out of the system. Once the visitor has been signed out of the system, the badge will be torn thoroughly so it cannot be reused. Visitors are required to proceed immediately to their location in a quiet manner. If parents/guardians wish to visit a classroom or talk to a teacher, arrangements should be made beforehand to assure that there is no disruption to the educational services to students. The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. Any person who engages in conduct prohibited by this policy may be ejected from school property. 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 unless authorized under board policy and Ashley's Law. 9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred. 10. Use or possess medical cannabis, unless he or she has complied with 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. The person is also subject to being denied admission to school events or meetings for up to one calendar year in accordance with Illinois School Code. In order to limit interruption to the educational process of our students, student visitors from other schools will not be permitted. Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification. Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

Students who need to be picked up from school by a parent during school hours are to wait in the attendance office. The parent/guardian should come into the office to sign out their child on a list used by the school. If the student will return to school that day, he/she will be required to sign in.

VOLUNTEERS

All school volunteers must complete the "Volunteer Information Form" and be approved by the school principal prior to assisting at the school. Forms are available in the school office. Volunteers are required to check in and out of the office and receive a visitor badge before going to their destination.

WEAPONS PROHIBITION

The establishment and maintenance of a safe, pleasant, educational school environment that is conducive to learning is a high priority to Collinsville Unit School District 10. For this reason, students who engage in such activities as the use of or possession of a weapon, physically attacking faculty, staff, or other students, threatening or verbally abusing faculty,

staff, or other students, theft, arson or vandalism are subject to extremely serious penalties. These penalties include suspension up to and including ten (10) days, along with possible expulsion and criminal prosecution. Board of Education policy forbids students from bringing or being in possession of illegal weapons on school property, at any time. The display, possession, and transportation of dangerous and illegal weapons, including look-alike weapons, are strictly prohibited on school property, school buses, and at authorized school activities. Items in the following categories are defined as weapons: Any firearm of any description, a bludgeon, black-jack, sling-shot, metal knuckles, any switchblade knife, stiletto knife, or any item considered dangerous to others, including but not limited to, those items defined by Illinois State Law in 720ILCS5/24-1.

Violators of this policy will be suspended for a period up to ten (10) days and may be referred to the Board of Education for a hearing and possible expulsion from school for up to two (2) calendar years. Evidence obtained will be confiscated and turned over to the Superintendent of Schools and may be delivered to local authorities for possible prosecution, in all criminal cases. This policy shall not restrict the authority of the Superintendent of Schools or designee to seek prosecution of violators to the maximum extent of the law. Strict and consistent consequences on all weapons violations will be enforced. Therefore, the building principal will review the case and facts with the Superintendent of Schools or designee in order to determine the full extent of the penalty to be imposed. Such factors as the nature of the infraction, the severity of the offense, the age of the students, and other extenuating circumstances might reasonably be considered. Pursuant to the federal *Gun-free Schools Act* and Section 10.22.6 of the *School Code*, any student who uses, possesses, controls, or transfers a weapon, or any object that can reasonably be considered, or looks like, a weapon, shall be expelled for at least one calendar year, but no more than 2 calendar years. The Superintendent may modify the expulsion period and the Board may modify the Superintendent's determination, on a case-by-case basis. A "weapon" means possession, use, control, or transfer of: (1) any gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, or use of a weapon as defined in Section 24-1 of the Criminal Code of 1961, (2) any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckles, or other knuckle weapon regardless of its composition, billy-clubs, or (3) "look-alikes" of any weapon as defined above. Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil, and pen, is considered to be a weapon if used or attempted to be used to cause bodily harm. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

WEATHER CLOSURE, DELAYED STARTS, EARLY RELEASE & E-LEARNING PLAN

Collinsville Unit #10 Schools do not take weather-related decisions lightly. As with any decision, student learning is our top priority, but student safety is always our first consideration. Here is some information about how the district balances the factors that come into play when we face a weather-related decision.

HOW THE CALL IS MADE

The district will make the call about delaying or closing school based on reports from our bus company, weather reports, and information gathered from Unit 10 staff and municipal employees who are out driving and assessing road conditions in all parts of our school district. We use the following criteria to make a decision: Safety of students, Impact on families in the affected areas if they must report for school, Areas affected - is the event district-wide, localized, or scattered?, and Ability of buses to get to students.

CLOSURES, DELAYED STARTS & EARLY RELEASE

The district has three options in the event of bad weather. The district could close the schools altogether, delay the opening of school for two hours or release/dismiss students early. School release, delay and closure information is relayed in a variety of ways: The district instantly publishes the information through phone messaging system, television networks, district website (If you have Internet access, the link to weather-related closure information is www.kahoks.org. The site is available 24 hours a day.)

In the rare event Unit 10 calls a 2-hour late opening, school will start 2 hours later than your normal bell time. For example if your normal bell time is 8:00 AM, your scheduled late start time is 10:00 AM. The morning bus routes will run 2 hours later than normal. The school day will end at their normal times. Once children are in school, approximately two hours are required to get the last child home after a decision is made to close schools. For this reason, it is unlikely school will be canceled once classes are in session. However, when conditions dictate an early release, school will be dismissed. The School Messenger calling system will notify parents of any early school dismissal. It is also a good idea to check updates posted on the local television stations any time weather conditions are changing or in question. The district website will carry early school dismissal information as soon as decisions are made. It is very important that parents have plans for younger children when school is dismissed early. In the event that the district releases students early due to weather, please communicate with the school if alternate student pick-up plans are made. *As an added measure for student safety in the case of an early dismissal, the elementary buildings will send a Google Form via School Messenger asking parents to confirm how children are going home that particular day* Please insure children dress for protection against prolonged exposure to the weather as a safety precaution. *If no report is made, it can be assumed that school will be in session.*

E-LEARNING PLAN

E-Learning Days are designed to serve as official attendance days of school when the students and teachers stay at home due to emergency situations, yet learning continues as students remotely leverage digital tools and engage in teacher-prepared lessons. The Collinsville School District E-Learning Plan also includes teachers available remotely to assist students by email with their assignments during the hours of the E-Learning school day. If an E-Learning Day is implemented, everyone will be notified in the same manner as when school is cancelled. Students will be expected to utilize the day to meet with their teachers virtually and work on their required assignments/activities as described below in the Student Assignments/Activities section. Click HERE to access a complete copy of the CUSD10 E-Learning Plan.

Teacher Availability: Teachers are expected to be available to students/parents from 8:00 am to 1:00pm by email. For many teachers, other systems may work better than email (Telephone, ClassDojo, Google Classroom, etc.) and staff are encouraged to utilize these other communication tools as the situation dictates. However, all teachers will check their email at least once per hour and provide feedback and guidance to students/parents on an as needed basis. The District understands that many teachers have their own responsibilities that may arise with these days (supervising their own children, shoveling snow, etc.). The District also understands that there will be time spent in follow up activities after the E-Learning Day (reviewing completed assignments, providing support for students without internet access, encouraging students to complete assignments, etc.). Staff will respond to all communication requests in a timely manner (within 24 hours) during scheduled hours. Teachers may communicate outside of office hours as needed.

Live Video Conferencing Sessions: Google Meet will be one of the primary video conferencing tools used to host live class sessions in communication with students during E-Learning Days for online learners. If your child is unable to attend a live session, the classroom teachers may provide either notes or a recorded version of the session. Elementary teachers with students in grade PreK-6 will include in their morning announcement the times students are to log in for live instruction. At grade levels 7- 12, staff will use the abbreviated class times when scheduling synchronous (live) sessions.

Student Assignments/Activities: Expectations for student assignments/activities are going to vary greatly based on grade levels and subject matter. Learning materials will be designed for engagement time per day.

Student Attendance: During E- Learning, attendance will be taken. The preferred method of collecting attendance is always a one-to-one daily connection between the teacher and the student. However, we recognize that this method is not available or practical for all student scenarios under an E-Learning situation. We encourage and suggest several ideas for how classroom teachers can collect and count a student as present during an E-Learning Day. • Video conference "check-ins." • Wellness checks coupled with a question on student engagement/participation in lessons. • Phone calls coupled with a question on student engagement/participation in lessons. • Text messages or email communications coupled with a question on student engagement/participation in lessons. • Packet collections by school personnel.

Grading: Students will be accountable for completing the assigned tasks either online or by printed materials in the same manner as any other school day. Students will only receive a "present" for attendance once work is completed. Incomplete work will be considered incomplete. Teachers are encouraged to hold students accountable for completing work as they would with any missing assignments. Completed work can either be turned in online or on an upcoming school day.

Student/Parent Technical Support: In the event of an issue with a student's District assigned device, please call or email the technology support person at your child's school. A list is posted on the district website under Chromebooks & Technology.

Commented [25]: Added Language to include Board Approved E-Learning Plan.

WITHDRAWAL FROM SCHOOL (CHS)

We at CUSD10 believe it is in the best interest of all students to complete their high school education and receive a diploma. Before a student may apply for permanent withdrawal, he/she must be of legal withdrawal age and have approval of parent or guardian. A parent or legal guardian must accompany a student withdrawing from school to meet with the assigned Counselor, and to sign proper withdrawal forms in the Counseling Department. This form must be presented to each of the following: 1) The secretary for textbook distribution (to make proper financial settlement for textbooks not returned, textbook rental fees not paid, or receive a partial refund on textbook rental fees if they have been paid and to record if all books have been returned; 2) The Librarian (to make proper financial settlement for lost or overdue library books); 3) The Main Office and Assistant Principal's Office (to make proper financial settlement for textbooks not returned, textbook rental fees not paid, or receive a partial refund on textbook rental fees if they have been paid and all books have been returned; 4) The Attendance Secretary and 5) The Registrar (for record keeping purposes). Students withdrawing from Collinsville High School will receive grades of 'W' on the mark history; quarter and transfer grades will be sent to the receiving school, unless fees are owed or they do not transfer to another accredited secondary school program. After all signatures have been obtained, the withdrawal form is to be returned to the Counseling Department.

YMCA ENRICHMENT PROGRAM

The YMCA Y Club Before and After School Enrichment Program is a cooperative effort between local schools and the Gateway Region YMCA. The program provides children, grades K-6, with a safe, well-supervised environment when an adult is not home before and/or after school. Participating schools in the Collinsville Unit 10 School District include: Caseyville Elementary, Dorris Intermediate School, Jefferson Elementary (after school only), Maryville Elementary,

Renfro Elementary, Twin Echo Elementary, Webster Elementary Children can attend the Y Club program at their school beginning at 6:30 a.m. until the beginning of the school day; and after school from dismissal until 6:00 p.m.. Safe, fun, and constructive activities are offered, such as arts and crafts, sports, games, and academic support. All sites are directed by competent, experienced YMCA staff. Policies have been created with the child's safety as the top priority. For more information, call the CMT YMCA at 618-346-5600 or visit their website.

COLLINSVILLE C.U.S.D. 10 MISSION STATEMENT

Collinsville Community Unit School District Number Ten will provide appropriate learning opportunities within a safe and caring environment. Collinsville Community Schools will develop lifelong learners who are productive and successful members of a diverse society..

COLLINSVILLE C.U.S.D. 10 VISION STATEMENT

Collinsville Community Unit School District Number Ten is committed to world-class excellence through a culture of acceptance, collaboration and achievement.

Student and Parent Handbook

Collinsville Unit 10 School District

Grades K - 12

2021-2022

Collinsville Community Unit 10 School District No. 10

Student and Parent Handbook

Grades K - 12

COLLINSVILLE COMMUNITY
UNIT SCHOOL DISTRICT 10
STUDENT AND PARENT HANDBOOK

The Collinsville CUSD10 Student and Parent Handbook is published for the students and parents of Collinsville Community Unit School District No. 10.. It is intended to provide information that will be helpful in the pursuit of educational goals and general adjustment to the policies and procedures of the Unit 10 School District. This handbook does not equate to an irrevocable contract between students, parents and staff members of Collinsville Unit School District 10.. It is however, a reflection of the rules and policies established by the Board of Education in order to guarantee a safe environment for all students, faculty and staff.

Collinsville Unit School District Number Ten (10) is governed by Board policies. Board action may change the current policies at any time during the year without notice, therefore, changing the provisions listed in this handbook. A complete copy of the updated Board policy is available on our District website at: www.kahoks.org. *Should you or your child have any questions about this handbook, please contact your child's school.*

TABLE OF CONTENTS

Collinsville C.U.S.D. 10 Board Of Education..... 4
Collinsville C.U.S.D.10 School Information..... 5

GENERAL INFORMATION

Academic Credit (CHS) 6
Academic Ethics..... 6
Accreditation (CHS)..... 6
Admission..... 6
Advanced Placement Program (CHS)..... 7
Alcohol and Tobacco Regulations..... 7
Alternative Learning Opportunities (CHS) 7
Animals On School Property……..…..……7
Asbestos Management Plan..... 8
Assemblies..... 8
Athletic Department And Student Activities (CHS)..... 8
Athletic Department And Student Activities (CMS)..... ..9
Athletic Schedules (CHS)..... 11
Attendance Policy..... 11
Bell Schedules (CHS)..... 14
Bell Schedule (CMS)..... 15
Bicycle, Skateboards, Scooters..... 15
Board Of Education..... 15
Breakfast and Lunch Program..... 16
Budget - District..... 16
Building Facilities Rental..... 16
Bullying, Intimidation, Hazing,
(Sexual) Harassment, Fighting..... 17
Bus Transportation..... 20
Cafeteria Services..... 21
Campus Monitors..... 23
Cell Phone/Electronic Communication Devices, Mobile Internet Devices, Personal Laptops, Netbooks (CHS).....23
Cell Phone/Electronic Communication Devices, Mobile Internet Devices, Personal Laptops, Netbooks (CMS).....24
Cell Phone/Electronic Communication Devices, Mobile Internet Devices, Personal Laptops, Netbooks (DIS/ELEMENTARY).....2
5
Change of Address..... 25
Character Education..... 25
Classification Of Students (CHS)..... 25
Classroom Placement/Student Assignment (DIS/ELEM).25
Closed Campus (CHS)..... 25
Code Of Conduct For Athletics (CHS)..... 26
Code Of Conduct For Student Activities (CHS)..... 28
Code of Conduct For Athletics/Student Activities (CMS).29
Computer And Internet Acceptable Use Policy..... 30
Confiscated Personal Items..... 32
Corridor Courtesy..... 32
Counseling Services (CHS)..... 33
Curricula (CMS)..... 34
Dance Policy (CHS)..... 34
Dance Policy (CMS)..... 34
Displays Of Affection..... 34
Dress Code - Student..... 34
Drug/Alcohol Abuse..... 34
Drug & Alcohol Free Workplace/Tobacco Prohibition.…36
Drug Testing for Interscholastic Athletics (CHS)..... 37
Emergencies..... ..38
English Learners..... 40
Enrollment..... 41
Equal Educational Opportunities..... 41
Exam Policy (CHS)..... 42
Family Life & Sex Educaion Classes…..…..……..…..…42
Fees.....43
Field Trips..... 44
Financial Aid CHS)..... 44
Fundraising and Advertising Regulations..... 45
Gang Activity Prohibited..... 45
Grades (CHS)..... 45
Grades & Promotion (CMS)..... 46
Grades & Promotion (DIS)..... 47
Grades & Promotion (ELEM)..... 48
Graduation Credit Requirements (CHS)..... 48
Hall Passes (CHS)..... 49
Handbook Receipt Required..... 48
Health Services..... 48
Help and Response Team..... 58
Home and Hospital Instruction..... 58
Homeless Children Education……..……..……..……59
Homework..... 59
Honor Roll (CHS)..... 59
Identification Cards (CHS)..... 59
Identification Cards (CMS)..... 59
Illinois High School Association (IHSA)-(CHS)..... 59
Insurance - Student..... 62
Integrated Pest Management..... 62
Invitation and Gifts (DIS/ELEM)..... 62
Library/Media Center (CHS)..... 62
Library/Media Center (CMS)..... 63
Library/Media Center (DIS)..... 64
Lockers..... 65
Lost And Found..... 65
Mandated Reporter……..……65
National Honor Society (NHS) - (CHS)..... 65
National Junior Honor Society (NJHS) - (CMS).....65
National Technical Honor Society (NTHS) - (CHS)..... 66
National Collegiate Athletic Assn. Clearinghouse (CHS).66
Nonpublic School Students……..…66
Pandemic (INstruction during Pandemic)..... 67
Parent Teacher Conferences..... 68
Parental Notification (ESSA)..... 68
Parental Notification (Education Technology Vendors Under The Student Online Personal Protection Act……..68
Parking Permit Policy (CHS)..... 71
Physical Education..... 72
Physical Exams..... 73
Positive Behavioral Interventions & Supports (PBIS).....73
Posters..... 74
Publicity Release..... 74
Registration Requirement..... 74
Report To Parents..... 74
Residence Verification (Annual).....74
Restricted Area Policy (CHS)..... 75
Restricted Area Policy (CMS)..... 75
Sale Of Food Products At School..... 75
Schedule Changes (CHS)..... 75
School Hours..... 75

School Messenger..... 76
School Report Card..... 76
School Resource Officer..... 76
School Songs (CHS)..... 76
School Sponsored Publications, Productions & Websites.77
School Visitation Rights……..……..…77
Seal of Biliteracy (CHS)..... 77
Search And Seizure..... 78
Sex Offender Notification Law..... 78
Skyward Family Access..... 79
Special Education Services..... 79
Standardized Tests..... 80
Student Attendance Areas..... 80
Student Behavior..... 80
Student Distribution of Non-School Publications..... 87
Student Personnel Services..... 87
Student Privacy Protections..... 88
Student Records..... 88
Student Rights And Responsibilities..... 91
Student Rights Procedures..... 92
Student Safety Security Plan..... 93
Students with Disabilities..... 94
Suicide and Depression Awareness & Prevention…….94
Telephone Calls & Request..... 94
Textbooks & Technology Devices Issued to Students..... 94
Tobacco/Smoking..... 94
Transcripts (CHS)..... 95
Transfer Of Grades (CHS)..... 95
Travel To School Sponsored Events..... 95
Treats and Snacks (DIS/ELEM)..... 96
Valuables..... 96
Vandalism.....9
6Video & Audio Monitoring Systems.....96
Visitors..... 96
Volunteers..... 97
Weapons Prohibition..... 97
Weather Closure, Delayed Starts & Early Release…..…98
Withdrawal From School..... 99
YMCA Latchkey Program..... 99
Collinsville CUSD10 Vision Statement.....100
Collinsville CUSD10 Mission Statement.....100

Collinsville Community Unit School District 10
201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

COLLINSVILLE UNIT SCHOOL DISTRICT
BOARD OF EDUCATION

Mr. Gary Peccola	Ms. Jerree Bronnbauer	Dr. Dennis Craft	Mrs. Jane Soehlke
Mr. Tim Hasamear	Mrs. Vicki Reulecke	Mrs. Michele Stutts	

August 2021

Dear Parents and Students:

WELCOME TO COLLINSVILLE CUSD10 AND THE START OF A NEW SCHOOL YEAR!

Get ready for the most exciting year of your life!

As your Superintendent, I would like to welcome you back to Unit 10 or to welcome you for the first time to our schools. The faculty, staff and administrators are all committed to providing the best possible experiences for you in all facets of school life. The Unit 10 School District is the place to experience a wide variety of academic, athletic, and extracurricular opportunities. A student who actively participates in all walks of school life will find his/her experience rewarding. The more a student puts into the experience, the more future success the student will have.

The Collinsville Unit 10 School District has a tradition of excellent academic and extracurricular accomplishments. We expect you to meet the goals, which have been set: to carry on the **Kahok** tradition, and to make our learning institution a better place. Welcome to Collinsville Unit 10!

I look forward to seeing you on campuses of our schools. If I may be of assistance to you or your family, please feel free to contact me. Your friend in education,

Dr. Brad Skertich

Superintendent, Collinsville CUSD10

CUSD10 CENTRAL OFFICE ADMINISTRATION	
Dr. Brad Skertich, Superintendent of Schools	
Mr. Bradley Hyre, Assistant Superintendent - Student Services	Mrs. Jamie Hadjan, Chief School Business Official
Ms. Latoya Coleman, Director of Curriculum	Mr. Kevin Robinson, Director of Human Resources
Mrs. Kimberly Collins, Director of Communications	Mr. Derek Turner, Director of Technology
Mr. Josh DeWitte, Director of Building and Grounds	Mrs. Ali Underwood, Director of Special Education

COLLINSVILLE UNIT 10 SCHOOLS – ELEMENTARY (GRADES K-4)

CASEYVILLE ELEMENTARY SCHOOL 433 South Second Street Caseyville, IL 62232 618-346-6205 Principal: Mrs. Chelsea Clark	JOHN A RENFRO ELEMENTARY SCHOOL 311 Camelot Drive Collinsville, IL 62234 618-346-6266 Principal: Mrs. Laura Bauer Assistant Principal: Valerie Burgess
HOLLYWOOD HEIGHTS SCHOOL 6 South Oakland Caseyville, IL 62232 618-343-2740 Principal: Mrs. Tara Glynn	SUMMIT ELEMENTARY SCHOOL 408 Willoughby Collinsville, IL 62234 618-346-6221 Principal: Mrs. Stephanie Pulse
JEFFERSON ELEMENTARY SCHOOL 152 Boskydells Street Collinsville, IL 62234 618-346-6214 Principal: Mrs. Stephanie Pulse	TWIN ECHO ELEMENTARY SCHOOL 1937 S. Morrison Collinsville, IL 62234 618-346-6228 Principal: Dr. Julie Haake
KREITNER ELEMENTARY SCHOOL 9000 College Collinsville, IL 62234 618-346-6213 Principal: Dr. Kari Karidis	WEBSTER ELEMENTARY SCHOOL 108 W Church Street Collinsville, IL 62234 618-346-6301 Principal: Mrs. Alison Schumacher
MARYVILLE ELEMENTARY SCHOOL 6900 W. Main street Maryville, IL 62062 618-346-6261 Principal: Mrs. Carmen Loemker	

COLLINSVILLE UNIT 10 SCHOOLS – GRADES 5-12

DORRIS INTERMEDIATE SCHOOL 1841 Vandalia Street Collinsville, IL 62234 618-346-6311 Principal: Mr. Kevin Stirnaman Assistant Principal: Mrs. Sara Soehlke Assistant Principal: Mr. Doug Kirk	COLLINSVILLE HIGH SCHOOL 2201 South Morrison Avenue Collinsville, IL 62234 618-346-6320 Principal: Mr. David Snider Assistant Principal: Ms. Charlotte Fisher Assistant Principal: TBA Assistant Principal: Mr. Joe McGinnis Assistant Principal: Dr. Tesha Robinson Assistant Principal: Mr. Dan Toberman

COLLINSVILLE MIDDLE SCHOOL
9649 Collinsville Road
Collinsville, IL 62234
618-343-2100
Principal: Mr. Brad Snow
Assistant Principal: Mrs. Madonna Harris
Assistant Principal: Mr. Kevin Moore

Asst. Principal/Athletic Director: Mr. Clay Smith

Asst. Principal/CAVC Director: Mr. Joe McGinnis

CUSD10 GENERAL INFORMATION

ACADEMIC CREDIT (COLLINSVILLE HIGH SCHOOL)

Students may only earn academic credit by successfully completing course work while enrolled at Collinsville High School. Students who drop out before the end of the semester will not receive academic credit. Students who are expelled before the end of the semester may not receive academic credit for classes that were not completed prior to the expulsion.

ACADEMIC ETHICS

During the school year, student learning will be measured by a variety of assessments. The grades received for these efforts should inform students how much has been learned from the course. Academic dishonesty is considered a serious academic offense and will not be tolerated. Academic dishonesty includes, but is not limited to plagiarism, cheating or copying of another's assignments, unauthorized communication during an assessment/exam, altering report cards, and wrongfully obtaining test copies or scores. Cheating and plagiarism is dishonest, degrades character and reputation and impedes individual learning. Cheating includes (but is not limited to): using, submitting, or attempting to obtain data or answers dishonestly, by deceit, or by means other than those authorized by the teacher. Plagiarism includes (but is not limited to): the intentional or unintentional use of ideas or work from another writer, speaker or artist without giving proper credit. Academic dishonesty will be dealt with on an individual basis depending on the severity of the offense and may include: a zero on the academic assignment/evaluation and disciplinary action for academic dishonesty.

ACCREDITATION (COLLINSVILLE HIGH SCHOOL)

Collinsville High School is a fully accredited, approved and recognized four-year comprehensive secondary school. CHS is approved by the Illinois Office of Education and the Office of Educational Services Region IV, and is recognized by public and private colleges, universities, and technical training schools. All Collinsville Community Unit 10 Board Policies are available on the District web page (www.kahoks.org).

ADMISSION

All students must register for school each year on the dates and at the place designated by the Superintendent. Parents/guardians of students enrolling in the District for the first time must present: 1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content. 2. Proof of residence, as required by Board policy 7:60, Residence. 3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students.

READMISSION AND TRANSFER

Students who have withdrawn or dropped out of school in Collinsville Unit 10, and want to re-enroll must complete the following steps: 1) A parent or legal guardian must enroll a student transferring to school in Unit 10 from another school at the Collinsville Community Unit School District No. 10 Administration Building; 2) The student must provide acceptable proof of residency, an official transcript, and a certified copy of the student's birth certificate. If applicable, an Illinois transfer form must also be provided; 3) High School students and or parent/legal guardian must contact the Counseling Department; 4) A parent or legal guardian of the returning student must accompany the student to the office to meet with the counselor/principal to register for classes; 5) Students transferring from out-of-state must present a current physical. Re-enrollment shall be denied to any individual above the age of eighteen (18) years who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday (exception: students with disabilities covered under the federal law, IDEA-97).

ADVANCED PLACEMENT PROGRAM (COLLINSVILLE HIGH SCHOOL)

AP courses and AP Exams are available to juniors and seniors who have teacher recommendations to take these courses. They entail college-level work in a given discipline in a secondary school setting. Rigorously developed by committees of college and AP high school faculty, the AP Exams test students' ability to perform at a college level. Some universities award college credit to students who have earned high AP Exam scores. Students may receive credit at both the college and high school level.

ALCOHOL AND TOBACCO REGULATIONS

Alcoholic beverages are strictly prohibited from all school sponsored functions whether held on or off school property. Smoking or the use of tobacco products (or look-alike tobacco products such as electronic cigarettes, vapes, vape pens or other vaping related products-(vaping with and without nicotine) is strictly prohibited from all school sponsored functions whether held on or off school property.

ALTERNATIVE LEARNING OPPORTUNITIES (COLLINSVILLE HIGH SCHOOL)

CORRESPONDENCE COURSES (JUNIORS & SENIORS ONLY)

Seniors who need an additional one-half credit or one credit to graduate with their class (not for early graduation) may use correspondence courses to a maximum of one credit if approved by the Counseling Department in advance of registering for such courses. A student enrolled in a correspondence course may receive high school credit for work completed, provided: 1) The course is given by an institution accredited by the North Central Association of Colleges and Secondary Schools; 2) The student is classified a junior or senior in at least his/her third year of high school; 3) The student assumes responsibility for all fees; and 4) The building principal approves the course in advance. All correspondence course work must be completed by April 30 to be eligible to participate in the graduation ceremony and/or receive a diploma on the date of graduation. Seniors intending to use correspondence for summer graduation must have transcripts and grades to the Counseling Department by June 27 to receive a diploma with that year's graduation date. Diplomas will be issued the following year for courses completed after June 27. Information about correspondence courses is available in the Counseling Office. Correspondence courses will be approved only for similar courses offered in the CHS Course Offering Guide. The principal may approve exceptions to this policy.

DUAL CREDIT

CHS has partnered with Southwestern Illinois College (SWIC) and Saint Louis University (SLU) to provide students with the opportunity to earn college credit in dual credit courses offered at CHS. Students must be at least 16 years old at the time the class concludes to receive dual credit. A student who successfully completes a dual credit course may receive credit at both the college and high school level. Credits earned with SWIC and SLU may be transferable to some four-year universities. Contact the universities being considered for additional information.

RUNNING START

Running Start is a dual credit program for qualified high school students to attend SWIC as a full-time student during their junior and senior years of high school. The Running Start program meets the requirements for both a high school diploma from CHS and an Associate of Arts or Associate of Science Degree from SWIC. The high school diploma and college degree are earned simultaneously. Running Start is a two-year program and may not be completed early. Eligible students are invited in the spring of their sophomore/junior year. For additional information visit:
https://docs.google.com/document/d/1dzoaREOPmYt03rbJHCRQ1ZeRTz9QIeBiBatQ6lPjONY/edit?usp=sharing

.KAHOK ACADEMY

Collinsville CUSD10 provides a Grant Funded TAOEP titled Kahok Academy as a holistic program to help engage and empower students in their pursuit of a high school diploma. Using an evidence-based approach, an academic program is

developed to address the student's academic needs. Based on individual needs and interests, the academic program incorporates on-site core classes, elective courses and experiential courses through the school's vocational center as well as cooperative work experience. Individual services are offered for regular and special education academic advisement, physical and mental health, attendance support, substance abuse, bilingual, and speech therapy. Student services are determined through a needs assessment conducted upon intake into the program with input from student and parent/guardian. These are included in the student's IOEP, which outlines the student's needs, goals and objectives for academic, social-emotional and career development. For more information visit: https://sites.google.com/cusd.kahoks.org/kahok-academy/home

ANIMALS ON SCHOOL PROPERTY

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principal in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

ASBESTOS MANAGEMENT PLAN

ANNUAL ASBESTOS MANAGEMENT PLAN AVAILABILITY

Per U.S. Environmental Protection Agency (U.S. EPA) regulations regarding asbestos-containing materials in schools, surveys have been conducted to identify the presence of asbestos in CUSD #10 buildings. All parents, guardians, faculty and staff are to be informed annually of the presence of asbestos-containing building materials (ACBM) at our facility. Site specific asbestos management plans were developed, reviewed by the Principal, Building and Grounds Department and the District Asbestos Designated Person, and have been implemented. These plans describe in detail how any asbestos exposures will be minimized. All parents, guardians, faculty and staff or others are invited to review this plan, which is available at the School Administrative Office. Should you have any questions or desire further information, please contact the Superintendent's office.

ASSEMBLIES

The assembly program is an integral part of the total Collinsville Unit 10 School District educational program. The assemblies are conducted to complement and enhance the value of the academic program. The expectations for student behavior and conduct at assemblies are the same as in the classroom.

ATHLETIC DEPARTMENT & STUDENT ACTIVITIES (COLLINSVILLE HIGH SCHOOL)

PHILOSOPHY

The Collinsville High School Athletic Department sponsors student activities that are considered a supplement to the school's program of education which strives to provide experiences that will help to develop young men and women physically, mentally, socially, and emotionally. Participation is a privilege that carries with it responsibilities to the school, athletic program, student body, community and students themselves. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his/her education.

REQUIREMENTS FOR PARTICIPATION

An athlete must have the following fully executed documents on file with the school's athletic department before the athlete's first participation in any activity: 1) A current physical examination report completed by a licensed medical professional, which finds the athlete is physically able to participate. This exam should be completed on the Illinois Department of Health Child Health Examination form (required for incoming freshman) or the standard IHSA Pre-Participation Physical Examination form; and 2) CHS Athletics form found in Skyward as part of the online registration process. This document, signed by the athlete & his/her parent or guardian, shows proof of insurance, publicity web release for CUSD # 10, and the code of conduct. Signing of this form also provides for the consent to treatment by CHS personnel should an athletic injury occur, consent to random drug testing in accordance with the IHSA & CUSD #10 and the recognition of concussion education provided by CHS. Paper versions of these forms can be found at https://sites.google.com/cusd.kahoks.org/chsathletictraining/forms.

ACTIVITIES, CLUBS & ORGANIZATIONS

The following clubs and organizations are offered as extracurricular activities at Collinsville High School: American Field Service, Anime Club, Art Club, Band (Colorguard, Concert Band, Flute Choir, Jazz Band, Lab Band, Marching Band, Pep Band, Symphonic Band, Winter Drumline Winterguard), Book Club, Chess Club, Christians in Action (Get Real), Choir (Concert Choir, Show Choir, Bass Choir - Mixed Choir, Treble Choir), Class Executive Boards, CPR Club, Debate Club, Delta Epsilon Pi German Honor Society, Distributive Education Clubs of America (DECA), Drama Club,

Fellowship of Christian Athletes (FCA), French Club, Friends for Life, Future Business Leaders of America (FBLA), Future Military Careers Club, Gay/Straight Alliance, Garden Club, German Club, Health Occupation Students of America (HOSA), Kahok Ambassadors, Kahok Kadets, KAHOK Strong, Kahoki Newspaper, Kahokian Yearbook, Kahoks Against Drugs and Alcohol (KADA), Key Club, Latin Club, Mu Alpha Theta (MAO) Math Honor Society, Model United Nations, Multicultural Kahoks, National Art Honor Society, National Honor Society (NHS), National Technical Honor Society (NTHS), People Against Littering (PAL), Pep Club, Quill & Scroll, Recycling Program, Saturday Scholars, Scholar Bowl, Skills – USA, Spanish Club, Speech Team, STEM Club (Green Energy Project, Math Team, National Science Honor Society, Science Olympiad, Technology Student Association – TSA, VEX Robotics, World Youth Science and Engineering-WYSE), Student Council, Students Against Destructive Decisions (SADD), Table Tennis Club, Thespian Society, Tri-M Music Honor Society, Writing Club and Video Game Club. We encourage all students to be involved in the many extracurricular clubs and organizations sponsored by CHS.

ATHLETIC TEAMS

The following interscholastic athletic programs are offered as extracurricular activities at Collinsville High School: Baseball, Basketball, Bowling, Cheerleading, Cross Country, Dance, Football, Golf, Soccer, Softball, Swimming, Tennis, Track and Field, Volleyball, and Wrestling. We encourage all students to be involved in the many extracurricular sport teams sponsored by CHS. Eligibility of students with an Individualized Education (IEP) shall be determined by the case manager based on the IEP.

OBJECTIVES

1) To provide a positive image of school athletics and student activities at Collinsville High School; 2) To strive for playing excellence that will produce winning teams within the boundaries of good sportsmanship and mental health of the student athlete; 3) To insure growth and development of the athletic program and student activities program; 4) To provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the contemporary field; 5) To provide opportunity for: a) Physical, mental and emotional growth and development, b) Team play with the development of such commitments as loyalty, cooperation, fair play and other desirable social traits, c) Directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously, d) A focus of interest on athletic programs for student body, faculty and community that will generate a feeling of unity, e) Achievement of initial goals by the school in general and by the student as an individual, f) Success and excellence in the athletic program and student activities; 6) To be socially competent and operate within a set of rules, thus gaining a respect for the rights of others; 7) To develop an understanding of the value of athletics and student activities in a balanced educational process.

ELIGIBILITY BY-LAWS

Collinsville High School is a member of the Illinois High School Association (IHSA). Collinsville High School belongs to the 19th Legislative District of the 7th Administrative Division of the IHSA. The IHSA serves to provide leadership for the development, supervision, and promotion of good sportsmanship in interscholastic competition. The IHSA Constitution and By-Laws have been voted into effect by the IHSA member schools. As an approved member school, CHS has agreed to abide by each article of the IHSA Constitution (1.00 Constitution, 2.00 School By-Laws, 3.00 Athletic Eligibility By-Laws, 4.00 Non-Athletic Eligibility By-Laws, 5.00 Sport Season By-Laws, 6.00 Protest Penalty By-Laws). The high school principal serves Collinsville High School as the official representative to the IHSA. Any questions concerning athletic eligibility should be referred to the high school building principal and/or athletic director.

ATHLETIC FEES

To participate in an extra-curricular activity at Collinsville High School each student-athlete will be charged a per-sport per-school-year athletic fee. This fee is charged to cover athletic expenses such as transportation, equipment, game expenses, and all costs associated with providing an individual sport at Collinsville High School. No athlete will be allowed to participate in an interscholastic activity until the fee is paid or evidence of a fee waiver has been provided.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES ATTENDANCE POLICY

Student athletes must be in attendance at least four class periods in order to be a participant at a practice or contest that day. It is the responsibility of all coaches to check for absences and prohibit student participation in practice/contest on the day(s) of absence. Exceptions must be cleared in advance with the Athletic Director.

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition. A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)

Collinsville Middle School is a member of the Southern Illinois Junior High School Athletic Association.

ATHLETIC TEAMS

Boys Baseball; Boys and Girls Basketball; Boys and Girls Cross Country; Boys and Girls Track; Boys and Girls Wrestling: Boys and Girls Bowling; Girls Softball; Girls Volleyball; Girls Cheerleading; Girls Dance

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition. A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols

ORGANIZATIONS

The student organizations are some of the most important aspects of the activities program. They add an extra dimension to the student's education. The students involved in these organizations will be provided opportunities to participate in the representative-democratic process with both rights and responsibilities; to assist in improving relationships between the student body, the faculty and the school, to be directly involved in building school spirit and pride; and to increase self-improvement in citizenship and leadership.

The following clubs and organizations are offered as extracurricular activities at Collinsville Middle School:

Band (Concert Band, Jazz Band, Marching Band and Pep band)

Book Club – Sponsored by Mrs. Juelfs and meets monthly after school to discuss a book selected by the students. All genres and tastes are represented including graphic novels and fan fiction.

Black Student Union (BSU)

Chess Club

Choir (Concert and Show Choir)

Coin Club

Drama Club

Fellowship of Christian Athletes (FCA)

Girls on the Run

Illinois Math Science Academy Fusion Program (IMSA)

National Junior Honor Society (NJHS)

Pep Club

Student Council

Yearbook Club - The award-winning Blaze yearbook staff, under the direction of Mrs. Juelfs, serves as photographers, cover designers, and contributors to our book. We meet as needed during study hall.

We encourage all students to be involved in any of the extracurricular clubs and organizations sponsored by CMS.

ELIGIBILITY

All students participating in competitive sports, extracurricular activities, cheerleading, and dance will be required to follow the guidelines listed below in order to remain eligible to participate with the team during practices and games, and other events related to the activity. Students/athletes shall be passing all subjects: core, encore, band, chorus.

Eligibility is checked every week on Thursday. Students/athletes will be notified by their coach/sponsor during practice/games on Friday following the grade check. Teachers will indicate passing or failing grades on semester basis. A student is ineligible from Monday to Monday during the eligibility check. Students failing 2 or more classes at the semester will be placed on academic probation through the Athletic Director's Office and subject to academic intervention based on a determination of the Athletic Director. Any student declared ineligible for 3 straight weeks will be removed from the team.

TRAVEL

All students must travel to extracurricular and athletic activities and return home from such activities with his or her team by use of school approved transportation. A written waiver of this rule may be issued by the teacher, sponsor or coach in charge of the extracurricular or athletic activity upon advance written request of a student's parent/guardian and provided the parent/guardian appears and accepts custody of the student. Oral requests will not be honored and oral permissions are not valid.

Any athlete who quits a team during a season will not be permitted to join another team during a season unless mutually agreed upon by the coaches of both teams involved. A student will not be permitted to participate in the CMS co-curricular program if they have an outstanding obligation in any other activity.

FEES AND PHYSICAL EXAMINATIONS

To participate in an extracurricular activity at CMS, each student-athlete will be charged $100 per sport. This fee is charged to cover athletic expenses such as transportation, equipment, game expenses, and all costs associated with providing an individual sport at CMS. Fees will be waived for students who qualify for free and reduced lunch. No athlete will be allowed to participate in the extracurricular activity until the fee is paid.

Students who participate in athletics must provide a sport physical completed on the Illinois DHS form or IHSA pre-participation examination form. The physical examination is good for 395 days from the date of the exam.

ATHLETIC SCHEDULES (COLLINSVILLE HIGH SCHOOL)

The Collinsville High School Athletic Schedules may be accessed via the computer at http://il.8to18.com/Collinsville/. (NOTE: Athletic schedules are subject to change without notice).

ATTENDANCE POLICY

COLLINSVILLE C.U.S.D. NUMBER TEN (10) ATTENDANCE POLICY

The Kahok family offers and embraces opportunities for everyone to reach his/her fullest potential. One of the keys to receiving an excellent education experience is regular school attendance. The Collinsville School District attendance plan complies with the Illinois School Code Section 105 ILCS 5/26-2A. In accordance with the requirements of The School Code of Illinois and in recognition of the responsibilities imposed upon parents therein, it is the policy of the Board of Education of District No. 10 that students shall attend school during the entire time school is in session and be on time for classes. The Board believes that regular class attendance fosters successful academic performance and development of punctuality, self-discipline and responsibility.

The School Code of Illinois defines chronic absenteeism as missing school for five (5) percent of the previous 180 school days. That equates to nine (9) days of absence over a 180-day period. The school will provide three (3) written notifications (to include school and community resources available) before legal action may be taken. The parent and/or student may be subject to legal citation through the courts. Special circumstances such as hospitalization, chronic illness etc. will be considered in this process. Collinsville Community Unit School District Ten (10) appreciates the cooperation of parents and students on this matter of vital importance to your child's education.

COVID-19 STUDENT CERTIFICATION CHECK

Before sending students to school, parents/guardians must conduct a **COVID-19 Student Certification Check** each day. If parents/guardians answer YES to any of the questions of the daily COVID-19 Student Certification check, parents/guardians will: 1) keep the child at home; 2) contact the child's school to report his/her absence; and 3) contact the child's physician to report the information. If the parent/guardian answers YES to any of the questions of the COVID-19 Student Certification check, the parent/guardian understands that the child will not be able to return to school until the parent/guardian provides the District a statement from the child's physician that the child is cleared to return to school. Parents/Guardians must advise their child to report any symptoms identified on the daily Student Certification Checklist to his/her teacher immediately if the child starts feeling sick while at school.

ABSENTEEISM/ABSENCE REPORTING

In order for an absence to be considered reported, a parent or guardian of a student who is going to be absent from school must notify the school by telephone or Skyward Family Access account.

1. In order for an absence to be considered reported, a parent or guardian must notify the school. Messages may be left twenty-four (24) hours a day. An absence without proper notification to the attendance office will result in an absence being unexcused. State the name of the student who is going to be absent, his/her grade, the reason for the absence, and the phone number where the parent or guardian can be reached for verification.

2. Collinsville Community Unit School District #10 parents and guardians may also conveniently report a student absence using your Skyward Family Access account or the Skyward App. While you can choose to call your child's school to report an absence, using Skyward Family Access gives you the ability to report or request an absence 24/7 using your computer or mobile device.

How to Report an Absence Using Skyward Family Access

1. Log into Skyward Family Access and select ATTENDANCE from the menu options on the left; 2. Click on ENTER ABSENT REQUEST toward the middle upper right of the Attendance screen; 3. Select the ADD REQUEST link to the right in the Attendance pop-up window; 4. Enter the *Start Date* and the *End Date*; and Check "All Day" OR indicate times for the absence; 5. Choose a reason for the request from the drop-down menu; 6. Add any additional comments for the office; 7. When finished, click SAVE; 8. After clicking SAVE on the previous screen, the absent request will appear as *PENDING; 9.* You will receive a confirmation email stating the request has been created; 10. Once the school office has processed the absence request, you will receive an additional email with confirmation.

To report an absence using the Skyward App:
1. Log into your Skyward App; Click on the menu option in the upper right corner of the screen; 2. Choose ATTENDANCE; 3. Select ADD ABSENCE REQUEST; 4. Enter the *Start Date* and End *Date*; Mark "All Day – Yes" OR indicate times for the absence; 5. Choose a reason for the request from the drop-down menu; 6. Add any additional comments for the office; 7. When finished, click SUBMIT; 8. The request will appear as *PENDING* until it is approved by the school; 9. Once the school office has processed the absence request, you will receive an email confirmation.
The determination as to whether an absence is classified as reported, documented or unexcused is the sole responsibility of the school. The responsibility of the parent is to report the absence. All requests for reported absences, MUST be reported to the attendance office within five (5) days of the student's absence. If a student has an appointment with a treating health care provider or physician, they must bring a note from them explaining the absence. At the District's request, a note from a health care provider may also be required to validate extended or repeated illnesses before being excused.
All students who are absent for five or more consecutive days must provide written documentation from a health care provider for the absences to be considered excused (reported/documented). Any student who has been absent 10 or more days in a semester must provide written documentation from their health care provider (with the dates of the absence) for each subsequent day of non-attendance. Students who suffer from documented chronic or severe acute health issues may seek a waiver of these requirements from the Building principal.

CO-CURRICULAR ACTIVITIES - ATTENDANCE POLICY FOR STUDENT PARTICIPATION (CHS)
It shall be the policy of Collinsville High School that student participation in any co-curricular activity (athletics or non-athletic activities) requires a student to be in attendance on the day of the co-curricular event.

CO-CURRICULAR ACTIVITIES - ATTENDANCE POLICY FOR STUDENT PARTICIPATION (CMS)
Absence from School on Day of Extracurricular or Athletic Activity: A student who is absent from school after noon is ineligible for any extracurricular or athletic activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the designated teacher, sponsor or coach for: 1) a pre-arranged medical absence; 2) a death in the student's family; or 3) a religious ceremony or event.

A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension. A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.

ATTENDANCE POLICIES AND PROCEDURES
Reported Absences: A 'reported pass' will be issued when the parent/guardian notifies school via phone/electronic message of a student's personal illness, serious family illness, court appearance, attending a military honors funeral to sound TAPS, observance of a religious holiday, family emergency, other situations beyond the control of the student and as determined by the Board of Education other such circumstances which cause reasonable concern to the parent for the safety or health of the student. Additionally, a student will be excused for up to 5 days per school year in cases where the student's parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. The student and the student's parent/guardian shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of reported or documented absence).
Documented Absences: A documented absence will be issued when a parent/guardian presents documentation of a student's absence for personal illness, serious family illness, the death of an immediate family member, court appearance or any absence which is beyond the control of the student (ie. in the case where a nurse has to send a student home for illness, to include, but not limited to, head lice, fever, and vomiting). The following documentation must be presented to the Main Office regarding documented absences: 1) For personal or family illness – a note from a treating health care provider, physician, or dentist; 2) For court appearances – a document from the court system; 3) For parent/guardian active duty/leave/return from deployment – a document from the military service. Requests by parents/guardians to have an absence recorded as 'documented' must present the documentation within five (5) days from the date of the student's absence. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of reported or documented absence).
Release Time for Religious Instruction/Observance: A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the building principal at least 5 calendar days before the student's anticipated absence(s). Students with Reported or Documented absences or excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement within a reasonable time (usually one day for each day of absence).
Medical Non-Compliance: This code will be used when a student is excluded from school due to failure to comply with physical examination and immunization requirements. Students who are not compliant with physical examination and immunization requirements and have not submitted a waiver to be exempt from immunizations will be excluded from school and will not be permitted to make-up work for academic credit for their absences. The District will also report the student as unexcused. If a student submits a valid waiver to be exempt from immunization and is subsequently

excluded from school due to a disease outbreak or due to his/her exposure to any of the diseases for which immunization is required, the excluded student will have the opportunity to make up all missed academic work for full credit.

College Day/Military Day (Collinsville High School): Juniors and seniors who find it necessary to visit colleges/ universities, vocational/technical schools, or military facilities of their choice may be granted two days each year for this purpose in accordance with guidelines set by the principal. A visitation request form (available in the Attendance Office) MUST be signed by a parent and submitted to the attendance office not less than two days prior to the proposed date of visitation. An unexcused absence will be recorded without the proper approval. Students are encouraged to set up visitation dates on Saturdays or when school is not in session. No visitation days will be approved after May 1st unless specifically requested by a post-secondary school. Additional visitation days may be granted with prior approval from the principal. College Days are NOT allowed on state mandated test days (i.e. SAT/PSAT state testing).

Unexcused Absences: An unexcused absence will be assigned for any absences in which the parent/guardian does not notify the school attendance office. Students will not be allowed to make-up work missed due to an unexcused absence. The following acts (even with parental consent) are considered an unexcused absence: failure to attend in-school supervision and/or Short Term Option Program (STOP). Absences that are not due to illness must be pre arranged with the principal, if possible, and may or may not be excused.

Any student who has accumulated fifteen (15) consecutive days of unexcused absence with no school contact from a parent/guardian ("lost child", whereabouts cannot be determined) shall be withdrawn from Collinsville Community Unit School District Ten (10). The District shall use its best efforts to notify the parent(s), guardian(s), or other person(s) who has charge of a student if the school system plans to withdraw such student (including, calling all known phone numbers, including emergency contacts, and visiting the last known address). The date of withdrawal shall be marked retroactive to the last of attendance. If a school has been notified by a parent/guardian that a student will no longer be attending, such student shall be withdrawn from Collinsville Community Unit School District Ten (10). The date of withdrawal shall be marked retroactive to the last of attendance. If a student with a disability has been absent without valid cause for fifteen (15) consecutive days, the District will convene an IEP/504 meeting to ascertain the reason for the absences, whether the nonattendance is related to the student's disability, and if appropriate, a plan to stop the recurring nonattendance of the student. If a school has been notified by a parent/guardian that a student will be on an extended trip taking the student out of school for more than fifteen (15) consecutive days, such student may be withdrawn from Collinsville Community Unit School District Ten (10). The date of withdrawal shall be marked retroactive to the last of attendance. Absences that are not due to illness must be pre arranged with the principal, if possible, and may or may not be excused.

Tardies: A tardy may be defined as a student's failure to be in an assigned seat in the classroom at the appropriate time. All tardies will be submitted to the office on an hourly basis. Those students arriving late to school should report to the attendance/school office and sign in. If a student will be late to school, a parent or guardian MUST notify the school prior to the student arriving to school. The only excused tardy is written medical notification. The district provides transportation to and from school. Any student arriving late to school on a school bus shall not be counted as tardy. For Collinsville High School/Collinsville Middle School students, accumulation of tardies will result in discipline. At CHS, tardy discipline will be cumulative by quarter. Students arriving late to school or leaving early from school, due to a medical, dental, counseling, court, or similar appointment, must provide proof of the appointment from the agency, upon returning to school. Failure to do so may be counted as an unexcused absence.

Truancy: Parents have the legal obligation to see that their children attend school at all times it is in session (Illinois School Code, Section 26-1, 26-2). A "truant" is defined as a child subject to compulsory school attendance and who is absent without valid cause from such attendance for more than 1% but less than 5% of the past 180 school days. A student is counted as truant if there is an absence during any part of the school day without permission from a parent/guardian and the attendance office is not notified of an absence within five (5) school days. Students considered truant are subject to school discipline. A student who misses fifteen (15) consecutive days of school without valid cause and who cannot be located or, after exhausting all available support services, cannot be compelled to return to school is subject to expulsion for a period not to exceed two (2) years. A parent or guardian who knowingly and willfully permits a child to be truant may be convicted of a Class C misdemeanor, which carries a maximum penalty of thirty days in jail and/or a fine of up to $500.00. Chronic truancy is defined as a child who is absent without valid cause (recognized excuse) for five percent (5%) or more of the previous 180 regular attendance days. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. During the school day, students must have administrative permission to go to the parking lot. Students who leave campus after proper clearance (home and school) must sign out in the attendance office, stating their name, reason for leaving and time of departure. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant, may lose their driving privileges for the remainder of the year and may be subject to a search as outlined in the Search and Seizure policies of this handbook if the student returns to campus that day.

AN ORDINANCE AMENDING THE COLLINSVILLE MUNICIPAL CODE RELATING TO TRUANCY

BE IT ORDAINED BY THE CITY COUNCIL OF COLLINSVILLE THAT:

SECTION 1: The Collinsville Municipal Code is amended to add a Division 10:92 under Chapter 10 entitled "Truancy" to read as follows:

01:92-1 Truancy Prohibited. It shall be unlawful for any person enrolled in a public, private or parochial school to absent him or herself from attendance at school without parental permission. Any person, who shall so absent himself,

shall be guilty of the offense of truancy and be subject to a fine not to exceed $750 for each offense. Emergency or unforeseen absences due to illness or other causes beyond the control of the person so absenting him or herself from school without parental permission shall not constitute truancy if permission is submitted in writing to the proper school authorities within 24 hours after such absence.

01:92-2 False Excuse Prohibited. It shall be an offense under this ordinance for a parent or person in loco parentis to knowingly submit to the proper school authorities a written excuse under Section 10:921 that contains false information. A person convicted of an offense under this Section shall be subject to a fine of not more than $500 for each offense.

01:92-3 Parental Permission Shall include permission from a person in loco parentis, and shall be given for reasons only of personal illness, serious family illness, death in the family, serious home emergencies, necessary and lawful family support employment, religious convocation classes, Principal's permission, and compelling family reasons.

SECTION 2: This ordinance shall be in full force and effect from and after its passage, recording and publication according to law. Publication shall be in pamphlet form.

EARLY DISMISSALS (Collinsville High School)

Once a student arrives at school, he/she will need two types of permission to leave campus. The student will need school permission and parental permission. School permission must be acquired in advance from a school administrator. Parent permission must be given in the form of an advanced phone call or a signed and dated note from parent or guardian confirming the need to leave campus for a valid cause. The student should present a written request to the Attendance Office before school. The Attendance Office will then present the student with an early dismissal form to be given to his/her instructor. Advanced parent/Guardian confirmation for an early dismissal will be recorded as a reported absence for the hours of class(es) missed. A documented pass will be issued upon receipt of written verification from a physician, dentist, court representative, etc. No early dismissal will be permitted unless confirmation can be made with the parent by phone or in person. Early dismissals will be allowed only in necessary and reasonable situations where no other arrangements can be made If a student becomes ill at school and wishes to go home, he/she is encouraged to check with the school nurse. If the school nurse is not available, the student is encouraged to check with an administrator. Students are discouraged from making their own arrangements to leave school by the use of cell phones or other office phones. Student initiated contact to depart campus may be considered unexcused (without school permission) or early dismissal (arranged through the attendance office). Before leaving campus, the student must sign out in the Attendance Office. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant, may lose their driving privileges for the remainder of the year and may be subject to a search as outlined in the Search and Seizure policies of this handbook if the student returns to campus that day. *Students who fail to sign out before leaving campus will have the dismissal considered unexcused.* If the student returns on the same day as an early dismissal, the student must sign in at the Attendance Office before going to class.

Note: A description of discipline programs (including ISS and STOP) are found in the Student Behavior section of this handbook.

BELL SCHEDULES (COLLINSVILLE HIGH SCHOOL)

FULL DAY SCHEDULE		HALF HOUR EARLY DISMISS		HALF DAY SCHEDULE		CAVC SCHEDULE FULL DAY	
Students Enter Building	**7:45**	**Students Enter Building**	**7:45**	**Students Enter Building**	**7:45**	**SECTION A**	**9:00 - 11:25**
Warning Bell	**7:50**	**Warning Bell**	**7:50**	**Warning Bell**	**7:50**	**SECTION B**	**11:30 - 1:55**
1st Period	**7:55 - 8:55**	**1st Period**	**7:55-8:46**	**1st Period**	**7:55-8:25**		
2nd Period	**9:00 - 9:55**	**2nd Period**	**8:51 - 9:39**	**2nd Period**	**8:30 - 8:55**		
3rd Period & Lunch (3A) - (3B)	**10:00 - 10:25** **10:30 - 10:55**	**3rd Period & Lunch (3A) - (3B)**	**9:44 - 10:09** **10:14 - 10:39**	**3rd Period**	**9:00 - 9:25**		
4th Period & Lunch	**11:00 - 11:25**	**4th Period & Lunch**	**10:44 - 11:09**	**4th Period**	**9:30 - 9:55**		

(4A) - (4B)	**11:30 - 11:55**	**(4A) - (4B)**	**11:14 - 11:39**			
5th Period & Lunch **(5A) - (5B)**	**12:00 - 12:25** **12:30 - 12:55**	**5th Period & Lunch** **(5A) - (5B)**	**11:44 - 12:09** **12:14 - 12:39**	**5th Period**	**10:00 - 10:25**	
6th Period	**1:00 - 1:55**	**6th Period**	**12:44 - 1:32**	**6th Period**	**10:30 - 10:55**	
7th Period	**2:00 - 2:55**	**7th Period**	**1:37 - 2:25**	**7th Period**	**11:00 - 11:25**	
Dismissal	**2:55**	**Dismissal**	**2:25**	**Dismissal**	**11:25**	

Other Bell schedules may be used in cases of assemblies, early dismissals, standardized testing dates, 2-hour delay, etc.
NOTE: Subject to change as per Board of Education approved Return to Learning Plan

BELL SCHEDULES (COLLINSVILLE MIDDLE SCHOOL)

FULL DAY SCHEDULE		**HALF HOUR EARLY DISMISS**	
1st Period	**8:35 - 9:36**	**1st Period**	**8:35 - 9:26**
2nd Period	**9:40 - 10:31**	**2nd Period**	**9:30 - 10:21**
3rd Period	**11:35 - 11:26**	**3rd Period**	**10:25 - 11:16**
4th Period **Grade 8**	**11:30 - 12:30**	**4th Period** **Grade 8**	**11:20 - 12:20**
4th Period **Grade 7** **Grade 7 - 4A** **Grade 7 - 4B**	 **11:30 - 1:04** **11:3 - 12:00** **12:00 - 12:30**	**4th Period** **Grade 7** **Grade 7 - 4A** **Grade 7 - 4B**	 **11:20 - 12:54** **11:20 - 11:50** **11:50 - 12:20**
5th Period **Grade 7**	**1:08 - 2:08**	**5th Period** **Grade 7**	**12:58 - 1:58**
5th Period **Grade 8** **Grade 8 - 5A** **Grade 8 - 5B**	 **12:34 - 2:08** **12:34 - 1:04** **1:04 - 1:34**	**5th Period** **Grade 8** **Grade 8 - 5A** **Grade 8 - 5B**	 **12:24 - 1:58** **12:24 - 12:54** **12:54 - 1:24**
6th Period	**2:12- 3:03**	**6th Period**	**2:02 - 3:00**
7th Period	**3:07 - 3:30**	**7th Period**	**-----**
Dismissal	**3:30**	**Dismissal**	**3:00**

Other Bell schedules may be used in cases of assemblies, early dismissals, standardized testing dates, 2-hour delay, etc
NOTE: Subject to change as per Board of Education approved Return to Learning Plan

BICYCLE/SKATEBOARDS/SCOOTERS

Students who wish to ride bicycles to school may do so, but the school assumes no responsibility for lost or damaged bicycles. All bicycles are to be parked and locked in the school bike racks. Students are to walk their bikes at all times when they are on school grounds. Students are not to ride their bikes in lawns of local residents. Skateboards, hoverboards, and scooters are not allowed and should not be ridden or brought to school.

BOARD OF EDUCATION

The Board of Education is elected by the community to govern the school district. The Board is comprised of seven members. In general, Board members are elected to 4-year terms of office. The Collinsville Community Unit School District No. 10 is a member of the Illinois Association of School Boards (IASB). The IASB outlines the following as duties of a school board: 1) The Board clarifies the District's purpose; 2) The Board connects with the community; 3) The Board employs a superintendent; 4) The Board delegates authority; 5) The Board monitors performance; 6) The Board takes responsibility for itself.

REGULAR MEETINGS

Regular meetings of the Board of Education are open to the public. They are held on the third Monday of each month at 6:30 p.m. at the Administrative Annex, 123 West Clay Street, Collinsville, Illinois. In the event that the third Monday falls on a school holiday, the meeting is held on the fourth Monday of the month.

SPECIAL MEETINGS

Special meetings of the Board of Education are open to the public. These meetings may be called by the Board president with at least 48 hours of public notice before the meeting. Notices are placed at the entrances to the Administration building (201 West Clay Street, Collinsville, Illinois) and to the Administrative Annex (123 West Clay Street, Collinsville, Illinois).

CLOSED SESSION

A closed session may be called by agenda or at any time during a regular meeting. All decisions, however, are required to be made in open session. Closed sessions are allowed by state law in order to discuss: 1) Collective negotiating matters; 2) Litigation that is probable or imminent; 3) Litigation that is filed and pending; 4) Information regarding the appointment, employment, compensation, discipline, performance, or dismissal of an employee or officer; 5) Testimony on a complaint lodged against an employee or officer to determine its validity; 6) Purchase, lease, or sale of real property; 7) Matters of student discipline; 8) Deliberations concerning salary schedules for one or more classes of employees.

ADDRESSING THE BOARD OF EDUCATION

Individuals wishing to address the Board of Education are invited to do so by the Board president following the roll call, the pledge of allegiance and the reading of any written correspondence by the Board secretary. A presenter must provide his/her name and address and limit remarks to five (5) minutes. The Board president has the right to control the length of any presentation. One speaker per topic is allowed unless presenters have opposing views. Questions should be addressed to the Board as a whole rather than to individual Board members or administrative employees.

The Board of Education is not a public forum. The Board is a deliberative body. The Board does not debate the subject of public comments during the meeting, but rather, may take the comments under review in making decisions and establishing policies. The Board follows a planned agenda at each meeting. Board members receive background information prior to each meeting to enable proper preparation for the topics to be discussed and voted on during meetings.

BREAKFAST & LUNCH PROGRAM

Breakfast and lunch are served every school day, except when there is a 12:15 p.m. or earlier dismissal, then lunch will not be served. Please check the individual school's schedule for times and prices. Free or reduced price meals are available for qualifying students. For an application, contact the building secretary. Pursuant to the Hunger-Free Students' Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.

BUDGET - DISTRICT

The Collinsville Community Unit School District's budget is developed annually and is designed to meet the requirements of local, state and federal government regulations. The budget, which is adopted by the Board of Education, outlines the plan for accomplishing the district's fiscal goals each year. The Director of Business Affairs develops the tentative budget which contains anticipated revenues and expenditures as well as a statement of estimated cash expected to be on hand at the beginning and end of the fiscal year. The tentative budget is placed on display thirty (30) days prior to a public budget hearing. During the hearing, details of the tentative budget are explained and the public may ask questions or provide input. The budget is then voted on and adopted (or rejected) by the Board of Education at a public board meeting held after the budget hearing. Illinois law requires that the budget be adopted by the Board of Education prior to the end of the first quarter of the fiscal year (September 30).

Like ninety percent (90%) of Illinois school districts, the Collinsville school district uses the cash basis of accounting. The district undergoes a thorough financial audit each year. Results of the financial audit are presented to the Board of Education both verbally and in writing.
Current budgets for both the Collinsville Community Unit School District No. 10 and the Collinsville Area Vocational Center are available on the District website at: http://www.kahoks.org.
Additional information about the mechanics of a school district budget can be found in the Illinois State Board of Education's A Guide to Understanding the Illinois School District Budget Process document at http://www.isbe.net/finance/.

BUILDING FACILITIES RENTAL

District facilities are available for use by employees for district-sponsored activities. In addition, outside organizations may request the use of district facilities. Requests from outside groups are reviewed by the building administrator and the Director of Buildings and Grounds. Rental fees are charged to organizations based on the "classification" of the group. Details can be found in the Classes of Organizations document in the PDF Library located on the district website.

PROCEDURES TO REQUEST THE USE OF DISTRICT FACILITIES

Requests by employees and district-sponsored teams, clubs, etc.: 1) Contact the building administrator in charge of the facility you wish to reserve. If your initial contact is by telephone, it is recommended that you follow up your request in writing via email or internal memo; 2) The building administrator will check the facility calendar for availability and inform the employee of the request approval or denial; 3) If the requested time for use of the facility is outside the normal work hours of the school's staff, the building administrator will contact the Director of Buildings and Grounds to request any necessary custodial coverage; 4) The building administrator (or designee) will submit the event (if applicable) to the online district calendar.

Requests by outside groups and organizations: 1) Contact the building administrator in charge of the facility you wish to reserve request; 2) If the facility is available, complete the Request for Facility Rental form. Details about rental fees, classes of organizations and rental terms and conditions can be found in the PDF library on the district website; 3) Forward the completed Request for Facility Rental form to the building administrator as soon as possible; 4) The building administrator will review the completed form. If all information provided is in order, the form will be signed by the administrator and forwarded to the Director of Buildings and Grounds; 5) The Director of Buildings and Grounds will review the request and provide estimated fees. A signed copy of the form will be forwarded to the original requester, the School, and the Technology Department;

BULLYING, INTIMIDATION, HAZING, (SEXUAL) HARASSMENT, TEEN DATING VIOLENCE, FIGHTING, THREAT OF VIOLENCE

PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, 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 and providing all students equal access to a safe, non-hostile learning environment are important District goals.

Bullying on the basis of actual or perceived race, color, national origin, immigration status, military status, unfavorable discharge status from the military service, 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) Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non-school-related activity, function, or program.

BULLYING, PREVENTION AND RESPONSE PLAN

I. Definitions:

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 or students that has or can be reasonably predicted to have the effect of one or more of the following: 1) Placing the student or students in reasonable fear of harm to the student's or students' person or property; 2) Causing a substantially detrimental effect on the student's or

students' physical or mental health; 3) Substantially interfering with the student's or students' academic performance; or 4) Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Cyber-bullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school counselors, school social workers, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

II. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.

III. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the District Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials Complaint Manager or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted, however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator: Dr. Brad Skertich, Superintendent, 201 West Clay Street, Collinsville, Illinois 62243 (168-346-6350. **Male Complaint Manager:** Mr. Bradley Hyre, Assistant Superintendent - Student Services, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350; **Female Complaint Manager:** Mrs. Latoya Coleman, Director, Curriculum & Assessment, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350. **Title IX Coordinator:** Mr. Bradley Hyre, Assistant Superintendent - Student Services, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350 bhyre@cusd.kahoks.org.

IV. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.

V. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things: 1) Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident; 2) Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process; 3) Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received; 4) Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying; 5) The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

VI. The Superintendent or designee may use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.

VII. A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation may be treated as a serious infraction for purposes of determining any consequences or other appropriate remedial actions.

VIII. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information may be treated as a serious infraction for purposes of determining any consequences or other appropriate remedial actions.
IX. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
X. The Superintendent or designee shall post this Bullying Prevention and Response Plan on the District's Internet website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The Bullying Prevention and Response Plan will be distributed annually to parents/guardians, students, and school personnel, including new employees when hired, and must also be provided periodically throughout the school year to students and faculty.
XI. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation: 1) The frequency of victimization; 2) Student, staff, and family observations of safety at a school; 3) Identification of areas of a school where bullying occurs; 4) The types of bullying utilized; and 5) Bystander intervention or participation. The evaluation process may use relevant data and information that the District already collects for other purposes. The Superintendent or designee must post the information developed as a result of the policy evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students.
XII. This Bullying Prevention and Response Plan is consistent with the policies of the school board. Students are encouraged to **immediately** report claims or incidences of bullying, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager, or any staff member with whom the student is comfortable speaking. Students may choose to report to a person of the student's same sex. An allegation that one student was sexually harassed by another student shall be referred to the Building Principal or Assistant Building Principal.
Any student of the District who is determined, after an investigation, to have engaged in bullying, intimidation or (sexual) harassment will be subject to disciplinary action as provided in this handbook, including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy. Any person making a knowingly false accusation regarding bullying, intimidation or (sexual) harassment will likewise be subject to disciplinary action including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy.

CYBER-BULLYING

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.
Cellular telephones, cameras or any electronic devices used to harass or bully students or harass school personnel (ie. the student has i) been determined to have made an explicit threat on an Internet website against a school employee, a student, or any school-related personnel, (ii) 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 (iii) 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) may be subject to the following disciplinary action: 1) In-School Suspension assignment, 2) Short Term Option Program (STOP) assignment, 3) Out-of-school Suspension for up to ten (10) days with a referral to the Board of Education for possible expulsion for up to two (2) years; 2) legal action through local law enforcement; and/or 3) revocation of driving privileges (with no refund). Cyberbullying using home-based or off-campus devices that results in a material and/or substantial disruption to the school and/or a true threat will constitute grounds for investigation as to whether or not the use violates applicable law or school rules. Should misuse be determined, the student may receive disciplinary consequences appropriate for the frequency and severity of the violation.

SEXUAL HARASSMENT

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See Collinsville CUSD10 Board Policies 2:265, Title IX Sexual Harassment Grievance Procedure, and 2:260, Uniform Grievance Procedure.

Title IX Sexual Harassment

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106) concerning everyone in the District's education

programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties. Title IX Sexual Harassment Prohibited Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following: 1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or 2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or 3. Sexual assault as defined in 20 U.S.C. §1092(f)(6)(A)(v), dating violence as defined in 34 U.S.C. §12291(a)(10), domestic violence as defined in 34 U.S.C. §12291(a)(8), or stalking as defined in 34 U.S.C. §12291(a)(30). Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion. A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, a Complaint Manager, or any employee with whom the person is comfortable speaking. A person who wishes to make a report may choose to report to a person of the same gender. School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator. An employee who fails to promptly make or forward a report may be disciplined, up to and including discharge.

TEEN DATING

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

HAZING

Soliciting, encouraging, aiding, or engaging in hazing is prohibited. 'Hazing' means any intentional, knowing, or reckless act directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club, or athletic team whose members are or include other students. Students who engage in hazing that endangers the mental or physical health or safety of another may be subject to disciplinary action including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy.

We encourage students and parents to notify the CHS office of any incidents regarding bullying immediately. The school will protect students against retaliation for reporting incidents of bullying, intimidation or (sexual) harassment. Students and parents/guardians are also encouraged to read the following school district policies: 7:20, Harassment of Students Prohibited and 7:180, Prevention of and Response to Bullying, Intimidation and Harassment.

BUS TRANSPORTATION

Collinsville Unit 10 School District provides free bus transportation for students in accordance with the Illinois School Code through a private contractor, First Student Educational Services. Bus routes are determined by the contractor with district approval (and will be available only for students who live greater than 1.5 miles from the school). Questions about student transportation can be directed to First Student at 346-8605 or the district office at 346-6350.

BUS SAFETY: RULES & REGULATIONS

The following is a list of expected conduct for students to follow when utilizing bus transportation to school, from school or during student activities/athletic events: 1) Remain seated when the bus is moving; 2) Keep hands to yourself. Respect the rights and property of others. There is to be no 'horseplay' on the bus; 3) Keep head, arms and hands inside the bus. Do not throw any objects out of the bus; 4) Use inside voices, -- no screaming or yelling; 5) Obey the driver or bus attendant; 6) There is to be no smoking, eating or drinking on the bus at any time; 7) Students will be required to pay restitution for any vandalism to the bus.

All students are expected to follow the District's School Bus Safety Guidelines and all school rules when riding the school bus to school, from school or during student activities/athletic events. A student may be suspended from school and/or riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following: 1) Prohibited student conduct as defined in the Student Discipline policy; 2) Willful injury or threat of injury to a bus driver or to another rider; 3) Willful and/or repeated defacement of the bus; 4) Repeated use of profanity; 5) Repeated willful disobedience of the bus driver's or other supervisor's directives; 6) Boarding a school bus which services other schools within the C.U.S.D. 10 District; 7) Entering the bus from or exiting the bus to a location other than the student's assigned stop without prior approval from First Student or the School administration, 8) Other behavior(s) identified by the administration deemed to threaten the safe operation of the bus and/or its occupants. School rules will apply for students when utilizing bus transportation to school, from school or during student activities/athletic events. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus. 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. A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

PARENT RESPONSIBILITIES REGARDING BUSES

1. Make certain that your child is at the bus stop on time each morning.
2. Accept joint responsibility with the school authorities and bus driver for proper conduct on the bus.
3) Parents of kindergarteners and first graders are responsible to meet their child's bus each day or designate a responsible individual to be with their child during pick up and drop off times.

STUDENTS RIDING A BUS WITH A FRIEND

Please be advised that parent permission, administrative permission and bus driver permission is required if a student wants to board a bus or be dropped off at a different location other than his/her designated home bus stop.

USE OF VIDEO CAMERAS ON SCHOOL BUSES

Video cameras may be used on school buses as necessary in order to monitor conduct and maintain a safe environment for students and employees. The contents of the videotapes are student records and are subject to District policy and procedure concerning school student records. Only those individuals with a legitimate educational or administrative purpose may view the videotapes. In most instances, individuals with a legitimate educational or administrative purpose will be the Superintendent, Building Administrators, Transportation Director, bus driver, and sponsor, coach, or other supervisor. If the content of the videotape is contested within a formal proceeding, it will be treated like any other evidence. If you have any questions regarding the bus company rules and regulations, please contact First Student Bus Company at 618-346-8605.

CAFETERIA SERVICES

Collinsville Unit School District Ten offers student lunches as a part of the National School Lunch Program. The Collinsville Community Unit School District contracts its food service program with Sodexo USA. In addition to meal planning, storage, preparation and delivery of meals to the district's schools, Sodexo also facilitates the processing of free and reduced meal applications for eligible students.

FREE AND REDUCED MEALS

The Collinsville C.U.S.D. No. 10 participates in the National School Lunch Program (NSLP) to allow eligible families the opportunity to apply for free or reduced breakfast and lunch. A student may qualify for free or reduced meals either through direct state certification or by parent/guardian completion of a household eligibility application.

Direct State Certification - Households eligible for food stamps or Temporary Assistance for Needy Families (TANF) receive a child-specific letter in July of each year from the Illinois Department of Human Services. This letter is to be returned to the school the child attends in order for the child to receive free meal benefits. If this "direct certification" letter is submitted to the school, the parent/guardian DOES NOT need to complete the Application for Illinois Free Lunch and Breakfast.

Household Eligibility Application - Households that do not meet the criteria for direct certification may apply for free or reduced meals by completing the Application for Illinois Free Lunch and Breakfast form. This form may be obtained from the main office or counseling department. Completed applications should be sent to the school office or the Sodexo Food Service office (2201 South Morrison, Collinsville, IL 62234). The Sodexho office staff will process the application and notify the parent/guardian of the meal status decision (free, reduced or denied). Students cannot receive free or reduced meals until the parent or guardian has submitted an application.

The parent/guardian must reapply for free or reduced meals annually. Students receiving free or reduced meals at the end of a school year will be given 30 days at the beginning of the next school year to submit a new application. If an application is not received by the end of the 30-day period at the beginning of the school year, a student's status will automatically change from free or reduced to denied.

MEAL POINT OF SALE (DEBIT CARD) SYSTEM

Students attending schools in Collinsville Unit 10 may use the Cafe Enterprise point of sale card (debit) system. The point of sale system allows a parent/guardian to pay in advance for meals and/or a la carte foods (juice drinks, ice cream, cookies, etc.) Students may continue to pay cash on a daily basis if they choose. The system works with a 12-key PIN pad (located near the end of the serving line) that is similar to an automated teller machine (ATM). The pad allows each student to enter their 6-digit personal identification number (PIN) to access their account. The student's PIN number is unique and should be memorized. The system is very confidential. All students will be required to enter their PIN number regardless of meal status or payment method, thus ensuring every child's privacy.

All students will have an established debit account, although they will not be required to make advanced payments because the system has the ability to act as a cash register and can accept cash payments on a daily basis. However, for a parent/guardian's convenience, the three options are available for making advance payments (see below). To prevent fraudulent use of student accounts, student photos are loaded into the system. These digital images appear on the monitor for the cashier to view every time a child accesses his or her account, therefore ensuring that no other student can use another child's account.

Money is deducted when the student uses the account to purchase meals and/or a la carte items. The system knows the meal status of each student (full-pay, free, or reduced) and will deduct the correct amount from the account. There is no limit on the amount of money that can be deposited into a debit account. When account balances fall below $5, the cashier will remind the student that additional money should be deposited or brought to school to continue purchasing meals and/or a la carte items.

A payment form is available in the PDF Library on the C.U.S.D. 10 Website. Once completed and printed, this form should be returned with each deposit. For safety purposes, we recommend that advanced payments be sent in the form of a check. Checks should be made payable to Collinsville C.U.S.D. 10. If a payment is sent for more than one student in the same school, an indication of the amount of money to be deposited for each student should be made on the form. If an amount is not specified, the deposit amount will be divided equally between siblings' accounts. If a payment option is not specified, all monies will be deposited under OPTION PLAN #1 - Cash On Account.

ADVANCED PAYMENT OPTIONS

OPTION #1: Cash on Account -- A cash debit account is created by making a payment of a certain dollar amount ($5.00, $10.00, $20.00, etc) to the cafeteria. These funds are then deposited into the student's debit account and are available when the student purchases meals and/or a la carte foods in the cafeteria. There are no limitations as to what may be purchased or how many purchases can be made. The account balance simply decreases as purchases take place.

OPTION #2: Prepaid Meals Only -- Monies put on account can be designated for student meals only. No snacks or a la carte food items can be purchased with this payment. Students would need to pay cash for any snack or a la carte items being purchased. To calculate, determine the number of meals to purchase and then multiply by the price of the meal. Any number of meals may be purchased at one time.

OPTION #3: Both: Cash on Account and Prepaid Meals Only - Parents/guardians may purchase Prepaid Meals and put "cash on account". This option ensures that the student receives a lunch and allows him or her to purchase a la carte foods as well. However, there are no limitations as to what foods may be purchased a la carte, or how many a la carte purchases can be made. When making a payment for both, it is necessary for the parent/guardian to state clearly how much money is for prepaid meals and how much is for "cash on account".

CAFETERIA ETIQUETTE (CHS)

The cafeteria management appreciates every student's cooperation. All students should display good manners at all times and should always dispose of trash in the appropriate receptacles. Students should leave the table and floor around their place clean for others.

During breakfast and lunch the following rules apply: 1) Students are expected to be out of the main and vocational building before the end of the 5-minute passing period; 2) Students who break for lunch must exit promptly and in a manner that will not disturb on-going classes; 3) Food and soda will be allowed outside. However, it is against the rules to bring any food or drink into the main building. It is the responsibility of the student to keep the grounds free of litter. Students may not bring food from outside vendors (ie. fast food restaurants) over lunch hours to eat in the cafeteria.

Violation of Cafeteria Etiquette expectations will result in disciplinary action in accordance with the District's disciplinary procedures

CAFETERIA ETIQUETTE (CMS/DIS/ELEMENTARY)

The cafeteria management appreciates every student's cooperation. All students should display good manners at all times and should always dispose of trash in the appropriate receptacles. Students should leave the table and floor around their place clean for others.

During breakfast and lunch the following rules apply: 1) Students shall not save seats for other students; 2) Students shall walk to lunch and shall be orderly and quiet during lunch; 3) No food shall leave the cafeteria; 4) Loud talking, yelling, screaming, and other disruptions are prohibited; 5) Students shall not throw food, milk cartons or other items; 6) Students shall not trade food; 7) Students shall follow the instructions of the lunchroom aides and show proper respect toward all cafeteria personnel; 8) Students shall remain seated while in the cafeteria except when given permission to throw away trash; 9) Students shall immediately become silent when staff or presenters make announcements in the cafeteria; 10) Students shall report spills and broken containers to cafeteria staff immediately; 11) Students shall be dismissed from the cafeteria by the lunchroom monitor; 12) Soda, glass containers and knives of any type are not allowed at school; 13) Fast food may not be delivered to students at school; 14) Food items from home may not be ones that require refrigeration or heating/cooking.

Violation of Cafeteria Etiquette expectations will result in disciplinary action in accordance with the District's disciplinary procedures.

CAFETERIA MEALS

Type "A" Meal consists of the 5 components: 1) Entrée; 2) Three side items; 3) Milk (optional).

Requirements: You must have at least 3 items on your tray, consisting of the following: 1) Entrée; 2) Two side items; 3) Milk (optional); Ala Carte Items are those items purchased separate from a regular meal, and will be available for purchase (example: patty melt, cheeseburger, fries, etc.).

Meal Prices for 2021-2022		
Grade Level	Breakfast	Lunch
PreK - 6	$1.30	$2.95

CMS	$1.40	$3.05
CHS	$1.40	$3.05
Staff	$1.60	$3.30

CAMPUS MONITORS

The Collinsville C.U.S.D. No. 10 Board of Education has appointed campus monitors with duties and responsibilities to assist the teachers and administrators with maintaining order, discipline, and supervision on campus. The monitors are authorized school personnel. In disciplinary and supervisory situations, the monitors stand in place of a teacher in their absence. Failure to cooperate with the monitors in maintaining discipline on campus will result in disciplinary action in accordance with school policies and procedures.

CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS (COLLINSVILLE HIGH SCHOOL)

The use of electronic devices and other technology at school is a privilege, not a right. Students may possess electronic devices including, but not limited to, the following: cell phone, smartphone, audio or video recording device, personal digital assistant, iPod, iPad, mobile internet devices (MID), personal laptops, tablet computer, netbooks. Students may possess such electronic devices while on school property to use as an educational tool and may use these devices only (1) before school starts, (2) in the cafeteria during the student's assigned lunch period and (3) after school ends in adult supervised areas only. These devices should be used for educational purposes during these times. Students may not use cell phone/electronic devices during instructional time or in academic areas except: a) at the expressed consent of the classroom instructor for educational purposes; 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. The use of cell phones, smartphones, electronic communication devices, mobile internet devices (MID), personal laptops, and netbooks will be at the discretion of the teacher. The following rules will be in effect: 1) students must obtain teacher permission before using a cell phone, smartphone, electronic communication device, mobile internet device (MID), personal laptop, or netbook during classroom instruction; 2) student use of a cell phone, smartphone, electronic communication device, mobile internet device (MID), personal laptop, or netbook must support the instructional activities currently occurring in the instructional environment; 3) students must turn off and put away a cell phone, smartphone, electronic communication device, mobile internet device (MID), personal laptop, or netbook at the request of a teacher; 4) during instructional time, audio must be muted to prevent distracting others in the classroom. Emergency use of a cell phone/smartphone, when at all possible, should have prior approval from a school administrator. Parents needing to contact their child should do so by contacting the main office: 618-346-6320. Inappropriate use will result in disciplinary action, and may result in the loss of the privilege of using the electronic device.

The following discipline actions will be used as guidelines. (All disciplinary action is determined on a case-by-case basis by school officials): 1st offense – 1 Detention, student may pick up the electronic viewing/listening device after school; 2nd offense – 2 detentions, a parent/guardian must pick up the electronic viewing/listening device; 3rd offense – 1 Day of In-School Supervision (ISS), parent/guardian must pick up the electronic viewing/listening device; 4th offense –2 Days of In-School Supervision, parent/guardian must pick up the electronic viewing/listening device. 5th Offense – 2 days out-of-school suspension. Each additional offense will result in two (2) additional days of OSS (example: 6th offense – 4 days of OSS, parent/guardian must pick up electronic viewing/listening device). *The School District is not responsible for the loss, theft or damage of any electronic device brought to school.*

Technological devices may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent, recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Picture phones and other recording devices are banned from locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly

known as 'sexting') is prohibited and subject to disciplinary action and referral to legal authorities. Students may not use technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above. The following discipline actions will be used as guidelines (All disciplinary action is determined on a case-by-case basis by school officials): 1) Out-of-school Suspension for up to ten (10) days with a referral to the Board of Education for possible expulsion for up to two (2) years; 2) legal action through local law enforcement; and/or 3) revocation of driving privileges (with no refund).
School officials may require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rules or school district policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination. School officials may not request or require a student or his/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS (COLLINSVILLE MIDDLE SCHOOL)

Students may not have cell phones/electronic communication devices, mobile internet devices (MID), personal laptops or netbooks either visible or heard while on school property beginning with the first attendance bell until the dismissal bell. These devices should not be seen or heard during school hours. The only devices authorized for use during school hours will be school issued Chromebooks.
Technological devices may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent, recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Use of picture phones and other recording devices in locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected will be treated at an elevated level of offense in relation to other technology offenses. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as 'sexting') is prohibited and subject to disciplinary action will be immediately referred to legal authorities. Students using technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above may be subject to the following disciplinary action: 1) Detention(s), 2) In-school Supervision, 3) Out-of-school Suspension for up to ten (10) days and referral to the Board of Education for possible expulsion for up to two (2) years; 4) legal action through local law enforcement. Emergency use of a cell phone, when at all possible, should have prior approval from a school administrator. Parents needing to contact their child should do so by contacting the main office at 343-2100 or via school provided email.
Violation of the school's electronics policy will result in disciplinary action.
The following discipline action will be assigned:
1st offense – Warning from School Administrator, student may pick up the electronic viewing/listening device after school;
2nd offense - 2 Detentions, a parent/guardian must pick up the electronic viewing/listening device;
3rd offense – 1 Day of In-School Supervision (ISS), a parent/guardian must pick up the electronic viewing/listening device;
4th offense – 2 Days of In-School Supervision (ISS), parent/guardian must pick up the electronic viewing/listening device;
5th offense – 3 Days of In-School Supervision (ISS), parent/guardian must pick up the electronic viewing/listening device.
Each additional offense will result in an additional Day of STOP (ex., 6th Offense – 4 Days of STOP); parent/guardian must pick up electronic viewing/listening device. *The School District is not responsible for the loss, theft or damage of any electronic device brought to school.*

CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS

(DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

The use of electronic devices and other technology at school is a privilege, not a right. Students are prohibited from using electronic devices, except as provided herein. An electronic device includes, but is not limited to, the following: cell phone, smartphone, audio or video recording device, personal digital assistant (PDA), iPod©, iPad©, laptop computer, tablet computer or other similar electronic device. Pocket pagers and other paging devices are not allowed on school property at any time, except with the express permission of the building principal. During instructional time, which includes class periods and passing periods, electronic devices must be kept powered-off and out-of-sight unless: (a) permission is granted by an administrator, teacher or school staff member; (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. Electronic devices may never be used in any manner that disrupts the educational environment, violates student conduct rules or violates the rights of others. This includes, but is not limited to, the following: (1) using the device to take photographs in locker rooms or bathrooms; (2) cheating; and (3) creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction or non-consensual dissemination of private sexual images (i.e., sexting). The school and school district are not responsible for the loss, theft or damage to any electronic device brought to school. Students in violation of this procedure may be subject to consequences as defined by the school officials. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

CHANGE OF ADDRESS

Any change in the student's address or phone number must be reported to the Collinsville Unit 10 Enrollment Office as promptly as possible. Any change in the student's address requires proper documentation. This enables the school to send all mail to the proper address and to contact the home when necessary.

CHARACTER EDUCATION

Collinsville Unit 10 School District is a proud participant of the Characterplus Way for Southern Illinois. This program is a Madison County, IL Character Education partnership with the U.S. Department of Education (Office of Safe and Drug Free Schools). This initiative integrates Character Education into the school's mission, policies, professional development and academic curricula. Consequently, it becomes a critical component in student learning. We believe that one of the most important functions of schools is to reflect and reinforce positive character traits and to teach the rights and responsibilities of citizenship. Working in partnership with our community, we hope to improve each student's chances of experiencing life-changing success.

CLASSIFICATION OF STUDENTS (COLLINSVILLE HIGH SCHOOL)

Students enrolled at Collinsville High School are classified according to the number of credits earned in the following manner:

0 – 4.75 credits	Freshman Classification	10.0 – 14.75 credits	Junior Classification
5.0 – 9.75 credits	Sophomore Classification	15.0 + credits	Senior Classification

CLASSROOM PLACEMENT/STUDENT ASSIGNMENT (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Placements of students in a particular class is left to the discretion of the building principal. The educational and administrative staff makes all efforts to create equitable classes. Several variables are considered when creating class assignments each year. In order to assist each student in being successful, consideration is given to the learning style of each individual child.

CLOSED CAMPUS (COLLINSVILLE HIGH SCHOOL)

Collinsville High School maintains a closed campus. Upon arrival to school, regardless of means of transportation (ie. car, bus, walking), students are required to remain on campus and must report to supervised areas. Students must remain on campus until 2:55 P.M. except for: 1) Approved early dismissals (see Attendance Policy-Early Dismissal), 2) Co-op academic obligations and 3) Excused early dismissal from an administrator. Once school begins, students shall not enter parking lots or other 'restricted' areas without prior written permission from the main office. A restricted area is defined as any area other than which is listed on the student's schedule. Students shall not loiter at any time in restrooms, parking lots, and 'restricted areas'.

During the school day, students must have administrative permission to go to the parking lot. Students who leave campus after proper clearance (home and school) must sign out in the high school office, stating their name, reason for leaving

and time of departure. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant and may lose their driving privileges for the remainder of the year.
During inclement weather, students arriving on campus before 7:45 A.M. may be permitted in the cafeteria and/or cafeteria lobby. Students will not be permitted to: 1) Enter the Main Building, 2) Remain on the parking lots or in vehicles, and 3) Congregate by the front of the building. Students remaining on campus after the conclusion of the school day are restricted to reserved areas of the building or grounds.

CODE OF CONDUCT FOR ATHLETICS (COLLINSVILLE HIGH SCHOOL)

PURPOSE

This code has been adopted by the Board of Education of Collinsville Community Unit School District Number Ten (10) and applies to all students in grades 9-12 who desire to participate in athletics and student extracurricular activities. This code applies to all events 24/7 365 days during the calendar year (and summer practice season) and not just during the specific sport season (see Rules in Effect). The Board of Education believes the use of tobacco, alcohol or other performance altering substances by a student who participates in athletics and student activities and the use of prescription medication when not prescribed for the student for a particular and appropriate medical purpose or used inconsistent with the physician's recommended dosage, presents a hazard to the health, safety and welfare of the student and to those with whom the student participates or competes.

The Board of Education also believes that students should be held to high standards of conduct with regard to other prohibited behaviors as detailed in the Collinsville Unit 10 District Handbook. Any student that is involved in acts of gross disobedience and misconduct will be subjected to the penalties outlined in this code of conduct. These acts may include, but are not limited to: fighting, vandalism, theft, harassment, hazing, the use, possession, distribution, or attempted distribution of any tobacco products and/or illegal/nonprescription or prescription drugs, look–alike drugs; or use, distribution or sale of alcoholic beverages, the setting off of a fire alarm; and/or the possession/use or threat to use a weapon. Students are prohibited from being physically present at any location where there is illegal use or possession of drugs or any location where there is the underage consumption/possession of alcohol. When there is underage consumption/possession of alcohol and/or use or possession of illegal drugs in any form at any location, the student is required under this policy to immediately leave the location and must report the incident to the Athletic Director or school administrator within 24 hours. A student's failure to immediately depart the location and/or failure to report the incident to the Athletic Director or school administrator within 24 hours shall constitute a violation of this policy and will subject the student to Level A or Level B disciplinary action. The Board of Education has determined that participation in athletics and student activities is a privilege, not a right. With the privilege to participate come certain responsibilities. If a student fails to comply with the terms of this policy, the privilege to participate in athletics, and/or student activities may be lost in accordance with the terms of this policy. It is the sincere intent of the Board of Education to establish a policy that encourages students to practice good health habits and appropriate responsible behavior. The Board of Education has attempted to adopt a policy that protects the safety and integrity of the student body as well as the participants in athletics and student activities.

SPECIAL RULES RELATED TO CRIMINAL FELONY CHARGES/OFFENSES

Southwestern Conference member districts shall monitor student athletes and take immediate corrective action against any student athlete using taunting, unsportsmanlike and/or threatening language at a Southwestern Conference event. The Southwestern Conference prohibits students from participating in conference events if the student is charged with a criminal felony offense or an offense, which would be a felony if committed by an adult, or a misdemeanor offense as listed in Section 24-1, 24-3, or 24-3.1 of the Criminal Code, pertaining to weapons and firearms. The student shall remain ineligible to participate in conference events until the criminal charge(s) are adjudicated or dismissed. A student convicted of a felony or adjudicated delinquent for an offense which would be a felony if committed by an adult, or a misdemeanor offense as listed in Section 24-1, 24-3 or 24-3.1, of the Criminal Code, pertaining to weapons and firearms shall be ineligible to participate in Southwestern Conference events for a period of one calendar year from the date of conviction. District 10 will apply this Southwestern rule to all students participating in all non-conference events and extracurricular activities.

CODE OF CONDUCT VIOLATION

A student's participation in athletic events and extracurricular activities is a privilege not a right. The athletic director and/or building administrator shall conduct an investigation of charges that an athlete has engaged in any act of gross disobedience or misconduct. The athletic director and/or building administrator shall make a preliminary determination, based upon the results of the investigation, as to whether prohibited conduct has, in fact, occurred. Once a determination that an act of gross disobedience or misconduct has occurred, the Code of Conduct Committee will convene to determine athletic disciplinary action. The committee will consist of the Athletic Director, the Assistant Athletic Director, the building Principal or another administrator designated by the Principal, and a minimum of one (1) Varsity Coach to be determined by the Principal and/or Athletic Director. Pending the Code of Conduct Committee review, the athletic director and/or building administrator shall suspend the student athlete from participation in all athletic competition. As soon as possible, the student and his/her parent(s)/guardian(s) will be notified of all charges and disciplinary action (including, but not limited to, suspension and/or removal from the team). The student and his/her parent(s)/guardian(s)

may respond in writing to the charge(s) and disciplinary action taken for review by the Superintendent and/or his/her designee. This opportunity to have a review of the disciplinary action is the final step in this process. If a student is charged with an offense reported to the District pursuant to a reciprocal reporting agreement with local law enforcement and that offense is not already listed below as a Level A, B or C Offense, the student will be excluded from participating in all athletic and extracurricular activities for a period of time determined appropriate by the Administration.

VIOLATION LEVELS DEFINED:

Level A Offense: Includes, but is not limited to, the use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of alcohol; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase or being under the influence of marijuana or any controlled drug or controlled substance unless authorized under board policy and Ashley's law; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase or being under the influence of a harmful, illegal or across the counter drug; The use, possession, distribution (including attempt to use, obtain or distribute), sale, or purchase of any performance enhancing substance on the Illinois High School Association's most current banned substance list (unless administered in accordance with a prescription); The use, possession, distribution (including attempt to use, obtain or distribute) sale, or purchase of any inhalant (or paraphernalia for an 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.; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of 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 unless authorized under board policy and Ashley's law; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of "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; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any weapons (including guns and knives and/or look alike weapons).

Level B Offense: Includes, but is not limited to, the use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any tobacco products; (including electronic cigarettes); Theft or the vandalizing personal or school property; Any violation of the CHS Bullying, Intimidation, Hazing, Sexual Harassment, Fighting, Threat of Violence policy as outlined in the CHS Student and Parent Handbook; Activity that may be considered by the Code of Conduct Committee to be unsportsmanlike conduct (such conduct may include, but is not limited to, violation of team rules, profanity, disrespect, including behaviors verbal or in writing that are abusive or derogatory in nature, etc.); Such conduct may occur on or off-campus and during non-participation in an activity governed by this section.

For purposes of these rules, the term "possession" includes being physically present at a student party or social gathering in which there is underage possession or use of alcohol or possession or use of illegal substances and failing to immediately depart the location and file a report with the Athletic Director or school administrator within 24 hours; or 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 or off school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person. Students who have consumed any prohibited substance are treated as though they have the prohibited substance, as applicable, in their possession.

The costs associated with any assessment, educational program, or treatment referred to herein shall be borne exclusively by the student and their parent(s)/guardian(s).

RULES IN EFFECT

This Code of Conduct will be enforced on a year-round basis — student behavior expectations may be enforced 24 hours per day/seven days per week. Disciplinary consequences for violations when a student is "out of season" or during the summer normally will be levied in the student's next period of competition or performance. If a violation of this policy occurs during times when school is not in session (i.e., summer break), students may be disciplined the following school year. Further, discipline imposed at the end of the school year may be enforced the following school year. The disciplinary actions for the Code of Conduct violations are the minimum that can be taken. A coach's policies may exceed the listed disciplinary actions. Coaching policies shall be kept on file in the athletic director's office. Student athletes who are suspended from the team but not school may attend games dressed in street clothes and sit with the team.

The athlete must attend all practices and contests during the time he/she is serving the disciplinary consequence. The student must complete the sport season for the consequences to be considered served. Students are prohibited from circumventing the penalty by enrolling in a sport in which he or she has not participated in previous years. In determining the timing of the disciplinary consequence, the Administration shall take into consideration the student's participation in athletics and activities from prior years. Athletes quitting the team during the season will not be permitted to join another team during that season unless mutually agreed upon by both coaches. Further, any participant who has an outstanding obligation to another sport will not be permitted to participate until the obligation has been satisfied. A student must be

academically eligible at the end of the season and finish the season as a team member in good standing with the CHS Athletic Department and CHS school administration (ie. not in violation of the Code of Conduct policy) to receive a CHS Athletic Letter and/or other CHS Athletic awards for that season.

GUIDELINES FOR ATHLETIC CODE OF CONDUCT VIOLATIONS
Suspensions may be for greater or lesser periods, depending upon the severity of the violation involved.

	LEVEL A OFFENSE	LEVEL B OFFENSE
FIRST OFFENSE	The student shall be suspended for twenty two percent (22%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.	The student shall be suspended from all athletics for a period of eleven percent (11%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.
SECOND OFFENSE	The student shall be suspended for fifty percent of the season if found to have committed 2 level A offenses, with limitations as set forth by the IHSA.	The student shall be suspended for twenty two percent (22%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.
THIRD OFFENSE	The student shall be suspended from the athletic program (practices and scheduled contests) for the remainder of his/her high school career.	The student shall be suspended from the athletic program (practices and scheduled contests) for a period of 365 days from the point of the violation.
FOURTH OFFENSE		The student shall be suspended from the athletic program (practices and scheduled contests) for the remainder of his/her high school career.

Parent(s)/guardian(s) must sign the Student/Parent Handbook Receipt during the online registration process. The signing of the Handbook (which includes the aforementioned Athletic Code of Conduct) will remain in effect for one full calendar year. Eight semesters of high school is a student's maximum length of eligibility.

CODE OF CONDUCT FOR STUDENT ACTIVITIES (COLLINSVILLE HIGH SCHOOL)

Confirmed violations are defined as violations that have been verified by the Athletic Director/Administration through investigation and with possible involvement of the School Resource Officer/Civil Authorities.

PURPOSE

The staff of Collinsville High School believes strongly in the education value of all school sponsored activities. The important goals of the activities programs are to give students direction in developing healthy living habits, self discipline, leadership, teamwork, and respect for rules and regulations. Participation in student activities is considered an extension of, but separate from, the regular high school program. While the regular curricular program is a right afforded to each student, participation in the co-curricular program is a privilege and such carries certain expectations and responsibilities beyond those found in the normal classroom situation. It is to these ends that a code of conduct is established for young people taking part in the student activities program. This code applies to all events during the school year and not just during the specific activity/club season.

EXPECTATION (REQUIREMENTS)

Students involved in extracurricular clubs and activities are expected to: 1) Comply with all organizational bylaws; 2) Adhere to all rules set forth in the student handbook; 3) Refrain from the use or possession of alcohol and other controlled substance (drugs) in accordance with the provisions of school policies; 4) Exhibit conduct becoming a CHS representative including respect of persons and property at all times; 5) Any student nominated for a position in the coronation court, honor society, offices nominated by staff, faculty and student body must not have had any disciplinary referrals for the year (exception - tardies to school).

PROCEDURES FOR A BREACH OF THE CODE OF CONDUCT

For violations of the Activities Code of Conduct (due to violation of the expectations listed above), the class/club sponsor will discuss/initiate the appropriate disciplinary action after consultation with the Assistant Principal. The Assistant Principal will then inform the student's parent or guardian of the violation and resulting disciplinary action. Further, when necessary, the Principal or designee will inform other sponsors.

CODE OF CONDUCT FOR ATHLETICS/STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)

The Board of Education, the Administration, and the Coaches and Sponsors of all co-curricular activities at Collinsville Middle School (CMS) have high expectations of those who represent our school on all teams and in all other activities. CMS students involved in co-curricular activities are expected to conduct themselves in a manner that reflects integrity on themselves, their group/team, and the school. Participation in the CMS co-curricular activities program is considered a privilege, not a right.

You should be aware that this code does not contain a complete list of inappropriate behavior as a CMS participant. In addition to the things listed, CMS participants will be expected to demonstrate excellent conduct in their classrooms, in the community, and in the activities themselves. Nothing less is acceptable.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of the CMS co-curricular program that warrant the indicated actions.

1. Confirmed involvement in the use or possession of a controlled substance.
2. Confirmed involvement in the use or possession of an alcoholic beverage.
3. Violation of the rules and regulations of CMS or Unit 10 that result in an out of school suspension three days or greater.

First Offense – Participant may be suspended from the activity for a period of up to two (2) weeks.

Second Offense – Participant may be excluded from all teams or other co-curricular activities for a period of one (1) calendar year.

Third Offense – Participant may be excluded from activities for the remainder of his/her middle school career.

*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The above violations are cumulative during the Participant's middle school career.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of CMS co-curricular activity program which warrant the indicated actions.

1. Smoking or any use of any kind of tobacco products.
2. Stealing or vandalizing personal or school property.

First Offense – Participant may be suspended from activities for a period of up to two (2) weeks.

Second Offense – Participant may be suspended from activities for a period of ninety (90) calendar days.

Third Offense – Participant may be excluded from activities for a period of one (1) calendar year.

*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of the CMS co-curricular program that warrant the indicated actions.

1. Violation of the rules and regulations of CMS that result in a suspension of five (5) days or fewer, either in school or out of school.
2. Unexcused absence from a contest.
3. Unexcused absence from practice.
4. Misconduct at practice, at contest/activity, or on an activity bus.
5. Any action(s) that is detrimental to the co-curricular program at CMS.

First Offense – Punishment will be determined by the coach/sponsor after consultation with the Principal.

Second Offense – Will be suspended from the team. Length of time will be determined by the coach/sponsor after consultation with the Principal.

*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The disciplinary actions for the various violations listed in this code are the minimum actions that can be taken. A coach or sponsor's policy can exceed the listed disciplinary action when such information has been provided to the athlete in that coach or sponsor's activity. During a period of suspension, the participant is to continue to participate in the activity during practice sessions or other meetings. A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension. A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.

Parent(s)/guardian(s) must sign the Student/Parent Handbook Receipt during the online registration process. The signing of the Handbook (which includes the aforementioned Athletic Code of Conduct) will remain in effect for one full calendar year.

COMPUTER AND INTERNET ACCEPTABLE USE POLICY

TECHNOLOGY AND INTERNET ACCEPTABLE USE

All use of electronic network use must be consistent with Collinsville School District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. The failure of any user to follow these rules will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

In accordance with federal law, the district provides CIPA (*Children's Internet Protection Act*) compliant web filtering for students on any Internet connected device within the boundaries of the district network. The district recognizes that although the Internet and online services afford access to legitimate sources of information for academic and educational purposes, these resources can also afford access to materials which may be illegal, obscene or indecent. The district will make every effort to protect students from inappropriate material while still allowing access to valuable academic content. All users must be aware that the use of the district's electronic networks and systems may result in public disclosure of the data and information associated with those systems under the *Illinois Freedom of Information Act.*

Acceptable Use - Access to the electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use.

Privileges - The use of the electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator or Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time.

Unacceptable Use - The user is responsible for his or her actions and activities involving the network. Some examples of unacceptable uses are: 1) Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any State or federal law; 2) Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused; 3) Downloading of copyrighted material for other than personal use; 4) Using the network for private financial or commercial gain; 5) Wastefully using resources, such as file space; 6) Hacking or gaining unauthorized access to files, resources, or entities; 7) Invading the privacy of individuals, that includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature including a photograph; 8) Using another user's account or password; 9) Posting material authored or created by another without his/her consent; 10) Posting anonymous messages; 11) Using the network for commercial or private advertising; 12) Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and 13) Using the network while access privileges are suspended or revoked.

Network Etiquette - The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following: 1) Be polite. Do not become abusive in messages to others. 2) Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language. 3) Do not reveal personal information, including the addresses or telephone numbers of students or colleagues. 4) Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities. 5) Do not use the network in any way that would disrupt its use by other users. 6) Consider all communications and information accessible via the network to be private property.

No Warranties - The school and district make no warranties of any kind, whether expressed or implied, for the service it is providing. The school and district are not responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The school and district specifically deny any responsibility for the accuracy or quality of information obtained through its services.

Indemnification - The user agrees to indemnify the school and district for any losses, costs, or damages, including reasonable attorney fees, incurred by the school or district relating to, or arising out of, any violation of these procedures.

Security - Network security is a high priority. If the user can identify a security problem on the Internet, the user must notify the system administrator or building principal. Keep your account and password confidential. Any user identified as a security risk may be denied access to the network.

Vandalism - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

Telephone Charges - The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Copyright Web Publishing Rules - Copyright law prohibits the republishing of text or graphics found on the Web without explicit written permission. 1) For each re-publication (on a Web site or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the Web address of the original source. 2) Students engaged in producing Web pages must provide library media specialists with e-mail or hard copy permissions

before the Web pages are published. Printed evidence of the status of "public domain" documents must be provided. 3) The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the Web site displaying the material may not be considered a source of permission.

Use of Email – The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the School District. The School District provides email to aid students as an education tool. 1) The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited. 2) Each person should use the same degree of care in drafting an electronic mail message as would be put into a written memorandum or document. Nothing should be transmitted in an e-mail message that would be inappropriate in a letter or memorandum. 3) Electronic messages transmitted via the school district's Internet gateway carry with them an identification of the user's Internet "domain." This domain name is a registered domain name and identifies the author as being with the school district. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the school and district. Users will be held personally responsible for the content of any and all electronic mail messages transmitted to external recipients. 4) Any message received from an unknown sender via the Internet should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted. 5) Use of the School District's email system constitutes consent to these regulations.

CHROMEBOOK STUDENT USER AGREEMENT

The policies, procedures, and information within this document apply to all Chromebooks used at Collinsville School District by students, including any other device considered by the administration to fall under this policy. Teachers may set additional requirements for Chromebook use in their classroom.

Chromebook Loan - The Chromebooks are owned and maintained by Collinsville School District. Your use is limited to and conditional upon your full and complete compliance with the Computer and Internet Acceptable Use Policy.

Financial Responsibility for Loss or Damage - If the Chromebook is damaged, lost, or stolen, the student's parent or guardian may be responsible for the cost of repair or the value of the Chromebook. Loss by theft must be reported to the district by the next school day after the occurrence. Charges will be assessed for stolen Chromebooks unless a police report has been filed.

Chromebook Repair - Students are responsible for the general care of the Chromebook they have been issued by the school. Chromebooks that are broken or fail to work properly should be reported to a teacher or Chrome Depot.

School Use - Chromebooks are intended for use at school each day. Students who take them home are responsible for bringing their Chromebooks back to school fully charged on the following day unless advised not to do so by their teachers or administrators.

Using your Chromebook Outside of School - Students at CMS and CHS are encouraged to use their Chromebooks at home and other locations outside of school. A wireless Internet connection will be required for the majority of Chromebook use, however, some applications can be used while not connected to the Internet. The district will not supply an internet connection while the device is not on school property, the district is also not responsible for any data charges incurred for connectivity at school (via personal mobile hotspot) or at home.

Operating System - Students may not use or install any operating system on their Chromebook other than the current version of Chrome OS that is supported and managed by the technology department. The Chromebook operating system, Chrome OS, updates itself automatically. Students do not need to manually update their Chromebooks.

Privacy - Students have no expectation of confidentiality or privacy with respect to any usage of a Chromebook. The school district may, without prior notice or consent, log, supervise, access, view, monitor, and record use of issued Chromebooks at any time for any reason related to the operation of the district. By using a Chromebook, students agree to such access, monitoring, and recording of their use. Teachers, school administrators, and the technology department staff may use monitoring software that allows them to view the activity on student Chromebooks.

Term of Agreement - Your right to use and possess the Chromebook terminates no later than the last day of the school year, unless terminated earlier by the district.

Charging Batteries - Chromebooks should be brought to school each day in a fully-charged condition. You need to charge your Chromebooks each evening. In cases where the use of the Chromebook has exceeded battery life during the course of the day, you will be able to connect your computer to a power outlet in an area of the school if available. **CHARGERS SHOULD REMAIN AT HOME.**

Storing Your Chromebooks - You may take your Chromebook home every day after school regardless of whether or not it is needed. You must also store your Chromebook in the provided case or your backpack when moving from one area of the building to another and when taking your Chromebook to and from home.

Printing -

At School: Chromebooks will not support a physical printer connection. Printing functionality may be available and subject to classroom requirements. Teaching strategies will facilitate digital copies of work.

At Home: The Chromebook will not support a physical printer connection. Instead, users may print to their home printers using the Google Cloud Print service. A wireless home network is required for this. (See http://google.com/cloudprint for more information.) In very few cases will printing be needed, if at all.

Managing Your Files and Saving Your Work - The majority of student work will be stored in Internet/cloud-based applications and can be accessed from any computer with an Internet connection. The district will not be responsible for the loss of any student work.
Failure to Comply - The Chromebook is the sole property of CUSD. It is on loan to the student for the school year and can be requested to be returned at any time. Failure to comply with the terms of the Chromebook User Agreement will result in disciplinary action and loss of privileges.
Loaning or Borrowing Chromebooks - The student will not lend their Chromebook to another student, borrow a Chromebook from another student, and will not share their password with another student. Access to another student's account or Chromebook is strictly prohibited and is unacceptable.
Illegal Downloading - Illegal downloading and distribution of copyrighted works are serious offenses that carry with them the risk of substantial monetary damages and, in some cases, criminal prosecution. Copyright infringement could lead to limitation or suspension of district Internet services. The student's Chromebook will be confiscated if the student is found with illegally downloaded or distributed files on his or her issued device.
Damage Policy -
CHS:
First break - the district will repair the Chromebook and return it to the student.
Second break - the student will not be allowed to take the device home again until the damage fee is paid.
Damage Fee Breakdown
Lost, stolen, Irreparable Damage: $200
Broken Keyboard: $25
Lost/broken charger: $25
Broken Screen: $50
Edging/Bezel/Cover/Hinges $25
CMS:
First break - the Chromebook can return home after fees are paid
Second break - the Chromebook can no longer go home
Damage Fee Breakdown
Lost, stolen, Irreparable Damage: $200
Broken Keyboard: $25
Lost/broken charger: $25
Broken Screen: $50
Edging/Bezel/Cover/Hinges $25
DIS:
Fees may be assessed for improper usage that results in damage to the devices and/or intentional damage (vandalism). Fee assessment is at the sole discretion of school administration.
In certain cases, students may be allowed to complete Internet safety coursework in lieu of paying a breakage fee or to reduce the amount of the fee owed.
Elementary:
Fees may be assessed for improper usage that results in damage to the devices and/or intentional damage (vandalism). Fee assessment is at the sole discretion of school administration.
*District-provided Chromebook cases should never be removed by a student.
*All Chromebook repairs must be made by factory authorized repair facilities or district technology staff.
PERMISSION TO USE VR (Virtual Reality) HEADSETS (Grades K-6)
The Collinsville School District Technology Department has purchased VR Headsets to enhance educational topics. The district has made every effort to consider students' health and safety at all times. There are certain precautions associated with the use of the VR headsets. Those include:
1) Operating the VR system in a safe environment and under adult supervision.
2) Not using/discontinuing the use of the headsets if suffering from any of the conditions/symptoms listed in the health and safety warnings (seizure disorder, binocular vision abnormalities, Epilepsy, loss of balance, disorientation, drowsiness, nausea, motion sickness or discomfort in the head or eyes).
If you have any questions about the headsets, contact your child's school. If you wish to exclude your student from activities involving the VR headsets, please contact your child's teacher.

CONFISCATED PERSONAL ITEMS

Any items that interfere with the learning process or pose a safety concern may be confiscated and turned over to the school office. Offenses may result in disciplinary action as determined on a case-by-case basis by school administrators. Schools are not responsible for lost, stolen, or damaged personal items.

CORRIDOR COURTESY

In order to help maintain a safe and positive school climate, we encourage all students to follow the set guidelines for passing between classes in the hallways: 1) Keep corridors open to traffic by walking to the right - running in the building

is prohibited; 2) Do not block traffic by standing in groups; 3) Do not sit on the floors or stairwells; 4) Pass through the halls quietly; 5) Be considerate of others; 6) Do not carry food and/or drink in the hallways, 7) Discard trash in containers provided; 8) Keep your school clean by picking up paper from the floor; 9) Leave the building in an orderly manner when exiting.

COUNSELING SERVICES (COLLINSVILLE HIGH SCHOOL)

School counselors, school social workers, school psychologists, and the IEP coordinator will ensure all students will have access to and receive support for their academic, career, and social/emotional development through the delivery of classroom lessons, small groups, individual student meetings, and responsive services.

Confidentiality Guidelines

Confidentiality is an important part of the work social-workers, school psychologists and school counselors conduct with students. Please remember that counselors, social workers, psychologists and the IEP coordinator will adhere to professional guidelines and ethics for practice (ISBE, NASW, NASP, and ASCA), when providing services to services in either a face to face or virtual format. Interactions and conversations with students are confidential unless the following is disclosed: 1) Harm to Self or Others: This includes students who report a plan to harm themselves or others or a plan that puts the safety of others at imminent risk; 2) Abuse or Neglect: If a student talks about abuse (physical, emotional, verbal, sexual, or other) whether to themselves or to another minor, it is required by law to report the abuse to the Department of Children and Families and possibly the police. If a student discloses about an abuse case that has already been addressed by DCFS or the police, there may still be a need to make a report; 3) Court or Other Legal Proceedings: In accordance with law, if a counselor is subpoenaed, information is not guaranteed to be kept confidential. Staff will cooperate with local law enforcement, DCFS, social service agencies and the courts, as required by law.

CURRICULA (COLLINSVILLE MIDDLE SCHOOL)

The academic courses taught at Collinsville Middle School are in the following major academic fields:

Grade Seven Required Courses

Language Arts – 5 days a week for 1 year; Health – 5 days a week for one semester; Keyboarding – 5 days a week for one semester; Mathematics – 5 days a week for 1 year; Physical Education – 5 days a week for 1 year; Science – 5 days a week for 1 year; Social Studies – 5 days a week for 1 year

Grade Seven Elective Courses

Band –As needed throughout week; Choir –5 days a week for 1 year

Grade Eight Required Courses

Language Arts – 5 days a week for 1 year; Mathematics – 5 days a week for 1 year; Physical Education – 5 days a week for 1 year; Science – 5 days a week for 1 year; Social Studies – 5 days a week for 1 year

Grade Eight Elective Courses

Art – 5 days a week for one semester; Music Appreciation – 5 days a week for one semester; Band – As needed throughout week; Choir –5 days a week for 1 year; STEAM -5 days a week for one semester; Adv. Health - 5 days a week for one semester

If you would like a course description of the courses, please contact the appropriate teacher or department chairperson.

DANCE POLICY (COLLINSVILLE HIGH SCHOOL)

Collinsville High School students may invite a guest to school dances (homecoming, winter ball, prom, post-prom, etc.). All guests must be high school students and/or under the age of 21. No middle school age students or young adults over the age of 20 will be allowed to attend school dances without administrative approval. Guests of CHS students who are not members of the CHS student body may be required to complete a registration form with the main office and may be subject to a background check by law enforcement. The CHS administration will have final authority regarding anyone wanting to attend school functions as guests of students enrolled at CHS. All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately. The school may also impose other discipline as outlined in the CHS discipline code.

DANCE POLICY (COLLINSVILLE MIDDLE SCHOOL)

Attendance at school-sponsored dances is a privilege. Only students who attend Collinsville Middle School may attend a CMS school-sponsored dance, unless the principal or designee approves a student's guest in advance of the event. No guests are allowed to attend CMS sponsored dances. All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately and the student's parent/guardian will be contacted. The school may also impose other discipline as outlined in the school's discipline code.

DISPLAYS OF AFFECTION

Students should refrain from public displays of affection that tend to cast an unfavorable impression on the school and the individuals involved. Students are not to embrace, kiss or have bodily contact while on school property or at school functions other than holding hands. Offenses may result in disciplinary action as determined on a case-by-case basis by school administrators.

DRESS CODE - STUDENT

The Collinsville School District believes that a working clothing-code establishes an environment conducive to learning and reinforces instruction that prepares students to succeed in the world of work. Appropriate student appearance decreases educational distractions, promotes the safety of all students, produces higher moral and physical standards among students, and in general, contributes to the high level of academic excellence of our school. The students' rights of personal freedom to dress and groom themselves according to personal taste will be respected in Unit 10 schools as long as the dress and grooming does not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate or compromise reasonable standards of health, safety and decency. Dress and/or grooming which is not in accord with reasonable standards for health and safety will be considered inappropriate. The building principal is the final authority for judging the appropriateness of a student's appearance. If a teacher finds a student's dress or grooming to be a disruption in the classroom, the student will be sent to the office. Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others, may be subject to discipline.

Current state guidelines require ALL students and staff to wear masks during the school day. If your child has a documented medical condition and/or sensory issue, please contact your child's Building Principal to request a Waiver. Your Building Principal will contact you with a determination of your request. Additional documentation may be required to support the waiver such as a statement from your child's physician

DRESS & GROOMING GUIDELINES AND PROHIBITED ITEMS

The following dress/groom items will <u>not</u> be permitted at schools in Collinsville Unit 10: 1) Articles of clothing (including accessories) that contains or suggests vulgar, profane or inappropriate wording or images, pictures of illegal substances, alcoholic beverages, tobacco products, sexual activity, or violence; 2) Articles of clothing (including accessories) associated with or affiliated with gangs (this includes (but is not limited to) – bandanas, colors, insignias or symbols or combination of symbols indicating membership in, affiliation with, or support for any gang or similar organization with intimidation, violence, drugs or illegal activity); 3) The "B's" that should not be visible at school: Bras, Bellies, Bottoms, Backs, Boxers, and Bedroom Attire; 4) Clothing with holes, rips, tears, poorly fitting, showing skin, undergarments, or disrupt the educational process of the classroom, may not be worn at school (all undergarments must be covered by outer attire). Pants/shorts must also be worn at the normal waistline at all times and shorts/skirts must be no shorter than mid-thigh. Yoga pants and leggings must be worn at the normal waistline at all times (hip area covered) <u>and</u> must be covered to mid-thigh by outer attire (ie. sweaters, skirts, shorts). **Top attire** must touch bottom attire all the way around when a student is standing, sitting, or walking (no showing of midriff). Halter, one-shoulder, tube, spaghetti string tops , or crop tops are not permitted; 5) Jewelry must be removed in instructional settings which pose student safety concerns; 6) Chains, chains from wallets, metal or plastic spikes, or any other apparel which could be a safety concern; 7) Coats of a long nature (including 'trench coats' and those worn by certain religious affiliations – clerical robes); 8) Dog collar necklaces, chains or bracelets made with spikes; 9) Eyeglasses with tinted lenses (except for those medically necessary and prescribed by a physician); 10) No form of headgear or headwear (including, but not limited to hats, bandanas, hoodies, etc.) are to be worn at any time during the school day, either in the building or in outside areas; and 11) Loungewear, house-slippers, pajamas, and/or housecoats; 12) dress or grooming which disrupts the orderly process of school functions or endangers the health or safety of the student, other students or others.

.

CONSEQUENCE FOR DRESS CODE VIOLATIONS

Students will be required to comply with dress and grooming guidelines (which may include changing clothing, wearing loaner clothes or being sent home.

Other dress and grooming issues that may arise and those not addressed specifically in this section will be handled by the administration on a case-by case basis in a manner that is consistent with the items in the preceding paragraphs.

DRUG/ALCOHOL ABUSE

Non-medical use of drugs and the consumption of alcoholic beverages are hazardous to the health of students. Possession, use, delivery, receipt of delivery, or any attempt to use, deliver or receive drugs or alcohol is prohibited on school buses, in school buildings and on school property. This policy extends to all school sponsored and related activities as well as field trips and athletic and extracurricular trips, whether held before or after school, evenings, or weekends.

POLICY REGARDING POSSESSION OF NARCOTICS, STIMULANTS, MARIJUANA, ETC. – RESOLUTION

Whereas, the illegal or unauthorized possession, use, delivery or receipt of alcohol, narcotics, stimulants, hallucinogens and depressants, including marijuana and "look alike drugs," is recognized by the Board to be deleterious to the proper conduct of the schools and a danger to the safety, health and welfare of the teachers, students and administrators; and

Whereas, conduct on the part of the students in possessing, using, delivering, receiving, or arranging/soliciting for the use, delivery or receipt of alcohol, drugs or drug paraphernalia in the schools is deemed a serious violation of acceptable standards of behavior which is detrimental to the accomplishment of the purpose of schools;

BE IT RESOLVED by this Board of Education that it is the policy that any student found possessing, using, delivering, receiving or arranging/soliciting for the use, delivery or receipt of alcohol, unauthorized or harmful drugs, including marijuana and "look alike drugs", or possessing, using, delivering and/or receiving drug paraphernalia on school property or transportation facilities or at an approved school activity held on non-school property may be 1) assigned an In-School Suspension ranging to an Out-of-School suspension, 2) have parking privileges revoked for the remainder of the school year, and 3) be referred to the Board of Education for a hearing and possible expulsion from school for the remainder of the school year (any evidence obtained will be delivered to local authorities for possible prosecution). Information which may be referred to the Board of Education and/or local authorities regarding possible expulsion causes shall include: 1) information provided from the Abused and Neglected Child Reporting Act; 2) Special Education files (including the report of the multidisciplinary staffing on which placement of no placement was based); 3) all records and tape records relating to special education placement hearing and appeals; and 4) the disciplinary infractions that resulted in expulsion, suspension, or the imposition of punishment or sanction. For purposes of this provision, disciplinary infraction refers to violation of policies on drugs, weapons or bodily harm to another person. All discipline under this section will be administered on a case-by-case basis.

MEDICAL MARIJUANA

The Compassionate Use of Medical Cannabis Program Act (410 ILCS 130 et seq.) strictly prohibits the possession and use on school grounds and on school buses of marijuana except as authorized under 105 ILCS 5/22-33 and Board Policies. A student who has been prescribed medical marijuana must provide the District with a doctor's prescription for medical marijuana. The school nurse will assist with coordination and monitoring the student's use of medical marijuana.

Note: If a student exhibits behavior that indicates he/she may be under the influence of alcohol or other drugs, he/she will be referred to the nurses' office, social worker or assistant principal. A nurse, with a social worker, school counselor, school resource officer and/or assistant principal will conduct a physical assessment including a standard field sobriety test and/or breathalyzer for the presence of alcohol. If this team determines that there is strong suspicion the student is under the influence, the parents will be notified. Any student who comes to school or to any school activity already under the influence of or having consumed or taken either alcohol or other drugs, but not having the illegal substance on his/her person, may receive an In-School Supervision ranging to a 10 day out-of-school suspension, will have their parking privileges revoked, may be recommended for expulsion to the Board of Education, and may be referred to the legal authorities for appropriate action. All discipline under this section will be administered on a case-by-case basis.

SUBSTANCE ABUSE OPTION

For certain alcohol and drug related offenses, a student may be referred to a substance abuse program. If offered this option, the student's recommended discipline may be reduced.

In lieu of a recommendation for expulsion, the student and parent(s)/guardian(s) must agree to an assessment/treatment alternative. If the parent(s)/guardian(s) accept the assessment/treatment alternative, they must consent to release of information between the school district and the substance abuse program and comply with all terms and conditions as determined by the appropriate administrator. The service provider must be approved by the building principal (or designee). Parent(s)/guardian(s) must make contact within the first five days of the suspension to set up an appointment with the selected service provider and notify arrangements with the principal (or designee). Upon confirmation of the appointment, the recommendation for expulsion will be conditionally withdrawn. The administration further reserves the right to recommend expulsion of a student who has been offered and accepted the substance abuse option if he or she commits any additional acts of misconduct (as outlined in the Collinsville Unit 10 School District Student and Parent Handbook).

After the appointment is made, the principal (or designee) must be contacted by the service provider and be notified of the initial assessment date. After the assessment is complete, the service provider must verify that the student was assessed and inform the principal (or designee) of the expected length of treatment and or education program. If treatment is long-term, the service provider must contact the principal (or designee) minimally every month to provide an update on the student's progress. Should the student terminate treatment/education prematurely or miss more than two appointments, the principal (or designee) will be notified and the recommendation for expulsion shall be renewed. When treatment/education is completed, the service provider will send the principal (or designee) a final report verifying that treatment has been completed in addition to any other appropriate information**.** Should the student violate any additional acts of misconduct (as outlined in the Collinsville Unit 10 School District Student and Parent Handbook) during the conditional withdrawal of expulsion, the recommendation for expulsion shall be renewed. Any second drug/alcohol violation during a student's school career may result in an in-school supervision ranging through a ten (10) day out of-school suspension and a possible recommendation for expulsion with no opportunity for the assessment/treatment alternative. All discipline imposed on a student for the second/drug violation will be determined on a case-by-case basis.

***NOTE**: All costs associated with any assessment, educational program or treatment referred to herein above shall be borne exclusively by the student and the parent(s)/guardian(s). The administration reserves the right to withhold this option and/or recommend expulsion for a first offense.*

DELIVERY

The delivery or receipt of delivery (or any attempt or intention to deliver or receive delivery) of any alcoholic beverage, controlled substance, look-alike drug, drug paraphernalia, illicit drugs, prescription drugs, or over-the-counter medication in school buildings, on school buses, or on school property may result in an in-school supervision ranging to a ten (10) day out of-school suspension and possible recommendation for expulsion~~,~~ revocation of parking privileges and a recommendation for expulsion with no opportunity for a substance abuse option. All discipline will be imposed on a case-by-case basis. Delivery refers to the transfer of possession or control to another person whether or not the substance or item is in that person's immediate presence. Delivery includes, but is not limited to, any gift, exchange, sale or transfer with or without payment or consideration. There is no assessment/treatment alternative for any student who delivers any of the items listed above.

PROCEDURES FOR IMPAIRMENT ASSESSMENT

The following will be in effect not only during school hours, but also on campus at any time and at any off-campus activities officially involving C.U.S.D. No. 10 students: 1) Parent notification upon conclusion of an administrative review; 2) In-School Supervision ranging to an out-of-school suspension from school with a recommendation to the Board of Education for expulsion. All discipline imposed will be determined on a case-by-case basis; 3) Police contact and charges filed when appropriate. School staff having cause to believe that a student is in possession, under the influence, or shows evidence of having used any illegal drug, alcohol or other controlled substance must immediately be reported to the principal or designee. An administrator and a designated team will conduct an assessment, which may include, but is not limited to: 1) Questioning of student regarding possible use; 2) Assessment of physical symptoms; 3) Standard Field Sobriety Test; and 4) Additional screening:

For suspected use of alcohol: 1) A saliva or portable Breathalyzer test to be used only after visual assessment of symptoms and questioning of the student regarding possible use; 2) To be conducted by trained staff in the presence of a second staff member.

For suspected other drug use: Screening Assessment for Suspected Chemical Use

If screening results indicate alcohol or drug use and/or possession, the principal or designee shall contact appropriate law enforcement and parent(s)/guardian(s). In implementing this procedure, the principal and/or designee shall coordinate all efforts with law enforcement officials. If possession and/or use is confirmed, discipline policies and procedures shall be followed.

Legal authorities will be contacted whenever students are found to be in violation of the Collinsville School District Drug/Alcohol Abuse policy.

DRUG AND ALCOHOL FREE WORKPLACE/TOBACCO PROHIBITION

All District workplaces are drug- and alcohol-free workplaces. All employees are prohibited from engaging in any of the following activities while on District premises or while performing work for the District: 1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance. 2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred. 3. Distribution, consumption, possession, use, or being impaired by or under the influence of cannabis; being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law*, 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests the specific articulable symptoms listed in the *Cannabis Regulation and Tax Act* (CRTA). For purposes of this policy a controlled substance means a substance that is: 1. Not legally obtainable, 2. Being used in a manner different than prescribed, 3. Legally obtainable, but has not been legally obtained, or 4. Referenced in federal or State controlled substance acts. As a condition of employment, each employee shall: 1. Abide by the terms of the Board policy respecting a drug- and alcohol-free workplace; and 2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than 5 calendar days after such a conviction. Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired. All employees are covered by the conduct prohibitions contained in policy 8:30, Visitors to and Conduct on School Property. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location. Tobacco shall have the meaning provided in 105 ILCS 5/10-20.5b. *Cannabis* shall have the meaning provided in the CRTA, 410 ILCS 705/1-10. *E-Cigarette* is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

DRUG TESTING FOR INTERSCHOLASTIC ATHLETICS (COLLINSVILLE HIGH SCHOOL)

INTERSCHOLASTIC ATHLETIC ELIGIBILITY – DRUG TESTING

The CHS Athletic Department believes that the use of alcohol, tobacco or drugs by students who participate in interscholastic athletics presents a particular hazard to the health, safety and welfare of the student athlete and to those who compete with the athlete. Collinsville High School encourages students to participate in interscholastic athletics, but believes the opportunity to try-out and participate in school-sponsored interscholastic athletics is not an absolute right. Rather, it is a privilege offered to eligible students on an equal opportunity basis. To be eligible to try-out for or to participate in any school-sponsored interscholastic athletic program, students must agree to submit to testing for the use of drugs, if selected, in accordance with this policy.

The purpose of this policy is to protect the health, welfare and safety of students engaged in interscholastic athletics. It is to better assure the student athlete's health and physical fitness to participate in athletics and not to provide means which the district may use to punish a student athlete other than by disqualification from participation in interscholastic athletics. Accordingly, the results of any drug test administered under this policy shall be used only for the determination of eligibility to try-out for and participate in interscholastic athletics and for no other disciplinary purpose.

Definitions

A. *Interscholastic Athletics*: Any interscholastic athletic competition representing CHS, sponsored or conducted by the District, for students who participate voluntarily and for which no academic credit or grades are awarded.

B. *Student Athlete*: Any student who is trying out for or participating in any school-sponsored interscholastic athletic competition.

C. *Alcohol*: Any liquor, wine, beer, or other drink containing alcohol.

D. *Drugs*: Amphetamines, barbiturates, benzodiazepines, cocaine metabolite, marijuana metabolite, methadone, opiates, phencyclidine, nicotine, and methamphetamines, except when taken pursuant to a legal prescription issued by a licensed physician.

E. *Under the Influence*: The existence of 40 nanograms of alcohol or of an illegal drug in the bloodstream.

Prohibited Conduct: Student athletes shall not at any time possess, use, deliver, receive (or arrange for the use, delivery or receipt), or be under the influence of any illegal drug, anabolic steroid, tobacco product or alcohol while a member of any school-sponsored interscholastic athletic team.

Consent Form: In order to try-out for or to participate in any school-sponsored interscholastic athletic competition, the student athlete must read this policy and sign a consent form by which the student athlete agrees that as a condition of participation in school interscholastic athletics, he/she will be eligible for the drug, alcohol, and steroid testing program outlined in this procedure. This consent form must also be signed by the student's parents or guardians in advance of the tryouts for a specific sport. The consent form will be valid for the current school year, including the following summer, and must be renewed annually.

Non-Compliance: If the student athlete or his/her parents (or guardians) refuse to sign the consent form, the student will not be permitted to be a member of a team. Also, during the season, if the student athlete refuses to be tested when selected the athlete will be dropped from the team. After the conclusion of the season while he/she was dropped from the team for non-compliance, the student may ask to be tested at the family's expense. If the test results are negative, the student athlete will again be eligible.

Confidentiality: The results of any test administered under the terms of this policy shall be kept confidential and disclosed only to the student athlete, his/her parents or guardians, personnel of the drug testing facility, and school officials designed by the Superintendent. The results of the testing shall not be used as a basis of disciplinary action other than disqualification as provided for in this policy and procedure. The test results will not be part of the student's athlete's permanent record but will be kept in a secure file in the Athletic Training room.

Random Selection of Athletes for Testing: At the beginning of each sport's season, a list of all eligible student athletes will be submitted to the drug testing facility. On the day of testing, the testing facility will randomly select test candidates. The list of names will be delivered to the Athletic Trainer.

Testing will occur randomly over the course of each athletic season. Up to five student athletes will be tested on each testing date. Selected athletes will be summoned to report to the Athletic gymnasium at some time during the morning on the day of testing. The athlete will be met by the Athletic Trainer to be escorted to the testing site.

Testing Procedures

A licensed medical facility selected by the Athletic Department shall take every reasonable precaution to collect an unadulterated specimen during the collection process and will provide an accurate chain of custody for each and every specimen. Testing & samples will be handled entirely by the testing facility. Rapid drug screen tests will be utilized, with initial results read on site. If the screening test does not identify any metabolites, then it is reported as negative. In the event that there is a non-negative indicated on site, the specimen is sealed and the specimen will be sent to GC/MS confirmation testing. Urine, saliva or hair testing may be conducted.

Test Results

All test results will remain confidential. Only the Athletic Director, Athletic Trainer & school Principal will have access to test results. No notification shall be made for negative test results. If a sample results in a positive test, the results will be verified by the testing facility. The student athlete and his/her parents or guardians will then be contacted by the testing facility's medical review officer for further verification. Once a positive test has been confirmed school personnel will be notified of the infraction. If the test results are positive, it will be considered a Level A Code of Conduct violation as outlined in the CHS Student Handbook.

Re-testing

The student athlete will have an opportunity within twenty-four hours of the notification of the positive test results to be re-tested in a federally licensed laboratory of the family's choice and at the family's expense. The Athletic Director may consult the medical professionals to evaluate the results of the re-test, taking into consideration any evidence offered by the student. Should the test be confirmed as positive, and there is not a satisfactory explanation for the positive results, the student athlete will have twenty-four hours to complete an assessment interview.

Enforcement: Nothing contained in this policy shall prohibit or limit the application of the District's regular student disciplinary rules and regulations to student athletes. The provisions of the policy are considered an addition to all other rules and regulations governing student conduct and discipline.

Hearing Rights: The parents or guardians of the student athlete charged with a violation of the rules of this policy and procedures shall be given thirty-six (36) hours for an opportunity for a hearing before the Athletic Committee (CHS Principal, CHS Assistant Principal, and a CHS Athletic Department Head Coach). The Athletic Director shall present the evidence of an alleged violation to the student and give the student an opportunity to respond to the charge. The Committee shall give an interpretation on the issue in question and shall submit the ruling to the Principal whose decision shall be final.

Expenses: Funding for this program will be provided by the Collinsville Unit School District No. 10.

The Illinois High School Association (IHSA) prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, Student Behavior.

EMERGENCIES

Student safety and welfare are major concerns to Collinsville Community Unit School District Number Ten (10). Safety drills will occur at times established by the school board. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement drill to address an active shooter incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. Drills will not be preceded by a warning to the students. The following emergency situation procedures will be followed:

DISASTER DRILLS

Tornado, Earthquake and Fire Drills

In case of an earthquake, tornado or fire, emergency precautions will be taken. Periodic drills will be run throughout the school year. Detailed information concerning evacuation procedures for fire, earthquake and safety areas for tornadoes is given to each teacher. They will go over these procedures with students as well as keeping instructions posted in each classroom. All instructors shall carry class lists/grade books with them to the disaster evacuation/safe site area. All evacuation routes will be posted in every room and are included in the School Emergency Readiness Plan.

Bomb Threat

The Collinsville School District takes all Bomb threats seriously. Any person who makes a Bomb threat will be reported to the police and will be prosecuted ***The following procedures are only a portion of the procedures that will be implemented in case of a bomb threat:***

The local law enforcement officials will be notified immediately. Until they arrive, the following will be initiated: 1) Students and staff will proceed to the designated 'safe site'. If deemed necessary by the administration and/or the local enforcement officials, all students will be evacuated by bus to an alternative site. During these procedures, no student will be allowed to leave campus; 2) Parents/Guardians are requested not to come to school to pick up students. During a Bomb Threat protocol, if parents/guardians have a family emergency, and it is absolutely necessary for the parent/guardian to pick up their child, the parent/guardian will be required to park off campus and walk to the "safe area"; 3) Communication with the school will not be possible. Telephone/Cell Phones cannot be used during a bomb threat; 4) Violation of this policy by students will result in disciplinary action as determined on a case-by-case basis by school administrators. If law enforcement confirms the presence of any explosive device upon their arrival,, they will take charge of procedures.

Earthquake Plan

In the event an earthquake is confirmed, students and teachers should: 1) Stay inside - move away from windows, shelves and heavy objects that may fall; 2) Crouch underneath the desktop of their individual student desks to avoid falling or fallen debris. 3) Students and staff in the halls or stairways should move to an interior wall; 3) Turn away from windows; 4) Students and staff in laboratories and kitchens should extinguish all burners before taking cover; 5) Students and staff located outdoors should move to an open space away from the building and overhead power lines and lie down on the ground; 6) No students should leave school grounds without permission.

Fire Evacuation Plan

In the event a fire is suspected or confirmed or an evacuation is required, the school fire alarm will sound. Students and staff should: 1) Leave their designated room by the nearest exit as directed by the teacher; 2) Move away from the building to the evacuation site; 3) Remain calm. The school may choose to use a delayed egress approach (up to three minutes) taking into consideration the guidelines listed below: 1. Fire alarm will sound as normal. 2. Evacuation is delayed up to a three minute delay to allow for investigation for smoke and/or fire as well investigation of means of egress on the interior and exterior for signs of suspicious subjects or signs of targeted violence.

Intruder Procedures/Lockdown

In the event an intruder is present on campus, the school will go under a 'lockdown' procedure.

Lockdown is a building procedure that takes place in a crisis situation. During a Lockdown, student movement is stopped, and the building is secured. Everyone in the building will be made aware that a serious event has occurred or is about to occur, and how to act accordingly.

Missing Student Procedures

In the event the school office is notified that a student is missing, the parent(s)/guardian(s) of the missing student will be notified immediately. Upon confirming that the student is not on school property, the local Police Department will be notified. Collinsville Unit 10 Schools and the local Police Department will work collaboratively to locate the missing student.

Power Failure

In the event the electrical power goes out, students are to remain in the class that they are attending until notice is given by the office to resume the usual schedule or to follow a revised emergency schedule.

Tornado Plan

In the event school authorities receive information from the Civil Defense or Weather Bureaus that extremely severe weather is imminent, notification will be made from the office (either by announcement or a series of short rings on the bell system) for the teachers to move their classes to a predetermined area. Students are to follow the specific instructions given by the teacher: 1) Move to the area designated by the teacher; 2) Follow the teacher's instructions; 3) Protect your face and head with your arms and hands; 4) Stay away from glass; 5) Remain calm.

Train Derailment/Chemical Spill Procedures

In the event of a train derailment and/or chemical spill, the school office will notify the local Fire Department and/or law enforcement officials. Upon arrival, the local Fire Department and/or law enforcement officials will oversee the scene at the school.

Emergency Plans for the Physically Handicapped: Employees and students on crutches are reminded not to use the elevators in emergency situations because the electricity may be affected by the emergency. When the crowd dissipates, employees/students on crutches may require assistance to negotiate the stairs. Special safe areas have been provided for students with disabilities.

Students are expected to fully cooperate with school faculty and staff and/or local responders when a drill is conducted or if an emergency arises. Full cooperation includes, but is not limited to, the following: 1) proceeding directly to a designated emergency site in a safe, but speedy manner; 2) complying to the requests of staff to ensure an orderly atmosphere; 3) proceeding directly to the appropriate class/instructional program when the drill is completed. *Other misconduct that violates CUSD10 expectations of 'full cooperation during a drill or emergency,' not specifically addressed in this section will be handled by the administration in a manner consistent with this section.* Failure to fully cooperate with school faculty and staff and/or local responders may result in disciplinary action, ranging from In-School Suspension (ISS) to Out-of-School Suspension (OSS) as determined on a case-by-case basis by school administrators.

ON-CAMPUS EMERGENCY RELEASE PROCEDURES (CHS)

In the event that a school emergency arises where parents/guardians are authorized to pick-up their children from the school campus, the following procedures must be followed to maintain an orderly environment: 1) In an emergency situation, local responders (i.e., the Collinsville Police Department and/or the Collinsville Fire Department) control the scene. These local responders consider all scenarios and scan the campus to determine if it is safe for re-entry; 2) In an emergency situation, high school students who drove to school may be prohibited from removing their vehicle from campus; 3) Parents/guardians should not drive or park on the high school campus; 4) Parents/guardians should proceed only to the Fine Art Center-Auditorium. *Please do not enter any other building on campus.* In the Auditorium, an update of the situation will be presented; 5) Parents/guardians should not attempt to collect their child at any location other than the designated, pick-up area (the Fine Art Center-Auditorium); 6) Parents/guardians should complete the appropriate "Emergency Release Form" distributed by CHS personnel and submit this form to CHS personnel. *One form must be submitted for each child*; 7) Parents/guardians must present a government-issued photo identification (i.e., driver's

license) to CHS personnel when submitting the appropriate "Emergency Release Form;" 8) Parents/guardians must be (physically) present in order for their child to be released. *Phone requests for release of a student will not be accepted*; 9) Only the legal parent/guardian is permitted to request and collect his/her child; 10) Parents/guardians should await the arrival of their child inside the Fine Art Center-Auditorium; 11) Parents/guardians should depart the CHS campus, immediately after completing the "Emergency Release Process" and collecting their child; 12) If a parent/guardian opts to have a student-athlete released from school (when local responders deem the school safe and the school day is not officially cancelled), the student-athlete is not permitted to attend any school-related practices or participate in any school-related competition for the date(s) of the release; 13) If a parent/guardian opts to have a student affiliated with an extra-curricular group released from school (when local responders deem the school safe and the school day is not officially cancelled), the student affiliated with an extra-curricular group is not permitted to participate in related activities for the date(s) of the release.

In the midst of an emergency situation, the cooperation and communication with parents, students, and staff remains paramount. Parents/guardians who may need to update their contact information, may mail/deliver a signed letter to the CHS Counseling Department containing the changes that are to be made. Parents/guardians may also opt to send a signed letter with their child to present to the CHS Counseling Department.

ON-CAMPUS EMERGENCY RELEASE PROCEDURES (CMS/DIS/ELEMENTARY)

In the case of an emergency student pickup situation that requires parents/guardians to pick up from school or a secondary location, there is protocol within our District Safety Plan that outlines how students are dismissed in a crisis situation. Due to a variety of safety precautions, parents will have to check in and show identification with school personnel to receive their children and WILL NOT have direct access to the student population.

ENGLISH LEARNERS

The school offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State standards that all children are expected to meet. Parents/guardians of English Learners will be informed how they can: (1) be involved in the education of their children, and (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students.

Bilingual Programs/Transitional Bilingual Education

Transitional Bilingual Education (TBE) programs are required at schools where there are 20 or more Limited English Proficient (LEP) students of the same language. The Transitional Bilingual Education program is for non-native English speaking students who have difficulty with written or spoken English. The program provides instruction in the student's native language (Spanish) with transition into English. The program helps students to succeed in academic subjects and learn English and develop their native language. Currently Collinsville Community Unit School District 10 offers the TBE program to students in PK-12th grade who speak Spanish. Schools that support the TBE program are Kreitner Elementary, Caseyville Elementary, Dorris Intermediate, Collinsville Middle and Collinsville High School.

Dual Language Education

One-Way Dual Language is a Spanish dual language program that includes instruction in both English and Spanish to help Emergent Bilinguals excel academically while becoming bilingual, biliterate and bicultural. A one-way program is intended for native Spanish speakers to continue developing and building on their native languages while learning English. Students spend part of the school day learning in their native language and part of the day learning in their non-native language. Students in dual language programs develop high-levels of proficiency in their own language as well as a second language. The benefits of balanced bilingualism allow for creativity and problem solving, greater cross-cultural understanding, and marketability for future college and career goals in a bilingual and multilingual society. The Dual Language Model of Spanish/English instructions: Kinder-80/20%, 1st-70/30%, 2nd-60/40%, 3rd & 4th 50/50%. Schools that support the Dual Language program are Kreitner Elementary (K-4th), Caseyville Elementary (K-1st).

Transitional Program of Instruction/English as a Second Language

The Transitional Program of Instruction is for non-native English speaking students who have various home languages; they do not speak the same non-English language. These students have difficulty with written or spoken English. The program provides support to help students in K-12th grade succeed in academic subjects and learn English. Schools that support the TPI program are Webster Elementary, Renfro Elementary, Summit Elementary, Twin Echo, Dorris Intermediate, Collinsville Middle and Collinsville High School.

Bilingual AssessmentsWIDA Screener

The WIDA screener is an abbreviated version of the ACCESS 2.0 test for ELLs. It is given to all new students in the district if a non-English language is indicated on the Home Language Survey. The test is administered by Multicultural Program staff and takes approximately 30-60 minutes or more depending on the English ability of the student.

ACCESS 2.0 for ELLs

ACCESS 2.0 is an annual state English proficiency test given to all English Language Learners (ELLs) in grades K-12. The ACCESS 2.0 test must be given to all ELL students in and out of the ESL/Bilingual programs until they obtain a 4.8 composite proficiency level. Scoring is based on the English proficiency standards as developed by the WIDA Consortium. Students are tested in 5 areas: Social and Instructional Language, Language Arts, Math, Science, and Social

Studies. All 4 language domains are assessed within these content areas: speaking, listening, reading, and writing. Different tests are given by grade cluster: K, 1, 2-3, 4-5, 6-8, and 9-12. In addition there are 2 tiers (A, B/C) that are assigned individually based on the English proficiency level of the student. Testing is administered by the English Learner Department and given by certified teaching staff.

ENROLLMENT

Students new to the Collinsville School District are required to enroll at the Collinsville Community Unit School District 10 Administration Office at 201 West Clay Street. A parent/guardian must be present to complete the enrollment process. To facilitate the enrollment process, you may wish to print and complete the C.U.S.D. No. 10 Enrollment Information form and bring it with you to the Administration Office.

If a student is determined to be a nonresident of the District for whom tuition must be charged, the person(s) enrolling the student are liable for nonresident tuition from the date the student began attending a District school as a nonresident pursuant to Illinois School Code (105 ILCS 5/10-20.12a(a). A person who knowingly enrolls or attempts to enroll in this School District on a tuition-free basis a student known by that person to be a nonresident of the District is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12b(e). A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that District without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f).

The unsafe school choice option allows students to transfer to another District school or a public charter school within the District. The unsafe school choice option is available to: (1) All students attending a persistently dangerous school, as defined by State law and identified by the Illinois State Board of Education; and (2) Any student who is a victim of a violent criminal offense that occurred on school grounds during regular school hours or during a school-sponsored event.

DENIAL OF ENROLLMENT (CHS)

A school or school district may deny enrollment to a student 17 years of age or older for one semester for failure to meet minimum academic standards if all of the following conditions are met: 1) The student achieved a grade point average of less than "D" (or its equivalent) in the semester immediately prior to the current semester; 2) The student and the student's parent or guardian are given written notice warning that the student is failing academically and is subject to denial from enrollment for one semester unless a "D" average (or its equivalent) or better is attained in the current semester; 3) The parent or guardian is provided with the right to appeal the notice, as determined by the State Board of Education in accordance with due process; 4) The student is provided with an academic improvement plan and academic remediation services; 5) The student fails to achieve a "D" average (or its equivalent) or better in the current semester. No child may be denied enrollment or reenrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

A school or school district may deny enrollment to a student 17 years of age or older for one semester for failure to meet minimum attendance standards if all of the following conditions are met: 1) The student was absent without valid cause for 20% or more of the attendance days in the semester immediately prior to the current semester; 2) The student and the student's parent or guardian are given written notice warning that the student is subject to denial from enrollment for one semester unless the student is absent without valid cause less than 20% of the attendance days in the current semester; 3) The student's parent or guardian is provided with the right to appeal the notice, as determined by the State Board of Education in accordance with due process; 4) The student is provided with attendance remediation services, including without limitation assessment, counseling, and support services; 5) The student is absent without valid cause for 20% or more of the attendance days in the current semester. No child may be denied enrollment or reenrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

RE-ENROLLMENT (CHS)

Re-enrollment shall be denied to any individual above the age of seventeen (17) years who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday. No child may be denied enrollment or reenrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

EQUAL EDUCATIONAL OPPORTUNITIES

NOTICE OF NONDISCRIMINATION

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, immigration status, order of protection status, status as homeless, or actual or potential marital or parental status, including pregnancy. No student shall, based on sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities. Inquiries concerning the application of Title IX (sex equity), Section 504 (handicapped) or Title VI (minorities) should be directed to the C.U.S.D. No. 10 District Office. Any student may file a sex equity complaint by using the Uniform Grievance Procedure. A student may appeal to the School Board's resolution of the complaint to the Regional Superintendent of schools and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8 of The School Code).

EXAM POLICY (COLLINSVILLE HIGH SCHOOL)

EXAM EXEMPTION POLICY

SAT testing: Seniors who took the School Day SAT in April of the previous school year and who received a score of 1250 or higher AND have five or fewer absences during first semester AND have no unexcused absences AND no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program will be exempt from taking 1st semester final exams.

Seniors who took the School Day SAT test in April AND who received a score of 1000 or higher AND who have five or fewer absences during the entire school year AND have no unexcused absences AND no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program will be exempt from 2nd semester final exams. Students not enrolled in Collinsville High School during SAT School Day testing are required to take first semester examinations in all classes.

If any student has any unexcused absences, such student shall forfeit all SAT incentives.[c1]

Final Exam Exemption Policy (Second Semester Only)

In order to promote positive attendance, positive behavior and reward hard work, students may be exempt from taking second semester final examinations if the following criteria are met:

Attendance/Discipline: 1) The student must have no unexcused absences and no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program during the school year. If the student is absent the day before exams, he/she will be required to take the exams unless excused by an administrator before the absence; Students not enrolled in Collinsville High School for the full year are required to take second semester finals.[c2]

Academics: Students who earn a semester overall grade of 'A' or 'B' in a class and comply with all stipulations of the attendance/discipline requirements (as outlined above) will be exempt from the semester exam for that class.

Students who meet the criteria to be excused from final exams may opt to take any/all final exams to try to raise their grade at no risk of lowering their grade. Students not exempt from exams who skip their semester final will receive a zero on that exam which may result in a loss of credit for that class.

EXAM MAKE-UP POLICY

Students are required to take semester exams: 1) during the class period(s) and 2) on the day(s) assigned. Documentation from a medical physician and/or principal approval is required for students missing final exams. Parents should not schedule appointments or vacations for students during final exams. If a student misses the first semester final exam(s) with a documented absence, he/she will be expected to make up these exams no later than the first three days of the second semester. If a student misses the second semester final exams with a documented/approved absence, he/she will be expected to make up these exams no later than the first week of summer break. Students will not be permitted to complete semester final exams before the scheduled exam period. If snow days are used, the final date for second semester changes, thus moving the date of second semester final exams. Please take this into consideration as you are scheduling vacations. Students may not be permitted to make up final exams for unexcused absences that occur on a final exam day (i.e. vacation). Students enrolled in a dual credit course with Southwestern Illinois College are required to take that final exam.

FAMILY LIFE & SEX EDUCATION CLASSES

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-12, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-12, instruction on the prevention, transmission, and spread of AIDS; instruction on diseases; recognizing and avoiding sexual abuse; or instruction on donor programs for organ/tissue, blood donor, and transplantation, if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology. Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

FEES

The Collinsville School District establishes fees and charges to fund certain school materials and activities. Each school year, the administration shall present to the Board, for its approval, a schedule of student fees. Students will be charged for loss of or damage to school books or other school-owned materials.

REFUND/WAIVER OF STUDENT FEES

Each school year, the administration shall present to the Board, for its approval, a schedule of student fees.

Students shall not be denied educational services or academic credit due to the inability of parent(s)/guardian(s) to pay fees and certain charges. Collinsville Community Unit School District No. 10 has a Fee Waiver Policy for families receiving Financial Assistance under Article IV of the Illinois Public Aid Code and those students who qualify for the Free and Reduced Lunch Programs. Students whose parents are unable to afford student fees may receive a waiver of some fees. However, these students are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment. Applications for fee waivers may be submitted by a student's parent(s)/guardian(s) who have been assessed a fee on an application form available from the Building Principal. A student shall be eligible for a fee waiver if at least one of the following prerequisites is met: 1) The student currently lives in a household that meets the free lunch or breakfast eligibility guidelines established by the federal government pursuant to the National School Lunch Act; or 2) The student or the student's family is currently receiving aid under Article IV of the Illinois Public Aid Code (Aid to Families of Dependent Children). The Superintendent or designee will give additional consideration where one or more of the following factors are present: 1) Illness in the family; 2) Unusual expenses such as fire, flood, storm damage, etc.; 3) Unemployment; 4) Emergency situations; 5) When one or more of the parents/guardians are involved in a work stoppage. The student's parent(s)/guardian(s) shall submit written evidence of eligibility for waiver of student's fee. A separate application form shall be submitted for each fee assessed to each student. The Fee Waiver Policy does not apply to Summer School or any state fees associated with Driver's Education. Questions regarding the fee waiver application process should be addressed to the CUSD10 Assistant Superintendent.

Fee waivers will be considered only if written evidence is presented by the person applying for the waiver.
"School fees" refers to any monetary charge collected by the school or district from a student or the parents/guardians as a prerequisite for the student's participation in any curricular or extracurricular program of the school or district during the school year. A school does not impose a "fee" when it requires that students provide their own ordinary supplies or materials (e.g., pencil, paper, notebooks) that are necessary to participate in any curricular or extracurricular program. "School Fees" include, but are not limited to, the following: 1) Charges for required textbooks and instructional materials; 2) Charges and deposits collected by a school for use of school property (e.g., locks, towels, laboratory equipment); 3) Charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class or extracurricular activity (e.g., annually scheduled trips to museums, concerts, places of business and industry or field trips related to instruction in social studies, the fine arts, career/vocational education or the sciences); 4) Charges or deposits for uniforms or equipment related to varsity and intramural sports, or to fine arts programs; 5)School health services fees ; 6) Charges for supplies required for a particular class (e.g., shop or home economics materials, laboratory or art supplies); 7) Graduation fees (e.g., caps, gowns); 8) School records fees; 9) Driver's education fees assessed pursuant to School Code [105 ILCS 5/27-24.2]; 10) District 10 school fees include a technology device and device insurance cost. "School Fees" do not include: 1) Library fines and other charges made for the loss, misuse, or destruction of school property (e.g. Chromebook, musical instruments, library fines); 2) Charges for the purchase of class rings, yearbooks, pictures, diploma covers or similar items; 3) Charges for optional travel undertaken by a school club or group of students outside of school hours (e.g., a trip to Spain by the Spanish Club or a senior class trip); 4) Charges for admission to school dances, athletic events or other social events; 5) Optional community service programs for which fees are charged (e.g., preschool, before and after school child care, recreational programs); 6) Optional fees or charges such as parking passes; 7) Summer camps that are optional and/or not operated by District 10.

Application for Waiver of School Fees
An application form for school fee waiver is available in the District's Central Office, 201 West Clay Street, Collinsville, IL 62234, or can be downloaded using the link below. The completed form, along with documentation of the household's gross income, including a copy of current Pay Stub(s) for all family members and a copy of current income tax forms 1040 and W-2 Forms for all family members (or other evidence of documentation acceptable to the district), and any additional information/documentation required on the application, must be submitted to Mr. Bradley Hyre, CUSD10 Assistant Superintendent, 123 West Clay Street, Collinsville, Illinois 62234. One application form must be submitted at the beginning of each school year to determine the eligibility for the waiver of all applicable fees for that school year. No fee shall be collected from any parents/guardians who are seeking a fee waiver in accordance with this policy until they have been notified of the district's decision regarding the request or appeal, if one is made. Parents/Guardians are advised that supplying false information to obtain a fee waiver is a Class 4 Felony under Illinois compiled statutes 7-20 ILCS 5/17.6. If the amount of benefit obtained is over $300, it is a Class 3 Felony.

The CUSD10 Assistant Superintendent of Schools or designee will notify the parents/guardians within 30 days of receipt of the request, as to whether the request has been granted or denied. If the request is denied, or a subsequent decrease in family income occurs, you may reapply for a waiver at any time during the school year. A denial of a waiver request may be appealed to Dr. Mark B. Skertich, CUSD10 Superintendent of Schools (201 West Clay Street, Collinsville, Illinois 62234) by submitting a completed appeal form within two weeks of the denial. The person filing the appeal may request to meet in person with the CUSD10 Superintendent of Schools to explain the basis for the appeal. A decision will be mailed to the parents/guardians within 30 calendar days of the receipt of the request. The decision of the CUSD10 Superintendent of Schools is final and binding. Questions concerning the fee waiver process should be addressed to Mr. Bradley Hyre, CUSD10 Assistant Superintendent of Schools (123 West Clay Street, Collinsville, Illinois 62234).

FAILURE TO PAY FEES; COLLECTION

To maintain the quality of our educational programs, Collinsville School District will make every effort to secure payment of student fees from each parent/guardian who is able to pay. Collinsville School District participates in the Illinois Local Debt Recovery Program, established to collect outstanding debt in coordination with the Illinois Comptroller's Office.

Pursuant to the Hunger-Free Students' Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.

FIELD TRIPS

The Board of Education encourages field trips when the experiences are an integral part of the school curriculum and contribute to the District's desired educational goals. Parents/legal guardians will be required to sign a parent permission slip before students may participate in any activity planned off the school grounds. This includes all field trips.

Approximately two weeks prior to a scheduled field trip students will be provided with a Field Trip Approval Form and Medical Authorization Form. The Field Trip Approval Form form must be approved by each of the student's teachers to indicate that the student is passing the class with a grade of 'D' or better. The Medical Authorization Form must be completed and signed by the parent/guardian. In order to be eligible for field trip attendance students must: 1) be passing all enrolled classes at the time of the submission of the Field Trip Approval Form and 2) submit a signed Medical Authorization Form. Any student who does not return a completed Field Trip Approval Form and Medical Authorization Form will not be allowed to attend the field trip. It is the responsibility of the student to inform his/her teachers of the field trip. Students must request homework for the class period(s) that they will be absent from class due to a field trip experience prior to leaving on the field trip. Students will assume responsibility for completing any work missed on the day of their return from the field trip (or as agreed to by the classroom teacher).

All students are expected to follow all school rules during a field trip experience. Any student involved in a disciplinary infraction on a field trip is subject to disciplinary action and may lose field trip privileges for the remainder of the school year. The school reserves the right to search all student luggage/bags before going on a field trip or at any time during the field trip to avoid transporting or student possession of illegal or dangerous materials, illegal substances or unauthorized materials. Parents may decline to have their children participate in a school planned field trip. This request to not participate must be made in writing and sent to the building principal. Appropriate alternative learning experiences for non-participating students will be arranged by the teacher.

FINANCIAL AID (COLLINSVILLE HIGH SCHOOL)

GRANTS

To determine eligibility for federal aid, students planning to attend a university, college, community college, or tech school should complete the Free Application for Federal Student Aid (FAFSA) beginning in October of their senior year. The U.S. Department of Education prefers students file the FAFSA on-line at www.fafsa.ed.gov. Students without internet access may request a paper copy of the FAFSA from their counselor or by calling 1-800-433-3243.

Contact the Financial Aid Office at the colleges, community colleges or tech schools to which you have applied about any other required financial aid forms and to discuss other sources of financial assistance. Some colleges automatically consider all applicants for grants and scholarships, while others require separate forms. Check with the Financial Aid office in the fall to make sure you do not miss any deadlines.

SCHOLARSHIPS

There are many scholarships available to students both locally and nationally. The Counseling Department maintains an extensive list of scholarships. Students can access this list online by visiting https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/scholarships or by logging into Naviance at https://student.naviance.com/collinsvillehs.

TRANSCRIPTS

Collinsville High School will provide students with four free transcripts. There will be a cost of $1.00 for every transcript after the initial four. The final (fifth) transcript will be sent at no additional cost. Students must fill out a Transcript Release Form online at: https://counselors.cusd.kahoks.org/transcript-requests .

FUNDRAISING AND ADVERTISING REGULATIONS

Only approved student organizations will be permitted to advertise and conduct fundraising projects on campus. A form must be filled out and approved before any fundraising project is begun. Forms are available in the school office. Organizations may advertise on campus by using posters, signs and the morning announcements. A copy of all posters, signs and bulletin notices to be used must be submitted to the main office for approval. All advertisements must be removed the day after the project has ended. Individuals may not sell any type of merchandise without consent of the school Principal. Merchandise may be confiscated and students may be disciplined for violations as determined on a case-by-case basis by school administrators.

GANG AND GANG ACTIVITY PROHIBITED

The Board of Education considers the presence of gangs and gang activities a substantial disruption of or material interference with, school and school activities. A "gang" is defined as any group, club or organization of two (2) or more persons whose purpose includes the commission of illegal acts. By this policy, the Board of Education acts to prohibit gang activity on or about school grounds, on school buses, or off school at any school activity. 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 engage in any gang activity, including, but not limited to: 1) Wearing, possessing, using, distributing (delivery or receipt), displaying, selling or arranging/soliciting for the possession, use, distribution (delivery or receipt), display or sale of any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; 2) Committing any act or omission, or using any speech, either verbal or non-verbal (such as gestures or hand-shakes) showing membership or affiliation in a gang; 3) Writing, drawing or distributing any gang related symbols or literature; and 4) Using any speech or committing any act or omission in furtherance of the interests of any gang or gang activity, including, but not limited to: (a) soliciting others for membership in any gangs, (b) requesting any person to pay protection or otherwise intimidating, harassing or threatening any person, (c) committing any other illegal act disruptive of school operation, or intimidating staff or students or other violation of school district policies; d) inciting other students to act with physical violence or intimidation upon any person, group or classification and/or which violate district policies or civil or criminal law.

Students engaging in any gang-related activity, as described above, may be subject to the following disciplinary action: 1) Removal from extra-curricular and athletic activities for a period of 24 months; 2) Conference with parent(s)/guardian(s); 3) Referral to appropriate law enforcement agency; and/or 4) Suspension for up to 10 days with referral to the Board of Education for possible expulsion for up to two years.

GRADES – COLLINSVILLE HIGH SCHOOL

Grades and grade point averages are reported to the parents at the end of every quarter and the end of each semester. Each nine weeks will count for forty percent (40%) of the final semester grade and the final exam will count for twenty percent (20%) of the final semester grade. In the event a student is exempt from final exams, each nine-week grade will count for fifty percent (50%) of the final semester grade. An academic report card is available for review at the end of each academic quarter via the Skyward Family Access Parent & Student Portal. This report enables all concerned to see what the student has accomplished and where the student may improve. Parents/Guardians are encouraged to frequently check their child's progress throughout the year on the CHS FAMILY Access website: www.kahoks.org - Parents/Students>*Family Access*. Parents/Guardians who do not have electronic access to their child's report card can contact the student's school office to request a hard copy of the report card in their home language.

Grades are not forwarded if the student has moved residence without written notification to the CHS Registrar. Subject achievements are reported as letter grades, and grade point averages are reported as numerical points. The equivalence method is used to convert numerical scores into letter grades and to convert letter grades into numerical points according to the following scales:

Numerical Scores	**Letter Grades**	**A.P./ Honors**	**Enriched**	**Regular**
90 – 100	A	5	4.5	4
80 – 89	B	4	3.5	3
70 – 79	C	3	2.5	2
60 - 69	D	1	1	1
BELOW 60	F	0	0	0

If a class is dropped after the fifth week of a semester, the grade for that semester shall be recorded as an F.

GRADES & PROMOTION – COLLINSVILLE MIDDLE SCHOOL

Grades and grade point average are reported to the parents at the end of each quarter (nine weeks). The report cards will be available to be viewed by parents/guardians at the end of each grading period. Subject achievements are reported as letter grades and grade point averages are reported as numerical points. For questions regarding grades, please contact the classroom teacher.

Numerical Scores	Letter Grades
90 – 100	A
80 – 89	B
70 – 79	C
60 - 69	D
BELOW 60	F

The final grade assigned by the teacher cannot be changed by a District administrator without notifying the teacher. Reasons for changing a student's final grade include:
A miscalculation of test scores; A technical error in assigning a particular grade or score; The teacher agrees to allow the student to do extra work that may impact the grade; An inappropriate grading system was used to determine the grade; An inappropriate grade was based on an appropriate grading system.
The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized test or other testing. A student shall not be promoted based upon age or any other social reasons not related to academic performance.

PROMOTION POLICY

The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, performance based on Standards Achievement Tests, "Local Learning Assessment" tests, or other testing. A student shall not be promoted based upon age or any other social reasons not related to academic performance. Remedial assistance options will be offered to students based upon recommendation of the school personnel. Records/grades will be reviewed by building administration at the end of the school year to determine overall readiness for the next grade. If the student is deemed ready for the next grade, s/he will be promoted otherwise; s/he will be retained. Students must meet the U.S. Constitution requirement.

***The Promotion/Retention Policy is as follows and is used as a guide by the Collinsville Middle School Administration:**

1) 4 Failures (Core Classes) – Automatic Retention; 2) One (1), Two (2) or Three (3) Failures (Core Classes) – Summer School Required for Promotion to the next grade level. Administration will make the final determination for Summer School on a case-by-case basis.

ACCELERATED PLACEMENT

The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADES AND PROMOTION - DORRIS INTERMEDIATE SCHOOL

School report cards are issued to students on a quarterly basis. For questions regarding grades, please contact the classroom teacher. The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing.
In Collinsville CUSD10, successful completion of the curriculum in grades 5-6 means a student attained a final grade above an "F" in both reading and math. In grades K-4, students must attain a final rating higher than "Beginning" in reading and math. If a child receives an "F" as a final grade in reading and math (or "B" for grades K-4), he/she will not be promoted to the next grade level unless a remedial plan is successfully completed. Summer school is the final option of the remedial plan.
A student will not be promoted based upon age or any other social reasons not related to academic performance.

Grade Scale (Grades 5-6)
Letter Grades will be administered in core curricular areas beginning in fifth grade. Progress will be assessed according to student mastery of the state learning standards. Letter grades are issued according to the following scale.

Numerical Scores	Letter Grades
90 – 100	A
80 – 89	B
70 – 79	C
60 - 69	D
BELOW 60	F

GRADE PLACEMENT
Collinsville Community Unit School District #10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement.
ACCELERATED PLACEMENT
The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADES AND PROMOTION – ELEMENTARY (K-4)

School report cards are available to view in Skyward each trimester. For questions regarding grades, please contact the classroom teacher. Grades may be accessed on-line through Skyward. Parents/Guardians who do not have electronic access to their child's report card can contact the student's school office to request a hard copy of the report card in their home language. The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reasons not related to academic performance. If the student is "Below" in both reading and math, he/she may not be promoted to the next grade level unless a remedial plan is successfully completed. Summer school is the final option of the remedial plan.

EXPLANATION OF ACADEMIC MARKS (GRADES K-4)

Below (B)	Below expectations on grade level standards.

Meets (M)	Meeting expectations on grade level standards.
Exceeds €	Exceeding expectations on grade level standards.
Not Assessed (NA)	The topic/concept was introduced but not assessed at this time.
Satisfactory (S)	The student's skill level is secure.
Needs Improvement (NI)	The topic has been introduced. The students' skill level is not secure.

GRADE PLACEMENT
Collinsville Community Unit School District #10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement.

ACCELERATED PLACEMENT
The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADUATION CREDIT REQUIREMENTS (COLLINSVILLE HIGH SCHOOL)

To graduate from high school, unless otherwise exempted, each student is responsible for: 1) Completing all State mandated graduation requirements listed below; 2) Completing all District graduation requirements that are in addition to State graduation requirements; 3) Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance; 4) Participating in the State assessment required for graduation; and (5) filing one of the following (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf. A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

REQUIRED COURSES
There is no limitation on the maximum number of units of credits a student can earn, but the following courses are required and must be successfully completed: 1) English (4 credits); 2) Mathematics (3 credits, including 1 credit of Geometry and enrollment in mathematics for three full academic years); 3) Science (2 credits: 1 credit of life science and 1 credit of physical science); 4) Social Studies [2 ½ credits: including ½ credit in Government (Civics), 1 credit in United States History, and 1 credit in World History or World Geography; 5) Physical Ed. (1 credit per year; Minimum required 4 semesters of PE and 1 semester of Health, PE waiver available under certain circumstances); 6) Consumer Education (min. ¼ credit); 7) Computer Applications (1/2 credit). Seniors, with parent/guardian permission, may choose to enroll in an academic class in lieu of lunch/study hall.

Free Application for Federal Student Aid (FAFSA) Graduation Requirement
As a prerequisite to receiving a high school diploma, 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 FAFSA with the United States Department of Education or, if applicable, an application for State financial aid; 2) File an ISBE waiver indicating that the parent or guardian or, if applicable, the student understands what the FAFSA and application for State financial aid are and has chosen not to file an application.
Upon request, the school will provide a student and his or her parent or guardian any support or assistance necessary to comply with this requirement

A school district may award a high school diploma to a student who is unable to meet this requirement due to extenuating circumstances, as determined by the school district, if (i) the student has met all other graduation requirements, 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.

CREDITS

Graduating students are required to have a total of 22 credits. Half a credit per semester is awarded for each course satisfactorily completed except the following: 1) Vocational Center Programs (AVC) - 3 credits -1 ½ credits per semester; 2) Driver Education – ¼ credit; 3) Computer Applications – ¼ credit class; 4) Cooperative Education – 1 ¼ credits per semester; and 5) Algebra IA– ¾ credit for each semester; CEO Entrepreneurship- 2 Credits- 1 credit per semester.

Credits in the ninth through twelfth grades are awarded at the end of first and second semester. An' F' grade in a course means no credit is earned. No credit is awarded for repeating a course if credit was earned previously for the same course - the first grade earned will be the grade used for grade point calculations (except for Current Events which may be taken for credit twice). If a course is dropped after the first five weeks of either semester, the drop will be recorded as a course attempted and will be used to compute grade point average. The grade report and student permanent record will list the drop course as 'F'.'

EARLY GRADUATION

CHS is a four-year institution that does not promote early graduation. However, students may graduate at the end of their 7th semester when they have met all graduation requirements and submitted the Application for Early Graduation by September 5th of their senior year. Early graduates will not be permitted to participate in spring extracurricular activities, attend prom or the senior class trip. Early graduates who wish to walk with their class in the graduation ceremony must attend the mandatory graduation practice. Applications for early graduation may be obtained in the Counseling Department.

HALL PASSES (COLLINSVILLE HIGH SCHOOL)

During class time, students may not be in the hallways without a signed pass. It is the responsibility of the student to assure that they have a school approved pass. Only CHS faculty and office staff may issue passes. Students with passes are to proceed directly to the location identified on the pass. Students are prohibited from altering the content of a pass without the approval of the staff member who initially issued the pass. Student-escorts for pupils with 'early passes' must remain with the pupil identified on the pass until the class dismissal bell and/or the end of the school day. The following color scheme will be followed: 1) Blue-Passes to go to the health room; 2) Orange-Passes to go to the library; 3) White–Passes issued by the office; 4) Green - Summon Slips issued by the office.

HANDBOOK RECEIPT REQUIRED

All parents/guardians must sign a receipt indicating that they agree to read and acknowledge they understand that the Student and Parent Handbook may be accessed via the Collinsville Unit 10 School District Website at http://www.kahoks.org. This should be completed through the Parent Portal in Skyward during the registration process. By signing the handbook receipt, parents/guardians/students acknowledge that they will read and follow the policies and procedures set in place for students by the C.U.S.D. No. 10 Board of Education. Parents/Guardians who sign for their child do so with the understanding that their child will read and follow the policies and procedures set in place for students by the C.U.S.D. No. 10 Board of Education.

HEALTH SERVICES

School Health Services provides emergent/urgent nursing assessment, first aid care, medication administration, vision/hearing screening/referral, health record maintenance and IEP related assessments through the health office. The health and welfare of every student is important. Regardless of the nature and extent of a student's illness or injury, it should be reported to the school nurse. Staff members can refer students to the health office and students can refer themselves by requesting a pass from a staff member. Parent/guardian notification will be based on nursing assessment and the nurse's/principal's discretion.

ACCIDENT REPORTS

If a student is seriously injured which requires medical attention while at school, at a school sponsored event or function, or on the bus, the nurse, the teacher, the bus driver and/or principal will complete an accident report. The student's parents will be notified as soon as practicable. In the event a child is seriously injured and the parents cannot be contacted, the school nurse will be notified and after an examination and consultation with the principal, a decision may be made to have the child transported to the Emergency Room. Every effort will be made to notify the parents of the decision.

ALLERGY MANAGEMENT - FOOD ALLERGY AND OTHER LIFE THREATENING ALLERGIES

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules. If your child has a life-threatening allergy or life-threatening chronic illness, please notify the building principal and/or school nurse. Federal law protects students

from discrimination due to a disability that substantially limits a major life activity. If your child has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports so that your child can access his or her education as effectively as students without disabilities. Not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504. Our school district also may be able to appropriately meet a student's needs through other means. If your child has a life-threatening allergy, an emergency action plan and health care plan will be developed and implemented in order to provide the best care for your child. If an EpiPen auto-injector has been prescribed, the parent/guardian will be responsible for notifying the school nurse/principal and providing the necessary emergency documentation and medication. In addition, undesignated Epipens are available in case of a first time reaction occurring at school that can be administered by the school nurse following an assessment.

AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

The state requires all public indoor athletic facilities with participants of 100 or more to have AEDs. This includes schools with gymnasiums/wrestling rooms/weight training rooms/physical education classes. An AED (Automated External Defibrillator) is a device that is designed to shock a fibrillating heart back into a normal rhythm. These are safe and effective life-saving devices. There is no danger to students, staff, or visitors. No accidental shock can be given. The device will only shock a fibrillation heart. All CUSD10 school buildings/Administration building/Administrative Annex building are equipped with Heartsine AEDs. There are additional AEDs available for athletic practices and events. Several staff members have completed CPR/AED certification training. Please make your child(ren) aware that these units are housed in wall hanging cabinets in each building and should not be tampered with by students.

BUS TRANSPORTATION - EMERGENCY MEDICAL INFORMATION FOR STUDENTS WITH SPECIAL NEEDS/MEDICAL CONCERNS DURING BUS TRANSPORTATION

The BUS TRANSPORTATION - EMERGENCY MEDICAL INFORMATION FOR STUDENTS WITH SPECIAL NEEDS/MEDICAL CONCERNS DURING BUS TRANSPORTATION form is available from the school nurse in the Health Office. The purpose of this form is to give school bus drivers/monitors information about children who may have special needs or medical concerns during bus transportation. However, the school bus drivers/monitors are not responsible for and will not give/monitor medications on the bus. The school bus drivers/monitors are not trained health care providers. No medication should be carried or used on the bus unless specific arrangements have been made with the school nurse (inhaler/EpiPen/diabetic) and in accordance with Board Policy 7:270. In an emergent situation, a bus driver should pull to a safe stop and notify dispatch to call 911. Examples of this may include but are not limited to: grand mal seizure, severe asthma attack, allergic reaction with respiratory difficulty, and/or severe bleeding from a wound. This form is available from the school nurse and will be kept in the school nurse's office, with a student's IEP/504, with a student/s HCP, and/or at the bus company.

COMMUNICABLE DISEASE – NOTIFICATION AND EXCLUSION

The school will observe recommendations of the CDC, Illinois Department of Public Health, and local health departments regarding communicable diseases. 1. Parents are required to notify the school nurse if they suspect their child has a communicable disease. 2. In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian. The decision to allow attendance will be made by the school nurse. 3. The school will provide written instructions to the parent and guardian regarding appropriate treatment for the communicable disease. 4. A student excluded because of a communicable disease will be permitted to return to school only when the parent or guardian brings to the school a letter from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease. 5. A Susceptibility List will be kept in each building indicating the students who are at risk due to lack of immunizations, medical exemptions, or religious exemptions. Parents of susceptible students will be notified in the event of a communicable disease outbreak. If your child exhibits SYMPTOMS of the following illness(es), please follow these guidelines. A Physician's note may be required when returning to school.

ALLERGIC CONJUNCTIVITIS-(caused frequently from allergies) May return to school immediately with confirmation from doctor.

CHICKEN POX/SHINGLES-Exclusion from school for at least 5 days after the eruption of the last vesicles or until all lesions are dry and scabbed over with absence of fever.

COMMON COLD-Exclude from school for fever 100 degree F or greater for 24 hours and/or excessive coughing.

CONTAGIOUS CONJUNCTIVITIS (Pink eye)-Exclusion from school until 24 hours after treatment begins or written permission from the doctor to return to school.

FEVER-Fever is considered to be 100 degree F or greater. Exclusion from school until the student is **fever-free** for 24 hours without fever-reducing medications.

FIFTH'S DISEASE-Rash will appear lace-like and bright red on arms/chest/abdomen. Facial cheeks may appear bright red. No exclusion unless fever over 100 degrees is present. May require written verification from physician

GASTROENTERITIS (PARASITIC/VIRAL)-Exclusion from school until 24 hour absence of **diarrhea, vomiting, and fever** 100 degree F or greater.

HAND FOOT MOUTH DISEASE-May see lesions on hands, feet, and/or face. Return with written verification from a physician and/or lesions are intact and dry or can be covered at all types. Must be fever free and practice good hygiene (for example-no drooling, no toys in mouth, good hand washing, etc.).

HEPATITIS A VIRUS-Exclusion from school until a written release from doctor is obtained. Must be free of diarrhea, vomiting, and fever for 24 hours before returning to school.
IMPETIGO-Exclusion from school until sores are healed over without drainage or with permission from the physician to return to school 24 hours after treatment begins. Note: Lesions must be covered while in school when possible.
INFLUENZA (FLU)-Exclusion from school until absence of fever (fever is 100 degree F or greater) for 24 hours.
MENINGITIS-Exclusion from school until absence of fever for 24 hours without fever-reducing medication, at least 24 hours of antibiotics, and with written release from the physician.
PEDICULOSIS (HEAD LICE)-Exclusion from school may occur for live lice/multiple nits per the discretion of the school nurse/principal until 1) treatment with appropriate lice eliminating product, 2) removal of live lice/multiple nits, and 3) completion of a head check by the school nurse/principal.
PINWORMS-Exclusion from school until 24 hours after first treatment confirmed. May require written verification from a doctor to return to school. Practice good/frequent handwashing.
RINGWORM-Exclusion from school until 24 hours after treatment begins with written verification from the doctor or evidence of over-the-counter antifungal treatment has been initiated. Lesions should be kept covered at school.
SCABIES-Exclusion from school until 24 hours after the first scabicide treatment confirmed. Written verification from the physician to return to school.
STREP THROAT and SCARLET FEVER-Exclusion from school until 24 hours after treatment (antibiotic) begins with written permission from the doctor to return to school, provided that fever is absent without fever-reducing medications for 24 hours.
STAPH and MRSA-Exclusion from school for a minimum of 48 hours after antibiotic treatment has begun and lesions are closed or completely covered. Exclude if wounds cannot be well contained under a dressing. Exclude from high-risk activities such as contact team sports if the wound cannot be completely covered with a secure bandage that will remain intact throughout sport activity, until completely healed. Exclude from use of pools/whirlpool until wounds are healed. Students must practice good frequent hand hygiene. *Must have doctor written permission to return to school.*
OXYGEN SATURATION-Fingertip pulse oximetry may be used as a tool for asthmatic episodes, coughing episodes, choking episodes, and/or allergic reaction episodes. *Healthy Saturation Levels 95-100%.* If a fingertip pulse oximeter indicates an oxygen saturation level *below 95%* that does not improve after medication/treatment, the student must be sent home and encouraged to call/visit their physician or ER.
PERTUSSIS (WHOOPING COUGH)-Must be excluded for 5 days of appropriate antibiotic treatment. Must be fever free and cough controlled when returning to school. May require written verification from a physician to return to school.

CONCUSSIONS

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return
to school and or physical activities.
Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition. A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.
More information can be found at www.kahoks.org/CHS/Sports/Sports_Medicine.htm, www.cdc.gov/safechild
www.ihsa.org/Resources/SportsMedicine/ConcussionManagement.aspx, www.cdc.gov/ConcussionYouthSports

COVID-19 ANTIGEN TESTING FOR STUDENTS

Collinsville Community Unit School District 10 has been offered an opportunity to participate in a Rapid Point-Of-Care Antigen Testing for COVID-19 in schools. The rapid point-of-care antigen nasal swab test is authorized by the Food and Drug Administration (FDA) and is recommended to diagnose current COVID-19 infection. BiNaxNow is a quick nasal swab test designed to give our trained health staff results within fifteen (15) minutes. Rapid POC antigen tests may be a useful diagnostic tool for testing students in the early stages of infection. This optional opportunity is a free COVID-19 testing option for parents/guardians and would only be used when a student is symptomatic at school or has symptoms when completing the self-certification health check. The potential benefits of the POC antigen test in schools include: rapid confirmation of suspected COVID-19, helping your child's healthcare provider to make a timely informed decision about your child's plan of care, assisting for an expedited and safe return to the classroom for students and to help to mitigate the spread of COVID-19 in school and community. In order to receive approval from the Illinois Department of Public Health to implement rapid POC antigen tests, the District has successfully completed the following prerequisites: 1) Received approval from Illinois Department of Public Health (IDPH) for the Clinical Laboratory Improvement Amendment (CLIA) Waiver to meet all requirements of testing; 2) Secured approved licensed healthcare professionals to perform the swab antigen test; 3) Arranged to have all tests be performed under the direction of a healthcare provider's order; 4) Developed training protocols for test performance and result interpretation for the test

administrators as required by the FDA and require use of appropriate personal protective equipment (PPE) during testing; 5) Developed an approved plan for medical waste handling and disposal; 6) Developed a plan for reporting test results to state and local public health officials (per CDC) as well as to the parent/guardian of the student. In addition to the above prerequisites for testing, the District must obtain parent/guardian consent prior to conducting the COVID-19 Antigen Test for students.

If your child is tested at school, you will be notified of the results. If your child receives a positive result, you will be contacted immediately to pick up your child from school and will be required to follow the process of obtaining documentation to return to school in accordance with the Return to School Plan and COVID19 protocols. The potential benefits of testing include rapid confirmation of suspected COVID-19, helping your child's healthcare provider to make a timely informed decision about your child's plan of care, and helping to limit the spread of COVID-19. Detailed information regarding the Rapid Point-Of-Care Testing for COVID-19 in schools may be accessed via the Illinois Department of Public Health website.

DIABETES – CARE FOR

If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the school principal or school nurse. Parents/guardians are responsible for and must: 1) Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child; 2) Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers; 3) Sign the Diabetes Care Plan; 4) Grant consent and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Care Plan. For further information, please contact the building principal or school nurse.

EMERGENCY EPIPEN-INJECTORS

There will be emergency undesignated EpiPen-injectors available in each school building to be used as needed following an assessment by the school nurse or trained staff member (with CPR/AED certification) of a child with a suspected allergic reaction. Students who have prescribed EpiPen-injectors at school with appropriate paperwork and pharmacy labels can be administered as needed by any trained school staff or self-administered by the student.

EMERGENT HEALTH CONCERNS

Serious illness or injury must be reported immediately to the health office. If a student is too ill or seriously injured and cannot report to the health office on his own, the teacher should contact the main office. If the student is too ill or seriously injured to remain at school, the nurse will make all of the necessary arrangements for the student to go home or be transported by emergency services.

EXEMPTIONS

A student will be exempted from physical/immunization/dental/eye exams for:

1. Religious Objection-a student's parent/guardian presents a Certificate of Religious Exemption to the school nurse/principal. This statement must be approved by the district superintendent or appointed designee. 2. Medical Objection-a student's parent/guardian presents to the school nurse/principal a written and signed statement from the child's physician indicating the reason for the exemption. 3. Eye exam requirement-the student's parent/guardian shows an undue burden or a lack of access to a licensed optometrist/ophthalmologist. A signed eye exam waiver must be on file. 4. Dental exam requirement-student's parent/guardian shows an undue burden or a lack of access to a dentist. A signed dental exam waiver must be on file.

HEAD LICE

Management on the Day of Diagnosis: If a student has a head lice infestation (live bugs) the student may have limited direct contact with others until treated, parents notified, and student sent home per the discretion of the school nurse/principal based on the number of nits/live lice and treatment history. Prompt treatment is recommended. The school will provide written instructions to the parent or guardian regarding appropriate treatment for the infestation.

Upon return to school, parents should accompany students to the health room for a head check before they enter the classroom. Parents should be aware that if live lice and/or nits remain, a child may be sent back home per the discretion of the school nurse/principal. The health staff will make every effort to keep your child in school, but your cooperation/prompt and thorough treatment is a must.

HEALTH EXAMINATIONS AND IMMUNIZATIONS - REQUIRED

All students are required to present appropriate proof that the student received a health examination and required immunizations against preventable communicable diseases Students must present an up-to-date immunization record that meets all Illinois requirements or an immunization schedule from the physician. Lack of proper immunizations is subject to exclusion from school. Students who are not compliant with physical examination and immunization requirements and have not submitted a waiver to be exempt from immunizations will be excluded from school and will not be permitted to make-up work for academic credit for their absences. The District will also report the student as truant. If a student submits a valid waiver to be exempt from immunization and is subsequently excluded from school due to a disease outbreak or due to his/her exposure to any of the diseases for which immunization is required, the excluded student will have the opportunity to make up all missed academic work for full credit.

SCHOOL HEALTH REQUIREMENTS

Early Childhood/Pre-Kindergarten:

Physical Exam on Illinois State Form by October 15, 2021
Documented up-to-date Immunizations
Kindergarten:
Kindergarten Physical Exam on Illinois State Form by October 15, 2021
Documented up-to-date Immunizations
Eye Exam on Illinois State Form by Oct 15, 2021
Kindergarten Dental Exam on Illinois State Form by May 15, 2022
First Grade:
Same as Kindergarten, Kindergarten Dental Exam completed
Second Grade:
Same as Kindergarten
Second grade Dental Exam on Illinois State Form by May 15, 2022
Third/Fourth/Fifth Grade:
Same as Kindergarten, Second grade Dental Exam completed
Sixth Grade:
Sixth grade Physical Exam on Illinois State Form by October 15, 2021
Documented up-to-date Immunizations
Proof of at least one Tdap Booster
One dose Meningococcal Conjugate Vaccine (MCV4)
Sixth grade Dental Exam on Illinois State Form by May 15, 2022
Seventh/Eighth Grades:
Same as Sixth grade, Sixth grade Dental Exam completed
Ninth Grade:
Physical Exam on Illinois State Form by October 15, 2021
Documented up-to-date Immunizations
Ninth grade Dental Exam on Illinois State Form by May 15, 2022
Tenth/Eleventh Grades:
Same as Ninth grade, Ninth grade Dental Exam recommended
Twelfth Grade:
Proof of at least one meningococcal on or after 16th birthday, Ninth grade Dental Exam recommended

Transfer Students:
District within Illinois: meet requirements of grade level within 30 days of start date
From another State: meet requirements of grade level within 30 days of start date, Eye Exam performed within one year if new to Illinois schools.

**A completed PHYSICAL EXAM includes all required fields (immunizations, examination results, system review, diabetic screening, lead risk assessment, physical education examination). It must be on the Illinois Certificate of Child Health Examination form signed by a Physician/PA/APN including the office stamp/contact information. The health history located on the back of the physical form must be completed and signed by the parent/guardian. Must be completed by October 15 of the required grade or may be subject to EXCLUSION from school.

**DENTAL EXAM - IDPH Proof of School Dental Examination form including the dentist signature and office/clinic information and completed within 18 months of May 15 of the required grade level.

** EYE EXAM - Illinois Eye Examination Report form including doctor signature and completed within one year of the required grade level or upon entry to an Illinois school.

**MEDICAL EXEMPTIONS – written documentation from the physician (ask School Nurse for form).

**RELIGIOUS EXEMPTIONS – written religious explanation from the parent/guardian, signed by a physician (ask for form).

**SPORTS PHYSICAL - If your child will be participating in grades 7-12 sports, a sports physical is required annually (the ninth grade physical exam may be used during freshman year only) on the IHSA/IESA Physical form. Sports physicals are valid for 395 days and must be completed prior to tryouts/practice/play.

Please communicate with your building SCHOOL NURSE if you are in need of assistance finding resources, etc. We are more than willing to assist you in any way we can to prevent your child's exclusion from school.

HEALTH OFFICE

Medical facilities will be available for students that become ill during the school day. Students who feel ill during class should secure a pass from the teacher to go to the health office. If the nurse is not in the office, students should report to the school office. Injuries occurring in the classroom or during physical education class should be reported to the teacher in charge before going to the health office. The school nurse or office must make contact with a parent/guardian/emergency contact before ill students are allowed to be picked up/signed out and/or sign themselves out.

HEARING AND VISION SCREENING

The Illinois Department of Public Health requires certain grade levels be screened for hearing and vision. Certified vision and hearing technicians will perform the screenings. Hearing screening will be conducted for early childhood, pre-kindergarten, kindergarten, first, second, third, and special education students. Vision screening will be conducted for early childhood, pre-kindergarten, kindergarten, second, eighth, and special education students. Color vision screening will be performed for second grade. Vision screening is not a substitute for a complete eye exam by an eye doctor. If your student has completed a hearing or vision exam within one year, you may send a copy of the report to the school to be kept with your child's health record. Only if this documentation is present will your child be exempt from testing. Your child may also be screened during the school year upon request of the teacher based on the observable signs of hearing or vision difficulties in the classroom. If your child fails either the hearing or vision screening, you will receive a letter of notification.

INSURANCE - SCHOOL

School insurance is offered at the beginning of each school year. Parents are encouraged to take advantage of this offering. Envelopes for enrolling for this insurance are available at centralized registration or in the school's office.

MEDICATION POLICY COLLINSVILLE UNIT #10 SCHOOL DISTRICT

STUDENTS ARE NOT ALLOWED TO CARRY ANY TYPE OF MEDICATIONS WHILE IN SCHOOL OR RIDING A SCHOOL BUS. (Students may carry inhalers, Epi-pens, or Diabetic supplies if the student's parent/guardian has completed and signed a *School Medication Authorization Form* as discussed below. If it is necessary to carry these medications/supplies on the bus, an Emergency Medical Information for Students with Special Needs/Medical Concerns During Bus Transportation form may be completed.) Student medication form is available in the school health office.

1. School personnel will not administer medication at school if arrangements can be made so that the student can receive the medication at home. Medications that can be given before and/or after school should be given at home.

2. **Epi-Pens** may be carried and self-administered by the student if the physician indicates in writing on the medication request form that it is medically necessary that the Epi-Pen be carried by the student at all times and that the student has been instructed in the use and self-administration of the Epi-Pen and can fulfill the requirements of the procedure. (The student will be issued a permanent pass for the school year at the senior high level).

Inhalers kept in the health room must have a ***pharmacy label*** and/or copy of the pharmacy label and the ***Student Medication Authorization Form signed by the*** **physician and parent** on file at school.

Students who self-carry their inhaler must have a copy of the ***pharmacy label*** and the ***Student Medication Authorization Form signed by the parent*** on file at school.

An ***Asthma Action Plan*** should be on file for all students who keep an inhaler in the health room or self-carry and inhaler. It is recommended to keep an extra inhaler in the health room for emergency use even if the child will self-carry an inhaler.

3. Students who are diabetic may also self-carry and self-administer diabetic testing supplies and insulin. Students who are diabetic must also have a Diabetes Care Plan on file with the school.

4. All medications administered to students during school hours must be transported to and from school by a parent or another adult acting on the parents' behalf.

5. **All requests to administer medication (prescription or non-prescription) to students must be in writing on the designated "Student Medication Authorization Form" and signed by the parent or legal guardian and the physician or appointed designee. Medication will not be administered unless a request form is properly completed and the medication is labeled properly.**

6. All medications, prescribed by the physician, must be in the original pharmacy container. **Prescription medication must have the pharmacy label on the medication bottle, box, or administration device**. **Non-prescription medication must come in a new sealed container.** Any change in the dosage of the medication and/or the directions for use will require a *corrected pharmacy label* indicating the changes and a *signed note from the physician*.

7. All medications given at school require a new Student Medication Authorization Form at the start of each school year.

8. **The administration of any medication containing a narcotic is discouraged during school hours**. If a student requires medication of this type for pain, it is recommended that he/she remain at home until a milder form of medication can be used. It is highly recommended that parents do not administer narcotics before school due to safety issues at school.

9. **Cough drops are permitted at the elementary and intermediate levels (Pre-K to 6th) with a medication permission form or dated note signed by parent/guardian. All cough drops need to be in a new, sealed package.** Students will be asked to stay in the health room or supervised by the teacher in the classroom while the cough drop is administered. However, cough drops are discouraged at this grade level due to risk of choking.

ADMINISTRATION OF MEDICINES TO STUDENTS

Administering Medicines to Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures. Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student. A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan..

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) e and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. Undesignated asthma medication means an asthma medication prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having respiratory distress. Respiratory distress may be characterized as mild-to-moderate or severe.
Due to current COVID restrictions, CUSD10 is unable to administer nebulizers in the school setting.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f)and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. Undesignated epinephrine injector means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement 105 ILCS 5/22-30(f)and maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. Undesignated opioid antagonist is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a medical cannabis infused product to be administered to a student by one or more of the following individuals: 1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a designated caregiver to administer medical cannabis to their child. A

designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a medical cannabis infused product to a child who is a student on the premises of his or her school or on his or her school bus if: a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH; b. Copies of the registry identification cards are provided to the District; c. That student's parent/guardian completed, signed, and submitted a School Medication Authorization Form - Medical Cannabis; and d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus. 2. A properly trained school nurse or administrator, who shall be allowed to administer the medical cannabis infused product to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus. 3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

The District retains the right to use its discretion to regulate the administration of the product, which may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

The District reserves the right to restrict or otherwise stop allowing the administration of medical cannabis to a child if the District or school would lose federal funding as a result.

Void Policy

The School District Supply of Undesignated Asthma Medication section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication. The School District Supply of Undesignated Epinephrine Injectors section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors. The School District Supply of Undesignated Opioid Antagonists section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for undesignated school opioid antagonists. The Administration of Medical Cannabis section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of a medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply. No one, including without limitation parent(s)/guardian(s) of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parent(s)/guardian(s) should consult their own physician regarding these medication(s).

Collinsville Unit School District No. 10 Health Services Procedural Guidelines for Undesignated Opioid Antagonist in the School Setting

PA 99-0480 Use of Undesignated Opioid Antagonist

The above legal reference allows schools to stock an antidote Naloxone (Narcan) for suspected overdose of opioid drugs of victims in the school setting.

The Illinois Department of Public Health (IDPH) has reported that deaths from opioid overdoses have increased fourfold since 1999, and is the leading cause of death in the United States for those under the age of 50. In 2018, IDPH reported EMS data indicating an increase in administrations of multiple doses of Narcan, associated to the increased toxic exposure to opioids in Illinois. Additionally, hospital emergency department (ED) information identified an elevation in ED visits associated with opioid overdose in 2018 compared to 2017. In 2015, the National Association of School Nurses (NASN)

addressed the growing epidemic of opioid use and overdoses. NASN addressed the value of Naloxone in the school setting, and the necessity of anticipation such potential emergencies. IDPH defines Narcan as a prescription medication that can block or reverse the effects of an opioid overdose. **Examples of common opioids are: Heroin, Fentanyl, and certain prescribed pain medications.**

Collinsville CUSD No. 10 will stock the Undesignated Opioid Antagonist, Naloxone (Narcan) as provided by the Project Coordinator at Chestnut Health Systems through an existing Prevent Opioid Overdose Deaths Grant Program. **The Narcan will be housed at Collinsville High School and Hollywood Heights Alternative School.**

The initiation of Undesignated Opioid Antagonist in CUSD#10 will require a supply source, which at this time is Chestnut Health Systems; a plan to monitor and store the Narcan; and staff training. ISBE mandates training that must meet the requirements of the Act including the following: 1) Opioid overdose recognition and prevention; 2) Narcan administration techniques; 3) The importance of calling 911 for the care of the overdose victim after Narcan administration.

Who will administer Narcan if an overdose is suspected:
1) Nurses**; 2)** School Resource Officers also carry and are trained to use Narcan per their police department policies. Stock Narcan will be available for the school nurse to administer as necessary and in accordance with state law at CHS and Hollywood Heights schools. A school nurse and/or School Resource Officer may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose.
For questions regarding Narcan for CUSD#10, related training, or related ISBE reporting, contact Lisa Brown Sabatino, RN, MSN, IL/PEL-CSN District Lead Nurse at 618-346-6265 or Debra Welch, RN, IL/PEL-CSN at 618-346-6301.

MEDICATION – AUTHORIZED USE OF
A student may possess and self-administer an epinephrine auto-injector (EpiPen) and/or an asthma inhaler prescribed for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The school and district shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must agree to indemnify and hold harmless the school district and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector and/or asthma inhaler, or the administration of any physician ordered medication by school personnel.
The Student Medication Authorization Form (required for all prescription and non-prescription medications at school) must be completed by the student's parent(s)/guardian(s) each school year. This form must be on file in the Health Office, or in the absence of a Health Office, the School Principal's Office.
School personnel will destroy any medication that is not removed from the school at the end of the school year.
Students are not permitted to carry any type of medications while in school or riding a school bus to and from school unless the physician agrees that it is medically necessary for the student to carry his/her inhaler, EpiPen®, or Diabetic supplies. *Discipline for Medication Policy violations includes all disciplinary measures in the student discipline code.*
Resources: Public Act 096-1460 Recommended Guidelines for Medication Administration in Schools Illinois Department of Human Services and the Illinois State Board of Education, 9/2000
Public Act 099-0843 Asthma Episode Emergency Response Protocol and Asthma Action Plans
Public Act 98-0795 Self-Administration and Self-Carry of Medications for Asthma and Allergy

NON-EMERGENT HEALTH CONCERNS (CHS)
Situations that do not demand emergent treatment can be referred, according to the following procedure: 1) The student reports to class and requests a pass to go to the health office. Students will need a blue pass signed by the teacher to enter the health office. The student should proceed directly to the health office and remain there until released. Any student who arrives at the health office without a proper pass may be sent back to class. If the nurse is not in the office, the student should report to the Counseling Department; 2) If the student is too ill or seriously injured to remain at school, the nurse will make all of the necessary arrangements for the student to go home. Under no circumstances, may a student who is ill leave school without checking with the school nurse, school administrator, or CHS attendance office. Students are discouraged from making their own arrangements to leave school by the use of cell phones or other office phones. Student initiated contact to depart campus may be considered unexcused (without school permission) or early dismissal (arranged through the attendance office); 3) Any student who has sustained a serious injury or experiences fever (100 degrees or more), diarrhea, or vomiting, may be immediately dismissed from school through the health office; 4) The nurse may contact student's parent/guardian to bring a one-time dose of medication to treat symptoms such as headache, colds, menstrual cramps, etc.; 5) Parent(s)/guardian(s) are required to notify the school nurse if they suspect their child has head lice. If a student has a head lice infestation (live bugs) the student may have limited direct contact with others until treated, parents notified, and the student sent home per the discretion of the school nurse/principal based on the number of nits/live lice and treatment history. Prompt treatment is recommended. The school will provide written instructions to the parent or guardian regarding appropriate treatment for the infestation and procedures for the return of their child to school. Upon return to school, parents should accompany students to the health room for a head check before they enter the

classroom. Parents should be aware that if live lice and/or nits remain, a child may be sent back home per the discretion of the school nurse/principal. The health staff will make every effort to keep your child in school, but your cooperation is a must. Parent notes requesting PE exemptions should be delivered to the CHS health office prior to first hour class. Doctor's notes (indicating time frame) are required for the following: PE exemptions greater than two days, five minute early pass from class (related to medical reason), use of elevator ($20.00 Fob replacement cost), special needs passes for bathroom privileges, and snacks and/or drinks during the day.

NURSE - SCHOOL

The school nurse supports student success through interventions that improve student health and impact academic achievement by providing emergent care, support of disease processes, development of individual healthcare plans, and involvement in the IEP process. School nurses also act as on-site public health investigators; in this role, school nurses work to prevent the spread of communicable disease and respond to disease outbreaks under the direction of the Health Department.

HELP AND RESPONSE TEAM

H.A.R.T. is an acronym for "Help And Response Team", for the Collinsville Unit 10 School District. This team is activated during any traumatic event that causes a state of heightened emotions and interrupts the normal daily routine within a school. The H.A.R.T. team is brought into the school building to assist in dealing with unexpected events which could include student or staff deaths, or local/state/national emergencies through announcements, classroom presentations, individual and group discussions and follow-up support. The H.A.R.T. members are trained staff from within the Collinsville school district. Members include administrators, counselors, social workers, psychologists, nurses, speech/language pathologists, classroom teachers, and special education teachers. Each H.A.R.T. member has completed intensive training from "The National Institute for Trauma and Loss in Children." Many members are certified as a "TLC School Specialists", and are registered with the national "TLC" program.

In the event of the death of a current student or staff member: 1) After the event is verified, the district's trauma response team (Help and Response Team - HART) will be activated and district social workers, counselors, and psychologists can be made available to assist students and staff through the grieving process; 2) Resources regarding grief and trauma response will be provided to staff and available for students and families at their request; 3) Students wishing to attend the funeral service may do so with parent permission. These students will be excused from class but will be required to make up any missing assignments. Special arrangements will be made for siblings or relatives of the deceased student or staff member; 4) Assemblies will not be scheduled; rather, students will be supported in individual and small group settings; 5) The Superintendent or their designees will be the only persons authorized to talk with representatives from the media. With permission, the media may be allowed on school property; 6) Those students or families who would like to do something in memory of a student or staff member can meet with school social workers or counselors to discuss manners in which to do so outside of the school building or grounds; 7) The Collinsville High School graduation ceremony is reserved for the celebration of scholastic achievement and the anticipation of future opportunities available to all of the graduates. In order to best acknowledge the loss, supporting those who are ready and able to commemorate those who are no longer able to celebrate with the class and those who are not or choose not to have feelings of grief overshadow their time of personal celebration, a memorial flower arrangement will be a part of the annual graduation ceremony to acknowledge all of those who are not able to celebrate the achievement with us.

HOME AND HOSPITAL INSTRUCTION

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services. Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program. A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage. Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

HOMELESS CHILDREN EDUCATION

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, as provided to other children and youths, including a public pre-school education. A "homeless child" is defined as provided in the McKinney Homeless Assistance Act and State law. The Director of Student Services shall act

as or appoint a Liaison for Homeless Children to coordinate this policy's implementation. When a child loses permanent housing and becomes a homeless person as defined at law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either: 1) continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or 2) enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

HOMEWORK

Homework is any work assigned to the student to be completed outside the classroom to measure what students have learned in the classroom. It is an integral part of the educational process and has a positive effect on educational achievement. Homework is a discipline for students to develop organizational skills, responsibility, self-confidence, and good work and study habits and helps facilitate knowledge acquisition, critical thinking, and skill development in specific subject areas. The time requirements and the frequency of homework will vary depending on a student's teacher, ability and grade level. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work for equivalent academic credit within a reasonable time (this usually means one (1) day for each day of reported or documented absence). Students will not be allowed to make-up work missed due to an unexcused absence.

HONOR ROLL (COLLINSVILLE HIGH SCHOOL)

The Honor Roll is the method of recognizing students for high scholastic achievement. It is based on grades from the 1st quarter, 1st semester, 3rd quarter, and 2nd semester. Qualification to the Honor Roll requires a grade point average (GPA) of at least 3.40.

IDENTIFICATION CARDS (COLLINSVILLE HIGH SCHOOL)

Each student will be issued a free identification card that he/she is to carry with him/her at all times while on school property and on the school bus. The student identification card will be issued at registration. No decorative stickers of any type should be placed on these identification cards. Any student who loses his/her identification card, or is not in possession of an identification card, will be required to purchase a replacement ID card. Students may purchase a replacement card for $5.00 in the CHS Attendance Office. Students who habitually do not have an ID card, will face progressive disciplinary action. Students defacing their ID will have to purchase a new ID card and may face disciplinary action. Students may not use computers without the regular student ID or with a temporary ID card.

IDENTIFICATION CARDS (COLLINSVILLE MIDDLE SCHOOL)

Students are required to have a student identification card. Each student will receive an original ID at the beginning of school for no charge. The card will bear the name, grade level and photograph of the student. Students are asked to possess the card at all times. It may be needed as identification at all school functions, on school bus, to check out library books, to buy lunch, and it is required to be shown to any authorized middle school personnel upon request.

ILLINOIS HIGH SCHOOL ASSOCIATION (IHSA) (COLLINSVILLE HIGH SCHOOL)

This summary is for the purpose of assisting in the understanding of IHSA By-laws and Policies. In case of a conflict between this publication and the constitution and by-laws of the IHSA, the constitution and by-laws shall control.

ELIGIBILITY RULES

When you become a member of an interscholastic team at your high school, you will find that both your school and the IHSA will have rules you must follow in order to be eligible for interscholastic participation. The IHSA's rules have been adopted by the high schools, which are members of IHSA as part of the Association's constitution and by-laws. They must be followed as minimum standards for all interscholastic athletic competition in any member high school. Your high school may have additional requirements, but they may not be less stringent than these statewide minimums. The principal/official representative of your school is responsible to see that only eligible students represent the school in interscholastic competition. Any question concerning your eligibility should be referred to your principal/official representative, who has a complete copy of all IHSA eligibility rules, including the Association's due process procedure. Only the IHSA Executive Director is authorized to make formal rulings on eligibility, so if your principal/official representative has questions or wishes assistance in answering your questions, the principal/official representative should contact the IHSA Office. Information contained here highlights some of the most important features of the IHSA by-laws regarding interscholastic eligibility. It is designed to make you aware of major requirements you must meet to be eligible to compete in interscholastic competition. The information here is only a general description of major by-law provisions and does not contain the statement of the by-laws in their entirety. You can review the by-laws at www.ihsa.org. You

may lose eligibility for interscholastic competition if you are not in compliance with IHSA by-laws. Remember, if you have any questions regarding IHSA rules, please contact your principal/official representative.

Attendance A. You may represent only the school you attend. Participation on a cooperative team of which your school is a member is acceptable. B. You must be enrolled and attending classes in your high school no later than the beginning of the 11th school day of the semester. C. If you attend school for ten (10) or more days during any one semester, it will count as one of the eight (8) semesters of high school attendance during which you may possibly have eligibility. D. If you have a lapse in school connection for ten (10) or more consecutive school days during a semester, you are subject to ineligibility for the rest of the semester. The specific terms of your extended absence must be reviewed by the Executive Director to determine if it is "lapse in school connection" or not.

Scholastic Standing A. You must pass twenty-five (25) credit hours of high school work per week. Generally, twenty-five (25) credit hours is the equivalent of five (5) .5 credit courses (2.5 full credits). B. You must have passed and received credit toward graduation for twenty-five (25) credit hours of high school work for the entire previous semester to be eligible at all during the ensuing semester.

Residence Your eligibility is dependent on the location of the residence where you live full time with your parents, parent who has been assigned custody by the court, or court appointed legal guardian. You may be eligible if you are entering high school as a freshman and: A. You attend the public high school in the district in which you live full time with both of your parents, custodial parent or court appointed guardian; or B. In the case of a multiple school district, you attend the public high school in the attendance area where you live full time with your parents, custodial parent or court appointed guardian; or C. You have paid tuition to attend a public school for a minimum of 7th and 8th grades in a district other than the one where you live with your parents, custodial parent or court appointed guardian and you continue to pay tuition as a high school student in that same district; or D. You attend a private/parochial school located within the boundaries of the public school district where you live with your parents, custodial parent or court appointed guardian; or E. You attend a private/parochial high school and have attended a private/parochial school for 7th and 8th grades, or for any four (4) grades from kindergarten through eighth grades; or F. You attend the private/parochial high school which one or both of your parents attended; or G. You attend a private/parochial high school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent or court appointed guardian.

Transfer A. In all transfer cases, both the principal of the school from which you transfer and the principal of the school into which you transfer must concur with the transfer in writing on a form provided by the IHSA Office. You cannot be eligible when you transfer until this form is fully executed and on file in the school office. B. If you transfer after classes begin for the current school term, you will definitely be ineligible for thirty days from the date you start attending classes at the new high school. In addition, you will be ineligible for that entire school term in any sport in which you engaged in any team activity, including but not limited to tryouts, drills, physical practice sessions, team meetings, playing in a contest, etc. at the school from which you transferred. For example, if you were out for cross country at the school from which you transfer and transfer after the IHSA sport season has begun, you will be ineligible for cross country that entire school term at the new school. C. If you transfer attendance from one high school to another high school, you will be ineligible unless: 1. Your transfer is in conjunction with a change in residence by both you and your parents, custodial parent or court appointed guardian from one public school district to a different public school district; 2. Your transfer is between high schools within a public school district and both you and your parents, custodial parent or court appointed guardian change residence to the district attendance area for the school to which you transfer; 3. Your parents are divorced or legally separated; you transfer to a new school in conjunction with a modification or other change in legal custody between your parents by action of a judge; and required court documents are on file at the school into which you transfer; D. If you transfer in conjunction with a change in legal guardianship, a ruling on your eligibility must be obtained from the IHSA Office. E. If you transfer attendance from one school to another while you are ineligible for any reason, the period of ineligibility imposed prior to your transfer or the period of ineligibility that would have been imposed had you stayed at the school, will be enforced at the school to which you transfer, even if you are otherwise in compliance with the by-laws. F. Any questions about your eligibility in any of these instances must be resolved by a formal ruling from the IHSA Executive Director. Illinois High School Association G. In all other transfer situations, a ruling by the IHSA Executive Director is necessary to determine your eligibility. This ruling must be obtained in writing by the principal/official representative of the school into which you transfer before you participate in an interscholastic athletic contest.

Age You will become ineligible on the date you become twenty (20) years of age, unless your twentieth (20th) birthday occurs during a sport season. In that case, you will become ineligible in regard to age at the beginning of the sport season during which your twentieth (20th) birthday occurs.

Physical Examination You must have placed on file with your principal/official representative a certificate of physical fitness, signed by a licensed physician, physician's assistant or nurse practitioner in order to practice or participate. Your physical examination is good for 395 days from the date of the exam. The physician's report must be on file with your high school principal/official representative.

Amateur Status If you win or place in actual competition, you may accept a medal or trophy for that accomplishment, without limit to its cost. Your school may provide IHSA state champions with championship rings/mementoes. B. For participating in competition in an interscholastic sport, or for athletic honors or recognition in a sport, you may receive any type of award (except cash, check or legal tender) that does not exceed $75 fair market value. There is no limitation

on the value of your school letter. C. The amateur rule does not prohibit you from being paid to referee, receiving pay for teaching lessons or coaching in a little kids league, etc. It only applies to your own competition in an athletic contest. D. If you violate the amateur rule, you become ineligible in the sport in which you violate. You must be reinstated by the Executive Director before you may compete again.

Recruiting of Athletes A. The by-laws prohibit recruiting of high school students for athletics. If you are solicited to enroll in or transfer to a school to participate in athletics, you are being illegally recruited and your eligibility is in jeopardy. B. You will lose your eligibility if you enroll in or transfer to a school in response to recruiting efforts by any person or group of persons, connected with or not connected with the school, related to athletic participation. C. You will lose your eligibility if you receive special benefits or privileges as a prospective student-athlete, which are not uniformly made available to all students who attend your school. D. You may not receive an "athletic scholarship" or any other special benefit from your school because you participate in athletics. E. It is a violation for any student-athlete to receive or be offered remuneration or any special inducement, which is not made available to all applicants who apply to or enroll in the school. F. It is also a violation to induce or attempt to induce or encourage any prospective student to attend any member school for the purpose of participating in athletics, even when special remuneration or inducement is not given. Please remember that you may not be offered or receive any benefit, service, privilege or opportunity, which is not also provided or made available to all prospective students at that school. Note: If you are interested in finding out more information about a school, contact the principal/official representative or an administrator at the school, not a member of the coaching staff.

School Team Sports Seasons A. Each sport conducted by IHSA member schools has a starting and ending date. Your school may not organize a team, begin practice or participate in contests in a given sport until the authorized starting date. Your school may not continue to practice or participate in contests after the authorized ending date. This means that: 1. During the school year, you may not participate on a non-school team coached by any member of your school's coaching staff unless it meets specific criteria established by the bylaws. 2. No school coach may require you to participate in an out-of-season sport program as a requirement for being a member of a school team. B. Violation of the sport season by-laws will result in penalty to you and/or to your school's coaching personnel.

Playing in Non-School Competition A. During the time you are participating on a school team in a sport at your high school, you may neither play on a non-school team nor compete in non-school competition as an individual in that same sport or in any skill of that sport. B. If you participate in a non-school competition during a sport season and subsequently wish to join the school team in the same sport, you will not be eligible. C. If you wish to participate in a competition sanctioned by the National Governing Body, or its official Illinois affiliate for the sport, your principal/official representative must request approval in writing from the IHSA Office prior to any such participation. D. You may try out for a non-school team while you are on your school's team in that same sport, but you may not practice, receive instruction, participate in workouts, or participate in competition with a non-school team in that same sport until you cease being a member of your school's team. You cease being a member of your school's team when the team(s) of which you are a member terminates for the school term. E. You will become ineligible if you participate in, practice with or compete against any junior college, college or university team during your high school career.

All-Star Participation A. After you have completed your high school eligibility in the sport of football, basketball, soccer or volleyball, you may participate in three (3) all-star contests in any of these sports and still play for other school teams, provided the high school season in that sport has been completed. You may lose your eligibility for other interscholastic sports if you play in all-star competition in any of these sports under any other conditions. B. You are not restricted from participating in all-star competition in sports other than football, basketball, soccer or volleyball, except that you may not do so during the school season for the sport.

Misbehavior During Contests A. If you violate the ethics of competition or the principles of good sportsmanship, you may be barred from interscholastic athletic contests, either as a participant or spectator or both. B. If you are ejected from a contest for unsportsmanlike conduct, you will be ineligible for your team's next contest. You are also subject to other penalties.

The complete set of IHSA By-laws and Policies is available at www.ihsa.org.

INSURANCE - STUDENT

School insurance coverage is offered to students through the school district. It is available to those who desire this type of protection. It is a requirement that any student who participates in the school athletic program must carry some type of accident insurance. The regular policy protects you while on the way to and from school, at all school-sponsored activities, and while at school. A special policy may be purchased that protects the student 24 hours a day for the entire year. Football players are required to have special insurance coverage. This is obtained through the CHS/CMS school office. Forms that explain the policies, and their cost, may be accessed via the Collinsville Unit 10 District website at http://www.kahoks.org.

INTEGRATED PEST MANAGEMENT

Integrated Pest Management (IPM) is the practice of determining and implementing the most appropriate and least invasive techniques for controlling pests by emphasizing prevention and by employing physical, cultural, biological and only as a last resort, hazardous chemical controls. IPM is the best approach to pest control. Every effort is made to help protect the health and safety of students and staff. Illinois law requires schools to maintain a registry of parents and guardians of students and employees who have registered to receive written notification prior to application of pesticides to school buildings or provide written notification to all parents and guardians of students before such pesticide application. Written notification may be included in newsletters, bulletins, calendars, or other correspondence currently published by the school district. The written notification must be given at least four business days before application of the pesticide application and identify the intended date of the application of the pesticide and the name of the telephone contact number for school personnel responsible for the pesticide application program. Prior written notice shall not be required if there is an imminent threat to health or property. If such a situation arises, the appropriate school personnel must sign a statement describing the circumstances that gave rise to the health threat and ensure that written notice is provided as soon as possible. If a parent or guardian wants to be notified before a pesticide application is applied please fill out the form below and send it to the Director of Building and Grounds, 201 West Clay St, Collinsville, IL 62234. Any questions call the Director at 618-346-6350, ext. 292. Pesticide applications will take place on the 3rd Friday of each month after school is out for the day, on an as needed basis.
Collinsville Unit 10 is aggressively working toward the reduction of pesticides with the implementation of an Integrated Pest Management (IPM) Program and will use the lowest risk factor chemicals that are available.

NOTIFICATION OF PESTICIDE APPLICATION

NOTIFICATION OF PESTICIDE APPLICATION	
*Student Name*_____ *School Student Attends:*_____	*Parent/Guardian Name (Print):*_____ *Parent/Guardian Signature:*_____ *Parent Guardian Address:*_____ *Parent/Guardian Phone::*_____
Please send this form to the: Collinsville School District # 10, Director of Buildings & Grounds, 201 West Clay Street, Collinsville, IL 62234	

INVITATIONS & GIFTS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Birthday Invitations should only be brought to school if there is one for the entire class or all the girls or all the boys. Balloons, flowers nor gifts of any kind should be sent to the school through a delivery service nor brought to school to be given to a student.

LIBRARY/MEDIA CENTER (COLLINSVILLE HIGH SCHOOL)

Library services are available to all students following the posted library rules. The library provides the student with an opportunity to learn as an individual. It also serves as a point of voluntary access to ideas and information. We desire that all students benefit from an appealing library environment that supports their academic endeavors. Students needing to use the library may do so in the following manner: 1) Before and/or after school with a pass from the librarian (evening library hours will be announced as determined); 2) During class with the classroom instructor; 3) During class with a pass from the classroom instructor; and 4) During study hall and/or lunch with a library pass issued by the librarian and/or classroom teacher.

GUIDELINES FOR LIBRARY USE

1) The CHS Library is open for student use on school attendance days, Monday through Friday from 7:45AM to 3:15PM (after school hours will be announced as determined); 2) Students may access the library by entering through the glass doors, after which the student must sign in; 3) Students may be assigned a seat upon entering the library; 4) Students should return library items to the book drop located at the circulation desk or outside the library doors; 5) Students coming to the library on an individual basis from a classroom must present a valid pass upon entering the library. Passes issued from study hall must be obtained from a content area teacher or the librarian; 6) Students must conduct activities in a manner which will not disrupt other students or staff members using the library. Behaviors which disrupt others will result in a verbal warning and/or disciplinary action; 7) Students must use library technology only for designated academic purposes. Inappropriate use of district technology which violates the CHS Internet Acceptable Use Policy will

be subject to disciplinary action as outlined in this handbook. Students should be aware that library computers are monitored both locally and remotely. *THE # 1 RULE: Ask if you need help! We are here to assist you in any way that we can!*

POLICIES FOR LIBRARY USE:

Check-Out Policies: 1) The borrowing of library items requires both a zero balance for fines and no overdue books; 2) Students should never check out items for another student. The borrower is always held responsible for items checked out under his/her name; 3) Books may be checked out for two weeks at a time and may be renewed at the library or online. Students may check out up to 3 books at one time.

Fines

Due dates are stamped on date-due cards that are issued with all materials. Overdue fines are strictly enforced.

1) Fine Amounts:

Books: Ten (10) cents per school day per book beginning the first school day after the due date.

2) Lost/Damaged Library Materials

When a student loses any library materials, he/she must pay for the cost of replacing the materials. If materials are not still in print, students must pay for a like material to replace the lost material(s). The replacement material may cost more than the original. We will search reputable publishers for pricing. If a student damages library materials, the librarian will make the decision to replace or refurbish the item. In both cases, the borrower will be responsible for any cost incurred.

Interlibrary Loan: CHS students have inter-library loan privileges. As such, students will be held financially responsible for inter-library loan items that are lost, damaged, or overdue.

Access to Library Resources: As stated in the ALA's Library Bill of Rights, only parents/guardians maintain the right and responsibility to restrict their student's access to library resources, including inter-library loan selections (Section 53.1.4). We encourage parents/guardians to be actively aware of their student's reading selections.

LIBRARY/MEDIA CENTER (COLLINSVILLE MIDDLE SCHOOL)

Ph. 618.343.2146
Michael Hayman (Library/Media Specialist)
mhayman@cusd.kahoks.org

Websites:

Kahoksread.org
Mrhayman.com

Vision & Mission Statement

Our vision of a school library/media center is not a warehouse of artifacts but a cognitive playground for the community we empower.

Aligned with instructional and student performance objectives, our mission is to be facilitators of knowledge creation. Through easy access to activities, resources, individuals and spaces provided, the library/media center will empower its community the ability to shape the world that surrounds them.

Rules

1. Students may come to the Media Center at any time during the school day to check out a book, do research, locate information on the Internet, or just to read.
2. During the day, students are admitted with a pass from their subject or study hall teacher. No pass is needed if a student is visiting during lunch or before and after school.

CHECKOUT POLICY

Circulation:

1) Regular books on the circulating shelves are checked out for two weeks; Maximum 1 physical book at a time. (More books are allowed if discussed with Media Specialist first); 2) Renewals can be made at the request of the student at any time; 3) Materials checked out to a patron's number become the responsibility of the patron in all circumstances; 4) E-books and digital audio books are available through Destiny and Overdrive to all CMS students. Each allows 3 checkouts per system. So, students could have 7 library resources checked out if desired. For access, go to www.kahoksread.org, and click "Destiny." Logins are the same student chrome-book and reading counts login.

Fines & Book Loss

1. All fines forgiven once a book is returned; 2) If a student claims that they have returned the book, the librarian will check the shelves to see if a mistake was made. If the book was returned it should be on the shelves. If not, then where? By the end of the year, lockers have been cleaned out, notices and warnings have been given to students, teachers have been asked to search their shelves in their rooms and the librarian has scanned every book in the library. Whenever a student comes to the librarian and has lost a book, the librarian will offer the student the following options.

If the book cannot be found then the student may: 1) Pay for the cost of the book; 2) Purchase the same hardbound book from somewhere to replace it; 3) Donate two books or one high quality (hard cover) book that we have a reading count quiz for. To check, go to *http://src.scholastic.com/ecatalog*

Book Donation

All books and materials are accepted. However, the librarian reserves the right to choose what is actually put into the library. Books not accepted will be distributed to appropriate schools, teachers, offered to students, or recycled.

Behavior

1) Students are expected to act responsibly and respect the rights of others while in the Media Center; 2) An atmosphere conducive to research, reading, group work, and study will be maintained. Lunch hours are the only exception. Many students engage in chess and other games provided; 3) Destroying or defacing library materials or equipment is inappropriate and is considered destruction of school property; 4) Do NOT bring food or drinks into the Media Center.

Services & Activities:

The Media Center has a collection of over 15,000 physical volumes and over 8,000 ebooks and digital audio books for all interests and reading abilities. A copy machine, 3D printer, LEGO Mindstorms, Tetrix Robot, Chess, Audio recording devices, Poster printer, 30 iPads, and Cloud-based Video editing software are available for student and staff use.

LIBRARY/MEDIA CENTER (DORRIS INTERMEDIATE SCHOOL)

A school/library media center is not a warehouse of artifacts but a cognitive playground for the community we empower. Our mission is to be facilitators of knowledge creation. Through easy access to activities, resources, individuals and spaces provided, the library/media center will empower its community the ability to shape the world that surrounds them.

Checkout Policy

Circulation

1) Students are encouraged to request books through Destiny (http://kahoksread.org). Once requested they will be delivered to your student's classroom teacher; 2) Regular books on the circulation shelves are checked out for two weeks: Maximum 2 books at a time. (More books are allowed if discussed with Media Specialist first); 3) Renewals can be made at the request of the student at any time (Maximum 3 renewals); 4) If there is a hold placed on the book, then it cannot be renewed and must be returned; 5) Materials checked out to a patron's number become the responsibility of the patron in all circumstances.

Fines

1. All fines forgiven once a book is returned; 2) If a student claims that they have returned the book, the librarian will check the shelves to see if a mistake was made. If the book was returned it should be on the shelves. If not, then where? By the end of the year, lockers have been cleaned out, notices and warnings have been given to students, teachers have been asked to search their shelves in their rooms and the librarian has scanned every book in the library. Whenever a student comes to the librarian and has lost a book, the librarian will offer the student the following options.

If the book cannot be found then the student may: 1) Pay for the cost of the book; 2) Purchase the same hardbound book from somewhere to replace it; 3) Donate two books or one high quality (hard cover) book that we have a reading count quiz for. To check, go to *http://src.scholastic.com/ecatalog*

Book Donation

All books and materials are accepted. However, we reserve the right to choose what is actually put into the library. Books not accepted will be distributed to the appropriate school, teachers, offered to students or recycled.

Behavior

1) Students are expected to act responsibly and respect the rights of others while in the Media Center; 2) An atmosphere conducive to research, reading, group work, and study will be maintained; 3) Destroying or defacing library materials or equipment is inappropriate and is considered destruction of school property; 4) Do NOT bring food or drink into the Media Center.

Services

The Media Center has a collection of over 10,000 volumes for all interests and reading abilities. A copy machine is available for student, staff, and public use. Programs and presentations are delivered to classrooms upon request.

We Read A Lot!

The Media Center respects and encourages the right of parents to choose what their child reads. In order to help parents make those choices, young adult interest stickers have been placed on those books designated by our reading program, Scholastic Reading Counts, as young adults. The grade-level resources contained in the Media Center are categorized based on the content of the resource. Parents/guardians are encouraged to be actively aware of the reading material selected by their child. As stated in the ALA's Library Bill of Rights, only parents/guardians maintain the right and responsibility to restrict access of their child to library resources including inter-library loan selections (Section 53.1.4). Please contact the librarian (mhayman@kahoks.org) for help in monitoring what your child reads.

LOCKERS

A student's locker is the property of the school and must be used for the purpose intended, a storage area for books, school supplies relating to school use, outdoor garments and personal items which the student is legally entitled to have in his or her possession. If school officials believe that the student has placed illegal or dangerous materials, illegal substances or unauthorized school materials in the locker, school officials may search the locker (and/or its content), with or without the student's knowledge or consent. Lockers may be searched by school officials at any time.

Students will receive a locker assignment by the school office during registration. Students must keep their assigned lockers. Students may not switch lockers without administrative approval for a valid and appropriate reason. Students

may be subject to disciplinary consequences if they violate this policy. Students must provide locks for their locker or a school lock may be put on it. It is required that students keep their assigned locker securely locked. Students are responsible for the contents of their assigned locker. Lockers are to be cleaned out before leaving school for the summer. The school will not be responsible for lost or stolen items. PE locks and lockers will be assigned in PE classes by the teachers. There will be a $2.00 replacement fee charged for the loss or damage of PE class locks.

LOST AND FOUND

Lost and found items may be retrieved in the school office. All unclaimed items will be donated to a charitable organization.

MANDATED REPORTER

All school personnel, including teachers and administrators, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

NATIONAL HONOR SOCIETY (NHS) (COLLINSVILLE HIGH SCHOOL)

The National Honor Society chapter of Collinsville High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of N.H.S. and have been revised to meet our local chapter needs. Students in the eleventh and twelfth grades who have completed at least one semester at C.H.S. are eligible for membership. A student must maintain a minimum cumulative grade point average of 3.5. Those students who meet this criterion are evaluated by the faculty in regards to character. The faculty takes into consideration their professional reflections on a candidate's character and leadership as well as reviewing school disciplinary records. Pledges must: 1) be active members in at least three sponsor-approved school activities; 2) perform thirty five (35) hours of sponsor-approved community service; 3) maintain a minimum cumulative grade point average of 3.5 at the end of semester one and a grade point average of 3.5 for the third academic quarter; 4) attend five (5) N.H.S. meetings; and 5) exemplify the qualities of outstanding character and leadership. A formal induction ceremony is held at the school to recognize all newly selected members. Once inducted, new members are required to maintain the same level of performance in all four criteria that led to their selection.

NATIONAL JUNIOR HONOR SOCIETY (NJHS) (COLLINSVILLE MIDDLE SCHOOL)

Eligibility for NJHS is based on the student's academic performance and must meet the GPA for chapter selection standards; Selection is based on the submission of a candidate form, which reflects the candidate's service to the community and excellence in the areas of leadership, citizenship, and character. School faculty will also evaluate candidates these requirements; The NJHS Faculty Council will score candidates based on a rubric, which considers the above criteria. The decisions of the Faculty Council for selection or non-selection are final; NJHS members are held to the highest standard of character and citizenship; NJHS morning meetings and study hall meetings are held once per month, unless otherwise explained by the adviser; Students transferring into CMS their 8th grade year will gain automatic admission if they have been inducted from their sending school; Members are expected to attend ALL meetings and activities; the adviser must be given advanced written notice of absences and members must make up the missed time with individual service hours; Each month, NJHS members will participate in a service project as a group, which may take place within or outside of the school building; Members will need to complete a minimum of 15 hours of service during the school year in which he or she is a member; Any member displaying poor character or citizenship in CMS classrooms or hallways can receive a NJHS character violation from any teacher or staff member at CMS; At the end of each grading period, the adviser will check the GPA for each member to ensure in remains at or above chapter standards; if not he or she will be given written notice that he/she has been put on academic probation until the next grading period; At the end of each grading period (or more often if needed) the adviser will check the discipline records for each member. If these reflect a standard of behavior below chapter standards, the Faculty Council will convene to determine the student's status as a member; Students who do not comply with the principles and rules of membership will be dismissed after a (3/5 majority) vote of the Faculty Council; For particularly flagrant violations (per Article X, Section 2 of the NJHS Constitution), the adviser will meet with the Principal and exercise their prerogative to dismiss the member without convening the Faculty Council; For more information about the National Junior Honor Society, check out the national organization's website: https://www.njhs.us/

NATIONAL TECHNICAL HONOR SOCIETY (NTHS)

(COLLINSVILLE HIGH SCHOOL)

The National Technical Honor Society chapter of Collinsville High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students who meet the required standards in a career and technical field. Standards for selection are established by the national office of the National Technical Honor Society and have been revised to meet our local chapter needs. Students in the eleventh and twelfth grades who are enrolled in a vocational program at C.H.S. are eligible for membership. Pledges must: 1) be a member of a Career and Technical organization (ie. Skills/USA, HOSA, and/or DECA); 2) maintain a minimum cumulative grade point average of 3.0; 3) maintain a minimum cumulative grade point average of 3.5 in the first semester while attending CHS AVC classes; 4) maintain an 'A' average in their AVC class; 5) commit to fifty (50) hours of sponsor-approved community service; 6) meet any financial obligations for membership; 7) provide teacher recommendations to the CHS NTHS selection committee. Pledges will be notified regarding selection and proper procedures to complete membership requirements.

NCAA CLEARINGHOUSE (COLLINSVILLE HIGH SCHOOL)

Students wishing to participate in Division I or Division II athletics must first be certified by the NCAA Clearinghouse. Student athletes should start the certification process early, usually by the end of their junior year. The documents that the Clearinghouse requires are as follows: 1) A completed and signed Student Release Form; 2) Initial eligibility certification fee payment; 3) An official high school transcript; and 4) ACT and/or SAT scores.

Parents/Guardians are responsible for verifying that all NCAA requirements are met and are encouraged to order a free copy of the NCAA 'A Guide for College Bound Student-Athlete' by calling 1-877-262-1492. Detailed information regarding the academic course requirements for NCAA Division I and Division II athletics may be obtained at the NCAA Clearinghouse website: http://www.ncaa.org/student-athletes/future/eligibility-center.

NONPUBLIC SCHOOL STUDENTS

PART-TIME ATTENDANCE

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the Building Principal of the school in the school attendance area where the student resides. All requests for attendance in the following school year must be submitted before May 1. A student accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. He or she may participate in any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for partial enrollment must pay all fees, prorated on the basis of a percentage of full time fees. Transportation to and/or from school is provided on regular bus routes to or from a point on the route nearest or most easily accessible to the nonpublic school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes is the responsibility of the parent(s)/guardian(s).

STUDENTS WITH A DISABILITY

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent/guardian. Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's individualized educational program on the basis of the child's disabling condition or as the special education program location may require.

EXTRACURRICULAR ACTIVITIES, INCLUDING INTERSCHOLASTIC COMPETITION

Nonpublic students, regardless of whether they attend a District school part-time, will not be allowed to participate in extracurricular activities.

ASSIGNMENT WHEN ENROLLING FULL-TIME IN A DISTRICT SCHOOL

Grade placement by, and academic credits earned at a nonpublic school will be accepted if the school has a Certificate of Nonpublic School Recognition from the Illinois State Board of Education, or, if outside Illinois, if the school is accredited by the state agency governing education. A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, and/or (2) have academic credits recognized by the District if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank. Notwithstanding the above, recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to School Board policy 7:30, Student Assignment, as well as administrative procedures implementing this policy.

PANDEMIC (INSTRUCTION DURING PANDEMIC)

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that impact your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Illinois Department of Public Health, local health department, emergency management agencies, and/or Regional Office of Education.
2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child to attend school on a modified schedule.
3. Students will be expected to participate in blended and remote instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in blended or remote learning will be considered truant.
4. All school disciplinary rules remain in effect during the interruption of in-person learning. Students are subject to discipline for disrupting the remote learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom.
5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.
6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.
7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.
8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.
9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.
10. In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.
11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.
12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

Remote (Online) Instruction Notification

Consistent with the guidance from the CDC, IDPH and ISBE, families of students who are at increased risk of severe illness (including those with special health care needs) or who live with people at increased risk will be given the option of remote instruction. The District will evaluate requests for remote instruction according to Section 504 evaluation procedures, state and federal law and Illinois State Board of Education rules. Families will be required to provide a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse stating the existence of such medical condition, the impact on the child's ability to participate in education, and the anticipated duration or nature of the child's absence from school. Appropriate educational services from qualified staff will begin no later than five school days after District approval of the remote learning plan request Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate a student's return to an in-personal learning plan at school. In order to access the instruction and curriculum via remote learning through the school district, the student must attend and engage in virtual classroom sessions at the scheduled time, complete all assigned academic materials and schedule individual meetings and conferences with their teacher(s). Students who do not attend and engage in virtual classroom sessions at the scheduled time will be considered absent. The Collinsville School District attendance plan for In-Person and Remote Learners complies with the Illinois School Code Section 105 ILCS 5/26-2A. During a remote learning plan, online instruction may be in the form of synchronous and/or asynchronous video and/or audio recordings. Questions and comments asked and spoken by students will be part of the recording. These recordings will not be made public by the District. Students who qualify for a remote learning plan due to increased risk of severe illness (including those with special health care needs) or who live with people at increased risk will not be eligible to attend any school function during their Remote Learning Plan.

PARENT AND TEACHER CONFERENCES

Communication between home and school is essential in order to provide the best opportunities for the children in our district. Conferences are scheduled throughout the school year, but please do not feel these are the only times you may confer with your child's teacher. When the need arises, please call the school in advance to schedule a meeting with the teacher. Most problems that students experience in school can be resolved easily when parents and teachers communicate at the first sign of a problem. The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences. Letters verifying participation in this program are available from the school office upon request.

PARENTAL NOTIFICATION (EDUCATION TECHNOLOGY VENDORS UNDER THE STUDENT ONLINE PERSONAL PROTECTION ACT)

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations. Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as *operators*. SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Ill. State Board of Education, to take a number of actions to protect online student data. Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as: Basic identifying information, including student or parent/guardian name and student or parent/guardian contact information, username/password, student ID number; Demographic information; Enrollment information; Assessment data, grades, and transcripts; Attendance and class schedule; Academic/extracurricular activities; Special indicators (e.g., disability information, English language learner, free/reduced meals or homeless/foster care status); Conduct/behavioral data; Health information; Food purchases; Transportation information; In-application performance data; Student-generated work; Online communications; Application metadata and application use statistics; Permanent and temporary school student record information.

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as: Instruction in the classroom or at home (including remote learning); Administrative activities; Collaboration between students, school personnel, and/or parents/guardians; Other activities that are for the use and benefit of the school district.

PARENTAL NOTIFICATION (ESSA)

NOTICE TO PARENTS REQUIRED BY ELEMENTARY AND SECONDARY EDUCATION ACT, McKINNEY-VENTO HOMELESS ASSISTANCE ACT, AND PROTECTION OF PUPIL RIGHTS ACT

The Elementary and Secondary Education Act (ESEA), McKinney-Vento Homeless Assistance Act (McKinney-Vento), and Protection of Pupil Rights Act (PPRA) mandate that schools receiving federal funds provide parents/guardians with information and notices in an understandable and uniform format and, to the extent practicable, in a language that the parents can understand. This procedure contains the key notifications that districts and schools must provide to the parents/guardians of students. The legal references are provided at the end of the procedure. The only notices applying to districts that do not receive Title I funds are those regarding student privacy. In addition, see:

· ISBE's *Frequently Asked Questions regarding the Every Student Succeeds Act (ESSA)*, published 8-12-16, at: www.isbe.net/Documents/ESSA-faq.pdf.

· U.S. Department of Education's *Frequently Asked Questions regarding Transitioning to the Every Student Succeeds Act (ESSA)*, updated 6-29-16, at: www2.ed.gov/policy/elsec/leg/essa/essafaqstransition62916.pdf.

I. Improving Basic Programs Operated by Local Educational Agencies

The following information must be provided to parents in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

1. Annual report cards. Districts must disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: (a) student achievement on academic assessments (designated by category), (b) graduation rates,

district performance, teacher qualifications, and (c) other information required by Section 6311(h)(2)(C)). See 6:170-AP2, E1 *District Annual Report Card Required by Every Student Succeeds Act (ESSA)*.
The District's annual report card shall be concise and accessible to the public, which includes placing it on the District's website or, if the District does not operate a website, providing it in another manner determined by the District.
2. Teacher and paraprofessional qualifications. At the beginning of each school year, a school district that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the district will provide the parents on request in a timely manner, information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, whether: a) The teacher has met the State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; b) The teacher is teaching under emergency or other provisional status; c) The teacher is teaching in the field of discipline of the certification of the teacher; d) Paraprofessionals provide services to the student and, if so, their qualifications.
3. Student achievement. Districts must provide to parents information on the level of academic achievement and growth of the parent's child in each of the State academic assessments.
4. Non-certificated/licensed teachers. Districts must provide parents timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.
5. Testing transparency. At the beginning of each school year, a school that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the district will provide the parents on request in a timely manner, information regarding any State or District agency policy regarding student participation in any assessments mandated by Section 6311(b)(2) and by the State or District, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.
In addition, the District shall make widely available through public means (including by posting in a clear and easily accessible manner on the District's website and, where practicable, on each school's website), information on each assessment required by the State to comply with Section 6311, other assessments required by the State, and (where available and feasible to report) assessments required districtwide, including: a) The subject matter assessed; b) The purpose for which the assessment is designed and used; c) The source of the requirement for the assessment; and d) Where such information is available: i) The amount of time students will spend taking the assessment, and the schedule for the assessment; and ii) The time and format for disseminating results.
II. English Learners
1. Language instruction educational programs. Districts must inform a parent of an English learner identified for participation, or participating in, such a program of: a) The reasons for their child being identified as an English learner; b) Their child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement; c) The instructional methods used in their child's program and the instructional methods used in other available programs; d) How their child's program will meet their child's educational strengths and needs; e) How the program will help their child to learn English and meet age-appropriate academic achievement standards for grade promotion and graduation; f) Exit requirements for the program, including the expected rate of transition from such program into classrooms not tailored for English learners and the expected rate of high school graduation; g) In the case of a child with a disability, how the program meets the objects of their child's individualized education program; and h) Information regarding parental rights that includes written guidance: i) Detailing parents' right to immediately remove their child from the program upon their request; ii) Detailing parents' options to decline enrollment in the program or to choose another program or instructional method, if available; and iii) Assisting parents in selecting among various programs and instruction methods, if more than one program/method is offered.
Parents shall be provided this information no later than 30 days after the beginning of the school year or, for students identified as English learners during the school year, within the first two weeks of the child's placement in a language instruction educational program.
2. Outreach. Each district shall implement an effective means of outreach to parents of English learners to inform the parents regarding how they can be involved in their children's education, and be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet challenging State academic standards expected of all students. In addition, the outreach shall include holding, and sending notice of opportunities for regular meetings for formulating and responding to parent recommendations.
III. Parent and Family Engagement
1. Parent and family engagement policies. Parents and family members shall be notified of the parent and family engagement policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.
2. Meeting and information. Each school shall: a) Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation, and to explain the requirements of this part, and the right of the parents to be involved; b) Offer a flexible number of meetings; c) Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs including the planning, review, and improvements of the school parent and family engagement policy and the joint development of the school wide program plan under §6314(b); d) Provide parents of participating children: a) Timely

information about programs under this part; b) A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and c) If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. 1) If the school wide program plan under §6314(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the Board.

IV. Voluntary Public School Choice Program

The district shall provide to parents of students in the area to be served by the Voluntary Public School Choice program with prompt notice of: a) The existence of the program; b) The program's availability; and c) A clear explanation of how the program will operate.

V. Education of Homeless Children and Youths

1. Notice of rights. The district shall provide written notice, at the time any homeless child or youth seeks enrollment in such school, and at least twice annually while the child or youth is enrolled in such school, to the parent/guardian of the child or youth (or, in the case of an unaccompanied youth, the youth) that: a) Shall be signed by the parent/guardian (or, in the case of an unaccompanied youth, the youth); b) Sets the general rights provided under this subtitle; c) Specifically states: 1) The choice of schools homeless children and youths are eligible to attend, 2) That no homeless child or youth is required to attend a separate school for homeless children or youths, 3) That homeless children and youths shall be provided comparable services including transportation services, educational services, and meals through school meals programs; 4) That homeless children and youths should not be stigmatized by school personnel; and 5) Includes contact information for the local liaison for homeless children and youths.

2. Assistance to unaccompanied youth. In the case of an unaccompanied homeless youth, the district shall ensure that the homeless liaison assists in placement or enrollment decisions under this subparagraph, considers the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.

3. Public notice of rights. Each district shall ensure that public notice of the educational rights of homeless children and youths is disseminated where such children and youths receive services under this Act, such as schools, family shelters, and soup kitchens.

VI. Student Privacy

1. Notice of privacy policy. The student privacy policies developed by a district shall provide for reasonable notice of the adoption or continued use of such policies directly to the parents of students enrolled in schools served by that district. At a minimum, the district shall: a) Provide such notice at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in such policies; and b) Offer an opportunity for the parent to opt the student out of the activity.

2. Notification of specific events. Each district shall directly notify parents/guardians, at least annually at the beginning of the school year, of the specific or approximate dates when activities described in 20 U.S.C. §1232h(c)(2)(C) are scheduled.

3. Notice of existing policy. All districts shall provide reasonable notice of such existing policies to parents and guardians of students, e.g., "The School Board has adopted and continues to use policies regarding student privacy, parental access to information, and administration of certain physical examinations to minors. Copies of those policies are available upon request."

PARKING PERMIT POLICY (COLLINSVILLE HIGH SCHOOL)

Students at Collinsville High School (CHS) earn the privilege to purchase and to retain a parking decal. This privilege is earned by adhering to grade level requirements, attendance expectations, as well as rules of conduct for behavior and parking lot safety. Student vehicles parked on campus must be registered with the main office. A CHS Parking Decal (giving students authorization to park on campus) must be visible and attached to the lower windshield on the front passenger side before the vehicle is parked on campus. Students who do not have a valid parking decal will be assigned In-School Suspension or Short Term Option Program. No warnings will be issued. All previous obligations must be resolved prior to the issuance of a parking decal.

Only Juniors (must have 10.0 – 14.75 credits) and Seniors (must have 15.0 or more credits) currently registered at CHS are allowed to drive and park on campus during the first semester of school. No student may register a vehicle driven by an underclassman during the first semester of the school year. The penalty for such actions will result in 1 day of in-school suspension for the 1st violation.

Any vacant parking assignments may be assigned to sophomore students (must have 5.00 – 9.5 credits) in January of the second semester of the school year based on the following criteria: Sophomore students may have no more than three (3) absences (ie., unexcused-partial and full day absences), in the first semester of their sophomore year & sophomore students may have no more than fourteen (14) tardies (cumulative) to ANY class during the course of an academic quarter of the current school year. If the criteria listed above are met, stickers will be available based on class rank determined at the end of the student's first semester of their sophomore year. Sophomore students will be charged half of the current year's price for a permit and will be subject to all rules and regulations stated in the parking policy of the handbook.

In order to provide incentives for students to strive for academic excellence, eligible Juniors (must have 10.0 – 14.75 credits) and eligible Seniors (must have 15.0 or more credits) will have the opportunity to choose their parking spot for the following year. Prior to the end of the school year, students will be asked to complete a parking spot request form and submit this form to the high school office. On the form, students will be asked to identify their top three (3) parking spot choices. During the summer months, requests will be fulfilled in an order based upon student classification and students unweighted class rank (calculated at the end of the fourth quarter). Parking requests for senior students will be filled first, followed by junior students. Students (in the same class) who have equivalent unweighted class rank will have their parking spot request order completed through random draw. In the event the requested spots are not available, the student will receive the closest available spot relative to their requests. For example: The student ranked number one (1) in the senior class will have his/her parking spot request fulfilled first, the student ranked number two (2) in the senior class will have his/her parking spot request fulfilled second, etc. After the submitted request forms for the senior class have been fulfilled, the student ranked number one (1) in the junior class will have his/her parking spot request fulfilled, followed by the student ranked number two (2) in the junior class, etc. All parking spot assignments must be claimed during registration in the fall. Any student who does not claim their parking spot at registration will forfeit that parking spot and may reserve a parking spot from the parking spots available.

Students who qualify for a parking permit, but have not been assigned a parking space/decal, may request to be placed on the waiting list. Students on this list will receive a parking permit as spaces become available. The names of students on this list will be arranged based on the order that each student initiates the request and are authorized for placement on the list by administration. A student who commits a vehicle infraction while his/her name appears on the parking permit waiting list, may have his/her waiting list status removed and/or have future driving/parking privileges revoked.

Students are expected to be punctual to all classes and instructional programs. Students who receive 15 tardies (cumulative) to ANY class during the course of an academic quarter will have their parking privileges revoked for the duration of the school year. Students who receive ten (10) tardies and/or unexcused absences (cumulative) to FIRST HOUR class during the course of an academic semester will have their parking privileges revoked for the duration of the school year.

Students are expected to display and maintain appropriate conduct at school. Students who receive two (2) or more Suspensions, one (1) act of gross misconduct, or one (1) Expulsion, may forfeit their parking privileges for the remainder of the school year.

DRIVING AND PARKING REGULATIONS

The driving and parking regulations that follow apply to all students who commit a vehicular infraction or violate parking policy. 1) Students are responsible for the vehicle registered in their name and should drive only that vehicle. In an emergency situation, an "authorized student-driver" may drive another "family-owned" vehicle (i.e., a vehicle registered to the parent/guardian of the student). This "authorized student-driver" must register the "family-owned" vehicle on a form in the Main Office, upon arrival to school each day this vehicle is in use. On this form, students must provide their name, decal number, license number, and the make/model of the "family-owned" vehicle. Students may not register the vehicle of another student. Failure to abide by this registration process may result in disciplinary action; 2) Students may only park in the parking space assigned to them. Designated spaces are available for staff and visitors; 3) Students may not park on the back road. Students should not park their vehicles in fire lanes, bus loading zones, driveways, campus thoroughfares, faculty/visitors parking areas, or in handicap parking areas; 4) Students operating motor vehicles must observe all signs present on CHS parking lots and on school grounds; 5) Students are authorized to drive their registered vehicles during the following situations: arrival to school, early dismissal, and open campus (which occurs when school is dismissed). In the event of an early dismissal, authorized student-drivers must receive a release from the Main Office before exiting the school; 6) All vehicles must be operated in compliance with the Illinois Rules of the Road, including proof of state-mandated, insurance coverage (insurance card), vehicle registration information, and a driver's license; 7) The speed of vehicles must not exceed 10 M.P.H.; 8) All vehicles must be operated on proper roadways within the CHS campus. Driving/parking privileges at CHS may be revoked if a student drives over sidewalks, on grassy areas, or over/through barricades meant to limit/prevent vehicular traffic, drives recklessly, leaves campus without permission or takes another student(s) off campus without permission; 9) Unnecessary and disruptive conduct while driving/parking is prohibited. Such acts include the revving of engines, rapid acceleration, and other dangerous acts (including unexpected braking, performing wheelies, and playing loud music); 10) Transferring parking decals to another student(s) or permitting an unauthorized student(s) to park is not allowed (during any part of the school year). Only the registered student is authorized to use his/her assigned space and vehicle; 11) Always secure your parked vehicle and leave it immediately. Students should vacate their vehicles and clear the parking lot, immediately. Vehicles are to be parked and are to remain parked from arrival to dismissal, unless a student has administrative permission to move the vehicle during the school day – Students will not be issued passes to their vehicle during the school day (except for emergent situations); 12) Registration Conditions: a) Juniors and Seniors must register vehicles for parking according to the policies established by the administration; b) Students who receive parking decals may have their parking decals removed and their driving/parking privileges revoked if it is discovered that he/she does not meet one or more terms of the CHS Student Parking Permit Policy; c) The administration reserves the right to limit the number of parking spaces available or to restrict student parking privileges; d) The cost for an initial, student-parking decal before/during the first semester has been set by the Board of Education. The cost for an initial, student-parking decal during the second semester has been set by the Board of Education. Replacement decals may be provided at an additional expense; 13) Students have no

reasonable expectation of privacy in cars parked on school grounds. School lots are regularly searched by contraband dogs, administration, and police officers. Students should be aware that items and spaces on school grounds are subject to search and view by others, and that prohibited items discovered during the course of a search may result in discipline, including, but not limited to, expulsion from school; 14) Collinsville Community Unit School District #10 assumes no responsibility/liability for damages to student vehicles, any possessions left in them, or anything attached to the vehicles on school property. Students park their vehicles on or near school property at their own risk. Students should be aware that their vehicles are not protected in any way while in the parking lot, and items of value should not be left in or near the vehicle while unattended; 15) Any violation of school/parking policy may result in a conference, a suspension(s), and/or removal of driving/parking privileges for the school year (in addition to any other penalty imposed by administration); 16) CHS will NOT refund parking fees.

Video cameras may be active in parking lots and may be used for the purposes of investigation into student misconduct. Discipline for misconduct includes all disciplinary measures in the student discipline code and/or withdrawal of parking privileges.

To qualify for a parking decal, students must: 1) Receive less than fifteen (15) tardies (cumulative for all periods), during the CHS academic quarter preceding the quarter when the parking decal is initially issued. (Example: Students receiving decals during registration/Fall Semester 1, must have received less than fifteen (15) tardies during Spring Semester 2/Quarter 4 of the previous CHS school year); and 2) Students must have maintained ten (10) or fewer unexcused absences (partial and/or full day) and/or not exceeded three (3) truant absences, during the previous school year. NOTE: Optional fees such as parking passes will not be waived under the Fee Waiver Policy as they are not included in the definition of "School Fees" by Illinois School Code.

PHYSICAL EDUCATION

GRADES (COLLINSVILLE HIGH SCHOOL)

Students of Collinsville High School must comply with the graduation requirements established by the C.U.S.D. No. 10. Each student is required to complete a minimum of two (2) units of credit (four semesters) of physical education with passing grades. To receive a grade for each semester, a student must successfully meet the participation and testing requirements established by the Physical Education Department. The requirements stipulate that each student must successfully participate in a minimum of two-thirds of the activities offered per semester to receive credit. Students not completing the minimum participation requirement of two-thirds of the semester for medical reasons shall receive a medical withdrawal for that semester.

EXEMPTIONS

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request. A student in grades 9-12 may submit a written request to the building principal requesting to be excused from physical education courses for: 1) Enrollment in a marching band program for credit; 2) Enrollment in Reserve Officers Training Corps (ROTC) program sponsored by the District; 3) Ongoing participation in an interscholastic or extracurricular athletic program; 4) Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or 5) Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

A student in grades 7-8 may submit a written request to the building principal requesting to be excused from physical education courses because of the student's ongoing participation in an interscholastic or extracurricular athletic program. The building principal will evaluate requests on a case-by-case basis.

Occasionally a student may be unable to participate in physical education due to an injury or illness. Exemption from Physical Education (PE) may be issued from the nurse with a parent note not to exceed two (2) days. The parent/guardian must write a note stating the nature of the injury/illness to request this excuse. Parent/guardian notes requesting PE exemption should be delivered to the CHS health room prior to first hour class. Requests for PE exemption to exceed two (2) days must be signed by a person licensed under the Medical Practices Act corroborating the medical basis of the request. Doctor's notes for P.E. exemption must have an ending date. If no ending date is listed, duration will be from appointment to appointment or 30 calendar days.

A student who is eligible for special education may be excused from physical education courses in either of the following situations: 1) He or she (a) is in grades 3-12, (b) his or her IEP requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or 2) He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee. A student requiring adapted physical education will receive that service in accordance with the student's Individualized Education Program. Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practices Act, prevents his or her participation in the physical

education course. State law prohibits the School District from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District. Students who have been excused from physical education shall return to the course as soon as practical. The following considerations will be used to determine when a student shall return to a physical education course: 1) The time of year when the student's participation ceases; and 2) The student's class schedule.

UNIFORM GUIDELINES (CHS/CMS)

All students shall wear gray, purple or black shirts with sleeves gray, purple or black shorts, socks and athletic shoes during physical education classes. For the safety of students, the following will not be permitted to be worn during physical education class: jewelry, flip-flops, open backed and/or open toed shoes, boots, jeans, pajamas, etc. (Yoga shorts/ pants and tights may be worn with shorts on over them). Sweatshirts and sweatpants may be worn over the physical education uniform with teacher permission prior to dressing. Sweatshirts may not have a hood or pockets, and sweatpants may not have pockets. Students not dressing for physical education are subject to disciplinary action as determined on a case-by-case basis by school administration.

PHYSICAL EXAMS

SCHOOL PHYSICALS

Illinois state law requires all students entering ninth grade and new enrollees to the district to have a physical examination and an up-to-date immunization record on file with the health office. School physicals should be completed on the Illinois DHS form within 12 months prior to the first day of school.

SPORTS/ATHLETICS PHYSICALS

Students who participate in interscholastic athletics at Collinsville Middle School and Collinsville High School must have a current sports physical on file with the athletic trainer. Physicals may be completed on the Illinois DHS form or the IHSA sports physical form. Physicals are valid for 13 months from the date of the exam. Ninth grade physicals must be completed on the Illinois DHS physical form and will also be adequate to meet the IHSA sports physical requirement. Physicals may be submitted to the athletic director, the athletic coach or athletic trainer.

POSITIVE BEHAVIORAL INTERVENTIONS & SUPPORTS

Collinsville Unit 10 School District is a proud participant of Positive Behavioral Interventions and Supports (PBIS). PBIS stands for Positive Behavioral Interventions & Supports. It is an evidence-based framework used by schools to improve school culture and student behavior, promoting a safe environment for learning. PBIS is based on several decades of research by major universities across the country. A key aspect of PBIS is focusing on more **positive behaviors** and less on negative behaviors. The way schools operate are their foundational systems. In PBIS, these systems support accurate, durable implementation of practices and the effective use of data to achieve better outcomes. Schools generate multiple pieces of data about students every day. Within the PBIS framework, schools use data to select, monitor and evaluate outcomes, practices, and systems across all three tiers. Key to improving outcomes are the strategies to support students at every level. In PBIS, these interventions and strategies are backed by research to target the outcomes schools want to see. The outcomes from PBIS are what schools achieve through the data, systems, and practices they put in place. Families, students, and school personnel set goals and work together to see them through. In PBIS, outcomes might be improved student behavior, or fewer office discipline referrals.

POSTERS

All signs or posters affixed in the school building(s) must be approved by a club or activity sponsor (when applicable) as well as the Activity Director and/or Building Principal.

PUBLICITY RELEASE

At times, the Collinsville School District has the opportunity to publish the achievements of students at school. Examples include everyday classroom activities, awards, special projects, sporting events, etc. Publications may occur through school or district web pages, newspapers or other media. It is the intent of the Collinsville School District to protect all students from harm or injury.

PICTURES OF UNNAMED STUDENTS

Students may occasionally appear in photographs and videotapes taken by school staff members, other students, or other individuals authorized by the building principal. The school may use these pictures, without identifying the student, in various publications, including the school yearbook, school newspaper, and school website. No consent or notice is needed or will be given before the school uses pictures of unnamed students taken while they are at school or a school-related activity.

PICTURES OF NAMED STUDENTS

Many times, however, the school will want to identify a student in a school picture. School officials want to acknowledge those students who participate in a school activity or deserve special recognition. If you DO NOT wish to have your child's named picture, named videotape, interview by the media, or named student-produced materials used for this purpose for the current school year, or if you wish to have your child's name omitted for the current school year, please send a letter outlining your request to the Director of Technology, Collinsville Community Unit School District No. 10, 201 West Clay Street, Collinsville, Illinois 62234. Notification should be made to the District annually if you DO NOT wish to have your child's named picture, named videotape, named interview by the media, or named student-produced materials used for this purpose, or if you wish to have your child's name omitted.

PICTURES OF STUDENTS TAKEN BY NON-SCHOOL AGENCIES

While the school limits access to school buildings by outside photographers, it has no control over the news media or other entities that may publish a picture of a named student. School staff members will not, however, identify a student for an outside photographer.

TEACHER PERFORMANCE ASSESSMENT

Illinois has launched a new performance assessment initiative to insure pre-service teachers (student teachers) have the necessary knowledge, skills and dispositions to be effective educators before teaching licenses are issued. As part of this Teacher Performance Assessment, pre-service teachers must video their performances and the impact the instruction is having on student learning. Students and their voices must be recorded and student work samples scanned as evidence that learning is occurring. To protect their identity, students' last names are not used on the recording or on any documents submitted to the team of evaluators of teaching performances. Parents who do not want their children recorded or their children's work samples scanned, should contact the principal in writing annually stating so.

REGISTRATION REQUIREMENT

Each summer ALL Collinsville students are required to register online via the Skyward Family Access portal. ~~Y~~early registration is generally held during the last week of July and/or the first week of August. Registration details (dates/times) can be found on the district's web site. All students of Collinsville Community Unit School District Ten (10) will be required to provide proof of residency. Specific requirements for establishing student residency may be retrieved via the Office of Director of Student Services.

REPORT TO PARENTS

Parents/Guardians are encouraged to frequently check their child's progress throughout the year on the CHS FAMILY Access website: www.kahoks.org - Parents/Students>*Family Access.*

RESIDENCE VERIFICATION (ANNUAL)

Collinsville Community Unit School District No. 10 is happy to share that we are updating our district practice for annual student residence verification for compliance with District Policy and Illinois School Code. In an effort to honor parent and staff time, Collinsville CUSD10 will be working with a third-party vendor who uses a system called CLEAR Batch to automatically verify parent/guardian residency within the Collinsville CUSD10 boundaries. The CLEAR Batch system reviews public records to verify the parent/guardian name and address. In the past, all households were required to verify residency at the initial time of student enrollment for continued enrollment in the District. This new process will allow the Collinsville School District to annually verify parent/guardian residence within the boundaries of the Collinsville CUSD10. The software will allow staff to conduct electronic residency verification for the district. The intent of the software is to 1) Conduct annual residence verification in an efficient manner; 2) Significantly reduce parent time needed to satisfy annual residence verification; 3) Significantly decrease staff time taken for the annual residency verification process.

RESTRICTED AREA POLICY (COLLINSVILLE HIGH SCHOOL)

A restricted area is any area of the campus where a student's presence is not required as a result of his/her instructional program. This includes, but is not limited to, the cafeteria (at any time other than assigned lunch periods), the parking lot and the gymnasium for non-athletes after school. Students may use the hallways, restrooms, and locker bays between classes. Movement throughout the building (other than passing periods) will require a hall pass signed by a staff member. Such movement must be done promptly and by the most direct means.

RESTRICTED AREA POLICY (COLLINSVILLE MIDDLE SCHOOL)

A restricted area is any area of the campus where a student's presence is not required as a result of his/her instructional program. This includes, but is not limited to, the Commons Area (at any other time other than assigned lunch periods). Students may use the hallways, restrooms, and their lockers between classes (Administration reserves the right to limit

access to school facilities during any time of the school day). Movement throughout the building (other than passing periods) will require a hall pass signed by a staff member. Such movement must be done promptly and by the most direct means. Attendance in a restricted area may result in disciplinary actions by administration.

Campus Arrival/Departure

Upon arriving at school, students are to report to the commons area for breakfast or gymnasium where they will be dismissed to first period class. Students who need to report to a classroom must have a signed pass from a CMS staff member. Students are to vacate the building in a timely manner at the end of the school day unless involved in extracurricular or teacher-supervised activities.

SALE OF FOOD PRODUCTS AT SCHOOL

Sales of candy/food are not permitted during the school day. The sale of food products at school by school sponsored groups will be at the discretion of the Building Principal and permission must be obtained by the club sponsor prior to any sales campaign. All food products sold to students are done with the expectation that the product(s) will be handled/consumed in accordance with all other school rules.

SCHEDULE CHANGES (COLLINSVILLE HIGH SCHOOL)

Collinsville High School creates a new Master Schedule to accommodate the students' course requests during the registration process. Students may see their counselor regarding schedule changes during the first five (5) days of the First Semester and the first five (5) days of the Second Semester. Changes in courses may be honored if the request is related to: 1) Graduation requirements; 2) First semester failures; 3) Failed prerequisite courses; 4) Computer errors; 5) College entrance requirement; and/or 6) A grade of 'D' or 'F' in a class.

Schedule changes will not be made for the following reasons: 1) Lunch hour preference; 2) A student changes his/her mind; 3) A student doesn't like people in the class; 4) A student simply doesn't like his/her schedule; 5) Teacher preference (with the exception of administrative approval). Students should not expect any schedule changes to be made after the first five days of the first quarter and after the first five days of the third quarter. Final decisions regarding student placement procedures and schedule change approval/denial will reside with the building principal.

Important Notice: Students who withdraw from a class after the first five weeks of the first semester and the first five weeks of the second semester will receive a grade of "F" on his/her transcript for the course.

SCHOOL HOURS

Collinsville schools operate with staggered start times to facilitate the efficient transportation of students. A modified schedule is followed for the first and last day of each school year as well as for staff in-service days. Students are dismissed ½ hour early EVERY Wednesday during the school year so staff can participate in Professional Learning Communities (PLC).

SCHOOL HOURS

School	Full Day Schedule	Wednesday Schedule	Half Day Schedule
Elementary Schools *(except Webster)*	8:00AM – 2:45PM	8:00AM – 2:15PM	8:00AM – 11:25AM
Elementary School (*Webster*)	8:00AM – 2:30PM	8:00AM – 2:00PM	8:00AM – 11:10AM
Dorris Intermediate School	8:50AM – 3:35PM	8:50AM – 3:05PM	8:50AM – 12:15PM
Collinsville Middle School	8:35AM – 3:30PM	8:35AM – 3:00PM	8:35AM – 12:05PM
Collinsville High School	7:55AM – 2:55PM	7:55AM – 2:25PM	7:55AM – 11:25AM
Hollywood Heights School	7:30AM – 1:30PM	7:30AM – 1:30PM	

NOTE: Subject to change as per Board of Education approved Return to Learning Plan

SCHOOL MESSENGER

In our efforts to improve communication between parents and school, schools in Collinsville Unit 10 institute a telephone broadcast system that will enable school personnel to notify all households and parents by phone within minutes of an emergency or unplanned event that causes early dismissal, school cancellation, or late start. The service may also be used from time-to-time to communicate general school announcements or reminders. This service is provided by School Messenger, which specializes in school-to-home communications. This program requires NO registration. The primary contact phone number in our student information system database will be used as the contact number. In order to receive important messages via the School Messenger program, it is imperative that parents/guardians report any changes in the student's primary phone number as promptly as possible.

SCHOOL REPORT CARD

The school report card is a document that is produced by the Illinois State Board of Education for each public school and school district in compliance with the Illinois School Code. The report card describes the performance of students by school attendance centers and by district. The report card also describes the district's use of financial resources. The final page of the school report card indicates whether Adequate Yearly Progress (AYP) is being made as required by the No Child Left Behind Act (NCLB). This page provides a breakdown of students meeting/exceeding state standards, the percent of students tested, and the graduation and/or attendance rates. NCLB requires that this information be reported in the areas of mathematics and reading for all students. Student achievement in these areas is also reported by "subgroup." The federal government mandates that test results for the following subgroups be calculated: gender, race/ethnicity, limited English proficiency, migrant, students with Individualized Education Plans and students receiving free or reduced lunch. The report cards for C.U.S.D. No. 10 may be accessed via the Illinois State Board of Education website at: http://webprod1.isbe.net/ereportcard/publicsite/getSearchCriteria.aspx

SCHOOL RESOURCE OFFICER/ DISTRICT SECURITY OFFICER

The Collinsville CUSD10 has two (2) full-time School Resource Officers (SRO) and a District Security Officer (DSO) to serve as a resource to administrators, classroom teachers, parents and students. The SRO and DSO also assist school officials with supervision and security on our campus, as well as many other services for our entire school community. The SRO and DSO act as an agent of the school and will assist the school administration with daily obligations of the school.

SCHOOL SONG (COLLINSVILLE HIGH SCHOOL)

FIGHT, FIGHT

Fight, Fight, for old CHS!
We'll show the people we are the best,
We will fight to raise that score cause we're always here to yell some more.
We've got a team that we think is great.
Come on and show them we really rate.
Kahoks, win this game tonight, so come on team, let's fight!
K-K-KAH...O-O-OKS...K-A-H-O-K-S...
Kahoks, Kahoks, Kahoks!

SCHOOL SPONSORED PUBLICATIONS, PRODUCTIONS AND WEBSITES

School-sponsored publications, productions and websites are governed by the Speech Rights of Student Journalists Act, school board policies and the student/parent handbook. Except as provided below, a student journalist has the right to exercise freedom of speech and of the press in school-sponsored media, including the right to determine the news, opinion, feature, and advertising content of school-sponsored media. Student journalists are prohibited from using school sponsored media in a way that: 1) Is libelous, slanderous, or obscene; 2) Constitutes and unwarranted invasion of privacy; 3) Violates Federal or State law, including the constitutional rights of third parties; or 4) Incites students to (a) commit

an unlawful act; (b) violate any school district policy or student handbook procedure; or (c) materially and substantially disrupt the orderly operations of the school. All school-sponsored media shall comply with the ethics and rules of responsible journalism. Text that fits into numbers one through four above will not be tolerated and school officials and student media advisers may edit or delete such material. The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media. No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of the school, school district or an expression of school board policy.

SCHOOL VISITATION RIGHTS

The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences. Letters verifying participation in this program are available from the school office upon request.

SEAL OF BILITERACY PROGRAM (COLLINSVILLE HIGH SCHOOL)

Collinsville High School students have the opportunity to be recognized by the State of Illinois for earning proficiency in English and one additional language. The Illinois State Board of Education's Seal of Biliteracy program will place an official seal on diplomas and confer official recognition on transcripts of those students who qualify.
Two honors are available: the Seal of Biliteracy and the Commendation Toward Biliteracy. The Seal of Biliteracy is awarded to those whose proficiency level is equivalent to the Intermediate High scale set by the American Council on the Teaching of Foreign Languages. The Commendation of Biliteracy is awarded to students whose proficiency level is rated at Intermediate Low or Intermediate Mid in a second language.

To qualify for the Seal of Biliteracy, seniors must: 1) Earn a minimum composite score of 21 on an official administration of the ACT, **OR** a score of 540 on the SAT English Language Arts **OR** 2) Earn a minimum overall score of 4.8 on the ACCESS for ELLs exam, **OR** a minimum score of I-5 on the ACTFL ESL Assessment **AND** Earn a minimum score of I-5 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish.

To qualify for the Commendation Toward Biliteracy, seniors must: 1) Earn a minimum composite score of 21 on an official administration of the ACT, **OR** a score of 540 on the SAT English Language Arts **OR** Earn a minimum overall score of 3.5 Literacy on the ACCESS for ELLs exam, **AND** Earn a minimum score of I-1, I-2, I-3 or I-4 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish; 2) Earn a minimum overall score of 3.5 Literacy on the ACCESS for ELLs exam, **AND;** 3) Earn a minimum score of I-1, I-2, I-3 or I-4 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish. Additionally, students of Latin may qualify for a Seal of Biliteracy by showing English proficiency through qualifying ACT or ACCESS scores and by earning a minimum score of I-5 on ACTFL's Latin Interpretive Reading Assessment (ALIRA). A qualifying English proficiency score and an ALIRA score of I-1, I-2, I-3 or I-4 will earn a Commendation Toward Biliteracy.
If you are interested in applying for the Seal of Biliteracy, please see your counselor for an application to apply for testing.

SEARCH AND SEIZURE

To maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School Authorities" includes school liaison police officers.

SCHOOL PROPERTY AND EQUIPMENT AS WELL AS PERSONAL EFFECTS LEFT THERE BY STUDENTS

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. The building principal may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

STUDENTS

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or district's student rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination. School officials may not request or require a student or his/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

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 questioning or, if they are not present, ensure that a school employee (including, but not limited to, a social worker, psychologist, nurse, guidance counselor, or any 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.

SEIZURE OF PROPERTY

If a search produces evidence that the student has violated or is violating either the law or the school or district's policies or rules, evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, evidence may be transferred to law enforcement authorities.

SEX OFFENDER & VIOLENT OFFENDER NOTIFICATION LAW

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except for in the following circumstances as they relate to the individual's child(ren): 1) To attend a conference at the school with school personnel to discuss the progress of their child; 2) To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services; 3) To attend conferences to discuss issues concerning their child, such as retention or promotion. In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board. Anytime that a convicted child sex offender is present on school property for any reason – including the three reasons above – he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children. A violation of this law is a Class 4 felony. State law requires that all school districts provide parents/guardians with information about sex offenders and violent offenders against youth. You may find the Illinois Sex Offender Registry on the Illinois State Police's website at: http://www.isp.state.il.us/sor/. You may find the Illinois Statewide Child Murderer and Violent Offender Against Youth Registry on the Illinois State Police's website at: http://www.isp.state.il.us/cmvo/.

SKYWARD FAMILY ACCESS (PARENT & STUDENT PORTAL)

Family *Access* is a real time district-sponsored tool for students and parents to track progress and keep current on assignments, attendance, tests and other academic activities. It may be accessed through the school district website www.kahoks.org - Parents/Students>Family *Access*. Activation codes will be mailed to parents and students when they enroll in the district. The activation code is designed to protect the privacy of data. Information, which may be obtained through the Family Access website, includes: *On-line Registration*, daily announcements, class schedules, updated grades, *report cards*, attendance reports and *the ability to update their School Messenger information*. Collinsville Unit 10 School District believes that communication between parents and school is critical for the success of students.

SPECIAL EDUCATION SERVICES

Collinsville CUSD No. 10 makes special education services available to all children ages three to twenty-one that reside within our district boundaries. Services are provided in the least restrictive environment based upon the child's individual needs and can range from providing consultation to the general education classroom teacher to full-day instructional programming for the student in the special education setting. Collinsville CUSD No. 10 ensures that services and programs are available for children with multiple disabilities, mild and moderate to severe and profound cognitive disabilities and physical, learning or emotional disabilities. If necessary, students may be placed in private education

facilities if services cannot be provided within the District.. Related services, such as speech and language therapy, physical therapy, occupational therapy, adaptive physical education and social work are also available to students who meet certain criteria and for whom a program has been developed. If you feel your child may need special education programming, please contact your building principal or school counselor.

REFERRALS FOR SPECIAL EDUCATION

If you believe your child may have a disability, and this disability is adversely affecting your child's education performance, please contact your building principal or school counselor to receive your full procedural rights. Requests for evaluations must be in writing and state the reason for the referral.

CHILD FIND/SPECIAL EDUCATION REFERRAL

The school district attempts to identify, locate and evaluate all children age 3 through 21 who are suspected of having a disability, which adversely affects educational performance. Additionally, the district refers families who are expecting a child or have children up to three years of age to our community partner, Children's Home and Aid, for home visiting and other services. Children with disabilities up to age three and in need of specialized services are referred to Child and Family Connections; an agency that coordinates needed services for the student and their families. Further child find activities include, early childhood screenings and teacher and/or parent referrals for case study evaluations. Screening dates for early childhood children (those children who will be three by the start of the school year up to kindergarten age) can be accessed on the district web site and the local newspapers. The early childhood screening is a free developmental check that includes gross and fine motor, cognitive, vision, hearing and speech/language screening. Children who show delays in two developmental areas may be referred for full case study evaluation for special education services.

Students with disabilities who do not qualify for an individualized education program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Code, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the child (i) has a physical or mental impairment that substantially limits one or more major life activities, (ii) has a record of a physical or mental impairment, or (iii) is regarded as having a physical or mental impairment. Inquiries regarding the identification, assessment and placement of students may be directed to the Collinsville CUSD10 Special Education Department (Hollywood Heights School, 6 Oakland, Caseyville, Illinois 62232, Phone: (618-343-2762).

RELATED SERVICE LOGS

For a child with an individualized education program (IEP), the school district must create related service logs that record the type of related services administered under the child's IEP and the minutes of each type of related service that has been administered. The school will provide a child's parent/guardian a copy of the related service log at the annual review of the child's IEP and at any other time upon request.

MAINTENANCE AND DESTRUCTION OF SPECIAL EDUCATION RECORDS

Special education records (case study components, IEP's and correspondence with educational and diagnostic centers) are considered temporary records and are housed at the Special Education Offices, 6 Oakland, Caseyville, IL 62232. Parents of students, or students, if they have succeeded to the rights of the parents, may view or request copies of these records by contacting the Director of Special Education & Related Services at 618-343-2762. Upon graduation or permanent withdrawal of a handicapped student, as defined in the School Code [105 ILCS 5/Art.14] and 23 Ill. Adm. Code 226, Subpart A (Special Education), psychological evaluations, special education files and other information contained in the student temporary record which may be of continued assistance to the student may, after five years, be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. Temporary records of those students who have permanently withdrawn or graduated from Collinsville Community Unit 10 will be destroyed after five years from the date of graduation or permanent withdrawal beginning the second week of June each year. Parents or students, if they have succeeded to the rights of the parent, are encouraged to claim these records because they may be of medical or educational benefit in the student's future. For those parents of students or students, if they have succeeded to the rights of the parents, who may wish to acquire any of these temporary records before they are to be destroyed, please contact the Director of Special Education & Related Services at 618-343-2762.

REQUESTION TO ACCESS CLASSROOM OR PERSONNEL FOR SPECIAL EDUCATION EVALUATION OR OBSERVATION

The parent/guardian of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child. For further information, please contact the school principal.

DISCIPLINE OF SPECIAL EDUCATION STUDENTS

The District shall comply with the Individuals with Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's *Special Education* rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability as determined through a manifestation hearing. Any special education student whose gross disobedience or misconduct is not a manifestation of his or her disability may be expelled pursuant to the expulsion procedures.

STANDARDIZED TESTS

Students and parents/guardians should be aware that the State and District require students in grades K-12 to take standardized tests throughout the school year. Parents are encouraged to cooperate in preparing students for the standardized testing, because the quality of the education the school can provide is partially dependent upon the school's ability to continue to prove its success in the state's standardized tests. Parents can assist their students achieve their best performance by doing the following: 1) Encourage students to work hard and study throughout the year; 2) Ensure students get a good night's sleep the night before exams; 3) Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein; 4) Remind and emphasize for students the importance of good performance on standardized testing; 5) Ensure students are on time and prepared for tests, with appropriate materials; 6) Teach students the importance of honesty and ethics during the performance of these and other tests; 7) Encourage students to relax on testing day.. *A parent/guardian may request, and the District will provide in a timely manner, information regarding student participation in any assessments mandated by law or District policy, which shall include information on any applicable right you may have to opt your student out of such assessment.*

STUDENT ATTENDANCE AREAS

The School District is divided into school attendance areas. The Superintendent will review the boundary lines annually and recommend any changes to the School Board. Students living in a given school attendance area will be assigned to that school. Homeless children shall be assigned according to Board policy 6:140, *Education of Homeless Children*. Building principals (or their designee) shall assign students to classes.

STUDENT BEHAVIOR

Copies of all School District policies on student behavior are available in the School office.

GENERAL DISCIPLINARY AUTHORITY

Because the Board of Education is entrusted with protecting the safety, health and welfare of the students, staff and property of the School District, it may be necessary at times to discipline students whose conduct affects the well-being of the schools. Discipline is determined on a case-by-case basis and is at the discretion of the administration and the Board of Education. The level of consequences imposed will be consistent with the Illinois School Code. Out-of-school suspensions and expulsions are only used for legitimate educational purposes. The district will make all reasonable efforts to resolve disruptions and minimize the length of exclusion to the greatest extent possible before disciplining a student with a suspension or expulsion. The District does not use zero-tolerance discipline except as required by federal law or the Illinois School Code. In accordance with constitutional due process and statutory requirements, the Board of Education may suspend or expel students in cases of gross disobedience or misconduct that occurs on or off campus. This includes on school buses, at bus stops, while students are traveling to or from school at school sponsored events, activities connected with the school program; any event having a nexus with the school; and at any other time such action is necessary for the safety and supervision of students and during periods of remote learning. 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: 1) on, or within sight of, school grounds before, during, or after school hours or at any time; 2) off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school; 3) Traveling to or from school or a school activity, function, or event; or 4) 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 and during periods of remote learning..

Only the Board of Education may determine to expel a student from school or from the school bus. The Superintendent, Assistant Superintendents, Principal and Assistant Principals may suspend students from school or the school bus for up to ten (10) school days. Suspensions or expulsions of students shall occur in compliance with procedural regulations to be promulgated and implemented by the administrators of the district. Disciplinary measures other than suspension or expulsion shall be determined by the administration and established in general regulations governing student discipline.

GENERAL PROCEDURES FOR RESOLVING SCHOOL PROBLEMS

School problems can best be resolved at the campus level, where problems start. In order to resolve problems, parents, guardians, and students can meet with a teacher at an appropriate time to discuss existing problems. If the parents, guardians, or students are dissatisfied with the teacher's decision or explanation, they can meet with the building administrator to review the area of concern. If the parents, guardians, or students are dissatisfied with the building administrator's decision or explanation, they can meet with the Director of Student Services to review the area of concern. If further assistance is needed, then parents, guardians, or students can meet with the Superintendent of Schools.

RESPONSIBILITIES IN BEHAVIOR INTERVENTIONS

The effective enforcement of the school based disciplinary management system is essential in keeping a school and school related activities free of disruption and are dependent on the exercise of the responsibilities by the following:

Students

Adhere to school, district, and classroom rules and regulations for behavior and good conduct, 2) Attend all classes regularly and be on time, 3) Prepare for class with appropriate materials and completed assignments, 4) Know that the

use, possession, distribution and/or sale of illegal or unauthorized drugs, alcohol, and weapons are unlawful and prohibited and that students may be searched in accordance with Board Policy and state and federal law in order to assure a safe school environment, 5) Show respect for others, 6) Conduct oneself in a responsible manner, 7) Pay required fees and fines, 8) Report threats to the safety of other students, teachers, and staff members, 9) Cooperate with staff members in the investigation of disciplinary matters, 10) Use technology and computers appropriately.

Parents

1) Support school, district, and classroom rules for student behavior and ensure that their children conduct themselves according to district standards, 2) Provide the school with a current address and home, work, and cellular telephone numbers, 3) Ensure student attendance at school by state law (student attendance is the sole responsibility of the parent or legal guardian), 4) Provide the appropriate school personnel with any student information that will affect the student's ability to learn, 5) Read, acknowledge, and understand that school policies and procedures are applicable to their children's conduct while they are at school and while they are attending events having a nexus with the school.

Teachers

Establish classroom-management procedures that concentrate on good student conduct and support school and district policies and procedures.

Administrators

Develop with all members of the school community an effective School-Based Discipline Management System that promotes and maintains the support of good student behavior.

Board of Education

Clarify the District's purpose, connect with the community, delegate authority, and monitor school performance. Serious offenses are those that substantially disrupt or materially interfere with the orderly process in the classroom, bus transportation, the school or any school-related activity and may include 'persistent' misbehavior. 'Persistent' shall be defined as more than one repeated instance of an administrative infraction. An administrator may find, on the basis of the facts and circumstances of the case that a student may benefit in an alternative educational setting.

Disciplinary measures applied to handicapped students are in accordance with the Rules and Regulations to Govern the Administration and Operation of Special Education in the State of Illinois, Individuals with Disabilities Education Act, and Section 504 of the Rehabilitation Act of 1973.

DISCIPLINE PROGRAMS

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out of school voluntarily due to behavioral or academic difficulties. Disciplinary actions apply equally to all students. All discipline will be imposed on a case-by-case basis. Potential disciplinary measures include, without limitation, any of the following measures: Oral correction; Disciplinary conference, phone call, letter, and/or e-mail; Parent/guardian notification: Temporary removal from the classroom; Restitution for lost or stolen goods or property; Community Service; After-school study or Before-school study provided the student's parent/guardian has been notified; Restitution or restoration, as applicable, from vandalism; Seizure of contraband, confiscation and temporary retention of the personal property that was used to violate school rules; Exclusion from extracurricular activities such as field-trips, commencement exercises/awards ceremonies; Suspension of bus riding privileges; Restriction or removal of computer-use privileges for up to one school year; Suspension from school (and all school activities) for up to ten (10) days; Expulsion from school and all school activities for a definite time period not to exceed two (2) years; Notification to juvenile authorities or other law enforcement in circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies; Transfer to the Center for Educational Opportunities (Madison County Regional Safe School Program) or other Alternative Education Program(s) if a student is expelled or otherwise qualifies for transfer under State Law; Any other appropriate disciplinary actions determined by the administration. The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension or expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Potential disciplinary measures also include, without limitation, the following measures:

Warning: This notifies a student and perhaps his/her parents/legal guardians that he/she is in violation of a rule or privilege of attending school.

Detention (CHS): The detention program is primarily a supervised study time for students. Students assigned detentions shall not be penalized academically. The program will run from 7:00AM – 7:45AM Monday through Friday and from 3:00PM to 4:00PM Monday, Tuesday, Thursday, and Friday. Parents may request that their child be given the next level of consequence in place of detention (In School Supervision). This request must be made prior to the scheduled detention assignment. Any student who refuses to serve, misbehaves, skips or intentionally misses an assigned detention will be assigned to In School Supervision on the following day. Students not reporting to detention on the day assigned may be reassigned to ISS the following day. Any changes to detentions must be made by a parent/guardian ONLY by contacting the appropriate administrator. For morning detention, the change must be made before 3 p.m. the day prior to the assigned detention. For afternoon detention, the change must be made by 12 p.m. on the day of the assigned detention.

Detention (CMS):

Reason for Detention: A teacher, staff member, or an administrator can write a referral for any reason considered interfering with the education process or noncompliance of school rules.

Notice: A one (1) day notice of before/after school detentions must be given by all teachers in order for the student to inform their parents, to arrange transportation, and to notify the location of the detention.

Lunch Detentions: Assigned by administration and are served during student's lunch period. Students in Lunch Detention will have lunch provided to them (based on their recorded lunch status) or will be permitted to bring lunch from home.

Absences: If absent or suspended, the student is required to serve the detention the next day he/she returns to school. It is the student's responsibility to remember the detention obligation.

Detention Rules: All school rules apply to detention. A student cannot be late or disruptive for detentions and must be busy with schoolwork during the entire detention period. Students are expected to arrive in the detention room on time, bring and work on assignments/school work.

Skipping Detention or Not Following the Rules of Detention: If a student skips detention or chooses not to follow the rules of detention, then the student may be assigned more detentions or ISS.

Tardy Detention: Tardy detentions will be assigned by the administration.

Teacher Detention: Teacher detentions will be held by the classroom teacher in a supervised classroom before or after school, or during lunch periods.

Problems: If a student or parent has questions concerning detention, they should contact the teacher regarding teacher-issued detention(s) or contact the administrations regarding administrative-issued detention(s).

In School Supervision (ISS) – (CHS): Students will serve In School Supervision (ISS) at school during the school day for as many days as their disciplinary consequences stipulate. During this time, students should work on the assignments being covered in their classes. Students serving ISS will be counted present and receive full credit for academic work completed. Teachers must provide assignments for credit at the student's request. If a student has an unexcused absence in conjunction with serving an ISS, then make-up work will not be permitted. Students are responsible for obtaining assignments from their teachers prior to reporting to ISS. ISS is the last opportunity a student has for remaining in school following disciplinary infractions. If a student chooses not to follow proper ISS procedure, he/she will be suspended out of school, and may reserve an additional day in ISS and/or STOP program assignment. Abuse of an ISS assignment or continued violation of ISS rules may result in the loss of the ISS option. Students or their parent/guardian MUST provide transportation home should the ISS assignment not be completed successfully. In order to change an ISS, the request must be made by 12 p.m. the day before the assigned ISS. An OSS may be requested in lieu of an ISS ONLY by a parent/guardian Note: School work may not be made up when a parent opts for OSS instead of ISS..

The following are rules, regulations, and procedures for the Collinsville High School ISS assignment: 1) Students must be in their seats when the 7:55 a.m. bell rings; 2) Students may not talk or cause any type of disruption or distraction to the "Absolute Quiet" atmosphere of the ISS; 3) No sleeping is permitted; 4) Students are to be studying, reading, and completing academic assignments quietly. Students must come prepared with pen, pencil, etc. to work in ISS; 5) Students are responsible to acquire and return make-up work for missed classes; 6) Lunch is spent in ISS. Students may bring a lunch from home or order a lunch. All drinks must be sealed. No soda is permitted in the ISS room; 7) A type "A" lunch is the only purchasable option. No other eating or drinking is permitted. Gum and cough drops are not permitted at any time; 8) Once the lunch orders have been placed, no additions will be made; 9) There will be three breaks during the day. There will be no other breaks, trips to the lockers, or use of the phones except for medical reasons or emergencies; 10) Students who leave ISS early on will not receive credit for the day and would therefore serve the ISS on the next day of attendance. The student will still receive academic credit for all work completed; 11) Students who are absent from school on days to be spent in ISS must make up the days absent when they return to school; 12) In the event that school is canceled for any reason on the day of an ISS assignment, the student should report to ISS on the first day that school resumes; In the event that a student is absent on the day of an ISS assignment, the student should report to ISS on the first day that the student returns to school, 13) Dismissal is at 2:55 P.M. Students are to take all of their books and materials with them each day of an ISS assignment. Nothing is to be left in the ISS room. Anything left in the room will be taken to the Lost and Found; 14) Students who fail to successfully complete an ISS assignment may be sent home. For a failure to complete ISS assignment: 1) the office will contact the parent; 2) the parent must arrange for student transportation home, and; 3) the day may be recorded as an Out of School Suspension. Additional failures of ISS may result in out of school suspension for the number days remaining for the ISS assignment.

If a parent/guardian is not able to arrange for transportation home: 1) the student will be sent to the library testing center; 2) the day attendance will be recorded as an in-building absence (IA) and; 3) the student must serve a STOP assignment on the next day of student attendance.

In-School Supervision (ISS) (CMS)

In-school supervision may be offered as an alternative to out-of-school suspension.

Students assigned to In-School Supervision (ISS) must first report to first period class and then proceed to the ISS room. It is the student's responsibility to obtain homework assignments and take work materials to ISS daily. Administrators will give students ample time to collect homework assignments. Any student who refuses to report to ISS will be subject to STOP or out-of-school suspension. The rules of ISS are posted in the ISS room and are available to parents/guardians upon request. Failure of In-School Supervision (ISS); Students must pass a full day of ISS to fulfill their ISS obligation.

The ISS Supervisor will determine whether a student passes or fails based on the compliance of the student to the rules of ISS. If a student chooses not to follow proper ISS procedures, s/he may be suspended out of school for the day s/he failed. Based on the reason for ISS failure, the remaining ISS days may be turned into STOP or Out-of-School Suspensions. Parents are encouraged to avoid scheduling appointments or requesting early dismissal(s) of students on an assigned, ISS day(s). Changes to the ISS date(s) selected by administration may only occur when the parent/guardian of the assigned student contacts the administrator who made the assignment to request an alternative ISS date(s). CMS encourages all students to serve ISS assignments; parent(s)/guardian(s) may opt for their child to serve one day of Out-of-school suspension for every ISS assigned to their child, but it is highly discouraged. Students who are absent from school on days to be spent in ISS will have to make up the days absent when they return to school. Homework assignments completed during ISS can be turned in for credit when the student returns to regular classes. Quizzes and tests missed while a student is assigned to ISS can be made up. All students in ISS will have a lunch provided to them (based on their recorded lunch status) during a common ISS lunch period. ISS assignments must be served on school days when school is in session. In the event that the ISS day(s) assigned to a student spans a day(s) classified as a district emergency day (i.e. snow day) the emergency day(s) will not be counted toward the fulfillment of the ISS assignment.

Short Term Option Program (STOP) (DIS/CMS/CHS): The Short Term Option Program (STOP) is designed to keep suspended students in school. Students assigned to the STOP program report directly to the school office upon arrival to the school campus and are then transported to the Center for Educational Opportunities (CEO) Madison County (IL) Regional Safe School located in Troy, Illinois. Teachers at the Regional Safe School STOP Program work with students to complete assigned academic work from Collinsville High School.

Out of School Suspension (OSS): A student's out of school suspension assignment is determined on a case-by-case basis and is at the discretion of school administrators and Board of Education. *The level of consequences imposed will be consistent with the Illinois School Code.* Students assigned to Out of School Suspension (OSS) will not be allowed on school district property at any time during their Out of School Suspension. Out of School Suspensions are assigned only for days when school is in session. In the event that school is cancelled for any reason during the period of an out of school suspension, the student will serve the remaining day(s) of the out of school suspension period on the next day(s) that school resumes. During an out of school suspension assignment, the student will be permitted to make up all missed work, including homework and tests, for equivalent academic credit. Students who are suspended Out-of-School for longer than 4 school days may be provided appropriate and available support services during the period of their suspension as determined by school officials.

Out of School Suspension Procedures (OSS)

The following are suspension procedures:1) Before suspension, the student shall be provided a conference during which the charges will be explained and the student will be given an opportunity to respond to the charges; 2) A pre-suspension conference is not required and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable; 3) Any suspension shall be reported immediately to the student's parent(s)/guardian(s). A written notice of the suspension shall state the reasons for the suspension, including any school rule that was violated, and a notice to the parent(s)/guardian(s) of their right to a review of the suspension. A copy of the notice shall be given to the Board of Education; 4) Upon request of the parent(s)/guardian(s), the Board of Education or a hearing Officer appointed shall conduct a review of the suspension by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or the hearing officer and may be represented by counsel. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action, as it finds appropriate.

NOTE: *Parents/Guardians who elect not to send their child to school on a day of assigned In-School suspension and/or Short Term Option Program (STOP) will be considered as unexcused absences from school. Students will not be allowed to make up work missed due to these days of unexcused absence.*

Expulsion

Expellable acts include, but are not limited to, serious misbehavior and/or illegal acts that threaten to impair the educational efficiency of the school and/or that most seriously disrupt the orderly educational process in the classroom and/or school. Expulsion may occur if misbehavior occurs on school property or at any school-sponsored or school-related activity on or off of school property that may cause a serious threat to the safety of the school community. Expulsion means removal of a student from school for more than ten consecutive school days and possible placement in an alternative setting for one (1) to two (2) school years. The terms of expulsion also mean that a student who has received out-of-school suspension, is being considered for expulsion, and/or has been expelled is prohibited from being on school/district grounds, at school-sponsored activities, or present at any function affiliated with the school district for the time span of the suspension/expulsion.

Expulsion Procedures

The following are expulsion procedures: 1) Before expulsion, the student and parent(s)/guardian(s) shall be provided written notice of the time, place, and purpose of a hearing by registered or certified mail requesting the appearance of the parent(s)/guardian(s). If requested, the student shall have a hearing, at the time and place designated in the notice, conducted by the Board or hearing officer appointed by it. If a hearing officer is appointed by the Board, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate; 2) During the expulsion hearing, the student and his or her parent(s)/guardian(s) may be represented by counsel, present

witnesses, and other evidence and cross-examine the witnesses. At the expulsion hearing, the Board or hearing officer shall hear evidence of whether the student is guilty of gross disobedience or misconduct as charged. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.

Readmission to school after an expulsion

In order for a student to be readmitted to the school after completing an expulsion, the student and/or parent/legal guardian must complete the following (consecutively): 1) Meet all standards of passing the Alternative School-CEO/ETC and or the terms of the expulsion specified by the C.U.S.D. No. 10 Board of Education (school and/or the CUSD10 District Office should receive documentation verifying completion of the Alternative School within the allotted time frame of enrollment); 2) The student and/or parent/legal guardian must call the C.U.S.D. No. 10 Administrative Office to arrange a time to show proof of residency in the school district; 3) High School and Middle School students and/or parent/legal guardian must call the school to meet with his/her counselor/building Principal in order to arrange for class registration for the upcoming semester.

Re-Engagement of Returning Students

The building principal or designee shall meet with a student returning to school from an out-of-school suspension, expulsion or alternative school setting. The goal of this meeting shall be to support the student's ability to be successful in school following a period of exclusion and shall include an opportunity for students who have been suspended to complete or make-up missed work for equivalent academic credit. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of out-of-school suspension. Students suspended out of school for five (5) or more days shall have a maximum of five (5) days to submit academic work to their teacher.). Long term assignments such as research projects and papers assigned before a suspension and due during the suspension may be turned in on the day the student returns from suspension without penalty. Long term assignments made during a suspension are due on the assigned due date. The District has the discretion of providing additional support services as deemed appropriate by school officials.

Students may be disciplined for misconduct or gross disobedience, including, but not limited to the following: Academic dishonesty (including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards and wrongfully obtaining test copies or scores)***;*** Any threatening, harassing, or intimidating behavior; Attendance in restricted areas***;*** Bus misconduct; Cafeteria misconduct; (In the absence of a reasonable believe that an emergency exists) Calling emergency responders (calling 911), signaling or setting off alarms or signals indicating the presence of an emergency or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity; Computer (inappropriate use); Conduct that includes public lewdness or indecent exposure, defined to include offenses against chastity, common decency, morals, and the like***;*** Disobeying rules of student conduct or directives from staff members or school officials (Examples of disobeying staff directives include refusing a staff member's request to stop or submit to a search); Disrespect (behaviors verbal or in writing that are abusive or derogatory in nature); Dress/grooming (inappropriate displays); Endangerment of the physical or psychological well-being of school personnel or students by conduct or actions (including 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 be a threat or an attempted intimidation of a staff member; or endanger the health or safety of students, staff, or school property); Engaging in Bullying, Hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other student 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 using a school computer or school computer network, or other comparable conduct); Engaging in the offense of retaliation against a staff member for that person's performance of upholding the rules and regulation of the school; Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault; Engaging in teen dating violence; Failure to abide by rules and regulation at extracurricular activities or at co-curricular activities such as field trips; Falsifying information; Fighting (with or any assault of another student or staff member – this includes any intentional physical contact such as hitting, slapping, punching, shoving, etc.); Gambling; Gang Activity or Gang-like activity; Horseplay (pushing, shoving, etc.); Inappropriate displays of affection; Insubordination (willful failure to respond and carry out the directions of an administrator or school personnel); Knowingly making a false report against a staff member that is later determined to be unsubstantiated at the conclusion of any investigation initiated as a result of the report***;*** Loitering; 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 studies within the school grounds at the time the that 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; Operating an unarmed aircraft system (AUS) or drone for any purpose on school grounds or at any school event unless granted permission by the building principal; Participation in an illegal organization such as a fraternity, sorority, secret society, gang, cult, or other criminal combination prohibited by law; Profanity and Vulgarity (language, objects or gestures that may be found to be offensive to the commonly accepted standards of decency; Repeated violation of classroom or

transportation rules; Selling or soliciting for sale any merchandise without proper administrative permission; Setting off the fire alarm and/or tampering with fire extinguishers and/or automated external defibrillators (AEDs); Tardiness/Truancy; The possession and/or use of any object/material which reasonably could be considered to be distracting to the educational setting of the school (including, but not limited to, guitars, guitar cases, flowers, balloons, skateboards, hoverboards, unarmed aircraft systems, drones); The possession of matches or other flammable materials; The possession and use of cellular and wireless telephones, laser pointers, IPODs, and electronic viewing or listening devices (including, but not limited to: pagers, text messaging devices, two-way radios, personal digital assistants [PDAs], audio, video, photographic or similar digital devices capable of storing, sharing, and/or transmitting information on campus or at functions during school hours or at any other time in a manner that disrupts the educational process or violates the rights of others, including using the device to take photographs in the locker rooms or bathrooms, cheat or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting."); The throwing of snowballs; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, of any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered form; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of alcohol; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any tobacco or nicotine products (including electronic cigarettes, e-cigarettes, vapes, vape pens or other vaping related products); The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any illegal drug, controlled substance, or cannabis (including marijuana, medical cannabis and hashish unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law and board policy); The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use, possession, distribution (including attempt to use, obtain or distribute), sale, or purchase of medical cannabis, unless authorized under Ashley's Law and board policy, is prohibited; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale), purchase, or being under the influence of harmful, illegal or across the counter drug; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale), or purchase of any performance enhancing substance on the Illinois High School Association's most current banned substance list (unless administered in accordance with a prescription); The use, possession, distribution (including attempt to use, obtain or distribute) sale (or offering for sale), or purchase of any inhalant (or paraphernalia for an 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 (The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications); The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of 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 unless authorized under board policy and Ashley's Law; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of "look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance or other substance that is prohibited by this policy; 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, controlled substance or other substance that is prohibited by this policy; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of any weapons (including guns and knives and/or look alike weapons) or violating the procedures listed in the Weapons Policy of this handbook; The use, possession, control, or transfer of a firearm, a look alike, knife, brass knuckle 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; Theft (including possession, distribution or attempt to obtain or distribute stolen items) and/or damage to property; Trespassing (entering school property or a school facility without proper authorization. NOTE: any student suspended out of school may not enter the school grounds, attend any school sporting events, or school-related activity or building at any time during the suspension); Unprepared for class (ie. not dressing for physical education class); Vandalism; Vehicle Infractions (including driving and parking without a sticker); Verbal confrontation; Violation of the cell phone/electronic device policy, including, not limited to: harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent; Violation of the CHS Parking

Permit Policy; Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing; Violations of rules or procedures established by the classroom teacher; Any other acts that interfere with the orderly educational process in the classroom or 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. 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.

DISCIPLINE OF STUDENTS WITH DISABILITIES

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

Discipline of Special Education Students

The District shall comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's *Special Education* rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

DISCIPLINARY INFRACTIONS & CONSEQUENCES

Building Principals reserve the right to determine appropriate disciplinary actions for offenses which are not contained in the aforementioned list. Similarly, the administration reserves the right, on a case-by-case basis, to deviate from the specified disciplinary actions when such deviations are determined to be necessary for the proper and safe operation of our school. Any infraction, depending upon the surrounding circumstances, may warrant discipline up to and including expulsion.

CORPORAL PUNISHMENT

Corporal punishment is illegal and will not be used. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in a 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.

ISOLATED TIME OUT, TIME OUT AND PHYSICAL RESTRAINT

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, and physical restraint as discipline or punishment, convenience for staff, retaliation, a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others

STUDENT DISTRIBUTION OF NON-SCHOOL SPONSORED PUBLICATIONS

A student or group of students seeking to distribute more than 10 copies of the same material on one or more days to students must comply with the following guidelines: 1) The student(s) must notify the building principal of the intent to distribute, in writing, at least 24 hours before distributing the material. No prior approval of the material is required; 2) The material may be distributed at times and locations selected by the building principal-such as before the beginning or ending of classes at a central location inside the building; 3) The building principal may impose additional requirements whenever necessary to prevent disruption, congestion, or the perception that the material is school-endorsed; 4) Distribution must be done in an orderly and peaceful manner, and may not be coercive; 5) The distribution must be conducted in a manner that does not cause additional work for school personnel. Students who distribute material are responsible for cleaning up any materials left on school grounds; 6) Students must not distribute material that: a) Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; b) Violates the rights of others, including but not limited to, material that is libelous, invades the privacy of others, or infringes on a copyright; c) Is socially inappropriate or inappropriate due to the students' maturity level, including but not limited to, material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or sexting as defined by School Board policy and Student Handbook; d) Is reasonably viewed as promoting illegal drug use; or e) Is primarily prepared by non-students and distributed in elementary and/or middle schools; 7) A student may use the School District's Uniform Grievance Procedure to resolve a complaint; 8) Whenever these guidelines require written notification, the appropriate administrator may assist the student in preparing such notification. A student or group of students seeking to distribute 10 or fewer copies of the same publication on one or more days to students must distribute such material at times and places and in a manner that will not cause substantial disruption of the proper

and orderly operation and discipline of the school or school activities and in compliance with paragraphs 4, 5, 6, and 7.Students are prohibited from accessing and/or distributing at school any pictures, written material, or electronic material, including material from the Internet or from a blog, that: 1) Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; 2) Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright; 3) Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language; 4) Is primarily intended for the immediate solicitation of funds; or 5) Is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students. The distribution of non-school-sponsored written material must occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the school district.

STUDENT PERSONNEL SERVICES

The CUSD10 Student Personnel Services is made available to the students by a variety of professionals and specialists (school counselors, qualified school nurse, school social workers, school psychologist) for the health, education, and welfare of every student attending schools in the Collinsville Unit 10 School District. There are a limited number of services provided on campus, but many more services are made available through the referral process. The District assumes no liability for preventing, identifying, or treating such problems for responding to students with social, emotional, or mental health problems that impact learning ability. Services shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

STUDENT PRIVACY PROTECTIONS

The District has adopted and uses several policies and procedures regarding student privacy, parental access to information and administration of certain physical examinations to students. Copies of these policies are available upon request.

SURVEYS

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives as identified in School Board policy 6:10, *Educational Philosophy and Objectives*, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

SURVEYS BY THIRD PARTIES

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the building principal.

SURVEYS REQUESTING PERSONAL INFORMATION

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items: 1) Political affiliations or beliefs of the student or the student's parent/guardian; 2) Mental or psychological problems of the student or the student's family; 3) Behavior or attitudes about sex; 4) Illegal, anti-social, self-incriminating, or demeaning behavior; 5) Critical appraisals of other individuals with whom students have close family relationships; 6) Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers; 7) Religious practices, affiliations, or beliefs of the student or the student's parent/guardian; 8) Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent/guardian may inspect the survey or evaluation upon, and refuse to allow their child to participate in the survey. The school will not penalize any student whose parent/guardian exercised this option.

INSTRUCTIONAL MATERIAL

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

PHYSICAL EXAMINATIONS

Parents have the right to notification of any physical examinations or screenings, which the district may administer to the student.

STUDENT TEACHER VIDEO AND AUDIO RECORDINGS

Collinsville Community Unit School District No. 10 routinely participates in the education of college level student teachers seeking a degree in the education field. Student teachers are required by their college coursework to create audio

and video recordings of their lessons and the reactions of students to their lessons. As a result, students may occasionally appear in video recordings taken by a student teacher authorized by the Building Principal to student teach and to create video or audio recordings of student reactions.

Confidentiality

The video and audio recordings of District students by a student teacher are to be solely in their coursework and in furtherance of their college education. The student teacher will not release the video or audio recording except to his/her college professor. The video/audio recording is destroyed after it is reviewed by the student teacher's professor.

Consent

The School District must have consent from the student's parent and/or guardian prior to a student teacher creating a video or audio recording of District students for their college coursework

STUDENT RECORDS

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings that are created in part for law enforcement, security, or safety reasons or purposes; and electronic recordings made on school buses. School student records are confidential. Information from them shall not be released other than as provided by law.

The student's written records are in two categories: permanent and temporary.

"Student Permanent Record" means and shall consist of the following, as limited by Section 2(d) of the Illinois School Student Records Act [105 ILCS 10]: Basic identifying information, including the student's name and address, birth date and place, and gender, and the names and addresses of the student's parents; Evidence required under Section (5)(b)(1) of the Missing Children's Records Act [325 ILCS 50/5(b)(1)]; Academic transcript, including: grades, class rank, graduation date and grade level achieved; scores on college entrance examinations, except that a parent may request, in writing, the removal from the academic transcript of any score received on college entrance examinations (also see Section 375.30(d)); the unique student identifier assigned and used by the Student Information System established pursuant to 23 Ill. Adm. Code 1.75 (Student Information System); as applicable, designation of an Advanced Placement computer science course as a mathematics-based, quantitative course for purposes of meeting State graduation requirements set forth in Section 27-22 of the School Code [105 ILCS 5/27-22]; as applicable, designation of the student's achievement of the State Seal of Biliteracy, awarded in accordance with Section 2-3.157 of the School Code [105 ILCS 5/2-3.157] and 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); and as applicable, designation of the student's achievement of the State Commendation Toward Biliteracy, awarded in accordance with 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); Attendance record; Health record; Record of release of permanent record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)]; Scores received on all State assessment tests administered at the high school level (i.e., grades 9 through 12) (see 105 ILCS 5/2-3.64a-5); and If not maintained in the temporary record, may also consist of: Honors and awards received; and Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations. No other information shall be placed in the student's permanent record.

"Student Temporary Record" means all information not required to be in the student permanent record and shall consist of the following, as limited by Section 2(d) of the Illinois School Student Records Act [105 ILCS 10]: A record of release of temporary record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)]; Scores received on the State assessment tests administered in the elementary grade levels (i.e., kindergarten through grade 8) (see 105 ILCS 5/2-3.64a-5); The completed home language survey form (see 23 Ill. Adm. Code 228.15 (Identification of Eligible Students)); *Information regarding serious disciplinary infractions* (i.e., those involving drugs, weapons, or bodily harm to another) *that resulted in expulsion, suspension or the imposition of punishment or sanction*; *Information provided under Section 8.6 of the Abused and Neglected Child Reporting Act* [325 ILCS 5/8.6], as required by Section 2(f) of the Any biometric information that is collected in accordance with Section 10-20.40 or 34-18.34 of the School Code [105 ILCS 5/10-20.40 or 34-18.34]; Health-related information; Accident Reports; and May also consist of: Family background information; Intelligence test scores, group and individual; Aptitude test scores; Reports of psychological evaluations, including information on intelligence, personality and academic information obtained through test administration, observation or interviews; Elementary and secondary achievement level test results; Participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations; Honors and awards received; Teacher anecdotal records; Other disciplinary information; Special education records; Records associated with plans developed under section 504 of the Rehabilitation Act of 1973 (29 USC 701 et seq.); and Any verified reports or information from non-educational persons, agencies or organizations of clear relevance to the education of the student.

Student's written records are kept on file in the school office/counseling office and are available to students, parents and/or legal guardians for inspection. Students and/or parent(s)/legal guardians may inspect the written records with a designated employee of the school during regular hours of the school day. A parent, student, and/or legal guardian may contact the administrator to gain access to the records. Access will be granted within a reasonable amount of time but not more than ten (10) business days after receiving the request. "Parent" means a person who is the natural parent of the student or other person who has the primary responsibility for the care and upbringing of the student. All rights and

privileges accorded to a parent under this Act shall become exclusively those of the student upon his 18th birthday, graduation from secondary school, marriage or entry into military service, whichever occurs first. The student may also exercise such rights and privileges at any time with respect to the student's permanent school record.

If information contained in the records is disputed by the parent, student, and/or legal guardian, a request to meet with the Principal or Superintendent must be made within a reasonable time after the review of the record to provide for the correction, deletion, or further explanation of such information.

In the absence of any court order to the contrary, to require, that upon the request of either parent of a pupil whose parents are divorced, copies of the following reports or records which reflect the pupil's academic progress, reports of the pupil's emotional and physical health, notices of school initiated parent-teacher conferences, notices of major school sponsored events, such as open house, which involve pupil-parent interaction and furnished by the school district to one parent be furnished by mail to the other parent.

The school will review student's records periodically to make certain they are accurate. Permanent records will be maintained for not less than sixty (60) years after a student has graduated or otherwise permanently withdrawn from school. Temporary records will be maintained for five years following graduation, school transfer and/or withdrawal and will be destroyed on July 1. A parent, student, and/or guardian have the right to inspect and copy such records before destruction. A charge of the actual cost for providing a copy of the school record will be paid by the requesting party, but may not exceed 35 cents per page.

Upon graduation or permanent withdrawal of a handicapped student, the psychological evaluation, special education files and other information contained in the student temporary record may be of continued assistance to the student may, after five (5) years be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. The school shall explain to the student and the parent the future usefulness of these records.

If a certified copy of an order of protection has been filed with a school district, then the district shall notify its school employees that the student records or information in those records of a protected child identified in the order shall not be released to the person against whom the order was issued.

RELEASE OF INFORMATION

The school shall transfer the student record to another school in which the student has enrolled or intends to enroll upon a signed parental release form. The parent will receive prior written notice of the nature and substance of the information to be transferred and an opportunity to inspect, copy, and challenge such information. If the address of the parents is unknown, notice may be served upon the records' custodian of the requesting school for transmission to the parents. Such service shall be deemed conclusive, and ten (10) calendar days after such service, if the parents make no objection, the records may be transferred to the requesting school.

No individual or agency can force an individual to release his/her records. A release of students' written records will not be made to persons or agencies unless written consent is given by parents, students, or a court order is issued. However, a release of records without parental consent could be made due to an emergency release of personally identifiable information from education records to provide for release of information for medical health or safety. In certain instances where consent is not required, written notification of such information will be given to the parents. Directory information is limited to: a student's name, grade level; photographs, media interviews, videos and digital images used for informational or news-related purposes of a student participating in school or school-sponsored activities, organizations and athletics that appear in school publications such as yearbooks, newspapers or sporting or fine arts programs; academic awards, degrees and honors; information in relation to school-sponsored activities, organizations, and athletics; major field of study; and period of attendance at the school. Any parent/guardian or eligible student (student 18 or older) may prohibit the release of directory information by delivering a written request to the building principal. The contact must be made by September 15 of each school year or the information will be released at the appropriate time.

RULES REGULATING THE INSPECTION OF STUDENT'S WRITTEN RECORDS

The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's school records. They are: 1. **The right to inspect and copy the student's education records within 10 business days of the day the District receives a request for access.** The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. Within 10 business days, the building principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. In certain circumstances, the District may request an additional 5 business days in which to grant access. The District charges $.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost. These rights are denied to any person against whom an order of protection has been entered concerning the student.; 2. **The right to have one or more scores received on college entrance examinations included on the student's academic transcript.** Parents/guardians or eligible students may have one or more scores on college entrance examinations included on the student's academic transcript. The District will include scores on college entrance examinations upon the written request of the parent/guardian or eligible student stating the name of each college entrance examination that is the subject of the request and the dates of the scores that are to be included.; 3. **The right to request the amendment of the student's education records that the parent/**

guardian or eligible student believes are inaccurate, irrelevant, or improper. A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought. If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.; 4. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or Illinois School Student Records Act authorizes disclosure without consent.** Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility or contractual obligation with the district. Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records. Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring. Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.; 5. **The right to a copy of any school student record proposed to be destroyed or deleted.** The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student's change in attendance centers, whichever occurs first.; 6. **The right to prohibit the release of directory information.** Throughout the school year, the District may release directory information regarding students, limited to: Name, Address, Grade level, Birth date and place, Parent/guardian names, addresses, electronic mail addresses, and telephone numbers, Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs, Academic awards, degrees, and honors, Information in relation to school-sponsored activities, organizations, and athletics, Major field of study, Period of attendance in school. Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.

> *Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.*

7. **The right to request that military recruiters or institutions of higher learning not be granted access to your student's information without your prior written consent.** Federal law requires a secondary school to grant military recruiters and institutions of higher learning, upon their request, access to secondary school students' names, addresses, and telephone numbers, unless the student's parent/guardian, or student who is 18 years of age or older, submits a written request that the information not be released without the prior written consent of the parent/guardian or eligible student. If you wish to exercise this option, notify the building principal.; 8. **The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law. 9. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is: U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue, SW, Washington DC 20202-8520

STUDENT BIOMETRIC INFORMATION

Before collecting biometric information from students, the school must seek the permission of the student's parent/guardian or the student, if over the age of 18. Biometric information means information that is collected from students based on their unique characters, such as a fingerprint, voice recognition or retinal scan.

STUDENT RIGHTS AND RESPONSIBILITIES

The School Board, in support of the aims of public education, believes that the behavior of students attending public schools shall reflect standards of good citizenship demanded of members of a democratic society. Self-discipline (responsibility for one's actions) is one of the important ultimate goals of education. The School Board also believes that, while education is a right of American youth, it is not an absolute right; it is qualified first by eligibility requirements. Our courts speak of education as a limited right or a privilege. That is, students who fail to perform those duties required of them upon attendance in a public school may be excluded from the school.

STUDENT RESPONSIBILITIES

Students, as citizens of the United States, are guaranteed certain individual rights and have individual responsibilities that correspond. Parents, teachers, and administrators have a duty to protect the rights of students while maintaining an educational atmosphere conducive to the teaching and learning process. The concept of balancing the rights of the individual with the rights of society is as valid in the educational community as in the larger community. There are certain special responsibilities required of a citizen who is a student in school: 1) To become informed of and adhere to reasonable rules and regulations established by local boards of education and implemented by school administrators and teachers; 2) To respect the rights and individuality of other students and school administrators and teachers; 3) To refrain from libel, slanderous remarks, and obscenity in verbal and written material; 4) To dress and groom in a manner that meets reasonable standards of health, cleanliness and safety; 5) To be punctual and present in the regular or assigned school program to the best of one's ability; 6) To refrain from gross disobedience or misconduct or behavior that materially and substantially disrupts the educational process; 7) To maintain the best possible level of academic achievement; 8) To respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline in the school and at school sponsored activities.

STUDENT RIGHTS

All students are entitled to enjoy the rights protected by the Federal and State Constitutions and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

STUDENT SUCCESS STRATEGIES

Students are reminded that the following strategies should be carried out on a daily basis in order to succeed academically in class: 1) Respect teaching and learning; 2) Prepare for each class; 3) Approach each class with enthusiasm for the learning process and academic inquiry; 4) Be willing to be active learners in the classroom; 5) Value diversity in the class and refrain from using language that may be insulting or insensitive; 6) Commit the necessary time and effort in each course; 7) Complete all assignments in a timely and neat fashion; 8) Communicate with teachers in a respectful tone to prevent an issue from becoming an insurmountable problem; 9) Respect the learning environment by minimizing distractions such as arriving late or reading other materials in class.

STUDENT RIGHTS PROCEDURES

GRIEVANCE

A grievance is a difference of opinion raised by a student or a student's parent or parents involving: 1) The meaning, interpretation or application of established policies; 2) Difference of treatment; or 3) Application of the legal requirements of civil rights legislation. This procedure is not intended to limit the option of the district and a grievant(s) to resolve any grievance mutually and informally. Hearings and conferences under this procedure shall be conducted at a time and place, which will afford a fair and equitable opportunity for all persons involved.

DUE PROCESS FOR STUDENT GRIEVANCE PROCEDURES

The Grievance Procedures, along with explanation, due process and directions, are available for inspection in the Superintendent's office, building Principal's office, Counselor's office, and Coordinator's offices for Title IX, Section 504 and Title VI. It is the policy of this district that all grievances be resolved quickly and at the lowest step possible.

1. Right to Representation: The aggrieving may choose to be represented by an attorney or other person of their choosing.

2. Right to Present Witnesses and Evidence: The grievant(s) shall be allowed to present relevant evidence and pertinent witnesses. Both parties shall have the opportunity for hearing and questioning witnesses.

3. Time Limits: All participants shall adhere to the time limits prescribed for each level. Failure by the administration at any step in the procedure to communicate the decision on the grievance within the specified time limit shall permit the grievant(s) to proceed to the next step. Failure on the part of the grievant to appeal the decision to the next step within the specified time limits shall be an acceptance of the decision rendered at that step.

4. Right to Information: Unless state laws and right-to-privacy acts are violated, all relevant information must be made available to all parties.
5. Right to Privacy: During the grievance procedure, prior to Step III, the grievant(s) shall have the right to designate whether the procedure and meetings will be confidential.
6. Reprisals - Retaliation: Participants in a grievance submitted to this district shall not be subjected to reprisals, retaliation or different treatment because of such participation. Participation shall not be recorded in the student(s)' file(s) or used to affect equal opportunity for access and equity in educational programs and services.
Time limits refer to days when school is in session unless other agreed to limits by both parties.
STEP I. The student(s) and/or parent(s) should discuss the matter with the building principal within ten (10) days of the time when a reasonable alert person should have been made aware of the event giving rise to a grievance. An oral response must be made within five (5) days.
STEP II. If the problem is not resolved, the grievance should be submitted in writing to the building principal and the Coordinator responsible for the civil rights legislation within ten (10) days. A meeting must be held within five (5) days from the written notification of referral with the grievant(s), building principal, coordinator and any other involved person(s). A written response must be made within ten (10) days.
STEP III. If the grievance is still not resolved, it should be submitted in writing within ten (10) days to the Superintendent. The grievance should be described as specifically and completely as possible. All documentation submitted in previous steps should be submitted to the Superintendent. A meeting must be held between the grievant(s), Superintendent and district representatives within ten (10) days. A complete record of this meeting shall be kept and signed by both parties for possible future reference. A written response from the Superintendent shall be given within ten (10) days.
STEP IV. If the issue is not satisfactorily resolved in STEP II, the grievant(s) may appeal in writing to the School Board within five (5) days from the receipt of the written response. The School Board shall consider the appeal and may request a formal hearing of all evidence, written and oral, within sixty (60) days of the written appeal. A written response shall be given to the grievant(s) within ten (10) days of the School Board's examination of the appeal.
STEP V. None of these grievance procedures preclude the grievant(s)' use of alternative procedures for resolving the grievance.

STUDENT SAFETY SECURITY PLAN

THREAT OF VIOLENCE

Purpose

Collinsville Community Unit School District No. 10 is committed to providing and maintaining a healthy and safe environment for its students and staff. The purpose of the CUSD10 Safety Plan is to help ensure the care, welfare, safety, and security of students and staff members. This plan is a guide and is only used when a student has made a threat. The plan is intended to classify the level of a threat and give guidance for responding to the threat.

Threat Defined

A threat is an expression of intent to do harm or act violently against someone or something. The threat can be spoken, written, or gestured. Threats may be direct or indirect, and need not be communicated to the intended victim(s).

Threat Assessment Team

Psychologist/Social Worker/and or Counselor – interviews the student, conducts the risk assessment, and helps to evaluate the threat; **Assistant Principal** – interviews the student, evaluates the threat, assigns appropriate discipline, and notifies the parent; **School Resource Officer** – interviews the student, helps to evaluate the threat, determines if further legal action is needed, and receives all information pertaining to the incident.

Procedure

1) The School Administrator is informed of the threat; 2) The local law enforcement agency is notified; 3) The threat assessment team conducts an investigation/interview; 4) The school social worker or counselor conducts a threat assessment; 5) The threat assessment team determines the risk level of the threat; 6) Discipline is assigned by the Administrator; 7) The student is monitored; 8) A referral may be made to social worker/school counselor for anger management, coping skills, or conflict resolution; 9) The parents of all students involved are contacted; 10) Resources may be provided to student and parents; 11) Student released to parent/parent designee; 12) The parents, student, and threat assessment team may develop an Emergency Plan. Due to the safety of all involved, failure to follow through with the agreed upon follow up plan may result in the school contacting the Department of Children and Family Services Child Abuse Hotline; 13) There is communication with teachers/school counselors to make aware of conflict; 14) A request is sent to school counselor to separate students in class (if appropriate).

In a situation in which a student expresses suicidal thoughts and/or expressing thoughts of threats to others, the District may require that the student obtain a letter from a medical or mental health provider indicating that the student can function in the school setting and is no longer a threat to themselves or others. If it is determined that the student requires an evaluation from a mental health professional, a written statement from that professional stating the student is safe to return to the educational environment and is no longer a threat to themselves or others must be provided to the school administration within ten (10) school days for the student to be allowed to return to school. If the statement is not received within ten (10) school days, the school will contact the parent/guardian to discuss other options. The school will ensure

that any student absent from school for up to ten school days while receiving an evaluation from a mental health professional has a full opportunity to make up any missed work and/or missed credit during the time they are out of the classroom.

Discipline

When considering the appropriate discipline for a student who has made a threat of violence, the student's prior disciplinary records, as well as the nature of the threat are taken into account. All discipline is administered on a case-by-case basis.

IMPORTANT: If a student is in need of emergency assistance to address the care, welfare, safety and security of self or classmate when school is not in session, please contact the proper authorities listed below:

Police, Fire, & Emergency Services: 911
Collinsville Unit 10 Safe and Secure Hotline: 618-979-6406 (anonymous)
Suicide Prevention Lifeline: 800-273-8255
Child Abuse Hotline: 800/25-ABUSE

STUDENTS WITH DISABILITIES

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act are identified, evaluated and provided with appropriate educational services. The School provides a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed. It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services. A copy of the publication "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" may be obtained from the school district office. If you believe your child may have a disability, and this disability is adversely affecting your child's educational performance, please contact your building principal to receive your full procedural rights. Requests for evaluations must be in writing, and state the reason for the referral.

Pursuant to Illinois Public Act 095-0017, 100-1112 (effective August 28, 2018), the Collinsville Board of Education is providing notice that students with disabilities who do not qualify for an IEP may qualify for services under Section 504 of the federal Rehabilitation Act if the child: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment.

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the superintendent or building principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

SUICIDE AND DEPRESSION AWARENESS AND PREVENTION

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the school district. The school district maintains student and parent resources on suicide and depression awareness and prevention. Much of this information, including a copy of the school district's policy, is posted on the school district website. Information can also be obtained from the school office. In a situation in which a student expresses suicidal thoughts, the District may require that the student obtain a letter from a medical or mental health provider indicating that the student can function in the school setting and is no longer a threat to themselves or others. If it is determined that the student requires an evaluation from a mental health professional, a written statement from that professional stating the student is safe to return to the educational environment and is no longer a threat to themselves or others must be provided to the school administration within ten (10) school days for the student to be allowed to return to school. If the statement is not received within ten (10) school days, the school will contact the parent/guardian to discuss other options. The school will ensure that any student absent from school for up to ten school days while receiving an evaluation from a mental health professional has a full opportunity to make up any missed work and/or missed credit during the time they are out of the classroom.

TELEPHONE CALLS & REQUEST

Parents may reach students by calling the school office. A student will be called out of class only in cases of emergency. School phones are to be used on an emergency basis only.

TEXTBOOKS AND TECHNOLOGY DEVICES ISSUED TO STUDENTS

The textbooks used in each school are the property of the Collinsville School District. The textbooks and technology devices issued to a student become his/her responsibility until returned to the teacher/school. Collinsville Community Unit School District Ten (10) is a participant in the State Free Textbook Loan Program. When parents or students have requested participation in writing, no rental fees are assessed on the books supplied through the Free Textbook Loan Program. If a textbook or technology device issued to a student is lost or damaged (regardless of the reason), the student has the financial responsibility to pay the appraised price for a replacement of the lost textbook or for the repair of the damaged textbook.

TOBACCO/SMOKING

Using tobacco products in any form is hazardous to the health of students and may present a safety hazard in the school. The possession, use, distribution of (or any attempt to use, obtain or distribute), sale or purchase of any tobacco products (or look-alike tobacco products such as electronic cigarettes, vapes, vape pens or other vaping related products-(vaping with and without nicotine) is prohibited in school buses, in school buildings and on school property. This policy extends to all school sponsored and related activities as well as field, athletic and music trips, whether held before or after school, evenings, or weekends.

All discipline imposed will be determined on a case-by-case basis and referred to the School Resource Officer.

The Illinois General Assembly finds that tobacco smoke is a harmful and dangerous carcinogen to human beings and a hazard to public health. Pursuant to Illinois Public Act 095-0017, no person may smoke in a public place or in any place of employment. To 'smoke' means the carrying, smoking, burning, inhaling, or exhaling of any kind of lighted pipe, cigar, cigarette, hookah, weed, herbs, or any other lighted smoking equipment. CUSD10 school administrators will work cooperatively with local law enforcement to enforce provisions of the Smoke Free Illinois Act and fines may be assessed pursuant to this Act.

TRANSCRIPTS (COLLINSVILLE HIGH SCHOOL)

Students requesting official transcripts must have all fees paid in full (including previous year's fees, lost textbooks or library books). If all fees are not paid in full, only unofficial transcripts will be available upon request.

Transcript Requests: If you are a current Collinsville High School student, please submit transcript requests by visiting: https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/transcript-requests. This link is only accessible to students while using their CHS Google Account (if you are logged in under a different account you will not be able to complete this document). If you require a fee waiver, you MUST also schedule an appointment to meet with your counselor by visiting https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/appointments.

Adding Test Scores to Transcripts

State required SAT test scores are automatically included on transcripts. Other test scores from National SAT and ACT test dates may not automatically be included. Students should review their transcript to determine if all needed test scores are included prior to sending transcripts to colleges and scholarship programs. If you determine that a score is not on your transcript, please contact the school's registrar at 618-346-6320x1129.

TRANSFER OF GRADES (COLLINSVILLE HIGH SCHOOL)

A student seeking admission to Collinsville High School must meet all residency, age, health examination, immunization and other eligibility prerequisites as mandated by state law. A student must also present a completed good standing form from the school from which the student is transferring. Courses from schools accredited by a state accrediting agency or one of the seven nationally recognized regional accrediting associations will be accepted and granted the same credit as given by Collinsville High School for corresponding courses (Note: as CHS is a public school, no credit will be granted for religion courses.) Credit from non-accredited high schools may be accepted and granted for courses comparable to those offered at CHS only after the student has demonstrated proficiency in those subjects. The Building Principal or designee shall make the class or grade level assignment, with input from a counselor when needed, and may accept or reject the transferring school's recommendation. An assigned administrator may administer proficiency exams. An official written course description will be required for any course that is not offered at CHS. Credit for such courses may be granted only after a review of the course description and related material. To receive a diploma from CHS, graduating seniors transferring to CHS must be enrolled as full-time student for their final semester and earn a total of

three (3) credits (exceptions will be at the discretion of the principal). Students who transfer to CHS during a semester will have their grades from their former school averaged (as is possible) with their classes at CHS. The administration reserves the right to make recommendations in the event a particular student's circumstances require special consideration. Parent(s)/guardian(s) of a student transferring from Collinsville High School should give the Building Principal written notification of their transfer intent, pay outstanding fees or fines, sign a release form and return all school-owned property.

TRAVEL TO SCHOOL SPONSORED EVENTS

The regulations for student travel have been adopted by the Board of Education and apply to all students who desire to participate in athletics and all school sponsored activities. All student participants will ride in school approved transportation (usually buses, vans, or pre-approved automobiles) to and from scheduled away events. Student participants may receive prior approval from the building principal or his/her designee that allow for parent/guardian-provided transportation to or from a scheduled event. This request must be made in writing and must be approved at least twenty four (24) hours before the transportation is provided. Student athletes may receive approval from the athletic coach or student activity sponsor to allow for parent/guardian provided transportation away from an athletic contest with an approved written request from the parent/guardian. Any student athlete found to be in violation of this policy shall be subject to discipline in accordance with the district's athletic discipline policies, rules and regulations as provided herein.

TREATS AND SNACKS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Due to health concerns and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought and prepackaged in individual servings. No homemade treats or snacks are allowed at school. Treats and snacks may not require refrigeration and must have a clearly printed list of ingredients on the packaging. We strongly encourage you to select a treat or snack with nutritional value.

VALUABLES

The teachers and staff cannot be responsible for valuable items brought to school by students. Students should be encouraged to leave all valuable personal items at home. Students are not allowed to trade, buy or sell personal belongings at school.

VANDALISM

Intentional damage to the school building, its equipment, or its property is intolerable. Those in violation can expect penalties fitting such destructive behavior. Vandalism of vehicles on school grounds is a criminal offense with criminal consequences. Any act of vandalism will be subject to restitution for damages, disciplinary action and possible legal action.

VIDEO & AUDIO MONITORING SYSTEMS

A video and/or audio monitoring system may be in use on school buses and a video monitoring system may be in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel. Any student caught defacing, damaging or destroying video surveillance cameras will have to make restitution, and may be suspended, expelled, and/or recommended to an Alternative School and/or may be charged with criminal damage to school property. Videotape recording maintained by Collinsville CUSD10 on school buses and public areas of the school building meets the two part definition of an educational record as defined by the *Family Educational Rights and Privacy Act* (20 U.S.C. § 1232g; 34 CFR Part 99) and the *Illinois School Student Records Act*, 105 ILCS 10/2(d). First, the videotape contains information directly related to students as it indicates the identity, conduct and activities of those students being recorded. Second, the videotape is maintained by an educational institution, *i.e.*, Collinsville CUSD No. 10. The videotape, therefore, to the extent it contains personally identifiable information of the students being recorded and school officials use and maintain the content for a particular reason (e.g., disciplinary action, compliance with a student's Individualized Education Program, etc.), constitutes an educational record. As such, the record is exempt from disclosure.

VISITORS

The following definitions apply to this policy: **School property** - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. **Visitor** - Any person other than an enrolled student or District employee

VISITORS - BADGE SYSTEM/SIGN IN – SIGN OUT

Visitors are welcome to schools in our school District. To ensure the safety of our students, staff and faculty, all visitors must report to the attendance office of the school building. This prevents any misunderstandings, gives the office an opportunity to assist visitors and to inform the office who is in the building. 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 must sign in, identify the date and time of arrival, inform office personnel of their reason for being at school and the classroom or location they are visiting, and present an appropriate state or government issued photo identification to be scanned by the Raptor Visitor Registration System. RAPTOR will provide a consistent system to track visitors and volunteers while protecting our children from people who present a danger to students and staff members. All school RAPTOR administrators have received training on visitor check-in procedures to ensure that all persons who are not assigned to the campus have a visitor's photo badge visible. This training is conducted by the District Security Manager and Officer for Collinsville Community Unit School District. When the visitor arrives at the attendance office, he/she will be greeted and asked for photo identification. The designated staff member will scan the visitor's identification and issue a photo badge with the visitor's destination if there is no alert indicated on the database. Accepted forms of photo identification will include: driver's license, consular identification card, green card, U.S. passport card (not full passport), and military identification card. The staff member will keep the individual's identification in plain view, to reduce concerns that anyone might be copying personal information. This photo ID is scanned into the RAPTOR system and the personal information from the ID is cross-referenced against names of Registered Sexual Offenders (RSO) in a database maintained by RAPTOR Technologies, Inc. Within moments, the RAPTOR administrator will know if the visitor is an RSO. If this is the case, then guidelines are in place to positively engage the visitor and consider the validity of the request to visit the school. If this is not the case, then the system will print a visitor's pass, which includes the person's name, photo, date of visit, and destination within the building. RAPTOR is only scanning the identifying information from the document, such as the visitor's name, date of birth, address and photo for comparison with a national database of registered sex offenders. Additional visitor data will not be gathered and no data will be shared with any outside company or organization. If the visitor does not have acceptable photo identification available, the campus administrator on duty (or designee) will be called to assess the situation. If he/she determines the visitor is known, the visitor's information can be manually entered by the campus RAPTOR administrator. Approved visitors without acceptable photo identification may be allowed access to areas of school business requested through escort by the campus administrator (or designee). The visitor will return to the attendance office to checkout when departing the campus. The visitor will be instructed to give the badge back to designated office personnel to check them out of the system. Once the visitor has been signed out of the system, the badge will be torn thoroughly so it cannot be reused. Visitors are required to proceed immediately to their location in a quiet manner. If parents/guardians wish to visit a classroom or talk to a teacher, arrangements should be made beforehand to assure that there is no disruption to the educational services to students. The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. Any person who engages in conduct prohibited by this policy may be ejected from school property. 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 unless authorized under board policy and Ashley's Law. 9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred. 10. Use or possess medical cannabis, unless he or she has complied with 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. The person is also subject to being denied admission to school events or meetings for up to one calendar year in accordance with Illinois School Code. In order to limit interruption to the educational

process of our students, student visitors from other schools will not be permitted. Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification. Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year.
Students who need to be picked up from school by a parent during school hours are to wait in the attendance office. The parent/guardian should come into the office to sign out their child on a list used by the school. If the student will return to school that day, he/she will be required to sign in.

VOLUNTEERS

All school volunteers must complete the "Volunteer Information Form" and be approved by the school principal prior to assisting at the school. Forms are available in the school office. Volunteers are required to check in and out of the office and receive a visitor badge before going to their destination.

WEAPONS PROHIBITION

The establishment and maintenance of a safe, pleasant, educational school environment that is conducive to learning is a high priority to Collinsville Unit School District 10. For this reason, students who engage in such activities as the use of or possession of a weapon, physically attacking faculty, staff, or other students, threatening or verbally abusing faculty, staff, or other students, theft, arson or vandalism are subject to extremely serious penalties. These penalties include suspension up to and including ten (10) days, along with possible expulsion and criminal prosecution. Board of Education policy forbids students from bringing or being in possession of illegal weapons on school property, at any time. The display, possession, and transportation of dangerous and illegal weapons, including look-alike weapons, are strictly prohibited on school property, school buses, and at authorized school activities. Items in the following categories are defined as weapons: Any firearm of any description, a bludgeon, black-jack, sling-shot, metal knuckles, any switchblade knife, stiletto knife, or any item considered dangerous to others, including but not limited to, those items defined by Illinois State Law in 720ILCS5/24-1.
Violators of this policy will be suspended for a period up to ten (10) days and may be referred to the Board of Education for a hearing and possible expulsion from school for up to two (2) calendar years. Evidence obtained will be confiscated and turned over to the Superintendent of Schools and may be delivered to local authorities for possible prosecution, in all criminal cases. This policy shall not restrict the authority of the Superintendent of Schools or designee to seek prosecution of violators to the maximum extent of the law. Strict and consistent consequences on all weapons violations will be enforced. Therefore, the building principal will review the case and facts with the Superintendent of Schools or designee in order to determine the full extent of the penalty to be imposed. Such factors as the nature of the infraction, the severity of the offense, the age of the students, and other extenuating circumstances might reasonably be considered. Pursuant to the federal *Gun-free Schools Act* and Section 10.22.6 of the *School Code*, any student who uses, possesses, controls, or transfers a weapon, or any object that can reasonably be considered, or looks like, a weapon, shall be expelled for at least one calendar year, but no more than 2 calendar years. The Superintendent may modify the expulsion period and the Board may modify the Superintendent's determination, on a case-by-case basis. A "weapon" means possession, use, control, or transfer of: (1) any gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, or use of a weapon as defined in Section 24-1 of the Criminal Code of 1961, (2) any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckles, or other knuckle weapon regardless of its composition, billy-clubs, or (3) "look-alikes" of any weapon as defined above. Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil, and pen, is considered to be a weapon if used or attempted to be used to cause bodily harm. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

WEATHER CLOSURE, DELAYED STARTS & EARLY RELEASE

Collinsville Unit #10 Schools do not take weather-related decisions lightly. As with any decision, student learning is our top priority, but student safety is always our first consideration. Here is some information about how the district balances the factors that come into play when we face a weather-related decision.

HOW THE CALL IS MADE

The district will make the call about delaying or closing school based on reports from our bus company, weather reports, and information gathered from Unit 10 staff and municipal employees who are out driving and assessing road conditions in all parts of our school district. We use the following criteria to make a decision: Safety of students, Impact on families in the affected areas if they must report for school, Areas affected - is the event district-wide, localized, or scattered?, and Ability of buses to get to students.

CLOSURES, DELAYED STARTS & EARLY RELEASE

The district has three options in the event of bad weather. The district could close the schools altogether, delay the opening of school for two hours or release/dismiss students early. School release, delay and closure information is relayed in a variety of ways: The district instantly publishes the information through phone messaging system, television networks, district website (If you have Internet access, the link to weather-related closure information is www.kahoks.org. The site is available 24 hours a day.)

In the rare event Unit 10 calls a 2-hour late opening, school will start 2 hours later than your normal bell time. For example if your normal bell time is 8:00 AM, your scheduled late start time is 10:00 AM. The morning bus routes will run 2 hours later than normal. The school day will end at their normal times. Once children are in school, approximately two hours are required to get the last child home after a decision is made to close schools. For this reason, it is unlikely school will be canceled once classes are in session. However, when conditions dictate an early release, school will be dismissed. The School Messenger calling system will notify parents of any early school dismissal. It is also a good idea to check updates posted on the local television stations any time weather conditions are changing or in question. The district website will carry early school dismissal information as soon as decisions are made. It is very important that parents have plans for younger children when school is dismissed early. In the event that the district releases students early due to weather, please communicate with the school if alternate student pick-up plans are made. *As an added measure for student safety in the case of an early dismissal, the elementary buildings will send a Google Form via School Messenger asking parents to confirm how children are going home that particular day* Please insure children dress for protection against prolonged exposure to the weather as a safety precaution. *If no report is made, it can be assumed that school will be in session.*

E-LEARNING PLAN

E-Learning Days are designed to serve as official attendance days of school when the students and teachers stay at home due to emergency situations, yet learning continues as students remotely leverage digital tools and engage in teacher-prepared lessons. The Collinsville School District E-Learning Plan also includes teachers available remotely to assist students by email with their assignments during the hours of the E-Learning school day. If an E-Learning Day is implemented, everyone will be notified in the same manner as when school is cancelled. Students will be expected to utilize the day to meet with their teachers virtually and work on their required assignments/activities as described below in the Student Assignments/Activities section. Click HERE to access a complete copy of the CUSD10 E-Learning Plan.

Teacher Availability: Teachers are expected to be available to students/parents from 8:00 am to 1:00pm by email. For many teachers, other systems may work better than email (Telephone, ClassDojo, Google Classroom, etc.) and staff are encouraged to utilize these other communication tools as the situation dictates. However, all teachers will check their email at least once per hour and provide feedback and guidance to students/parents on an as needed basis. The District understands that many teachers have their own responsibilities that may arise with these days (supervising their own children, shoveling snow, etc.). The District also understands that there will be time spent in follow up activities after the E-Learning Day (reviewing completed assignments, providing support for students without internet access, encouraging students to complete assignments, etc.). Staff will respond to all communication requests in a timely manner (within 24 hours) during scheduled hours. Teachers may communicate outside of office hours as needed.

Live Video Conferencing Sessions: Google Meet will be one of the primary video conferencing tools used to host live class sessions in communication with students during E-Learning Days for online learners. If your child is unable to attend a live session, the classroom teachers may provide either notes or a recorded version of the session. Elementary teachers with students in grade PreK-6 will include in their morning announcement the times students are to log in for live instruction. At grade levels 7- 12, staff will use the abbreviated class times when scheduling synchronous (live) sessions.

Student Assignments/Activities: Expectations for student assignments/activities are going to vary greatly based on grade levels and subject matter. Learning materials will be designed for engagement time per day.

Student Attendance: During E- Learning, attendance will be taken. The preferred method of collecting attendance is always a one-to-one daily connection between the teacher and the student. However, we recognize that this method is not available or practical for all student scenarios under an E-Learning situation. We encourage and suggest several ideas for how classroom teachers can collect and count a student as present during an E-Learning Day. • Video conference "check-ins." • Wellness checks coupled with a question on student engagement/participation in lessons. • Phone calls coupled with a question on student engagement/participation in lessons. • Text messages or email communications coupled with a question on student engagement/participation in lessons. • Packet collections by school personnel.

Grading: Students will be accountable for completing the assigned tasks either online or by printed materials in the same manner as any other school day. Students will only receive a "present" for attendance once work is completed. Incomplete work will be considered incomplete. Teachers are encouraged to hold students accountable for completing work as they would with any missing assignments. Completed work can either be turned in online or on an upcoming school day.

Student/Parent Technical Support: In the event of an issue with a student's District assigned device, please call or email the technology support person at your child's school. A list is posted on the district website under Chromebooks & Technology.

WITHDRAWAL FROM SCHOOL (CHS)

We at CUSD10 believe it is in the best interest of all students to complete their high school education and receive a diploma. Before a student may apply for permanent withdrawal, he/she must be of legal withdrawal age and have approval of parent or guardian. A parent or legal guardian must accompany a student withdrawing from school to meet with the assigned Counselor, and to sign proper withdrawal forms in the Counseling Department. This form must be presented to each of the following: 1) The secretary for textbook distribution (to make proper financial settlement for textbooks not returned, textbook rental fees not paid, or receive a partial refund on textbook rental fees if they have been paid and to record if all books have been returned; 2) The Librarian (to make proper financial settlement for lost or overdue library books); 3) The Main Office and Assistant Principal's Office (to make proper financial settlement for textbooks not returned, textbook rental fees not paid, or receive a partial refund on textbook rental fees if they have been paid and all books have been returned; 4) The Attendance Secretary and 5) The Registrar (for record keeping purposes). Students withdrawing from Collinsville High School will receive grades of 'W' on the mark history; quarter and transfer grades will be sent to the receiving school, unless fees are owed or they do not transfer to another accredited secondary school program. After all signatures have been obtained, the withdrawal form is to be returned to the Counseling Department.

YMCA ENRICHMENT PROGRAM

The YMCA Y Club Before and After School Enrichment Program is a cooperative effort between local schools and the Gateway Region YMCA. The program provides children, grades K-6, with a safe, well-supervised environment when an adult is not home before and/or after school. Participating schools in the Collinsville Unit 10 School District include: Caseyville Elementary, Dorris Intermediate School, Jefferson Elementary (after school only), Maryville Elementary, Renfro Elementary, Twin Echo Elementary, Webster Elementary Children can attend the Y Club program at their school beginning at 6:30 a.m. until the beginning of the school day; and after school from dismissal until 6:00 p.m.. Safe, fun, and constructive activities are offered, such as arts and crafts, sports, games, and academic support. All sites are directed by competent, experienced YMCA staff. Policies have been created with the child's safety as the top priority. For more information, call the CMT YMCA at 618-346-5600 or visit their website.

COLLINSVILLE C.U.S.D. 10 MISSION STATEMENT

Collinsville Community Unit School District Number Ten will provide appropriate learning opportunities within a safe and caring environment. Collinsville Community Schools will develop lifelong learners who are productive and successful members of a diverse society..

COLLINSVILLE C.U.S.D. 10 VISION STATEMENT

Collinsville Community Unit School District Number Ten is committed to world-class excellence through a culture of acceptance, collaboration and achievement.

10.4. Approval of Consolidated District Plan

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10 **County:** Madison

Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application

Project Number: 22-CDP-00-41-057-0100-26

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Contact Information

Instructions

1. Contact Information for Person Completing This Form

Last Name*	First Name*	Middle Initial
Berry-Coleman	LaToya	N

Phone*: 618 346 6350

Email*: lcoleman@cusd.kahoks.org

2. General Education Provisions Act (GEPA) Section 427 *

Section 427 of GEPA (20 U.S.C. 1228a) affects all applicants submitting proposals under this program. This section requires each applicant to include in its proposal a description of the steps the applicant proposes to take to ensure equitable access to, and participate in, its federally assisted program for students, teachers and other program beneficiaries with special needs.

This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. The applicant should determine whether these or other barriers may prevent students, teachers, etc. from such access to, or participation in, the federally funded project or activity. The description of steps to be taken to overcome these barriers need not be lengthy; the school district may provide a clear and succinct description of how it plans to address those barriers that are applicable to its circumstances. In addition, the information may be provided in a single narration, or, if appropriate, may be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of the civil rights statutes, but rather to ensure that, in designing their programs, applicants for federal funds address equity concerns that may affect the ability of certain beneficiaries to fully participate in the program and to achieve high standards. Consistent with requirements and its approved proposal, an applicant may use the federal funds awarded to it to eliminate barriers it identifies.

Describe the steps that will be taken to overcome barriers to equitable program participation of students, teachers, and other beneficiaries with special needs.

([count] of 2500 maximum characters used)Collinsville School District serves an academically, culturally, and socioeconomically diverse population of students and families. The district is strongly committed to equal access and treatment for all students, families, and employees. In order to overcome barriers that impede equitable access we will 1). provide teacher training on practices that address individual achievement gaps. The training will involve culturally responsive teaching, poverty training, and teaching strategies for students with disabilities and limited English. 2) We will use a universal screener to support ongoing student performance of all student subgroups. 3)We will survey attendees at grant-related events to solicit information regarding special access requirements. 4) we will hire and recruit individuals from social and ethnic minority groups to the greatest extent possible 5) Offer translators at all events as needed 6) arrange for technology assisted devices for participants in need of such services and 6) post material, schedules of events, and program information in appropriate languages to make sure all families have an understanding and accessibility to the information.

3. General Completion Instructions

Work through the tabs from left to right. Save each page before moving to the next tab.

Required fields on each page are dependent upon funding sources selected on the Coordinated Funding tab. Many pages have notes at the bottom indicating for which programs the page is required.

To determine if a page is required for the funding sources selected earlier in the application, save the page

before completing and look for error messages. If none, the page is not required for the program(s) selected.

How to Complete Pages with Pre-populated Fields

Several pages have two boxes below the narrative questions - one has the response from the prior year plan and the other allows responses for the updated plan. Copy the response from the redisplay and paste it into the updated plan box, revising the description as necessary. Be sure to save the page once this has been completed for all questions on the page.

Some pages display sections based on which grants were selected on the Funding page as anticipated as funded. To change the sections that display, return to the Funding page and select or de-select grants for which funding is anticipated.

*Required field, applicable for all funding sources

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10 **County:** Madison

Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application

Project Number: 22-CDP-00-41-057-0100-26

Consolidated District Plan

Printer-Friendly

Click to Return to Application Select

Coordinated and Aligned Funding

Instructions

1. Consolidated planning includes how anticipated programs will be funded. Indicate below for which programs the LEA anticipates receiving funding for school year 2021-2022.* [1]

NOTE: All funding sources should be reviewed after October 1 and the plan should be amended and resubmitted to ISBE if funding sources have been added or removed due to actual grant awards.

- [x] Title I, Part A - Improving Basic Programs
- [x] Title I, Part A - School Improvement Part 1003(a)
- [ ] Title I, Part D - Delinquent
- [ ] Title I, Part D - Neglected
- [ ] Title I, Part D - State Neglected/Delinquent
- [x] Title II, Part A - Preparing, Training, and Recruiting High-Quality Teachers, Principals, and Other School Leaders
- [x] Title III - Language Instruction Educational Program (LIEP)
- [x] Title III - Immigrant Student Education Program (ISEP)
- [x] Title IV, Part A - Student Support and Academic Enrichment
- [ ] Title V, Part B - Rural and Low Income Schools
- [x] IDEA, Part B - Flow-Through
- [x] IDEA, Part B - Preschool

2. Describe how the LEA will align federal resources, including but not limited to the programs listed above, with state and local resources to carry out activities supported in whole or in part with funding from the programs selected.* [2] For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs. *DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.*
([count] of 7500 maximum characters used)

The LEA will use federal resources to supplement district initiatives and meet school improvement goals as they relate to subgroup performance. Resources will be used to improve the culture and climate of schools, increase academic achievement, and meet social emotional needs of students based on the results of the IL Quality Framework Needs Assessments, the Cognia eProve Survey, and district and school report card data. The LEA will use Title 1, 2,3, 4, and IDEA funds to support continuous improvement by providing ongoing training to teachers as it relates to subgroup performance and provide material and resources that are needed to meet student performance goals. The LEA will monitor the school improvement process by meeting with teams to set school improvement goals and monitoring academic data. The expenditures will be monitored at the district level and all funds will be aligned to school improvement plans.

Response from the approved prior year Consolidated District Plan.

The LEA will use federal resources to supplement district initiatives and meet school improvement goals as they relate to subgroup performance. Resources will be used to improve the culture and climate of schools, increase academic achievement, and meet social emotional needs of students based on the results of the IL Quality Framework Needs Assessments, the 5 Essentials Survey, and district and school report card data. The LEA will use Title 1, 2,3, 4, and IDEA funds to support continuous improvement by providing ongoing training to teachers as it relates to subgroup performance and provide material and resources that are needed to meet student performance goals. The LEA will monitor the school improvement process by meeting with teams to set school improvement goals and monitoring academic data. The expenditures will be monitored at the district level and all funds will be aligned to school improvement plans.

Legislative References:

[1] Title I, Part A, Reference Section 1112(a) (1)
[2] Title I, Part A, Reference Section 1112(a) (1)

*Required field, applicable for all funding sources

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Needs Assessment Impact

1. Indicate which of the instruments below were used in the LEA needs assessment process.*

- A. ☑ School and/or district report card(s)
- B. ☐ Five Essentials Survey
- C. ☑ Student achievement data (disaggregated by student groups)
- D. ☐ Current recruitment and retention efforts and effectiveness data
- E. ☑ Professional development plan(s)
- F. ☑ School improvement plan(s)
- G. ☑ ESSA site based expenditure data
- H. ☐ ED School Climate Survey (EDSCLS)
- I. ☐ CDC School Health Index
- J. ☐ National School Climate Center
- K. ☐ ASCD School Improvement Tool
- L. ☑ Illinois Quality Framework and Supporting Rubric
- M. ☑ Other

List and describe other instruments and/or processes that were used in the needs assessment. COGNIA SURVEY
Title 1 Staff Survey
Title 1 Parent Communication Survey
Remote Learning Surveys
Diversity and Equity Survey
Instructional Coaching Survey
Technology Survey

2. For each program for which funding is anticipated, provide a summary of the needs assessment results. Include the program goal(s) identified through the need assessment process, as applicable. * Writing space appears if a program was selected on the Coordinated Funding page; to make changes in program funding, return to that page, revise, save the page and return to this page.

i. Identify areas of need related to student achievement, subgroup performance, and resource inequities.

ii. Include any additional information relevant to this planning document. Provide targeted responses where noted.

iii. Describe how the needs assessment information will be used for identifying program goals and planning grant activities for each program as applicable.

A. Title I, Part A - Improving Basic Programs

Based on student achievement data from aimswebPlus and STAR, our Title 1 teachers, Title 1 instructional aides, and instructional coaches will continue to provide academic support for students atte Title 1 schools. Research based interventions will be utilized by Title 1 staff to close the achievement gap in our Tier 3 student population. Instructional coaches will assist new and existing classroom teachers by modeling instructional best practices and providing training related to curriculum, instruction and data collection. Title 1 will provide support for ELL Tier 3 students using Spanish interve needed. AimswebPlus benchmark assessments, STAR assessments and progress monitoring will be used to evaluate academic growth.

The Title 1 staff survey indicates the need for additional professional development to implement the Leveled Literacy Intervention, On Cloud Nine, and Seeing Stars interventions with fidelity. Additio information for progress monitoring using the STAR Enterprise program and understanding and interpreting Renaissance data is also needed. Professional development supporting these needs will be provided to all Title 1 staff.

The parent survey indicated strengths in communicating with parents through a variety of methods. As COVID restrictions are lifted, in-person parent involvement, including family reading night and room activities, will resume.

B. Title I, Part A - School Improvement Part 1003(a)

Based on the results of the needs assessments for underperforming schools, Renfro Elementary School (2018) and Collinsville Middle School (2019), both schools will continue to work on improving culture and climate and increasing academic achievement. Renfro will continue to work with an IL Learning Partner, the Regional Office of Education, to improve student outcomes. The learning partr provide professional development and model instructional practices in reading, math, and positive student behaviors. PLC teams will continue to review data and set individual students goals. The sc improvement team will meet quarterly to update the school improvement plan as goals are met and new goals continue to be developed. Collinsville Middle School was designated as an underperfor school in 2019. Collinsville Middle School was designated based on growth outcomes in the multiracial subgroup in ELA and Math. The middle school has and will continue to implement researched b intervention programs, such as Read 180, for all students not meeting instructional goals. PLC teams will meet weekly to review and analyze data and monitor student growth. Both schools will be ir second year of PBIS implementation to improve student behaviors and increase instructional time in the classroom. The grants will provide stipends to teachers to attend trainings, purchase interver material, and pay IL Learning Partner fees.

C. Title I, Part D - Delinquent

D. Title I, Part D - Neglected

E. Title I, Part D - State Neglected/Delinquent

F. Title II, Part A - Preparing, Training, and Recruiting

Also identify needs assessment results, including description of strategies for closing any achievement gaps and for key professional development opportuni teachers and principals.

According to various needs assessments, staff development is an essential component to meeting district and school improvement goals. Continuous professional development will be offered in Reac Math, Writing, Science, Social Emotional Learning, Diversity and Equity, Instruction and Technology. The district, overall, has consistently scored below the state average on reading, math, and scien assessments. Current report card data shows that progress has been made in various schools and the needs assessments show the areas of weakness and where additional training needs to happen order to increase subgroup performance and close the achievement gap, the district will also offer trainings in poverty and trauma awareness, tier 2 and 3 intervention strategies, and positive behav supports.

G. Title III - LIEP

The English Learners' needs and goals have been extracted from the Bilingual Parent Advisory Committee, the English Learner Curriculum Committee and the Diversity and Equity Committee. The da
been compiled and prioritized and will revisit these needs and goals throughout the school year. The 2021-22 professional development and student activities were planned accordingly.

The English Learning Department's first goal is to build the home to school connection. Teacher, student and parent interactions are essential. As of 2019-20, Collinsville CUSD 10 is a one-to-one sch
grades K-12; all students have an electronic learning device. The English Learner Department and Collinsville schools met virtually with parents throughout the school year to establish a relationship
inform parents the importance of participation, and educate parents on how they can be involved in their children's learning. Bilingual parent liaisons are present at meetings and events to interpret.

Our second goal is to diversify certified teachers and support staff. There's an increase in the number of Bilingual teachers and support staff who communicate effectively with students and parents.
Quarterly collaboration with curriculum council to work on the implementation of increased cultural diversity for students represented in Collinsville CUSD 10 curriculum. Professional development is
offered through Lindenwood University for certified staff to attend virtual training to improve cultural awareness/sensitivity. Teachers will attend train-the-trainer sessions so that cultural diversity
professional development will be provided through our districts' certified staff during PLCs and Institute days. Being involved in the cultural awareness professional development should help close the
among administrators, teachers, staff and students understanding that we are more alike than different, supporting the same goal; for our students to feel safe in a positive learning environment.

H. Title III - ISEP

The English Learners' needs and goals have been extracted from the Bilingual Parent Advisory Committee, the English Learner Curriculum Committee and the Diversity and Equity Committee.
One of our goals is to add Career Awareness in grades K-12 using new curriculum and/ or resources. The career related activities will be embedded into the curriculum and lessons. The district will h
career fairs for Collinsville CUSD 10 students. We will continue to develop community partnerships so that members of the community can present during the fair or to a class on the skills and educa
required. Parents who have their own business will be invited as well. There will be a platform for career exploration and job shadowing opportunities. Also, community partners will be invited to spe
parent meetings addressing issues that minority students face; make information available for students eligible for DACA and demonstrate how to utilize the computer to complete applications.

Another goal is to support all immigrant students who desire to go to college and provide the information and resources to make attending secondary education possible. At Collinsville High School o
students are offered Universidad Ya seminars. The topics covered are financial aid, scholarships, essay writing, grade point average and mentoring. Within the last 4 years there has been shown sign
improvement on the percentage of bilingual students who are graduating within four to six years increasing 13% (80% to 93%). The greatest achievement gap exists among 6th-8th and 11th grade
according to College Readiness assessment. 3rd through 5th grade English Learners on average meet the standards in Math 5% and ELA 5%. However 0% meet the state standards in grades 6th-8t
and 11th grade (SAT). The English Learner Curriculum needs to be more challenging to prepare our students to be lifelong learners. English Learner teachers will incorporate higher level questioning
promote critical thinking into their lessons as well as similar to state assessment format.

I. Title IV, Part A - Student Support and Academic Enrichment

Also provide information for Title IV-A programs and activities planned as a result of needs assessment that align with the Title IV-A budget.

Title IV funds will continue to support the whole child, safe and healthy student initiatives, and college and career readiness. These activities include bullying prevention programs, mental health serv
violence prevention presentations, school safety initiatives, STEM, and various enrichment programs. Funds will be used to pay for professional speakers, material, and substitutes when needed. In a
all 3rd grade students in the district will participate in STEM day activities to reinforcement what students are learning in the classroom and to explore hands-on STEM activities. This big event will re
the purchase of material and transportation to the event. According to our Needs Assessment and School Report Card data, SAT scores are below the state average with only 29% of 11th graders m
ELA and 22% meeting in Math. A big focus in our high school is on college and career readiness and increasing academic achievement for students. We will continue to offer stipends to teachers for
additional advancement placement and SAT tutoring after school and on Saturday. We will also purchase any material needed for these activities. Teachers will continue to receive training as it relate
these goals.
To support learning loss due to the pandemic and close achievement gaps, elementary schools, intermediate school, the middle and high schools will implement an early start program, JumpStart, w
allow students to participate in academic and social programs 2-weeks before school officially starts. This program will support students individual needs. The grant will be used to support this progr
stipends and materials.

J. Title V, Part B - Rural and Low Income Schools

K. IDEA, Part B - Flow-Through [1]

Topic areas of professional development for staff working with students with disabilities include Trauma Informed Teaching practices, working with students with challenging behaviors, continued
development of IEPs including conducting Functional Behavioral Assessments and Behavior Intervention Plans, Data Collection and progress monitoring of goals and objectives, Transition Planning,
implementation of ABA for students with Autism, ongoing trainings on best practices to further support the implementation of Language Live, Read Well, My Math and Glencoe Math for the instructio
English Language Arts and Math classes in the special education setting and continued training on Unique Learning Systems which is being used in the Life Skills and Autism Self Contained classes.
Supplemental curriculum, many of them technology based, will continue to be used to support differentiation and meeting the widely diverse needs of students who require special education service

Language Live, an English Language Arts curriculum program which includes a key technology component, is used with students enrolled in grades 5th through 8th with IEPs receiving English Langu
instruction in the special education classroom setting. The data collected and analyzed from the benchmarks and progress monitoring pieces in the program as well as data collected through Aimsplu
benchmarks and progress monitoring indicated student growth in their reading comprehension and fluency. After successful implementation of Language Live in 5th - 8th grades, the vertical alignme
similar materials and curriculum was expanded by adding Read Well to include Kindergarten to 4th Grade students with IEPs receiving English Language Arts instruction in the special education class
setting. Both Language Live and Read Well will continue to be used for the 2020-2021 school year. Additionally, My Math and Glencoe Math 1, 2 and 3 will continue to be implemented in all instructio
special education math classes in grades K-8. Utilizing these two series when teaching students with identified math deficits in the smaller special education setting will be beneficial in providing cons
for students receiving these services district wide. This will be a 1:1 devices such as chromebooks and/or ipads will continue to be used in the classrooms to allow for increased opportunities for the
individualization of student instruction. Teachers of students with Autism will continue to receive support through professional development sessions provided on-site with continuous feedback as wel
access and training to utilize Telepeak to provide remote ABA services. Hollywood Heights Alternative School will continue to enroll K-12 students with social-emotional and learning disabilities and h
received intensive training the past two years on trauma informed practices and applying those to the students who attend Hollywood Heights. Additionally, the social emotional curriculum, AIM (Acc
Identify, Move) is being implemented in all self contained emotional support classrooms so there is vertical alignment throughout the program district wide. This implementation is being supported v
ongoing site based trainings and remotely held webinars from Dr. Mark Dixon, BCBA of Shawnee Behavioral Services. Unique Learning Systems has been adopted by all of the Life Skills Classes in th
to provide a consistent curriculum as students who require that intensive special education programming move from building to building in the district. Unique Learning Systems is going to be used i
contained Early Childhood Classes beginning with the 2020-2021 school year. The district's team of Speech and Language Pathologists will all receive training on Symbol Stix, an evidence based sym
communication tool, which is also a component of Unique Learning Systems, and begin utilizing this tool in speech and language therapy sessions for students with communication disorders. Again,
assist in providing consistency and continuity for students with similar needs receiving services district wide.

L. IDEA, Part B - Preschool

According to the annual needs assessment, supplemental materials for the classroom teachers and related service providers as well as professional development for the early childhood special educa
will continue to be provided to benefit students ages 3-5 with disabilities. Supplemental classroom materials and curriculum for academics; supplemental materials and curriculum for social emotiona
supplemental materials for speech and language development; additional support for students with health needs such as toileting and feeding provided by a health care attendant; continued profess
development for teachers and related staff working with students in the early childhood special education program; proportionate share for speech and language services for non-public students age
who have been identified as eligible to receive those special education services. Collinsville Unit 10 School District's Early Childhood Special Education Program continues to provide a continuum of s
for students ages 3-5 with mild, moderate and severe disabilities. The continuum of services includes a blended model and co-teach model to provide maximum interaction with non-disabled peers a
a smaller self contained setting for students with more intensive needs.

Legislative Requirement:
[1] IDEA - 23 IAC Section 1.420(q)

*Required field, applicable for all funding sources selected

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Stakeholder Involvement

INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goa selected.*

ISBE Goals:

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a success the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique acac and emotional needs of each and every child.
- [ ] Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to every child an education that meets their needs.

District Goal(s):

- [ ] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

1. Select the types of personnel/groups that were included in the planning process (required stakeholders for various programs as footnoted below).* Check all that apply.

A. [x] Teachers (1,7,8)
B. [x] Principals (1,7,8)
C. [x] Other school leaders (1,8)
D. [x] Paraprofessionals (1)
E. [x] Specialized instructional support personnel (1,2,3,4,8)
F. [ ] Charter school leaders (in a local educational agency that has charter schools) (1)
G. [x] Parents and family members of children in attendance centers covered by included programs (1,2,3,4,7,8)
H. [ ] Parent liaisons
I. [x] Title I director (1)
J. [x] Title II director (1)
K. [x] Bilingual director (1,7)
L. [x] Title IV director (1)
M. [x] Special Education director
N. [ ] Guidance staff
O. [ ] Local government representatives (8)
P. [x] Community members and community based organizations (7,8)
Q. [ ] Business representatives (2,3,4)
R. [ ] Researchers (7)
S. [ ] Institutions of Higher Education (7)
T. [ ] Other - specify
U. [ ] Additional Other - specify

Program Footnotes:

1 = Title I, Part A - Improving Basic Programs
2 = Title I, Part D - Neglected
3 = Title I, Part D - Delinquent
4 = Title I, Part D - State Neglected/Delinquent
7 = Title III, including LIEP and ISEP
8 = Title IV, Part A - Student Support and Academic Enrichment

2. Articulate how the LEA consulted with the stakeholders identified above in the development of this plan. Describe how stakeholders' input impacted the final plan submission, as well as references to particular meetings. Note that documentation of stakeholder engagement may be requested during monitoring; keep documentation on file. [1]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

School improvement teams at all district schools contributed in completing the IL Quality Framework Rubric, School Improvement Plans, and school improvement surveys. Teams are comprised of teachers, administrators, support staff, instructional coaches and community members.

Teachers, parents and students completed the Cognia Survey. Results from both Needs Assessments, in addition to state school report cards, impacted the development of this plan.

Parents additionally completed the Title 1 Parent survey, remote learning survey, and a diversity and equity survey.
School Administrators meet monthly throughout the school year to discuss district and school improvement goals.
School Board Meeting-- On May 17, 2021 the School Board will review and approve the District Consolidated Plan.

Response from the prior year Consolidated District Plan.
School improvement teams at all district schools contributed in completing the IL Quality Framework Rubric, School Improvement Plans, and school improvement surveys. Teams are comprised of teachers, administrators, support staff, instructional coaches and community members.

Teachers, parents and students completed the 5 Essential Survey. Results from both Needs Assessments, in addition to state school report cards, impacted the development of this plan.
School Administrators meet monthly throughout the school year to discuss district and school improvement goals.

School Board Meeting-- On June 15, 2020 the School Board will review and approve the District Consolidated Plan.

3. Describe the approaches the district will use to include parents and family members in the development of LEA plans, so that the plans and related activities represent the needs of varied populations. [2]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)
The Collinsville School District addresses the importance of communication between teachers and parents on an ongoing basis through Parent-teacher conferences in all schools, weekly newsletters, progress reports, parent surveys, ELL Parent Advisory group, and through Special Education IEP meetings. Each of these events allow parents the opportunity to give input on the programs and services we provide.

To ensure Parent Involvement throughout the year, we send home the Title I Parent Compacts to let families know that we are dedicated to parent involvement as well as the importance of it to their child's academic progress. Each school hosts a variety of family activities to engage parents in the educational process.

The ELL Department meets with the ELL Parent Advisory group 4 times a year to seek their input on services offered to their families.
Parents are also encouraged to attend their child's IEP meeting as needed through the special education department.
During remote learning, parents at all levels were surveyed to collect ongoing data on the progress of the program.

Response from the prior year Consolidated District Plan.
The Collinsville School District addresses the importance of communication between teachers and parents on an ongoing basis through Parent-teacher conferences in all schools, weekly newsletters, progress reports, parent surveys, ELL Parent Advisory group, and through Special Education IEP meetings. Each of these events allow parents the opportunity to give input on the programs and services we provide.

To ensure Parent Involvement throughout the year, we send home the Title I Parent Compacts to let families know that we are dedicated to parent involvement as well as the importance of it to their child's academic progress. Each school hosts a variety of family activities to engage parents in the educational process.

The ELL Department meets with the ELL Parent Advisory group 4 times a year to seek their input on services offered to their families.
Parents are also encouraged to attend their child's IEP meeting as needed through the special education department.
During remote learning, parents at all levels were surveyed weekly to collect ongoing data on the progress of the program.

4. Describe the activities/strategies the LEA will implement for effective parent and family engagement. This includes a description of any activities/strategies that will be implemented for effective English learner and immigrant parent family engagement, as applicable. ** [3]

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)
The district will continue to implement the annual Needs Assessment Survey to parents, the Cognia Survey, and offer a host of family related activities and events.

For the FY22 Grant Year, Title I will continue to engage parents through a variety of family events that will take place in our STREAM Room, Community Parks and at our Title I Schools. Title 1 will also send home a parent annual survey to gather feedback from parents in regards to programs and services offered to their child.

Parents of English Learners will have an opportunity to serve on the EL Parent Advisory board. This board meets quarterly to become informed of EL program recommendations, review title III grant, discuss concerns and celebrate successes of the program. Parents will also be invited to participate in open house, parent teacher conferences, reading and STEM nights, Cinco De Mayo annual events, home visit programs, surveys, and a variety of school based events within the school community.

Response from the prior year Consolidated District Plan.
The district will continue to implement the annual Needs Assessment Survey to parents, the 5 Essentials Survey, and offer a host of family related activities and events.

For the FY21 Grant Year, Title I will continue to engage parents through a variety of family events that will take place in our STREAM Room, Community Parks and at our Title I Schools. Title 1 will also send home a parent annual survey to gather feedback from parents in regards to programs and services offered to their child.

Parents of English Learners will have an opportunity to serve on the EL Parent Advisory board. This board meets quarterly to become informed of EL program recommendations, review title III grant, discuss concerns and celebrate successes of the program. Parents will also be invited to participate in open house, parent teacher conferences, reading and STEM nights, Cinco De Mayo annual events, home visit programs, surveys, and a variety of school based events within the school community.

Title I Requirement:

An LEA must develop the Title I Plan with timely and meaningful consultation with the stakeholders identified below.

ESEA section 1112(a)(1)(A)

Title III Requirement:

An LEA must develop and implement the plan in consultation with teachers, researchers, school administrators, parent and family members, community members, public or private e institutions of higher education. (Section 3121(b)(4)(C))

Legislative References:

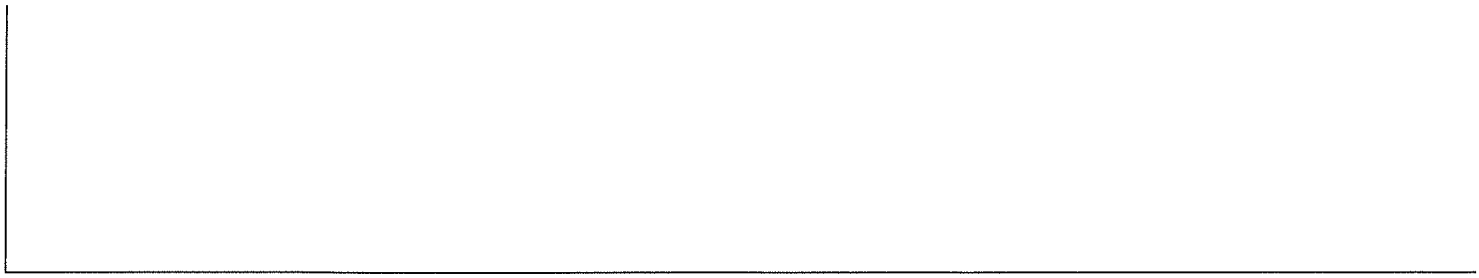
[1] Title I, Part A, Section 1112(a) (1) (A and B) and Section 3121 (b) (4)(C)

[2] Title I, Part A, Section 1116(a)(2)

[3] Title I, Part A, Section Section 1116(a)(2) and Section 1112(b)(7)

*Required field

** Required if funding selected for Title I, Part A; Title I, Part D; Title II, Part A; Title III; and/or Title IV, Part A



Private School Participation

File Upload instructions are linked below. Click here for general page instructions

NOTE: This page may remain blank if no private schools are listed or participating in the programs
NOTE: This page is not applicable to state schools or state-authorized charter schools.

Using the latest available verified data, private schools within the district's boundaries that are registered with ISBE are pre-populated in the table below. Timely and meaningful consultation with these schools is required by legislation for ESEA Titles I, II, and IV, as well as both IDEA grants. Any additional newer schools can be added by selecting Create Additional Entries. See separate sections below for more detailed information on completing the table.

Will Private Schools participate in the Program?
(●) Yes ( ) No

Private School Name	Consultation Date Titles I, II, IV	School Closing
Legacy Christian Academy		☑
Father McGivney Catholic H S	5/27/2021	☐
Good Shepherd Lutheran	5/27/2021	☐
St John Neumann	5/27/2021	☐
SS Peter and Paul School	5/27/2021	☐
Broken But Not Shattered Academ	5/27/2021	☐
Maryville Christian School	5/27/2021	☐
Holy Cross Lutheran School	5/27/2021	☐

Title Programming Nonpublic Consultation

In addition to private schools within the district boundaries, ESEA also requires timely and meaningful consultation with private schools outside the boundaries of the district if students are known to attend them. Those schools can be added by selecting Create Additional Entries. For each school listed, provide the date of consultation for Titles I, II, IV. If a school has closed, select that option under School Closing. Each school listed in the table requires at least one consultation date or a check in the School Closing column.

For each nonpublic school enrolling public school students from within the district, submit a signed copy of the Nonpublic School Consultation Participation Form (blank form linked below). Forms may be uploaded separately or may be combined into a single scanned PDF document as one upload.

For detailed instructions on how to upload and for naming conventions for uploaded files, **click on the link to Title Funding Upload – NOTE: READ BEFORE IMPORTING link** below.

Title Funding Upload - NOTE: READ BEFORE IMPORTING - Data Import Instructions

Nonpublic School Consultation Form

Choose File No file chosen

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Student Achievement and Timely Graduation

INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goa selected.*

ISBE Goals:

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a success the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique acac and emotional needs of each and every child.
- [ ] Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to every child an education that meets their needs.

District Goal(s):

- [ ] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

1. **Describe the well-rounded instructional program to meet the academic and language needs of all students and how the district will develop and implement th [1]**

   For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan n

   DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

   ([count] of 7500 maximum characters used)

   The district will continue to meet the needs of all students by implementing a standards aligned curriculum, a positive behavior intervention program, a social emotional learning program, and programs in science, math, STEM, advance courses, and world languages. Students will be assessed and data analyzed to make sure interventions are provided in a timely manner. Technology every students daily instruction to provide a real-world experience. A social emotional curriculum, PATHS, will be implemented at the K-6 grade levels. The middle and high school will impleme SEL Program. The district is also implementing an alternative program at both the high school and middle school to support high risk students by providing them with learning options to meet language learners will receive instruction in both their native language and English language when possible to enhance biliteracy skills. Programs and services will be evaluated annually and ac meet the needs of all students.

   Response from the prior year Consolidated District Plan.

   The district will continue to meet the needs of all students by implementing a standards aligned curriculum, a positive behavior intervention program, a social emotional learning program, and programs in science, math, STEM, advance courses, and world languages. Students will be assessed and data analyzed to make sure interventions are provided in a timely manner. Technology every students daily instruction to provide a real-world experience. A social emotional curriculum, PATHS, will be implemented at the K-6 grade levels. English language learners will receive ins their native language and English language when possible to enhance biliteracy skills. Programs and services will be evaluated annually and adjustments made to meet the needs of all student

2. **List and describe the measures the district takes to use and create the identification criteria for students at risk of failure.* Include criteria for low-income, E education, neglected, and delinquent as applicable to the district. [2]**

   For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan n

   DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

   ([count] of 7500 maximum characters used)

   At risk students will be identified in the area of language arts by using AIMS Web, STAR, MAP and IAR data along with teacher and parent recommendation and input. We anticipate that, 75% risked students will show a 3% growth rate in language arts, by the end of the school year with use of the AIMS Web and STAR assessments. The AIMS Web progress monitoring tool will be us individual growth on a consistent basis throughout the school year as well.

   At risk students will be identified in the area of mathematics by using AIMS Web, STAR, Engage NY , MAP and IAR data along with teacher recommendation and input. We anticipate that, 75% risked students will show 3% growth rate in mathematics, by the end of the year with use of the AIMS Web assessment. The AIMS Web progress monitoring tool will be used to monitor individ consistent basis throughout the school year as well.

   To ensure academic achievement in language arts and math assessment scores will be analyzed to determine the level of achievement. These scores will be reviewed and analyzed on a regula the school year during data collaboration meetings. The scores of various assessments including AIMS, progress monitoring tools and classroom performance will be analyzed and put together parties to evaluate to determine the effectiveness of the program for the specific students.

   The district will continue to implement data days, IEP meetings and PLC days to review and analyze data and identify students needing additional supports. The process will be used for all sub addressed.

   Response from the prior year Consolidated District Plan.

   At risk students will be identified in the area of language arts by using AIMS Web, STAR, MAP and IAR data along with teacher and parent recommendation and input. We anticipate that, 75% risked students will show a 3% growth rate in language arts, by the end of the school year with use of the AIMS Web assessment. The AIMS Web progress monitoring tool will be used to moni growth on a consistent basis throughout the school year as well.

   At risk students will be identified in the area of mathematics by using AIMS Web, STAR, Engage NY , MAP and IAR data along with teacher recommendation and input. We anticipate that, 75% risked students will show 3% growth rate in mathematics, by the end of the year with use of the AIMS Web assessment. The AIMS Web progress monitoring tool will be used to monitor individ consistent basis throughout the school year as well.

   To ensure academic achievement in language arts and math assessment scores will be analyzed to determine the level of achievement. These scores will be reviewed and analyzed on a regula the school year during data collaboration meetings. The scores of various assessments including AIMS, progress monitoring tools and classroom performance will be analyzed and put together parties to evaluate to determine the effectiveness of the program for the specific students.

   The district will continue to implement data days, IEP meetings and PLC days to review and analyze data and identify students needing additional supports. The process will be used for all sub addressed.

3. **Describe the additional education assistance to be provided to individual students needing additional help meeting the challenging State academic and langua This includes a description of any additional educational assistance designed to assist English learners and immigrant students to access academic content ar language proficiency, as applicable.* [3]**

   For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan n

   DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

   ([count] of 7500 maximum characters used)

   Individual students who need additional help meeting the challenging state academic standards will be instructed in language arts with interventions such as Soar to Success and Early Success 180 and System 44, Visualizing and Verbalizing, Seeing Stars and LIPS, Jolly Phonics, Read Naturally, Six Minute Solution and Wonder Works. Students will focus on decoding, vocabulary, fluer comprehension in a small group setting with a Title I teacher and/or reading interventionist. These students will have ongoing progress monitoring to ensure academic success.

   In Math, students who need additional assistance meeting the state standards will be instructed using the math core curriculum along with Number Worlds, Scholastic Fast Math, Moby Math, F best practices for math interventions such as reteaching and games. These will be used in a small group setting and students will have ongoing progress monitoring throughout the instructiona

   Teachers will use technology and small group instruction to differentiate and meet the needs of their students in the classroom. Secondary students will be placed in appropriate courses for the may include extended time in math and an additional class for reading instruction.

   Response from the prior year Consolidated District Plan.

   Individual students who need additional help meeting the challenging state academic standards will be instructed in language arts with interventions such as Soar to Success and Early Success 180 and System 44, Visualizing and Verbalizing, Seeing Stars and LIPS, Jolly Phonics, Read Naturally, Six Minute Solution and Wonder Works. Students will focus on decoding, vocabulary, fluer

comprehension in a small group setting with a Title I teacher and/or reading interventionist. These students will have ongoing progress monitoring to ensure academic success.

In Math, students who need additional assistance meeting the state standards will be instructed using the math core curriculum along with Number Worlds, Scholastic Fast Math, Moby Math, F best practices for math interventions such as reteaching and games. These will be used in a small group setting and students will have ongoing progress monitoring throughout the instructiona

Teachers will use technology and small group instruction to differentiate and meet the needs of their students in the classroom. Secondary students will be placed in appropriate courses for the may include extended time in math and an additional class for reading instruction.

4. **Describe the instructional and additional strategies intended to strengthen academic and language programs and improve school conditions for student learn these are implemented. This includes a description of any additional supplemental instructional activities and strategies designed to strengthen academic and programs for English learners and immigrant students, as applicable.* [4]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan n

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

Assessment scores of at risk students will be reviewed and analyzed often to determine the level of achievement. The scores of various assessments including AIMS, MAP, STAR, and IAR progr will also be used to monitor individual growth on a consistent basis to ensure that these students are making academic progress.
Elementary and Middle School students will receive small group math and all students will have access to technology. Weekly staff PLC meetings will be used to collaborate and look at date to academic growth.

Students with language barriers will be instructed using the most effective strategies to meet their needs. This may include small group instruction, co-teaching support, bilingual classrooms, their native language. Students will be assessed in both English and Spanish to ensure both language skills and academic content skills are being identified and addressed.

Identified students will also receive one on one instruction after school.

Response from the prior year Consolidated District Plan.

Assessment scores of at risk students will be reviewed and analyzed often to determine the level of achievement. The scores of various assessments including AIMS, MAP, STAR, and IAR progr will also be used to monitor individual growth on a consistent basis to ensure that these students are making academic progress.
Elementary and Middle School students will receive small group math and all students will have access to technology. Weekly staff PLC meetings will be used to collaborate and look at date to academic growth.

Students with language barriers will be instructed using the most effective strategies to meet their needs. This may include small group instruction, co-teaching support, bilingual classrooms, their native language. Students will be assessed in both English and Spanish to ensure both language skills and academic content skills are being identified and addressed.

Identified students will also receive one on one instruction after school.

5. **Explain the process through which the district will identify and address any disparities that result in low-income and/or minority students being taught at hig other students by ineffective, inexperienced, or out-of-field teachers.**[5]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan n

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

To ensure that all students are successful learners all certified and non-certified instructional employees will receive high quality professional development in content areas, interventions, data technology integration, standards based instruction, classroom management, etc. A Diversity and Equity Committee has been formed to address disparities in the curriculum and school progra levels of inclusion for all students. Employees will be encouraged to attend workshops, conferences, meetings, seminars, etc. at the local, state and national levels. At the elementary level, Tit coaches will support the districts goals and support teachers in the classroom when it comes to progress monitoring, modeling lessons and data analysis. Instructional coaches will also give in topics the district deems important. To assure there is no disparities, professional development is a component of the yearly teacher evaluation tool that the district uses to keep track that tea participating in ongoing professional development.

Response from the prior year Consolidated District Plan.

To ensure that all students are successful learners all certified and non-certified instructional employees will receive high quality professional development in content areas, interventions, data technology integration, standards based instruction, classroom management, etc. Employees will be encouraged to attend workshops, conferences, meetings, seminars, etc. at the local, state At the elementary level, Title I instructional coaches will support the districts goals and support teachers in the classroom when it comes to progress monitoring, modeling lessons and data ana coaches will also give in district training on topics the district deems important. To assure there is no disparities, professional development is a component of the yearly teacher evaluation tool uses to keep track that teachers are participating in ongoing professional development.

6. **Describe the measures the district takes in assisting schools in developing effective school library programs that provide students an opportunity to develop skills and improve academic achievement.** [6]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan n

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

The measures the district takes in assisting schools in developing effective school library programs that provide students an opportunity to develop digital literacy skills and improve academic all of our elementary buildings we have Promethean boards that teachers use to display digital books, online interactive reading programs such as Accelerated Reader, MyOn Reading and our V curriculum allows the children to read a variety of materials online as well.

At the Middle School and High School levels are librarians have provided research and digital literacy presentations at the request of teachers and our high school offers a freshman orientation students with the digital components of the library to promote academic achievement. Our district also has a substantial budget for library and media material and supplies that assist in keepi shelves well stocked with current publications.

Response from the prior year Consolidated District Plan.

The measures the district takes in assisting schools in developing effective school library programs that provide students an opportunity to develop digital literacy skills and improve academic all of our elementary buildings we have Promethean boards that teachers use to display digital books, online interactive reading programs such as Accelerated Reader, MyOn Reading and our V curriculum allows the children to read a variety of materials online as well.

At the Middle School and High School levels are librarians have provided research and digital literacy presentations at the request of teachers and our high school offers a freshman orientation students with the digital components of the library to promote academic achievement. Our district also has a substantial budget for library and media material and supplies that assist in keepi shelves well stocked with current publications.

7. **Describe how the district will identify and serve gifted and talented students by using objective criteria.** [7]**

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan n

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

As a district we identify gifted and talented students by using assessments and strategies to ensure students with high potential are identified. Once they are identified we differentiated instru condensing, modifying, or streamlining the regular curriculum to reduce repetition of previously mastered material. We also compact what students already know to allow time for acceleration beyond the basic curriculum for students who would otherwise be simply practicing what they already know.
At the elementary level, we use Renzulli Learning, a project-based enrichment program for our gifted learners. We also offer many STEM opportunities.

At middle school we offer advance classes in Math and Science, including after school programs. We also offer a pre-Engineering program and world language.

At our high school the students have an opportunity to enroll in Advanced Placement Classes, which allow placement of students with similar abilities and/or performance together for instructi appropriate, rapid, and advanced instruction, which allows them to advance quickly academically.

Response from the prior year Consolidated District Plan.

As a district we identify gifted and talented students by using assessments and strategies to ensure students with high potential are identified. Once they are identified we differentiated instru condensing, modifying, or streamlining the regular curriculum to reduce repetition of previously mastered material. We also compact what students already know to allow time for acceleration beyond the basic curriculum for students who would otherwise be simply practicing what they already know.
At the elementary level, we use Renzulli Learning, a project-based enrichment program for our gifted learners. We also offer many STEM opportunities.

At middle school we offer advance classes in Math and Science, including after school programs. We also offer a pre-Engineering program and world language.

At our high school the students have an opportunity to enroll in Advanced Placement Classes, which allow placement of students with similar abilities and/or performance together for instructi appropriate, rapid, and advanced instruction, which allows them to advance quickly academically.

Title I Requirements:

Ensure that all children receive a high-quality education.

Close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards.

Legislative References:

[1] Title I, Part A, Section 1112(b)(1)(A)

[2] Title I, Part A, Section 1112(b)(1)(B); 34 CFR 300.226 and 300.646
[3] Title I, Part A, Section 1112(b)(1)(C); 34 CFR 300.226 and 300.646
[4] Title I, Part A, Section 1112(b)(1)(D); 34 CFR 300.226 and 300.646
[5] Title I, Part A, Section 1112(b)(2)
[6] Title I, Part A, Section 1112(b)(13)(B)
[7] Title I, Part A, Section 1112(b)(13)(A)

* Required if funding selected for Title I, Part A; Title I, Part 1003a; Title I, Part D; Title II, Part A; Title III; and/or Title IV, Part A
**Required field for only Title I, Part A

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

College and Career Readiness

INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goa

ISBE Goals:

- ☐ Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a success paying special attention to addressing historic inequities.
- ☑ Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique acad emotional needs of each and every child.
- ☐ Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to an education that meets their needs.

District Goal(s):

☐ Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

1. Describe how the district will facilitate effective transitions for students from middle grades to high school and from high school to postsecondary education i applicable, through:* [1]

i. Coordination with institutions of higher education, employers, and other local partners;* and

ii. Increased student access to early college, high school or dual or concurrent enrollment opportunities, or career counseling to identify student interests an

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Pla

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

The district vertically aligns its curriculum to meet the needs of students as they progress from one grade level to the next. Students are assessed using the same assessment methods fron high school and student data is tracked throughout their educational career. As students enter high school, they are given a career interest survey to evaluate their strengths and interests a graduation. The high school offers vocational classes, cooperative work programs, and dual credit courses from area colleges. We have full time counselors available to assist students with and prepare them for college and career readiness. We have also implemented career development courses and/or programs at all levels.

Response from the approved prior year Consolidated District Plan.

The district vertically aligns its curriculum to meet the needs of students as they progress from one grade level to the next. Students are assessed using the same assessment methods fron high school and student data is tracked throughout their educational career. As students enter high school, they are given a career interest survey to evaluate their strengths and interests a graduation. The high school offers vocational classes, cooperative work programs, and dual credit courses from area colleges. We have full time counselors available to assist students with and prepare them for college and career readiness.

2. If applicable, describe the district's support for programs that coordinate and integrate the following:* [2]

Academic and career and technical education content through coordinated instructional strategies, that may incorporate experimental learning opportuniti skills attainment important to in-demand occupations or industries in the State; and work-based learning opportunities that provide students in-depth inte industry professionals and, if appropriate, academic credit.

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Pla

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

NOTE: If not applicable because district serves only grades K-8, enter ***Elementary District***

([count] of 7500 maximum characters used)

Our high school students have the opportunity to participate in the Collinsville Area Vocational Center. It is a two year, public vocational training center for junior and senior level high schoo are drawn from nine area high schools and attend 2 1/2 hour classes taught by instructors who have many hours of actual work experience in their fields. Each program area is designed to work habits, employable skills, and career opportunities, as well as give students a work environment related to their chosen fields. Many of our programs have dual credit and/or articulatic the community colleges, where many of our graduates continue their education.

Response from the approved prior year Consolidated District Plan.

Our high school students have the opportunity to participate in the Collinsville Area Vocational Center. It is a two year, public vocational training center for junior and senior level high schoo are drawn from nine area high schools and attend 2 1/2 hour classes taught by instructors who have many hours of actual work experience in their fields. Each program area is designed to work habits, employable skills, and career opportunities, as well as give students a work environment related to their chosen fields. Many of our programs have dual credit and/or articulatic the community colleges, where many of our graduates continue their education.

Legislative References:

[1] Title I, Part A, Section 1112(b)(10)(A and B)

[2] Title I, Part A, Section 1112(b)(12)(A and B)

* Required if funding selected for Title I, Part A; Title I, Part D; Title II, Part A; Title IV, Part A; IDEA, Part B Flow-Through; and/or IDEA, Part B Preschool

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Preschool Coordination

INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goa selected.

ISBE Goals:

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a succes the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique acac and emotional needs of each and every child.
- [ ] Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to every child an education that meets their needs.

District Goal(s):

- [ ] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

Describe how the district will support, coordinate, and integrate services provided under this part with early childhood education programs at the district or individ including plans for the transition of participants in such programs to local elementary school programs.* [1]

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan n

If the district does not offer early childhood education programs, enter
No Preschool Programs

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

The district's early childhood programs, title one programs and EL programs collaborate on an ongoing basis. The district program coordinators collaborate in regards to children transitioning fi childhood program to kindergarten. The early childhood programs offer spring conferences for those students and families who will be entering kindergarten for that school year. The purpose c to update families on their child's progress and explain what kindergarten may look like for their children. Teachers also discuss what possible expectations kindergarten teachers may have for the program in the coming fall. In Spring of 2021, the district held our first ever kindergarten screening initiative to allow new students entering kindergarten to visit their school, be screened, academic material to engage in summer learning.

The early childhood and title departments also work at helping publicize kindergarten enrollment and registration dates for transitioning families in the community. In addition, both departmen collaborating family involvement events throughout the school year.

Response from the approved prior year Consolidated District Plan.

The district's early childhood programs, title one programs and EL programs collaborate on an ongoing basis. The district program coordinators collaborate in regards to children transitioning fi childhood program to kindergarten. The early childhood programs offer spring conferences for those students and families who will be entering kindergarten for that school year. The purpose c to update families on their child's progress and explain what kindergarten may look like for their children. Teachers also discuss what possible expectations kindergarten teachers may have for the program in the coming fall.

The early childhood and title departments also work at helping publicize kindergarten enrollment and registration dates for transitioning families in the community. In addition, both departmen collaborating family involvement events throughout the school year.

Title I Requirement

Coordination of services with preschool education programs

Legislative References:

[1] Title I, Part A, Section 1112(b)(8)

*Required field for Title I and/or IDEA Preschool

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Professional Development - Highly Prepared and Effective Teachers and School Leaders

INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goa be selected.*

ISBE Goals:

- ☐ Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a succes future, with the state paying special attention to addressing historic inequities.
- ☐ Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique acac and social and emotional needs of each and every child.
- ☑ Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to each and every child an education that meets their needs.

District Goal(s):

- ☐ Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

For each program for which funding is anticipated for the 2021-2022 school year, provide a brief description of professional development activities to be funded by program as applicable.* [1]

NOTE: - If Professional Development will not be provided for a funded program below, enter **NOT PROVIDING.**

- Be sure to include information on how participating private schools will be included in the professional development plans.
- NOTE - writing space appears only if a program was selected on the Coordinated Funding page; to make changes in program funding, return to that page, revise, save the page return to this page.

Program and Description

A. Title I, Part A - Improving Basic Programs

Funds will be used to provide professional development/consultant services by Donna Whyte throughout the school year for K-4 Collinsville CUSD general education teachers and Title 1 sta consultant has devised a district specific plan to mitigate learning loss amplified by the pandemic. Donna will provide a combination of professional development training sessions and instru support while teachers are working with students in their classrooms. Professional development will be provided for the Title 1 staff to support effective implementation of reading and matl interventions, progress monitoring using STAR Enterprise, and interpreting STAR data to guide instruction.

B. Title I, Part A - School Improvement Part 1003(a)

These funds will be used to support professional development at our underperforming schools. Renfro Elementary school will continue to work with a learning partner to offer ongoing traini instructional best practices in reading and math and offer teacher stipends to attend and work collaboratively after school. Collinsville Middle School will continue to implement small group instruction in math and participate in training to improve student behavior. Both schools will participate in diversity and equity trainings to address the needs of minority students.

C. Title I, Part D - Delinquent

D. Title I, Part D - Neglected

E. Title I, Part D - State Neglected/Delinquent

F. Title II, Part A - Preparing, Training, and Recruiting

Title 2 Funds will be used to offer professional development in the areas of technology and instruction. According to a recent technology needs assessment, teachers expressed interest in r learning strategies and tools such as, google classroom, flipped classroom, and other communication tools to increase the home/school connection. Due to the significant loss of in-person instruction this school year, we will also offer training in small-group instruction, differentiation, data collection, and interventions. Teachers and staff will attend workshops and conferences areas of reading, writing, math, social emotional learning, trauma, and technology. With the implementation of STAR Assessment, Accelerated Reader, Freckle, and MyOn, teachers will also receive training on these programs. All schools will participate in diversity and equity trainings to address the needs of minority students.

G. Title III - LIEP

Funds will be used to make for professional development available for Collinsville CUSD general education teachers, support staff and Private schools. They will be invited to attend Collinsv Teacher Institute Training as well as other professional development available through IRC, ISBE and local professional training to improve state assessment scores and employ parent liaisc who promote parental involvement and services to increase awareness of English Learner programs.

H. Title III - ISEP

Funds will be used to make professional development available for Collinsville CUSD general education teachers, support staff and Private schools. Professional development will be availabl Collinsville CUSD faculty and staff. This preparation is essential for the purchase and use of technology within our Immigrant student population. Technology training will be made available students and parents which will foster English Language Acquisition, content skills learning and cultural awareness and also increase the knowledge of using computers as a tool to assist le

I. Title IV, Part A - Student Support and Academic Enrichment

Funds will be used to support teaching the whole child. Training will be offered in student behavior, social emotional learning, STEM, SAT prep, and college and career readiness.

J. Title V, Part B - Rural and Low Income Schools

K. IDEA, Part B - Flow-Through [2]

Topic areas of professional development for staff working with students with disabilities include Trauma Informed Teaching practices, working with students with challenging behaviors, cont development of IEPs including conducting Functional Behavioral Assessments and Behavior Intervention Plans, Data Collection and progress monitoring of goals and objectives, Transition Planning, implementation of ABA for students with Autism, ongoing trainings on best practices to further support the implementation of Language Live, Read Well, My Math and Glencoe Ma the instructional English Language Arts and Math classes in the special education setting and continued training on Unique Learning Systems which is being used in the Life Skills and Autisr Contained classes. Supplemental curriculum, many of them technology based, will continue to be used to support differentiation and meeting the widely diverse needs of students who requ special education services.

L. IDEA, Part B - Preschool

Early childhood teachers and the related staff providers such as Speech and Language pathologists, occupational therapists, physical therapists and the school social worker and school psychologist will have professional development opportunities provided to them regarding the delivery and principles of ABA, least restrictive environment, assessment tools and the pyram model for behavior management strategies.

Legislative Requirement:

[1] Title III, Section 3115(c)(2)
[2] 34 CFR 300.207 ; 2122(b)(4-9) of ESSA

* Required if funding selected for Title I, Part A; Title II, Part A; Title III; Title IV, Part A; Title V, Part B; IDEA, Part B Flow-Through; and/or IDEA, Part B Preschool

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Safe and Healthy Learning Environment

INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Goa selected.

ISBE Goals:

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a success the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique acac and emotional needs of each and every child.
- [ ] Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to every child an education that meets their needs.

District Goal(s):

- [ ] Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

1. Describe the process through which the districts will:*

i. reduce incidences of bullying and harassment

ii. reduce the overuse of discipline practices that remove students from the classroom [1]

iii. reduce the use of aversive behavioral interventions that compromise student health and safety; disaggregated by each subgroup of student as defined bel

a. each major racial and ethnic group;

b. economically disadvantaged students as compared to students who are not economically disadvantaged;

c. children with disabilities as compared to children without disabilities;

d. English proficiency status;

e. gender; and

f. migrant status.

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Pla

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

At the elementary, middle and high school levels our district effectively enforces a school based disciplinary management style to keep school and school-related activities free of disruption of any incidences.

The elementary and middle schools will continue to implement PBIS, Positive Behavior Interventions and Support. Teachers will receive training in Trauma, Restorative Practices, and Classr Strategies. All of these trainings will be in the effort to build relationships with students and keep students in the classroom.
The second cohorts of teachers and administrators will participate in a diversity and equity training to help us become more aware of the disadvantages of minority students.
All of our schools will continue to implement bully prevention programs which will include trainings for teachers and staff, students awareness, the KahoKIND program, and character educa encourage students to have good character. Students will also have access to clubs and organizations that promote leadership and good character development.

Response from the prior year Consolidated District Plan.

At the elementary, middle and high school levels our district effectively enforces a school based disciplinary management style to keep school and school-related activities free of disruption of any incidences.

The elementary and middle schools will continue to implement PBIS, Positive Behavior Interventions and Support. Teachers will receive training in Trauma, Restorative Practices, and Classr Strategies. All of these trainings will be in the effort to build relationships with students and keep students in the classroom.
The second cohorts of teachers and administrators will participate in a Poverty Simulation to help us become more aware of the disadvantages of low-income students.
All of our schools will continue to implement bully prevention programs which will include trainings for teachers and staff, students awareness, the KahoKIND program, and character educa encourage students to have good character. Students will also have access to clubs and organizations that promote leadership and good character development.

2. Describe the services the district will provide homeless children and youth, including services provided with funds reserved to support the enrollment, att success of homeless children and youth, in coordination with the services the district is providing under the McKinney-Vento Homeless Assistance Act. [3]

(42 U.S.C. 11301 et seq.);*

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Pla

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

Reserved Title 1 funds are used to support district efforts that provide school supplies, clothing, and transportation to and from school to homeless students.

Response from the prior year Consolidated District Plan.

Reserved Title 1 funds are used to support district efforts that provide school supplies, clothing, and transportation to and from school to homeless students.

Title I Requirement:

To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children meeting such standards

Legislative Requirements:

[1] Title I, Part A, Section 1112(b)(11)

[2] Title I, Part A, Section 1111(c)(2); 34 CFR 300.226 and 300.646

[3] Title I, Part A, Section 1112(b)(6)

* Required if funding selected for Title I, Part A and/or Title IV, Part A

EGMS HOME | ISBE HOME | LOGOUT

Consolidated District Plan

SESSION TIMEOUT 59:54

Close Printer Friendly Page

Spell Check

Attendance Center Designation Instructions

Attendance Center Designation

Attendance Center	Schoolwide	Targeted Assistance	Not Served	Closed	Board Approved Date
0001 - COLLINSVILLE HIGH SCHOOL	○	○	◉	○	5/17/2021
1003 - Collinsville Middle School	○	○	◉	○	5/17/2021
2001 - WEBSTER ELEMENTARY SCHOOL	◉	○	○	○	5/17/2021
2006 - CASEYVILLE ELEMENTARY SCHOOL	◉	○	○	○	5/17/2021
2011 - KREITNER ELEM SCHOOL	◉	○	○	○	5/17/2021
2013 - JEFFERSON ELEM SCHOOL	◉	○	○	○	5/17/2021
2014 - JOHN A RENFRO ELEMENTARY SCHOOL	◉	○	○	○	5/17/2021
2020 - SUMMIT ELEMENTARY SCHOOL	◉	○	○	○	5/17/2021
2022 - MARYVILLE ELEM SCHOOL	○	○	◉	○	5/17/2021
2023 - TWIN ECHO ELEM SCHOOL	◉	○	○	○	5/17/2021
2024 - Dorris Intermediate Sch	○	○	◉	○	5/17/2021
3001 - HOLLYWOOD HEIGHTS	○	○	◉	○	5/17/2021

Describe anticipated Reorganizations:	

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Title I Specific Requirements - Part Two

If Title I funding was selected on the Coordinated Funding page, this page is required. If the page is blank and the entity does plan to receive and use Title I funds, Coordinated Funding page and select Title I, save the page, and return to this page.

INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Go selected.

ISBE Goals:

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a succes the state paying special attention to addressing historic inequities.
- [x] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique aca and emotional needs of each and every child.
- [x] Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to every child an education that meets their needs.

District Goal(s): Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

- [x] Ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children who are not r standards.

1. **Describe how the district will carry out its responsibilities to support and improve schools identified as comprehensive or targeted under paragraphs (1) and 1111(d).* (Section 1112(b)(3))**

   Section 1111(d)

   For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan r

   DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

   If the district does not have any schools identified as comprehensive or targeted, enter

   No schools identified under this part

   ([count] of 7500 maximum characters used)

   No Title 1 schools identified under this part.

   Re-display of the approved response from the prior year Consolidated District Plan.

   Schools identified as comprehensive or targeted for school improvement will participate in activities focused on helping all students achieve these goals. Every faculty and staff member is a member of a PLC team that meets once a week to analyze student data, discuss student progress and any other topic pertaining to student growth.

   At a district level, we have a curriculum council that looks at data for the K-6 students and determines the needs for each building to improve academic progress and ensure student success. The school(s) identified will meet monthly to review the School improvement plans and monitor the progress of the school. Title 1 funding will continue to meet the needs of the school by pro professional development in the areas identified.

2. **Does the district serve eligible children in an institution or community day program for neglected or delinquent children or in an adult correctional institution 1112(b)(5))**

   - ( ) Yes
   - (•) No

3. **Select the poverty criteria below that will be used to rank school attendance centers. A district shall use the same measure(s) of poverty, which measure the children aged 5 through 17 in poverty counted in the most recent census data, with respect to ALL school attendance centers in the LEA.* (Section 1112(b)(**

   Measures of Poverty from 1113(5)(A) and (B)

   - [x] School Lunch: the number of children eligible for a free or reduced price lunch under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.),
   - [ ] TANF: the number of children in families receiving assistance under the State program funded under part A of Title IV of the Social Security Act,
   - [ ] Medicaid: the number of children eligible to receive medical assistance under the Medicaid Program,
   - [x] Direct Certification

4. **Describe, in general, the targeted assistance (section 1115) and/or schoolwide programs (section 1114) the district will operate, as well as the goal of those Where appropriate, please explain educational services outside such schools for children living in local institutions or community day programs for neglected children.* (Section 1112(b)(5))**

   Section 1114 and 1115

   For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan r

   DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

   ([count] of 7500 maximum characters used)

   Our schoolwide program includes all elementary building attendance centers in the Title I grant, including Caseyville Elementary, Jefferson Elementary, Summit Elementary, Twin Echo Element Elementary, Renfro Elementary and Kreitner Elementary. Title 1 funds will continue to be used to meet the needs of these schools by providing support staff, material, and professional develop necessary.

   Reading - Students in grades K-4 who are identified as Tier 3 reading students (lowest performing) receive 30-45 minutes of small group reading instruction daily, provided by Title I staff. Titl and research based interventions are paid with Title 1 grant funds.

   Math - Students in grades K-4 who are identified as Tier 3 math students (lowest performing) receive 30-45 minutes of small group math instruction 2-5 days per week, provided by Title I sta salaries and research based interventions are paid with Title 1 grant funds.

   Extended Day Tutoring Program - Program provides 45 minute after school tutoring sessions, 2-5 days a week. Tutors, paid with Title 1 grant funds, give extra support to students in reading a elementary buildings listed above.

   Summer School - Students are selected by greatest need according to aimswebPlus and STAR data. The Title 1 summer school program offers four additional weeks of instruction designed to achievement gap.

   Social emotional student needs will continue to be addressed by our Title 1 funded social emotional learning coach, utilizing the Title 1 purchased PATHS curriculum.

Re-display of the approved response from the prior year Consolidated District Plan.
Our schoolwide program includes all elementary building attendance centers in the Title I Grant, including Caseyville Elementary, Jefferson Elementary, Summit Elementary, Twin Echo Elemen Elementary, Renfro Elementary and Kreitner Elementary.

Reading - Students in grades K-4 who are identified as Tier 3 reading students (lowest performing) receive 30-45 minutes of small group reading instruction daily, provided by Title I staff. Titl paid with Title 1 grant funds.

Math - Students in grades K-4 who are identified as Tier 3 math students (lowest performing) receive 30-45 minutes of small group math instruction 2-5 days per week, provided by Title I sta salaries are paid with Title 1 grant funds.

Extended Day Tutoring Program - Program provides 45 minute after school tutoring sessions, 2-5 days a week. Tutors, paid with Title 1 grant funds, give extra support to students in reading a elementary buildings listed above.

5. In schools operating a targeted assistance program, please describe the objective criteria the district has established to identify the target populations, AND and school leaders will include parents, administrators, paraprofessionals, and instructional support personnel in their identification of the target population 1112(b)(9))

For your convenience, the prior year Consolidated District Plan approved response is provided below. It may be copied and modified to address the Consolidated District Plan r

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

If the district does not serve any schools identified as targeted assistance, enter **Schoolwide Program Only**

([count] of 7500 maximum characters used)
Schoolwide Program Only

Re-display of the approved response from the prior year Consoldiated District Plan.

Schoolwide Program Only

Title I Requirement:

To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those cl not meeting such standards.

*Required Field

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

IDEA Specific Requirements

If IDEA funding was selected on the Coordinated Funding page, this page is required. If the page is blank and the entity does plan to receive and use IDEA funds, r Coordinated Funding page and select IDEA, save the page, and return to this page.

INSTRUCTIONS: Select the goal(s) below that align with the District responses provided in the required information below. A minimum of one ISBE or District Go selected.

ISBE Goals:

- [x] Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a succes the state paying special attention to addressing historic inequities.
- [ ] Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique aca and emotional needs of each and every child.
- [ ] Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to every child an education that meets their needs.

District Goal(s): Select the checkbox, then enter the District Goal(s) that align to the responses below in the text area.

- [ ]

1. **How was the comprehensive needs assessment information used for planning grant activities?* This section should include the comprehensive needs identif targeted by the activities and programs funded by IDEA.**

   DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

   ([count] of 7500 maximum characters used)

   Several topic areas of professional development were identified including: Trauma Informed Practices in Education, conducting Functional Behavioral Assessments and writing Behavior Interve Collection for measuring progress and completing present levels of performance, quality Transition Planning including appropriate assessment tools and activities, implementation of ABA for st ongoing professional development for working with students with significant emotional deficits and challenging behaviors and incorporating technology into the classroom to prepare for the pc school closures and periods of remote learning for students with special education services. The need for the continued use of Supplemental curriculum, many of them technology based, will c to support differentiation and meeting the widely diverse needs of students in special education. Additionally, consistency and vertical alignment in the curriculum and practices throughout dis as the self contained emotional support classes, special education instructional language arts and math classes, and the life skills and autism classes has also been identified and has been anc addressed to ensure consistency as students transition throughout the district. Additionally, The Master Teacher, Paraeducator online training program will continue to be utilized to provide tar professional development opportunities for the educational assistants in the district.

   Response from the approved prior year Consolidated District Plan.

   Several topic areas of professional development were identified including: Trauma Informed Practices in Education, conducting Functional Behavioral Assessments and writing Behavior Interve Collection for measuring progress and completing present levels of performance, quality Transition Planning including appropriate assessment tools and activities, implementation of ABA for st ongoing professional development for working with students with significant emotional deficits and challenging behaviors and incorporating technology into the classroom to prepare for the pc school closures and periods of remote learning for students with special education services. The need for the continued use of Supplemental curriculum, many of them technology based, will c to support differentiation and meeting the widely diverse needs of students in special education. Additionally, consistency and vertical alignment in the curriculum and practices throughout dis as the self contained emotional support classes, special education instructional language arts and math classes, and the life skills and autism classes has also been identified and has been anc addressed during the 2020-2021 school year.

2. **Summarize the activities and programs to be funded within the grant application.***

   DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

   ([count] of 7500 maximum characters used)

   Topic areas of professional development for staff working with students with disabilities include Trauma Informed Teaching practices, working with students with challenging behaviors, continu IEPs including conducting Functional Behavioral Assessments and Behavior Intervention Plans, Data Collection and progress monitoring of goals and objectives, Transition Planning, implement students with Autism, ongoing trainings on best practices to further support the implementation of Language Live, Read Well, My Math and Glencoe Math for the instructional English Language classes in the special education setting and continued training on Unique Learning Systems which is being used in the Life Skills and Autism Self Contained classes from Early Childhood throug School. Supplemental curriculum, many of them technology based, will continue to be used to support differentiation and meeting the widely diverse needs of students who require special edu

   Language Live, an English Language Arts curriculum program which includes a key technology component, is used with students enrolled in grades 5th through 8th with IEPs receiving English instruction in the special education classroom setting. The data collected and analyzed from the benchmarks and progress monitoring pieces in the program as well as data collected through A benchmarks and progress monitoring indicated student growth in their reading comprehension and fluency. After successful implementation of Language Live in 5th - 8th grades, the vertical a materials and curriculum was expanded by adding Read Well to include Kindergarten to 4th Grade students with IEPs receiving English Language Arts instruction in the special education classr Language Live and Read Well will continue to be used for the 2021-2022 school year. Additionally, My Math and Glencoe Math 1, 2 and 3 will continue to be implemented in all instructional spe classes in grades K-8 beginning the 2021-2022 school year. Utilizing these two series when teaching students with identified math deficits in the smaller special education setting will be benef consistency for students receiving these services district wide. 1:1 devices such as chromebooks and/or ipads will continue to be used in the classrooms to allow for increased opportunities fo individualization of student instruction. Teachers of students with Autism will continue to receive support through professional development sessions provided on-site with continuous feedback Alternative School will continue to enroll K-12 students with social-emotional and learning disabilities and have received intensive training the past three years on trauma informed practices ar practices to the students who attend Hollywood Heights. Additionally, the social emotional curriculum, AIM (Accept, Identify, Move) is being implemented in all self contained emotional suppor there is vertical alignment throughout the program district wide. This implementation is being supported via ongoing site based trainings and remotely held webinars from Dr. Mark Dixon, BCE Behavioral Services. Unique Learning Systems has been adopted by all of the Life Skills and self contained Autism Classes in the district from Early Childhood classes to Collinsville High Schoo a consistent curriculum as students who require that intensive special education programming move from building to building in the district. Continuous professional development opportunitie needed for staff to ensure they are implementing all supplemental curriculum with fidelity and integrity and using the data from those programs to continue to drive instruction and improve st

   Response from the approved prior year Consolidated District Plan.

   Topic areas of professional development for staff working with students with disabilities include Trauma Informed Teaching practices, working with students with challenging behaviors, continu IEPs including conducting Functional Behavioral Assessments and Behavior Intervention Plans, Data Collection and progress monitoring of goals and objectives, Transition Planning, implement students with Autism, ongoing trainings on best practices to further support the implementation of Language Live, Read Well, My Math and Glencoe Math for the instructional English Language classes in the special education setting and continued training on Unique Learning Systems which is being used in the Life Skills and Autism Self Contained classes. Supplemental curriculum, r technology based, will continue to be used to support differentiation and meeting the widely diverse needs of students who require special education services. Based on the recent COVID-19 p impact of school closures on students with disabilities, many trainings to start the 2020-2021 school year will be heavily focused on incorporating technology into classroom routines in order t students for the possibility of remote learning situations. Many special education teachers and related services staff are interested in providing trainings and educational opportunities to their well in order to assist them in the event they are providing behavioral support to their children during remote instruction sessions.

   Language Live, an English Language Arts curriculum program which includes a key technology component, is used with students enrolled in grades 5th through 8th with IEPs receiving English instruction in the special education classroom setting. The data collected and analyzed from the benchmarks and progress monitoring pieces in the program as well as data collected through A benchmarks and progress monitoring indicated student growth in their reading comprehension and fluency. After successful implementation of Language Live in 5th - 8th grades, the vertical a materials and curriculum was expanded by adding Read Well to include Kindergarten to 4th Grade students with IEPs receiving English Language Arts instruction in the special education classr Language Live and Read Well will continue to be used for the 2020-2021 school year. Additionally, My Math and Glencoe Math 1, 2 and 3 will be implemented in all instructional special educati grades K-8 beginning the 2020-2021 school year. Utilizing these two series when teaching students with identified math deficits in the smaller special education setting will be beneficial in pro for students receiving these services district wide. 1:1 devices such as chromebooks and/or ipads will continue to be used in the classrooms to allow for increased opportunities for the individ instruction. Teachers of students with Autism will continue to receive support through professional development sessions provided on-site with continuous feedback as well as have access and Telepeak to provide remote ABA services. Hollywood Heights Alternative School will continue to enroll K-12 students with social-emotional and learning disabilities and have received intensive two years on trauma informed practices and applying those practices to the students who attend Hollywood Heights. Additionally, the social emotional curriculum, AIM (Accept, Identify, Move) implemented in all self contained emotional support classrooms so there is vertical alignment throughout the program district wide. This implementation is being supported via ongoing site ba remotely held webinars from Dr. Mark Dixon, BCBA of Shawnee Behavioral Services. Unique Learning Systems has been adopted by all of the Life Skills and self contained Autism Classes in th a consistent curriculum as students who require that intensive special education programming move from building to building in the district. Additional training opportunities have been provid aspects of Unique Learning Systems and this program will continue to be used in 2020-2021.

3. **Describe any changes in the scope or nature of services from the prior fiscal year.***

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

([count] of 7500 maximum characters used)

There are no major changes planned at this time regarding the scope of nature of services for the 2021-2022 school year in the special education program. It will be imperative for the consist implementation of My Math, Glencoe Math, Read Well and Language Live in the instructional special education settings and Unique Learning Systems in the Life Skills and Autism programs. Ac crucial for ABA to continued to be delivered via PEAK and AIM to be implemented in the self contained emotional support program classrooms throughout the district. There may be additional arise as the 2021-2022 school year arrives and all of the students return to the more traditional school setting which will then be addressed through the use of data driven decision making.

Response from the approved prior year Consolidated District Plan.

My Math and Glencoe Math 1-3 will be used in grades K-8 for students with identified math deficits receiving special education services in the smaller instructional setting. Trainings on the imp these series will be provided. This implementation will be closely monitored and teachers will be provided ongoing professional development and support as needed. Unique Learning Systems in the self contained Early Childhood Classes beginning with the 2020-2021 school year. The district's team of Speech and Language Pathologists will all receive training on Symbol Stix, an ev communication tool, which is also a component of Unique Learning Systems, and begin utilizing this tool in speech and language therapy sessions for students with communication disorders. in providing consistency and continuity for students with similar needs receiving speech and language services district wide. Finally, as a result of the recent COVID-19 Pandemic and the impa closures have had on students with disabilities, there will be additional trainings offered for providing remote special education instruction and services. One specific platform that will be used provide remote ABA services should the need arise again due to school closures. Additionally, other teletherapy platforms and trainings are being researched to provide for all related service p event that schools are closed again for extended periods of time.

*Required Field

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Needs Assessment Impact | Stakeholders | Private Schools Participation | Preschool Coordination | Student Achievement | College and Career | Professional Development | Safe Learning Environment | Title I Specific Pages | IDEA Specific Requir
Foster Care Transportation Requirements | Foster Care Plan Contacts | BID - School Stability | ! Care Tran

Overview

*******NOTE: This plan section is not required for the Department of Juvenile Justice******

PROGRAM: Foster Care Transportation Plan

PURPOSE: To comply with ESSA requirements for educational stability for students in foster care

REQUIRED FOR: All Illinois school districts and state-authorized charter schools

RESOURCES:
ED and HHS Letter to Chief State School Officers and Child Welfare Directors on Implementing the Fostering Connections Act of May 30, 2014
US Department of Education (USDE) web page for Students in Foster Care
The Fostering Connections to Success and Increasing Adoptions Act of 2008 (P.L. 110-351)
Educational Stability Requirements (Effective October 7, 2008)
Public Act 099-0781 (effective 8/12/2016)
USDE Non-Regulatory Guidance: Ensuring Educational Stability for Children in Foster Care (June 23, 2016)
Finance, Budgets & Funding – Transportation Programs (scroll to Foster Care Transportation section)
ESEA of 1965 as Amended, Section 6312(c)

BACKGROUND

Section 6312(5)(B) of ESEA of 1965 as Amended by ESSA requires that the local educational agency (LEA) collaborate with the state or local child welfare agency to develop and imp clear written procedures governing how transportation to maintain children in foster care in the school of origin when in their best interests will be provided, arranged, and funded for duration of the time in foster care.

DEFINITION AND REFERENCES

First Division vehicles are defined in the Illinois Vehicle Code as motor vehicles designed to carry no more than 10 persons total.

First Division vehicles can be used to transport 10 or fewer persons, including the driver, on regular routes for any and all school-sponsored activities, including curriculum-related tri Examples of First Division vehicles include cars, station wagons, mini-vans (10 passengers or less which includes the driver), taxi cabs, medical carrier or medi-car, and Suburbans. T manufacturer sticker (Federal Certification Label) located on the inside of the driver's side door will stipulate MPV for Multi-Passenger Vehicle, MPPV (MultiPurpose Passenger Vehicle) Passenger Car [49 CFR 571.3]

Vehicle Usage:

https://www.isbe.net/Documents/school_vehicle_guidance.pdf

https://www.isbe.net/Documents/vehicle_use_summary.pdf

https://www.isbe.net/Documents/ISBE-Visual-Vehicle-Use-Guide.pdf

Transportation Programs:

https://www.isbe.net/Pages/Funding-and-Disbursements-Transportation-Programs.aspx

REQUIREMENTS

A. The following factors should be considered when developing the transportation procedures for a student in foster care:

1. Safety
2. Duration of the need for services
3. The time/length of travel time for the student each day
4. Time of placement change
5. Type of transportation available (yellow school bus, taxi cab, First Division vehicle, etc.)
6. Traffic patterns
7. Flexibility in school schedule
8. Impact of extracurricular activities on transportation options.
9. Maturity and behavioral capacity of student

B. The following low-cost/no-cost options should be considered when developing the transportation procedures:

1. Pre-existing transportation route
2. New transportation route
3. Route-to-Route hand-offs
4. District-to-district boundary hand-offs
5. Eligibility of the student for transportation through other services such as, but not limited to, Individuals with Disabilities Education Act (IDEA)
6. Alternatives not directly provided by the district/school such as:
   a. Contracted services - taxis, student transport companies, etc. - see note below
   b. Public transportation such as city buses, rails, etc.
   c. Carpools- see note below
   d. School/District staff- see note below
   e. Options presented by DCFS outside of those provided by the district/school, such as reimbursing the foster parents for transportation costs, or including transport in cont with licensed child placing agencies or group homes

NOTE: A school bus driver permit is REQUIRED for these options! IMPORTANT: All drivers transporting students (other than pare or legal guardians transporting their own students) in First Division vehicles MUST possess a valid school bus driver permit per Section 6-104(d) of the Vehicle Code. THIS INCLUDES TAXI CAB DRIVERS.

REMINDER: A multifunction school activity bus (MFSAB) can NEVER be used to transport home-to-school or school-to-home [625 ILCS 5/1-148.3a-5]

C. The following funding options should be considered when developing the transportation procedures for a student in foster care:

1. Title IV-E of the Social Security Act if the student is eligible
2. Title I of the ESEA of 1965 as Amended by ESSA (except that funds reserved for comparable services for homeless children and youth may NOT be used for transportation)
3. IDEA funds, if the student has an Individual Educational Program (IEP) that includes provisions for specialized transportation
4. State special education transportation funds, if the student has an IEP

5. Local funds

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Needs Assessment Impact | Stakeholders | Private Schools Participation | Preschool Coordination | Student Achievement | College and Career | Professional Development | Safe Learning Environment | Title I Specific P
Foster Care Transportation Requirements | Foster Care Plan Contacts | BID - School Stability

Contact Information

*****NOTE: This page is not required for the Department of Juvenile Justice****

As part of the foster care transportation plan development process, several stakeholders should be involved. These may include, but are not limited to:

a. Local educational agency (LEA) point of contact for foster students (LEA-POC)
b. LEA transportation director
c. Child welfare agency point of contact
d. LEA Department of Children and Family Services (DCFS) liaison as permitted by 105 ILCS 5/10-20.58, if applicable
e. Title I director
f. School social worker
g. Guidance counselor
h. Special education personnel

Provide contact information for all personnel included in the development of the plan. The LEA-POC and transportation director are requ included as applicable.

1. Foster Care LEA-POC - required*

Last Name*	First Name*	Position/Title*	Email*
Hyre	Bradley	Assistant Superintendent - Student Services	bhyre@cusd.

2. LEA Transportation Director - required*

Last Name*	First Name*	Position/Title*	Email*
Hyre	Bradley	Assistant Superintendent - Student Services	bhyre@cusd.

☑ Click here to add information for other personnel involved in the plan development.

3. Other personnel

Last Name	First Name	Position/Title	Email
Underwood	Alison	Director of Special Education	aunderwo@

☐ Click here to add information for additional other personnel.

*Required field

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Needs Assessment Impact | Stakeholders | Private Schools Participation | Preschool Coordination | Student Achievement | College and Career | Professional Development | Safe Learning Environment | Title I Specific Pages | IDEA Specific Requir
Foster Care Transportation Requirements | Foster Care Plan Contacts | BID - School Stability | Care Tran

Best Interest Determination as it relates to School Stability

*******NOTE: This page is not required for the Department of Juvenile Justice******

NOTE: FIELDS BELOW MAY BE PREPOPULATED WITH DATA. REVIEW ANY PREPOPULATED DATA, COPY AND REVISE AS NEEDED IN THE BOX ABOVE IT, AND SAVE THE PAGE.

1. Describe the process for determining the best interest of the affected child for placement if the child is placed into foster care or changes residences while in fos positions of all district personnel involved.*

Be sure to include the factors that should be considered in determining whether remaining in a child's school of origin is in his or her best interest, as it relates to ens

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan. COLLINSVILLE CUSD10 STUDENTS PLACED IN FOSTER CARE

The Every Student Succeeds Act of 2015 (ESSA) requires that school districts and child welfare agencies collaborate to develop and implement clear written procedures governing how transportati and funded to maintain children in foster care in their school of origin during the time students are in foster care when it is in their best interest. (ESEA section 1112(c)(5)(B)). School Education A tribal child welfare agencies also play a key role in ensuring the adequate provision of transportation for children in foster care, as part of their overall responsibilities under Title I and the Fosterin educational stability for these children. These procedures will align with the broader school stability processes found in the Joint Guidance on School Placement for Students in Foster Care.

Under ESSA, transportation procedures for children in foster care must: 1) Ensure that children in foster care needing transportation to the school of origin will promptly receive transportation in a accordance with the child welfare agency's authority to use child welfare funding for school of origin transportation; 2) Ensure that, if there are additional costs incurred in providing transportation care in their schools of origin, the district will provide transportation to the school of origin if: a) the local child welfare agency agrees to reimburse the LEA for the cost of such transportation; b) t the cost of such transportation; or c) the district and the local child welfare agency agree to share the cost of such transportation.

Development of this Transportation Plan for Students in Foster Care included the following participants:
Bradley Hyre, Director of Student Services, Local Foster Care liaison, McKinney-Vento liaison, and CUSD10 pupil transportation director
Ali Underwood, Director of Special Education
Mandy Robbins, CUSD10 Social Services/Renfro Elementary School Assistant Principal

A State Education Agency (SEA), in collaboration with the state or tribal child welfare agency, must ensure that an LEA takes into consideration all factors relating to a child's best interest in deter should remain in his or her school of origin. (ESEA section 1111(g)(1)(E)(i)).

The following low cost/no cost options should be considered when developing the Transportation Procedure for a student in foster care:
1. A pre-existing transportation route;
2. A new transportation route;
3. Route-to-route hand-offs;
4. District-to-district boundary hand-offs;
5. Eligibility of the child for transportation through other services such as: Special education students (Individuals with Disabilities Education Act); or Homeless students (McKinney-Vento Act).
6. Alternatives not directly provided by Collinsville Community Unit School District No. 10 such as: Contracted services: taxis, student transport companies, uber, lyft, etc.; Public transportation su and Carpools; or School/District staff.
7. Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with lice group homes.

BEST INTEREST DETERMINATION GUIDELINES
Requirements under Title I of ESEA, as amended by ESSA, emphasize the importance of limiting educational disruption by keeping children who are in foster care (due to entering the foster care s placements) in their schools of origin, unless it is determined to be in the best interest of a child to change schools. If it is not in the best interest of a child to remain in his or her school of origin, enrolled in his or her new school without delay.

SEAs, LEAs, and child welfare agencies have flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, as well as an to a child's best interest. Though the specific factors may vary depending on context, in order to make a holistic and well-informed determination, a variety of student-centered factors should be c include: 1) Appropriateness of the current educational setting and proximity of placement; 2) Preferences of the child; 3) Preferences of the child's parent(s) or education decision-maker(s); 4) Th school, including meaningful relationships with staff and peers; 5) Placement of the child's sibling(s); 6) Influence of the school climate on the child, including safety; 7) The availability and quality to meet the child's educational and socio-emotional needs; 8) History of school transfers and how they have impacted the child; 9) How the length of the commute would impact the child, based c stage; and 10) Whether the child is an English Learner and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consisten Educational Opportunities Ac (EEOA).

SEQUENCE:
1. When a student is placed in foster care or changes residence while in foster care, the LDSS worker must notify the principal and the local superintendent. If the new residence is not in the sam liaison must be notified and invited to participate in the Best Interest Determination (BID).
2. Upon receipt of the invitation to participate in the BID, the foster care liaison notifies the school of origin transportation designee.
a. The foster care liaison should provide the student's name, current school, new residence address, and whether the student has an IEP with specialized transportation.
b. The school of origin transportation designee identifies potential ways that the child could be transported (see list of options below) if the BID results in a decision to maintain the current school given to the foster care liaison to include in the BID.
3. The LDSS worker, foster care liaison, and other essential members of BID share their information. The joint decision is made by the LDSS worker and the foster care liaison.
4. If the BID decision is that the student will remain in the current school, the foster care liaison notifies the school of origin transportation designee, who then assists the LDSS worker in arrangin school.

Options to Consider:
The following factors should be considered when developing the Transportation Procedures for a foster care student:
1. Safety;
2. Duration;
3. Time of placement change;
4. Type of transportation available;
5. Traffic patterns;
6. Flexibility in school schedule;
7. Impact of extracurricular activities on transportation options; and
8. Maturity and behavioral capacity.

Response from the approved prior year Consolidated District Plan.
COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

The Every Student Succeeds Act of 2015 (ESSA) requires that school districts and child welfare agencies collaborate to develop and implement clear written procedures governing how transportati and funded to maintain children in foster care in their school of origin during the time students are in foster care when it is in their best interest. (ESEA section 1112(c)(5)(B)). School Education A tribal child welfare agencies also play a key role in ensuring the adequate provision of transportation for children in foster care, as part of their overall responsibilities under Title I and the Fosterin educational stability for these children. These procedures will align with the broader school stability processes found in the Joint Guidance on School Placement for Students in Foster Care.

Under ESSA, transportation procedures for children in foster care must: 1) Ensure that children in foster care needing transportation to the school of origin will promptly receive transportation in a accordance with the child welfare agency's authority to use child welfare funding for school of origin transportation; 2) Ensure that, if there are additional costs incurred in providing transportation care in their schools of origin, the district will provide transportation to the school of origin if: a) the local child welfare agency agrees to reimburse the LEA for the cost of such transportation; b) t the cost of such transportation; or c) the district and the local child welfare agency agree to share the cost of such transportation.

Development of this Transportation Plan for Students in Foster Care included the following participants:
Bradley Hyre, Director of Student Services, Local Foster Care liaison, McKinney-Vento liaison, and CUSD10 pupil transportation director

Ali Underwood, Director of Special Education
Mandy Robbins, CUSD10 Social Services/Renfro Elementary School Assistant Principal

A State Education Agency (SEA), in collaboration with the state or tribal child welfare agency, must ensure that an LEA takes into consideration all factors relating to a child's best interest in deter should remain in his or her school of origin. (ESEA section 1111(g)(1)(E)(i)).

The following low cost/no cost options should be considered when developing the Transportation Procedure for a student in foster care:
1. A pre-existing transportation route;
2. A new transportation route;
3. Route-to-route hand-offs;
4. District-to-district boundary hand-offs;
5. Eligibility of the child for transportation through other services such as: Special education students (Individuals with Disabilities Education Act); or Homeless students (McKinney-Vento Act).
6. Alternatives not directly provided by Collinsville Community Unit School District No. 10 such as: Contracted services: taxis, student transport companies, uber, lyft, etc.; Public transportation su and Carpools; or School/District staff.
7. Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with lice group homes.

BEST INTEREST DETERMINATION GUIDELINES
Requirements under Title I of ESEA, as amended by ESSA, emphasize the importance of limiting educational disruption by keeping children who are in foster care (due to entering the foster care s placements) in their schools of origin, unless it is determined to be in the best interest of a child to change schools. If it is not in the best interest of a child to remain in his or her school of origin, enrolled in his or her new school without delay.

SEAs, LEAs, and child welfare agencies have flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, as well as an to a child's best interest. Though the specific factors may vary depending on context, in order to make a holistic and well-informed determination, a variety of student-centered factors should be c include: 1) Appropriateness of the current educational setting and proximity of placement; 2) Preferences of the child; 3) Preferences of the child's parent(s) or education decision-maker(s); 4) Th school, including meaningful relationships with staff and peers; 5) Placement of the child's sibling(s); 6) Influence of the school climate on the child, including safety; 7) The availability and quality to meet the child's educational and socio-emotional needs; 8) History of school transfers and how they have impacted the child; 9) How the length of the commute would impact the child, based c stage; and 10) Whether the child is an English Learner and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consisten Educational Opportunities Ac (EEOA).

SEQUENCE:
1. When a student is placed in foster care or changes residence while in foster care, the LDSS worker must notify the principal and the local superintendent. If the new residence is not in the sam liaison must be notified and invited to participate in the Best Interest Determination (BID).
2. Upon receipt of the invitation to participate in the BID, the foster care liaison notifies the school of origin transportation designee.
a. The foster care liaison should provide the student's name, current school, new residence address, and whether the student has an IEP with specialized transportation.
b. The school of origin transportation designee identifies potential ways that the child could be transported (see list of options below) if the BID results in a decision to maintain the current school given to the foster care liaison to include in the BID.
3. The LDSS worker, foster care liaison, and other essential members of BID share their information. The joint decision is made by the LDSS worker and the foster care liaison.
4. If the BID decision is that the student will remain in the current school, the foster care liaison notifies the school of origin transportation designee, who then assists the LDSS worker in arrangin school.

Options to Consider:
The following factors should be considered when developing the Transportation Procedures for a foster care student:
1. Safety;
2. Duration;
3. Time of placement change;
4. Type of transportation available;
5. Traffic patterns;
6. Flexibility in school schedule;
7. Impact of extracurricular activities on transportation options; and
8. Maturity and behavioral capacity.

2. Describe any special considerations and legal requirements taken into account for children with disabilities under IDEA and students with disabilities under Sect

See IDEA legislation here **See Section 504 here**

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

BEST INTEREST DETERMINATION (BID) FACTORS/CONSIDERATIONS:
SEAs, LEAs, and child welfare agencies have flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, as well as an to a child's best interest. Though the specific factors may vary depending on context, in order to make a holistic and well-informed determination, a variety of student-centered factors should be c include: 1) Appropriateness of the current educational setting and proximity of placement; 2) Preferences of the child; 3) Preferences of the child's parent(s) or education decision-maker(s); 4) Th school, including meaningful relationships with staff and peers; 5) Placement of the child's sibling(s); 6) Influence of the school climate on the child, including safety; 7) The availability and quality to meet the child's educational and socio-emotional needs; 8) History of school transfers and how they have impacted the child; 9) How the length of the commute would impact the child, based c stage; and 10) Whether the child is an English Learner and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consisten Educational Opportunities Ac (EEOA).

Options to Consider:
The following factors should be considered when developing the Transportation Procedures for a foster care student:
1. Safety;
2. Duration;
3. Time of placement change;
4. Type of transportation available;
5. Traffic patterns;
6. Flexibility in school schedule;
7. Impact of extracurricular activities on transportation options; and
8. Maturity and behavioral capacity.

The following low cost/no cost options should be considered when developing the Transportation Procedure for a student in foster care:
1. A pre-existing transportation route;
2. A new transportation route;
3. Route-to-route hand-offs;
4. District-to-district boundary hand-offs;
5. Eligibility of the child for transportation through other services such as: Special education students (Individuals with Disabilities Education Act); or Homeless students (McKinney-Vento Act).
6. Alternatives not directly provided by Collinsville Community Unit School District No. 10 such as: Contracted services: taxis, student transport companies, uber, lyft, etc.; Public transportation su and Carpools; or School/District staff.
7. Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with lice group homes.

FUNDING OPTIONS:
1. Title IV-E (however, consider that all children in foster care may not be eligible, tribal foster children may be eligible, and the State CWA is responsible for the non-federal portion);
2. Title I (but funds reserved for comparable services for homeless children & youth may not be used for transportation);
3. If the student has an Individual Educational Program (IEP) that includes provisions for specialized transportation, transportation must be provided by the school district responsible for the stude Education (FAPE). Based on Illinois' special education regulations, any alternative special education placement, whether public or private, assumes specialized transportation is part of the IEP and student to receive FAPE.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

Response from the approved prior year Consolidated District Plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

BEST INTEREST DETERMINATION (BID) FACTORS/CONSIDERATIONS:
SEAs, LEAs, and child welfare agencies have flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, as well as an to a child's best interest. Though the specific factors may vary depending on context, in order to make a holistic and well-informed determination, a variety of student-centered factors should be c include: 1) Appropriateness of the current educational setting and proximity of placement; 2) Preferences of the child; 3) Preferences of the child's parent(s) or education decision-maker(s); 4) Th school, including meaningful relationships with staff and peers; 5) Placement of the child's sibling(s); 6) Influence of the school climate on the child, including safety; 7) The availability and quality to meet the child's educational and socio-emotional needs; 8) History of school transfers and how they have impacted the child; 9) How the length of the commute would impact the child, based c stage; and 10) Whether the child is an English Learner and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consisten Educational Opportunities Ac (EEOA).

Options to Consider:
The following factors should be considered when developing the Transportation Procedures for a foster care student:

1. Safety;
2. Duration;
3. Time of placement change;
4. Type of transportation available;
5. Traffic patterns;
6. Flexibility in school schedule;
7. Impact of extracurricular activities on transportation options; and
8. Maturity and behavioral capacity.

The following low cost/no cost options should be considered when developing the Transportation Procedure for a student in foster care:
1. A pre-existing transportation route;
2. A new transportation route;
3. Route-to-route hand-offs;
4. District-to-district boundary hand-offs;
5. Eligibility of the child for transportation through other services such as: Special education students (Individuals with Disabilities Education Act); or Homeless students (McKinney-Vento Act).
6. Alternatives not directly provided by Collinsville Community Unit School District No. 10 such as: Contracted services: taxis, student transport companies, uber, lyft, etc.; Public transportation su and Carpools; or School/District staff.
7. Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with lice group homes.

FUNDING OPTIONS:
1. Title IV-E (however, consider that all children in foster care may not be eligible, tribal foster children may be eligible, and the State CWA is responsible for the non-federal portion);
2. Title I (but funds reserved for comparable services for homeless children & youth may not be used for transportation);
3. If the student has an Individual Educational Program (IEP) that includes provisions for specialized transportation, transportation must be provided by the school district responsible for the stude Education (FAPE). Based on Illinois' special education regulations, any alternative special education placement, whether public or private, assumes specialized transportation is part of the IEP and student to receive FAPE.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

3. Describe any special consideration and legal requirements taken into account for children who are English learners.*

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

BEST INTEREST DETERMINATION (BID) FACTORS/CONSIDERATIONS:
SEAs, LEAs, and child welfare agencies have flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, as well as an to a child's best interest. Though the specific factors may vary depending on context, in order to make a holistic and well-informed determination, a variety of student-centered factors should be c include: 1) Appropriateness of the current educational setting and proximity of placement; 2) Preferences of the child; 3) Preferences of the child's parent(s) or education decision-maker(s); 4) Th school, including meaningful relationships with staff and peers; 5) Placement of the child's sibling(s); 6) Influence of the school climate on the child, including safety; 7) The availability and quality to meet the child's educational and socio-emotional needs; 8) History of school transfers and how they have impacted the child; 9) How the length of the commute would impact the child, based c stage; and 10) Whether the child is an English Learner and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consisten Educational Opportunities Ac (EEOA).

Options to Consider:
The following factors should be considered when developing the Transportation Procedures for a foster care student:
1. Safety;
2. Duration;
3. Time of placement change;
4. Type of transportation available;
5. Traffic patterns;
6. Flexibility in school schedule;
7. Impact of extracurricular activities on transportation options; and
8. Maturity and behavioral capacity.

The following low cost/no cost options should be considered when developing the Transportation Procedure for a student in foster care:
1. A pre-existing transportation route;
2. A new transportation route;
3. Route-to-route hand-offs;
4. District-to-district boundary hand-offs;
5. Eligibility of the child for transportation through other services such as: Special education students (Individuals with Disabilities Education Act); or Homeless students (McKinney-Vento Act).
6. Alternatives not directly provided by Collinsville Community Unit School District No. 10 such as: Contracted services: taxis, student transport companies, uber, lyft, etc.; Public transportation su and Carpools; or School/District staff.
7. Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with lice group homes.

FUNDING OPTIONS:
1. Title IV-E (however, consider that all children in foster care may not be eligible, tribal foster children may be eligible, and the State CWA is responsible for the non-federal portion);
2. Title I (but funds reserved for comparable services for homeless children & youth may not be used for transportation);
3. If the student has an Individual Educational Program (IEP) that includes provisions for specialized transportation, transportation must be provided by the school district responsible for the stude Education (FAPE). Based on Illinois' special education regulations, any alternative special education placement, whether public or private, assumes specialized transportation is part of the IEP and student to receive FAPE.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

Response from the approved prior year Consolidated District Plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

BEST INTEREST DETERMINATION (BID) FACTORS/CONSIDERATIONS:
SEAs, LEAs, and child welfare agencies have flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, as well as an to a child's best interest. Though the specific factors may vary depending on context, in order to make a holistic and well-informed determination, a variety of student-centered factors should be c include: 1) Appropriateness of the current educational setting and proximity of placement; 2) Preferences of the child; 3) Preferences of the child's parent(s) or education decision-maker(s); 4) Th school, including meaningful relationships with staff and peers; 5) Placement of the child's sibling(s); 6) Influence of the school climate on the child, including safety; 7) The availability and quality to meet the child's educational and socio-emotional needs; 8) History of school transfers and how they have impacted the child; 9) How the length of the commute would impact the child, based c stage; and 10) Whether the child is an English Learner and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consisten Educational Opportunities Ac (EEOA).

Options to Consider:
The following factors should be considered when developing the Transportation Procedures for a foster care student:
1. Safety;
2. Duration;
3. Time of placement change;
4. Type of transportation available;
5. Traffic patterns;
6. Flexibility in school schedule;
7. Impact of extracurricular activities on transportation options; and
8. Maturity and behavioral capacity.

The following low cost/no cost options should be considered when developing the Transportation Procedure for a student in foster care:
1. A pre-existing transportation route;
2. A new transportation route;
3. Route-to-route hand-offs;
4. District-to-district boundary hand-offs;
5. Eligibility of the child for transportation through other services such as: Special education students (Individuals with Disabilities Education Act); or Homeless students (McKinney-Vento Act).
6. Alternatives not directly provided by Collinsville Community Unit School District No. 10 such as: Contracted services: taxis, student transport companies, uber, lyft, etc.; Public transportation su and Carpools; or School/District staff.
7. Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with lice group homes.

FUNDING OPTIONS:
1. Title IV-E (however, consider that all children in foster care may not be eligible, tribal foster children may be eligible, and the State CWA is responsible for the non-federal portion);
2. Title I (but funds reserved for comparable services for homeless children & youth may not be used for transportation);
3. If the student has an Individual Educational Program (IEP) that includes provisions for specialized transportation, transportation must be provided by the school district responsible for the stude

Education (FAPE). Based on Illinois' special education regulations, any alternative special education placement, whether public or private, assumes specialized transportation is part of the IEP and student to receive FAPE.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

4. Describe the dispute resolution process should there be disagreement among parents, education decision makers, and other stakeholders regarding the best int

Be sure to include the step-by-step process if one would want to initiate a dispute through the resolution. NOTE: include that DCFS has the final say if a resolution c

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

DISPUTE RESOLUTION:

If there is disagreement regarding school placement for a child in foster care, the child welfare agency should be considered the final decision maker in making the best interest determination (un otherwise). The child welfare agency is uniquely positioned to assess vital non-educational factors such as safety, sibling placements, the child's permanency goal, and the other components of th agency also has the authority, capacity, and responsibility to collaborate with and gain information from multiple parties, including parents, children, schools, and the court in making these decisio appropriate, an LEA must ensure that a child remains in his or her school of origin while the disputes are being resolved to minimize disruptions and reduce the number of moves between schools. (E)(i)).

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

Response from the approved prior year Consolidated District Plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

4. DISPUTE RESOLUTION:

If there is disagreement regarding school placement for a child in foster care, the child welfare agency should be considered the final decision maker in making the best interest determination (un otherwise). The child welfare agency is uniquely positioned to assess vital non-educational factors such as safety, sibling placements, the child's permanency goal, and the other components of th agency also has the authority, capacity, and responsibility to collaborate with and gain information from multiple parties, including parents, children, schools, and the court in making these decisio appropriate, an LEA must ensure that a child remains in his or her school of origin while the disputes are being resolved to minimize disruptions and reduce the number of moves between schools. (E)(i)).

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

*Required field

Close Printer Friendly Page

Applicant: COLLINSVILLE C U SCH DIST 10
Application: 2021-2022 Consolidated District Plan - 00
Cycle: Original Application
Project Number: 22-CDP-00-41-057-0100-26

County: Madison

Consolidated District Plan

Printer-Friendly
Click to Return to Application Select

Needs Assessment Impact | Stakeholders | Private Schools Participation | Preschool Coordination | Student Achievement | College and Career | Professional Development | Safe Learning Environment | Title I Specific Pages | IDEA Specific Requir
Foster Care Transportation Requirements | Foster Care Plan Contacts | BID - School Stability | Care Tran

Transportation Plan Development

*******NOTE: This plan section is not required for the Department of Juvenile Justice******

NOTE: FIELDS BELOW MAY BE PREPOPULATED WITH DATA. REVIEW ANY PREPOPULATED DATA, COPY AND REVISE AS NEEDED IN THE BOX ABOVE IT, AND SAVE THE PAGE.

1. Describe the process for determining how transportation will be provided to students who qualify, including the position of all individuals involved in the proces:

Be sure to include the factors that should be considered when developing the transportation procedures for a student in foster care.

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan. COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

The Every Student Succeeds Act of 2015 (ESSA) requires that school districts and child welfare agencies collaborate to develop and implement clear written procedures governing how transportati be provided, arranged, and funded to maintain children in foster care in their school of origin during the time students are in foster care when it is in their best interest. (ESEA section 1112(c)(5)(School Education Associations (SEA) and State or tribal child welfare agencies also play a key role in ensuring the adequate provision of transportation for children in foster care, as part of their o responsibilities under Title I and the Fostering Connections Act to provide educational stability for these children. These procedures will align with the broader school stability processes found in th Guidance on School Placement for Students in Foster Care.

Under ESSA, transportation procedures for children in foster care must: 1) Ensure that children in foster care needing transportation to the school of origin will promptly receive transportation in a effective manner and in accordance with the child welfare agency's authority to use child welfare funding for school of origin transportation; 2) Ensure that, if there are additional costs incurred in providing transportation to maintain children in foster care in their schools of origin, the district will provide transportation to the school of origin if: a) the local child welfare agency agrees to reim the LEA for the cost of such transportation; b) the district agrees to pay for the cost of such transportation; or c) the district and the local child welfare agency agree to share the cost of such transportation.

Development of this Transportation Plan for Students in Foster Care included the following participants:
Bradley Hyre, Director of Student Services, Local Foster Care liaison, McKinney-Vento liaison, and CUSD10 pupil transportation director
Ali Underwood, Director of Special Education
Mandy Robbins, CUSD10 Social Services/Renfro Elementary School Assistant Principal

A State Education Agency (SEA), in collaboration with the state or tribal child welfare agency, must ensure that an LEA takes into consideration all factors relating to a child's best interest in deter whether the child should remain in his or her school of origin. (ESEA section 1111(g)(1)(E)(i)).

The following low cost/no cost options should be considered when developing the Transportation Procedure for a student in foster care:
1. A pre-existing transportation route;
2. A new transportation route;
3. Route-to-route hand-offs;
4. District-to-district boundary hand-offs;
5. Eligibility of the child for transportation through other services such as: Special education students (Individuals with Disabilities Education Act); or Homeless students (McKinney-Vento Act).
6. Alternatives not directly provided by Collinsville Community Unit School District No. 10 such as: Contracted services: taxis, student transport companies, uber, lyft, etc.; Public transportation su city buses, rails, etc.; and Carpools; or School/District staff.
7. Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with lice child placing agencies or group homes.

BEST INTEREST DETERMINATION GUIDELINES
Requirements under Title I of ESEA, as amended by ESSA, emphasize the importance of limiting educational disruption by keeping children who are in foster care (due to entering the foster care s or changing placements) in their schools of origin, unless it is determined to be in the best interest of a child to change schools. If it is not in the best interest of a child to remain in his or her sch origin, a child in foster care should be enrolled in his or her new school without delay.

SEAs, LEAs, and child welfare agencies have flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, as well as an additional factors that pertain to a child's best interest. Though the specific factors may vary depending on context, in order to make a holistic and well-informed determination, a variety of studer centered factors should be considered. These factors may include: 1) Appropriateness of the current educational setting and proximity of placement; 2) Preferences of the child; 3) Preferences of child's parent(s) or education decision-maker(s); 4) The child's attachment to the school, including meaningful relationships with staff and peers; 5) Placement of the child's sibling(s); 6) Influenc school climate on the child, including safety; 7) The availability and quality of the services in the school to meet the child's educational and socio-emotional needs; 8) History of school transfers ar they have impacted the child; 9) How the length of the commute would impact the child, based on the child's developmental stage; and 10) Whether the child is an English Learner and is receivin language services, and, if so, the availability of those required services in a school other than the school of origin, consistent with Title VI and the Equal Educational Opportunities Ac (EEOA).

SEQUENCE:
1. When a student is placed in foster care or changes residence while in foster care, the LDSS worker must notify the principal and the local superintendent. If the new residence is not in the sam zone, the foster care liaison must be notified and invited to participate in the Best Interest Determination (BID).
2. Upon receipt of the invitation to participate in the BID, the foster care liaison notifies the school of origin transportation designee.
a. The foster care liaison should provide the student's name, current school, new residence address, and whether the student has an IEP with specialized transportation.
b. The school of origin transportation designee identifies potential ways that the child could be transported (see list of options below) if the BID results in a decision to maintain the current school enrollment. This information is given to the foster care liaison to include in the BID.
3. The LDSS worker, foster care liaison, and other essential members of BID share their information. The joint decision is made by the LDSS worker and the foster care liaison.
4. If the BID decision is that the student will remain in the current school, the foster care liaison notifies the school of origin transportation designee, who then assists the LDSS worker in arrangin transportation to and from school.

Options to Consider:
The following factors should be considered when developing the Transportation Procedures for a foster care student:
1. Safety;
2. Duration;
3. Time of placement change;
4. Type of transportation available;
5. Traffic patterns;
6. Flexibility in school schedule;
7. Impact of extracurricular activities on transportation options; and
8. Maturity and behavioral capacity.

Response from the approved prior year Consolidated District Plan.
COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

The Every Student Succeeds Act of 2015 (ESSA) requires that school districts and child welfare agencies collaborate to develop and implement clear written procedures governing how transportati be provided, arranged, and funded to maintain children in foster care in their school of origin during the time students are in foster care when it is in their best interest. (ESEA section 1112(c)(5)(School Education Associations (SEA) and State or tribal child welfare agencies also play a key role in ensuring the adequate provision of transportation for children in foster care, as part of their o responsibilities under Title I and the Fostering Connections Act to provide educational stability for these children. These procedures will align with the broader school stability processes found in th Guidance on School Placement for Students in Foster Care.

Under ESSA, transportation procedures for children in foster care must: 1) Ensure that children in foster care needing transportation to the school of origin will promptly receive transportation in a effective manner and in accordance with the child welfare agency's authority to use child welfare funding for school of origin transportation; 2) Ensure that, if there are additional costs incurred in providing transportation to maintain children in foster care in their schools of origin, the district will provide transportation to the school of origin if: a) the local child welfare agency agrees to reim the LEA for the cost of such transportation; b) the district agrees to pay for the cost of such transportation; or c) the district and the local child welfare agency agree to share the cost of such transportation.

Development of this Transportation Plan for Students in Foster Care included the following participants:
Bradley Hyre, Director of Student Services, Local Foster Care liaison, McKinney-Vento liaison, and CUSD10 pupil transportation director
Ali Underwood, Director of Special Education
Mandy Robbins, CUSD10 Social Services/Renfro Elementary School Assistant Principal

A State Education Agency (SEA), in collaboration with the state or tribal child welfare agency, must ensure that an LEA takes into consideration all factors relating to a child's best interest in deter whether the child should remain in his or her school of origin. (ESEA section 1111(g)(1)(E)(i)).

The following low cost/no cost options should be considered when developing the Transportation Procedure for a student in foster care:
1. A pre-existing transportation route;
2. A new transportation route;
3. Route-to-route hand-offs;
4. District-to-district boundary hand-offs;
5. Eligibility of the child for transportation through other services such as: Special education students (Individuals with Disabilities Education Act); or Homeless students (McKinney-Vento Act).
6. Alternatives not directly provided by Collinsville Community Unit School District No. 10 such as: Contracted services: taxis, student transport companies, uber, lyft, etc.; Public transportation su city buses, rails, etc.; and Carpools; or School/District staff.
7. Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with lice child placing agencies or group homes.

BEST INTEREST DETERMINATION GUIDELINES
Requirements under Title I of ESEA, as amended by ESSA, emphasize the importance of limiting educational disruption by keeping children who are in foster care (due to entering the foster care s or changing placements) in their schools of origin, unless it is determined to be in the best interest of a child to change schools. If it is not in the best interest of a child to remain in his or her sch origin, a child in foster care should be enrolled in his or her new school without delay.

SEAs, LEAs, and child welfare agencies have flexibility in determining which factors should be considered as part of evaluating the appropriateness of the current educational setting, as well as an additional factors that pertain to a child's best interest. Though the specific factors may vary depending on context, in order to make a holistic and well-informed determination, a variety of studer centered factors should be considered. These factors may include: 1) Appropriateness of the current educational setting and proximity of placement; 2) Preferences of the child; 3) Preferences of child's parent(s) or education decision-maker(s); 4) The child's attachment to the school, including meaningful relationships with staff and peers; 5) Placement of the child's sibling(s); 6) Influenc school climate on the child, including safety; 7) The availability and quality of the services in the school to meet the child's educational and socio-emotional needs; 8) History of school transfers ar they have impacted the child; 9) How the length of the commute would impact the child, based on the child's developmental stage; and 10) Whether the child is an English Learner and is receivin language services, and, if so, the availability of those required services in a school other than the school of origin, consistent with Title VI and the Equal Educational Opportunities Ac (EEOA).

SEQUENCE:
1. When a student is placed in foster care or changes residence while in foster care, the LDSS worker must notify the principal and the local superintendent. If the new residence is not in the sam zone, the foster care liaison must be notified and invited to participate in the Best Interest Determination (BID).
2. Upon receipt of the invitation to participate in the BID, the foster care liaison notifies the school of origin transportation designee.
a. The foster care liaison should provide the student's name, current school, new residence address, and whether the student has an IEP with specialized transportation.
b. The school of origin transportation designee identifies potential ways that the child could be transported (see list of options below) if the BID results in a decision to maintain the current school enrollment. This information is given to the foster care liaison to include in the BID.
3. The LDSS worker, foster care liaison, and other essential members of BID share their information. The joint decision is made by the LDSS worker and the foster care liaison.
4. If the BID decision is that the student will remain in the current school, the foster care liaison notifies the school of origin transportation designee, who then assists the LDSS worker in arrangin transportation to and from school.

Options to Consider:
The following factors should be considered when developing the Transportation Procedures for a foster care student:
1. Safety;
2. Duration;
3. Time of placement change;
4. Type of transportation available;
5. Traffic patterns;
6. Flexibility in school schedule;
7. Impact of extracurricular activities on transportation options; and
8. Maturity and behavioral capacity.

2. Indicate which options will be considered when developing the transportation plan. Check all that apply.*

- [x] a. Pre-existing transportation route
- [x] b. New transportation route
- [x] c. Route-to-route hand-offs
- [x] d. District-to-district boundary hand-offs
- [x] e. Other services for which student is eligible, such as IDEA transportation options
- [x] f. Options presented by DCFS worker
- [x] g. Alternatives not directly provided by the district/school such as taxis, carpools, public transportation, etc.

  IMPORTANT: All drivers transporting students (other than parents or legal guardians transporting their own students) in First Division vehicles MUST poss valid school bus driver permit per Section 6-104(d) of the Vehicle Code. THIS INCLUDES TAXI CAB DRIVERS.

- [x] h. Other - describe
  Options explored by the CWA worker outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with licensed child placing agencies or group homes.
- [ ] i. Other - describe
- [ ] j. Other - describe

3. Describe how all funding options selected above will be considered and coordinated when developing the transportation plan.*

Be sure to include the funding options that should be considered when developing the transportation procedures for a student in foster care.

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

FUNDING OPTIONS:
1. Title IV-E (however, consider that all children in foster care may not be eligible, tribal foster children may be eligible, and the State CWA is responsible for the non-federal portion);
2. Title I (but funds reserved for comparable services for homeless children & youth may not be used for transportation);
3. If the student has an Individual Educational Program (IEP) that includes provisions for specialized transportation, transportation must be provided by the school district responsible for the stude Appropriate Public Education (FAPE). Based on Illinois' special education regulations, any alternative special education placement, whether public or private, assumes specialized transportation is p the IEP and must be provided for the student to receive FAPE.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

Response from the approved prior year Consolidated District Plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

FUNDING OPTIONS:
1. Title IV-E (however, consider that all children in foster care may not be eligible, tribal foster children may be eligible, and the State CWA is responsible for the non-federal portion);
2. Title I (but funds reserved for comparable services for homeless children & youth may not be used for transportation);
3. If the student has an Individual Educational Program (IEP) that includes provisions for specialized transportation, transportation must be provided by the school district responsible for the stude Appropriate Public Education (FAPE). Based on Illinois' special education regulations, any alternative special education placement, whether public or private, assumes specialized transportation is p the IEP and must be provided for the student to receive FAPE.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

4. Describe the dispute resolution process to be utilized if the district/school and DCFS have difficulty coming to agreement on how to provide transportation for a particular student in need.*

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.

COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

DISPUTE RESOLUTION:
If there is disagreement regarding school placement for a child in foster care, the child welfare agency should be considered the final decision maker in making the best interest determination (un State law or policy dictates otherwise). The child welfare agency is uniquely positioned to assess vital non-educational factors such as safety, sibling placements, the child's permanency goal, and components of the case plan. The child welfare agency also has the authority, capacity, and responsibility to collaborate with and gain information from multiple parties, including parents, children schools, and the court in making these decisions. To the extent feasible and appropriate, an LEA must ensure that a child remains in his or her school of origin while the disputes are being resolve minimize disruptions and reduce the number of moves between schools. (See ESEA section 1111(g)(1)(E)(i)).

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

Response from the approved prior year Consolidated District Plan.
COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

DISPUTE RESOLUTION:
If there is disagreement regarding school placement for a child in foster care, the child welfare agency should be considered the final decision maker in making the best interest determination (un State law or policy dictates otherwise). The child welfare agency is uniquely positioned to assess vital non-educational factors such as safety, sibling placements, the child's permanency goal, and components of the case plan. The child welfare agency also has the authority, capacity, and responsibility to collaborate with and gain information from multiple parties, including parents, children schools, and the court in making these decisions. To the extent feasible and appropriate, an LEA must ensure that a child remains in his or her school of origin while the disputes are being resolve minimize disruptions and reduce the number of moves between schools. (See ESEA section 1111(g)(1)(E)(i)).

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

5. Describe how the district/school will provide or arrange for adequate and appropriate transportation to and from the school of origin while any disputes are beir resolved.*

NOTE: Include that the School Of Origin [SOO] is responsible for the transportation while all disputes are being resolved.

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.
COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

The LEA must provide or arrange for adequate and appropriate transportation to and from the school of origin while any disputes are being resolved.

DISPUTE RESOLUTION:
If there is disagreement regarding school placement for a child in foster care, the child welfare agency should be considered the final decision maker in making the best interest determination (un State law or policy dictates otherwise). The child welfare agency is uniquely positioned to assess vital non-educational factors such as safety, sibling placements, the child's permanency goal, and components of the case plan. The child welfare agency also has the authority, capacity, and responsibility to collaborate with and gain information from multiple parties, including parents, children schools, and the court in making these decisions. To the extent feasible and appropriate, an LEA must ensure that a child remains in his or her school of origin while the disputes are being resolve minimize disruptions and reduce the number of moves between schools. (See ESEA section 1111(g)(1)(E)(i)).

Multiple factors will be considered and addressed in the BID when determining transportation options for foster care students, including: safety for the student and other students being transporte student age; length of commute; and distance. Information from the SOO transportation designee about these factors will be provided so that the BID will be comprehensive and will include consi of cost-effective measures.

The following options will be considered to provide SOO transportation: 1. An existing bus route can be used; 2) An existing bus route can be modified slightly to accommodate the new address; 3 Specialized transportation offered to other students can be accessed, such as: a) Special education; b) Alternative education; c) Magnet school; or d) McKinney-Vento transportation; 4) Existing specialized transportation can be modified slightly to accommodate the new address; 5) Additional options that could be accessed by the district; 6) School district alternatives not provided directl school district that the LDSS could access or that would be willing to assist in accessing (this could be facilitating the arrangement or providing the transportation and being reimbursed). Examples a) Contracted transport; or b) Public transportation such as city buses, Metro, etc.; 7) The LDSS worker also should explore options outside of those provided by the school district, such as reimbu the foster parents for transportation costs, or including transport in contracts with licensed child placing agencies or group homes.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

Response from the approved prior year Consolidated District Plan.
COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

The LEA must provide or arrange for adequate and appropriate transportation to and from the school of origin while any disputes are being resolved.

DISPUTE RESOLUTION:
If there is disagreement regarding school placement for a child in foster care, the child welfare agency should be considered the final decision maker in making the best interest determination (un State law or policy dictates otherwise). The child welfare agency is uniquely positioned to assess vital non-educational factors such as safety, sibling placements, the child's permanency goal, and components of the case plan. The child welfare agency also has the authority, capacity, and responsibility to collaborate with and gain information from multiple parties, including parents, children schools, and the court in making these decisions. To the extent feasible and appropriate, an LEA must ensure that a child remains in his or her school of origin while the disputes are being resolve minimize disruptions and reduce the number of moves between schools. (See ESEA section 1111(g)(1)(E)(i)).

Multiple factors will be considered and addressed in the BID when determining transportation options for foster care students, including: safety for the student and other students being transporte student age; length of commute; and distance. Information from the SOO transportation designee about these factors will be provided so that the BID will be comprehensive and will include consi of cost-effective measures.

The following options will be considered to provide SOO transportation: 1. An existing bus route can be used; 2) An existing bus route can be modified slightly to accommodate the new address; 3 Specialized transportation offered to other students can be accessed, such as: a) Special education; b) Alternative education; c) Magnet school; or d) McKinney-Vento transportation; 4) Existing specialized transportation can be modified slightly to accommodate the new address; 5) Additional options that could be accessed by the district; 6) School district alternatives not provided directl school district that the LDSS could access or that would be willing to assist in accessing (this could be facilitating the arrangement or providing the transportation and being reimbursed). Examples a) Contracted transport; or b) Public transportation such as city buses, Metro, etc.; 7) The LDSS worker also should explore options outside of those provided by the school district, such as reimbu the foster parents for transportation costs, or including transport in contracts with licensed child placing agencies or group homes.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

6. Describe how the district/school will ensure that all school personnel are aware of the transportation plan process and can initiate the process if they become a a student who is eligible for such services.*

For your convenience, the prior year approved response is provided below. It may be copied and modified to address the Foster Care Transportation Plan needs.

DO NOT use special characters, numbered or bulleted lists copied from Word, 'see above', or n/a as this may delay the submission or approval of your plan.
COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

The Every Student Succeeds Act of 2015 (ESSA) requires that school districts and child welfare agencies collaborate to develop and implement clear written procedures governing how transportati be provided, arranged, and funded to maintain children in foster care in their school of origin during the time students are in foster care when it is in their best interest. (ESEA section 1112(c)(5)(School Education Associations (SEA) and State or tribal child welfare agencies also play a key role in ensuring the adequate provision of transportation for children in foster care, as part of their ov responsibilities under Title I and the Fostering Connections Act to provide educational stability for these children. These procedures will align with the broader school stability processes found in th Guidance on School Placement for Students in Foster Care.

School districts and DCFS must work together well to serve all children in their care. Fulfilling the commitments made in ESSA to foster children is a very important step in that collaboration.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

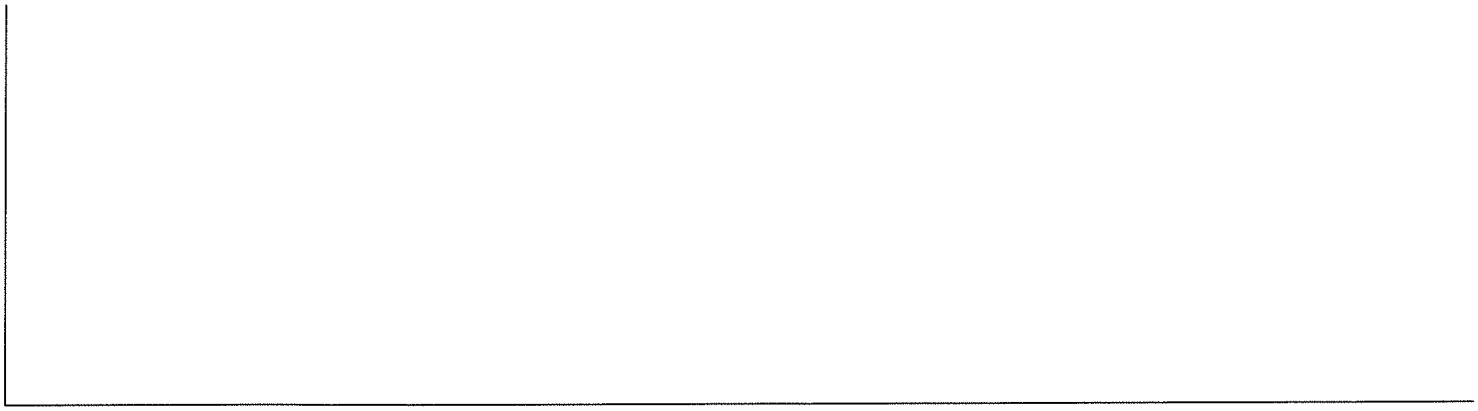
Response from the approved prior year Consolidated District Plan.
COLLINSVILLE CUSD10 TRANSPORTATION PLAN FOR STUDENTS PLACED IN FOSTER CARE

The Every Student Succeeds Act of 2015 (ESSA) requires that school districts and child welfare agencies collaborate to develop and implement clear written procedures governing how transportati be provided, arranged, and funded to maintain children in foster care in their school of origin during the time students are in foster care when it is in their best interest. (ESEA section 1112(c)(5)(School Education Associations (SEA) and State or tribal child welfare agencies also play a key role in ensuring the adequate provision of transportation for children in foster care, as part of their ov responsibilities under Title I and the Fostering Connections Act to provide educational stability for these children. These procedures will align with the broader school stability processes found in th Guidance on School Placement for Students in Foster Care.

LEAs should also work with state or local childSchool districts and DCFS must work together well to serve all children in their care. Fulfilling the commitments made in ESSA to foster children is a v important step in that collaboration.

Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

*Required field



10.5. Approval of Watts Lease Agreement

Partnership Proposal

For

Collinsville Community Unit School District #10

Attn: Derek Turner

Director of Technology

dturner1@cusd.kahoks.org

618-346-6350

REVISED May 6, 2021

Presented by:

Carol Watts

217-529-6697

cswatts@wattscopy.com

Technology Proposed:

Please see additional attachments within the email for the spreadsheet with locations and brochures for the recommended machines listed.

26 New Kyocera TA-6003i B&W Multifunctional Systems
11 New Kyocera TA-5003i B&W Multifunctional Systems
22 New Kyocera TA-3253ci Color Multifunctional Systems
18 New Kyocera M3645idn B&W Multifunctional Systems

Program Details:

60 Month Combined Lease Program (77 Kyocera Machines)

- **Monthly Payment: $4,926.00 /month**

Average Monthly Savings $1,289.10

Current Monthly Payment for (5) contracts being upgraded $6,215.10.
Upon acceptance of this proposal, Watts Copy Systems agrees to cancel your current agreements 8376-02, 8522-02, 8353-01, 8831-01, 9618-01 with no payoff or penalty for early upgrade.

Full Coverage Maintenance Program

Watts will agree to offer a per-click maintenance program with no required minimums per device**.**

- **All black/white images billed quarterly at $.0029 each.**
- **All color images billed quarterly at $.045 each.**

Program includes all service, parts, labor, mileage, fuser rollers, drums, toner, Color Toners, developer, and preventative maintenance.
Includes delivery, installation, network onboard assistance and staff training.

Equipment Maintenance Agreement

COPY SYSTEMS, INC.
"where service is more than a promise"

Corporate Office
2860 Stanton Avenue
Springfield, IL 62703
(217) 529-6697
www.wattscopy.com

Deliver To:
Collinsville CUSD 10
Multiple Schools/Locations

Bill To:
Collinsville CUSD #10
201 W Clay Street
Collinsville, IL 62234

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

Date: 04/21/2021

CUSTOMER NO.	CUSTOMER P.O. NO.	REPRESENTATIVE
		Carol Watts /smg

ORDERED	PRODUCT NO.	DESCRIPTION	UNIT PRICE	AMOUNT

See attached Schedule A for complete listing of equipment, accessories and locations for Lease Agreement 500-50262119.

CONTRACT TYPE: Cost Per Copy/Print//Fax Maintenance Agreement
CONTRACT COVERAGE: Includes all service, parts, labor, mileage, drums, fuser rollers, black/color toner, black/color developer and preventative maintenance.

BEGINNING DATE: Date of Install
ENDING DATE: 60-months from Date of Install

Program includes:
All b/w images billed monthly at $.0029 each
All color images billed monthly at $.045 each.

Meter readings will be received remotely from machine or submitted by customer to Watts Corporate Office by email or our website.

This contract does not cover damage due to operator error, power surge, lightening, negligence, abuse, misuse or if equipment is serviced by anyone other than an authorized representative. The equipment specified under this contract will perform within specifications given by the manufacturer with supplies which have been proven and tested by us. If source of supplies is other than Watts Copy Systems, Inc., and if such supplies result in a service call or are clearly not compatible with the equipment, then the coverage under this agreement may not apply.

MAINTENANCE AGREEMENT MUST BE PAID WITHIN 30 DAYS. IF NOT PAID, LABOR, PARTS, AND SUPPLIES MAY BE BILLABLE FROM EFFECTIVE DATE OF CONTRACT. ADMINISTRATION FEE OF $25.00 CHARGES FOR REINSTATEMENT AFTER CANCELLATION.

SIGNATURE (MUST BE SIGNED BY AN AUTHORIZED CORPORATE OFFICER, PARTNER, OR PROPREITOR)

TITLE DATE

SIGNATURE – ACCEPTED BY WATTS COPY SYSTEMS, INC.

PRINT NAME

Decision Maker:	Phone:	Email:
Accounting:	Phone:	Email:
Key Op:	Phone:	Email:
IT: Derek Turner, Director	Phone:618-346-6350	Email: dturner1@cusd.kahoks.org

De Lage Landen Public Finance LLC

1111 Old Eagle School Road
Wayne, PA 19087

State and Local Government Lease-Purchase Agreement

PHONE: (800) 736-0220
FACSIMILE: (800) 700-4643

LESSEE

Full Legal Name				Phone Number
COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10				
DBA Name (if any)				Purchase Order Requisition Number
Billing Address	City	State	Zip	Send Invoice to Attention of:
201 W CLAY ST	COLLINSVILLE	IL	62234	

EQUIPMENT INFORMATION

Equipment Make	Model No.	Serial Number	Description (Attach Separate Schedule If Necessary)
			SEE ATTACHMENT 2 EQUIPMENT DESCRIPTION

Equipment Location (if not same as above) City State Zip

PAYMENT INFORMATION

Number of Lease Payments: 60

Lease Payments: See Lease Payment Schedule Attached as Attachment 1

Full Lease Term (in Months): 60

Payment Frequency
- ☑ Monthly
- ☐ Quarterly
- ☐ Semiannually
- ☐ Annually
- ☐ Other _____

End of Lease Option: $1

BANK QUALIFICATION

By checking the box below, YOU hereby designate this Lease as a "qualified tax-exempt obligation" as defined in Section 265(b)(3)(B) of the Internal Revenue Code and represent that the aggregate face amount of all tax-exempt obligations (excluding private activity bonds other than qualified 501 (c)(3) bonds) issued or to be issued by YOU and YOUR subordinate entities during the calendar year in which WE fund this Lease is not reasonably expected to exceed $10,000,000.

☐ Bank Qualification Elected

TERMS & CONDITIONS

Please read YOUR copy of this State and Local Government Lease-Purchase Agreement ("Lease") carefully and feel free to ask US any questions YOU may have about it. Words "YOU" and "YOUR" refer to the "Lessee" and the words "WE," US" and "OUR" refer to De Lage Landen Public Finance LLC, its successors and assigns, as the "Lessor" of the Equipment.

1. LEASE. WE agree to lease to YOU and YOU agree to lease from US, the equipment listed above (and on any attached schedule) including all replacement parts, repairs, additions and accessories ("Equipment") on the terms and conditions of this Lease and on any attached schedule.

2. TERM. This Lease is effective on the date when the term of this Lease and YOUR obligation to pay rent commence, which date shall be the date that funds are advanced by US to YOU, the vendor of the Equipment or an escrow agent for the purpose of paying or reimbursing all or a portion of the cost of the Equipment (the "Commencement Date") and continues thereafter for an original term ("Original Term") ending at the end of YOUR budget year in effect on the Commencement Date and may be continued by YOU for additional one-year renewal terms ("Renewal Terms") coinciding with YOUR budget year up to the total number of months indicated above as the Full Lease Term; provided, however, that at the end of the Original Term and at the end of each Renewal Term until the Full Lease Term has been completed, YOU shall be deemed to have continued this Lease for the next Renewal Term unless YOU shall have terminated this Lease pursuant to Section 5 or Section 17. Lease Payments will be due as set forth on Attachment 1 until the balance of the Lease Payments and any additional Lease Payments or expenses chargeable to YOU under this Lease are paid in full. As set forth in the Lease Payment Schedule, a portion of each Lease Payment is paid as, and represents payment of, interest. YOUR obligation to pay the Lease Payments and YOUR other Lease obligations are absolute and unconditional and are not subject to cancellation, reduction, setoff or counterclaim except as provided in Section 5. THIS LEASE IS NON-CANCELABLE EXCEPT AS PROVIDED IN SECTION 5.

3. LATE CHARGES. If a Lease Payment is not made on the date when due, YOU will pay US a late charge at the rate of 18% per annum or the maximum amount permitted by law, whichever is less, from such date.

4. CONTINUATION OF LEASE TERM. YOU currently intend, subject to Section 5, to continue this Lease through the Full Lease Term and to pay the Lease Payments hereunder. YOU reasonably believe that legally available funds in an amount sufficient to make all Lease Payments during the Full Lease Term can be obtained. YOUR responsible financial officer shall do all things lawfully within his or her power to obtain and maintain funds from which the Lease Payments may be made, including making provision for the Lease Payments to the extent necessary in each proposed annual budget submitted for approval in accordance with YOUR applicable procedures and to exhaust all available reviews and appeals if that portion of the budget is not approved. Notwithstanding the foregoing, the decision whether to budget or appropriate funds and to extend this Lease for any Renewal Term is solely within the discretion of YOUR governing body.

5. NONAPPROPRIATION. YOU are obligated only to pay such Lease Payments under this Lease as may lawfully be made from funds budgeted and appropriated for that purpose during YOUR then current budget year. If YOU fail to appropriate or otherwise make available funds to pay the Lease Payments required to be paid in the next occurring Renewal Term, this Lease shall be deemed terminated at the end of the then current Original Term or Renewal Term. YOU agree to deliver written notice to US of such termination at least 90 days prior to the end of the then current Original Term or Renewal Term, but failure to give such notice shall not extend the term of this Lease beyond the then current Original Term or Renewal Term. If this Lease is terminated in accordance with this Section, YOU agree, at YOUR cost and expense, to peaceably deliver the Equipment to US at the location or locations specified by US.

6. WARRANTIES. WE are leasing the Equipment to YOU "AS-IS" and WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. WE transfer to YOU, without recourse, for the term of this Lease all warranties, if any, made by the manufacturer. YOU ALSO ACKNOWLEDGE THAT NO ONE IS AUTHORIZED TO WAIVE OR CHANGE ANY TERM, PROVISION OR CONDITION OF THIS LEASE AND, EXCEPT FOR THE MANUFACTURER WARRANTIES, MAKE ANY REPRESENTATION OR WARRANTY ABOUT THIS LEASE OR THE EQUIPMENT. WE SHALL NOT BE LIABLE FOR SPECIAL, RESULTING OR CONSEQUENTIAL DAMAGES OR LOSS OF PROFIT OCCASIONED BY ANY BREACH OF WARRANTY OR REPRESENTATION OR RESULTING FROM THE USE OR PERFORMANCE OF THE EQUIPMENT. YOUR OBLIGATION TO PAY IN FULL ANY AMOUNT DUE UNDER THE LEASE WILL NOT BE AFFECTED BY ANY DISPUTE, CLAIM, COUNTERCLAIM, DEFENSE OR OTHER RIGHT WHICH YOU MAY HAVE OR ASSERT AGAINST THE SUPPLIER OR THE EQUIPMENT MANUFACTURER.

7. DELIVERY AND ACCEPTANCE. YOU ARE RESPONSIBLE, AT YOUR OWN COST, TO ARRANGE FOR THE DELIVERY AND INSTALLATION OF THE EQUIPMENT (UNLESS THOSE COSTS ARE INCLUDED IN THE COSTS OF THE EQUIPMENT TO US). IF REQUESTED, YOU WILL SIGN A SEPARATE EQUIPMENT DELIVERY AND ACCEPTANCE CERTIFICATE. WE MAY AT OUR DISCRETION

(Terms and Conditions continued on the reverse side of this Lease.)

LESSEE SIGNATURE

YOU agree to all of the Terms and Conditions contained in both sides of this Lease, and in any attachments to same (all of which are included by reference) and become part of this Lease. YOU acknowledge to have read and agreed to all the Terms and Conditions.

The Equipment is: ☑ NEW ☐ USED

Signature Date

Title

Print Name

Legal Name of Corporation
COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10
(LEASE MUST BE SIGNED BY AUTHORIZED OFFICIAL OF LESSEE)

LESSOR

Lessor Signature Date

Print Name

Title

For
DE LAGE LANDEN PUBLIC FINANCE LLC

Lease Number
500-50262119

Lease Date
APRIL 21 , 2021

Vendor I.D. Number
103563-0001

CONFIRM BY TELEPHONE THAT YOU HAVE ACCEPTED THE EQUIPMENT AND THAT TELEPHONE VERIFICATION OF YOUR ACCEPTANCE OF THE EQUIPMENT SHALL HAVE THE SAME EFFECT AS A SIGNED DELIVERY AND ACCEPTANCE CERTIFICATE.

8. TITLE, PERSONAL PROPERTY, LOCATION, INSPECTION, NO MODIFICATIONS OR ALTERATIONS. YOU have title to the Equipment; provided that title to the Equipment will immediately and without any action by YOU vest in US, and YOU shall immediately surrender possession of the Equipment to US, (a) upon any termination of this Lease other than termination pursuant to Section 17 or (b) if YOU are in default of this Lease. It is the intent of the parties hereto that any transfer of title to US pursuant to this Section shall occur automatically without the necessity of any bill of sale, certificate of title or other instrument of conveyance. YOU shall, nevertheless, execute and deliver any such instruments as WE may request to evidence such transfer. As security for YOUR obligations hereunder, WE retain a security interest in the Equipment and all proceeds thereof. YOU have the right to use the Equipment during the term of this Lease, except as otherwise expressly set forth in this Lease. Although the Equipment may become attached to real estate, it remains personal property. YOU agree not to alter or modify the Equipment or permit a lien to be placed upon the Equipment or to remove the Equipment without OUR prior written consent. If WE feel it is necessary, YOU agree to provide US with waivers of interest or liens from anyone claiming any interest in the real estate on which any items of Equipment is located. WE also have the right, at reasonable times, to inspect the Equipment.

9. MAINTENANCE. YOU are required, at YOUR own cost and expense, to keep the Equipment in good repair, condition and working order, except for ordinary wear and tear, and YOU will supply all parts and servicing required. All replacement parts used or installed and repairs made to the Equipment will become OUR property. YOU ACKNOWLEDGE THAT WE ARE NOT RESPONSIBLE FOR PROVIDING ANY REQUIRED MAINTENANCE AND/OR SERVICE FOR THE EQUIPMENT. YOU WILL MAKE ALL CLAIMS FOR SERVICE AND/OR MAINTENANCE SOLELY TO THE SUPPLIER AND/OR MANUFACTURER AND SUCH CLAIMS WILL NOT AFFECT YOUR OBLIGATION TO MAKE ALL REQUIRED LEASE PAYMENTS.

10. ASSIGNMENT. YOU AGREE NOT TO TRANSFER, SELL, SUBLEASE, ASSIGN, PLEDGE OR ENCUMBER EITHER THE EQUIPMENT OR ANY RIGHTS UNDER THIS LEASE WITHOUT OUR PRIOR WRITTEN CONSENT. YOU agree that WE may sell, assign or transfer this Lease and, if WE do, the new owner will have the same rights and benefits that WE now have and will not have to perform any of OUR obligations and the rights of the new owner will not be subject to any claims, counterclaims, defenses or set-offs that YOU may have against US. YOU hereby appoint Municipal Registrar Services (the "Registrar") as YOUR agent for the purpose of maintaining a written record of each assignment in form necessary to comply with Section 149(a) of the Internal Revenue Code of 1986, as amended. No such assignment shall be binding on YOU until the Registrar has received written notice from the assignor of the name and address of the assignee.

11. LOSS OR DAMAGE. YOU are responsible for the risk of loss or destruction of, or damage to the Equipment. No such loss or damage relieves YOU from any obligation under this Lease. If any of the Equipment is damaged by fire or other casualty or title to, or the temporary use of, any of the Equipment is taken under the exercise of the power of eminent domain, the net proceeds ("Net Proceeds") of any insurance claim or condemnation award will be applied to the prompt replacement, repair, restoration, modification or improvement of that Equipment, unless YOU have exercised YOUR option to purchase the Equipment pursuant to Section 17. Any balance of the Net Proceeds remaining after such work has been completed shall be paid to YOU.

12. LESSEE'S NEGLIGENCE. To the extent permitted by law, and without waiver of any of YOUR sovereign immunity rights, YOU assume all risks and liabilities, whether or not covered by insurance, for loss or damage to the Equipment and for injury to or death of any person or damage to any property, whether such injury or death be with respect to YOUR agents or employees or of third parties, and whether such property damage be to YOUR property or the property of others, which is proximately caused by the negligent conduct of YOU, YOUR officers, employees and agents.

13. TAXES. YOU agree to pay all applicable license and registration fees, sale and use taxes, personal property taxes and all other taxes and charges, relating to the ownership, leasing, rental, sale, purchase, possession or use of the Equipment (except those based on OUR net income). YOU agree that if WE pay any taxes or charges, YOU will reimburse US for all such payments and will pay US interest and a late charge (as calculated in Section 3) on such payments with the next Lease Payment, plus a fee for OUR collecting and administering any taxes, assessments or fees and remitting them to the appropriate authorities.

14. INSURANCE. During the term of this Lease, YOU will keep the Equipment insured against all risks of loss or damage in an amount not less than the replacement cost of the Equipment, without deductible and without co-insurance. YOU will also obtain and maintain for the term of this Lease, comprehensive public liability insurance covering both personal injury and property damage of at least $100,000 per person and $300,000 per occurrence or bodily injury and $50,000 for property damage. WE will be the sole named loss payee on the property insurance and named as an additional insured on the public liability insurance. YOU will pay all premiums for such insurance and must deliver proof of insurance coverage satisfactory to US. If YOU do not provide such insurance, YOU agree that WE have the right, but not the obligation, to obtain such insurance and add an insurance fee to the amount due from you, on which we make a profit.

15. DEFAULT. Subject to Section 5, YOU are in default of this Lease if any of the following occurs: (a) YOU fail to pay any Lease Payment or other sum when due; (b) YOU breach any warranty or other obligation under this Lease, or any other agreement with US, (c) YOU become insolvent or unable to pay YOUR debts when due, YOU make an assignment for the benefit of creditors or YOU undergo a substantial deterioration in YOUR financial condition, or (d) YOU file or have filed against YOU a petition for liquidation, reorganization, adjustment of debt or similar relief under the Federal Bankruptcy Code or any other present or future federal or state bankruptcy or insolvency law, or a trustee, receiver or liquidator is appointed for YOU or a substantial part of YOUR assets.

16. REMEDIES. WE have the following remedies if YOU are in default of this Lease: WE may declare the entire balance of the unpaid Lease Payments for the then current Original Term or Renewal Term immediately due and payable; sue for and receive all Lease Payments and any other payments then accrued or accelerated under this Lease; charge YOU interest on all monies due US at the rate of eighteen percent (18%) per year from the date of default until paid, but in no event more than the maximum rate permitted by law; charge YOU a return-check or non-sufficient funds charge ("NSF Charge") of $25.00 for a check that is returned for any reason; and require that YOU return the Equipment to US and, if YOU fail to return the Equipment, enter upon the premises peaceably with or without legal process where the Equipment is located and repossess the Equipment. Such return or repossession of the Equipment will not constitute a termination of this Lease unless WE expressly notify YOU in writing. If the Equipment is returned or repossessed by US and unless WE have terminated this Lease, WE will sell or re-rent the Equipment to any persons with any terms WE determine, at one or more public or private sales, with or without notice to YOU, and apply the net proceeds after deducting the costs and expenses of such sale or re-rent, to YOUR obligations with YOU remaining liable for any deficiency and with any excess over the amounts described in this Section plus the then applicable Purchase Price to be paid to YOU. YOU are also required to pay (i) all expenses incurred by US in connection with the enforcement of any remedies, including all expenses of repossessing, storing, shipping, repairing and selling the Equipment, and (ii) reasonable attorneys' fees.

17. PURCHASE OPTION. Provided YOU are not in default, YOU shall have the option to purchase all but not less than all of the Equipment (a) on the date the last Lease Payment is due (assuming this Lease is renewed at the end of the Original Term and each Renewal Term), if this Lease is still in effect on that day, upon payment in full of Lease Payments and all other amounts then due and the payment of One Dollar to US; (b) on the last day of the Original Term or any Renewal Term then in effect, upon at least 60 days' prior written notice to US and payment in full to US of the Lease Payments and all other amounts then due plus the then applicable Purchase Price set forth on the Lease Payment Schedule; or (c) if substantial damage to or destruction or condemnation of substantially all of the Equipment has occurred, on the day specified in YOUR written notice to US of YOUR exercise of the purchase option upon at least 60 days' prior notice to US and payment in full to US of the Lease Payments and all other amounts then due plus the then applicable Purchase Price set forth on the Lease Payment Schedule.

18. REPRESENTATIONS AND WARRANTIES. YOU warrant and represent as follows: (a) YOU are a public body corporate and politic duly organized and existing under the constitution and laws of YOUR State with full power and authority to enter into this Lease and the transactions contemplated hereby and to perform all of YOUR obligations hereunder; (b) YOU have duly authorized the execution and delivery of this Lease by proper action by YOUR governing body at a meeting duly called, regularly convened and attended throughout by the requisite majority of the members thereof or by other appropriate official approval, and all requirements have been met and procedures have occurred in order to ensure the validity and enforceability of this Lease; (c) YOU have complied with such public bidding requirements as may be applicable to this Lease and the acquisition by YOU of the Equipment; (d) all authorizations, consents and approvals of governmental bodies or agencies required in connection with the execution and delivery by YOU of this Lease or in connection with the carrying out by YOU of YOUR obligations hereunder have been obtained; (e) this Lease constitutes the legal, valid and binding obligation of YOU enforceable in accordance with its terms, except to the extent limited by applicable bankruptcy, insolvency, reorganization or other laws affecting creditors' rights generally; (f) YOU have, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current budget year to make the Lease Payments scheduled to come due during the current budget year and to meet YOUR other obligations under this Lease for the current budget year, and those funds have not been expended for other purposes; (g) the Equipment is essential to YOUR functions or to the services YOU provide to YOUR citizens, YOU have an immediate need for the Equipment and expect to make immediate use of the Equipment, YOUR need for the Equipment is not temporary and YOU do not expect the need for any item of the Equipment to diminish in the foreseeable future, including the Full Lease Term, and the Equipment will be used by YOU only for the purpose of performing one or more of YOUR governmental or proprietary functions consistent with the permissible scope of YOUR authority and will not be used in the trade or business of any other entity or person; and (h) YOU have never failed to appropriate or otherwise make available funds sufficient to pay rental or other payments coming due under any lease purchase, installment sale or other similar agreement.

19. UCC FILINGS AND FINANCIAL STATEMENTS. YOU authorize US to file a financing statement with respect to the Equipment. If WE feel it is necessary, YOU agree to submit financial statements (audited if available) on a quarterly basis.

20. "INTENTIONALLY OMITTED"

21. TAX EXEMPTION. YOU will comply with all applicable provisions of the Internal Revenue Code of 1986, as amended (the "Code"), including without limitation Sections 103, 141, 148 and 149 thereof, and the applicable regulations thereunder to maintain the exclusion of the interest portion of the Lease Payments from gross income for purposes of federal income taxation. YOU acknowledge that these provisions of the Code provide restrictions on the use of the Equipment and the expenditure and investment of money related to this Lease. YOU agree to insure the timely and accurate filing of IRS Form 8038-G or Form 8038-GC, as applicable, as required by the Code, and will fully cooperate with US to insure such timely and accurate filing.

22. BANK QUALIFICATION. If YOU checked the "Bank Qualification Elected" box on the front page of this Lease YOU and all YOUR subordinate entities will not issue in excess of $10,000,000 of qualified tax-exempt obligations (including this Lease but excluding private activity bonds other than qualified 501(c)(3) bonds) during the calendar year in which WE fund this Lease without first obtaining an opinion of nationally recognized counsel in the area of tax-exempt municipal obligations acceptable to US that the designation of this Lease as a "qualified tax-exempt obligation" will not be adversely affected.

23. CHOICE OF LAW; JURY TRIAL WAIVER. This Lease shall be governed and construed in accordance with the laws of the state where YOU are located. To the extent permitted by law, YOU agree to waive YOUR rights to a trial by jury.

24. ENTIRE AGREEMENT; SEVERABILITY; WAIVERS. This Lease contains the entire agreement and understanding. No agreements or understandings are binding on the parties unless set forth in writing and signed by the parties. Any provision of this Lease which for any reason may be held unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective without invaliding the remaining provisions of this Lease. THIS LEASE IS NOT INTENDED FOR TRANSACTIONS WITH AN EQUIPMENT COST OF LESS THAN $1,000.

25. ROLE OF LESSOR. WE have not acted and will not act as a fiduciary for YOU or as YOUR agent or municipal advisor. WE have not and will not provide financial, legal, tax, accounting or other advice to YOU or to any financial advisor or placement agent engaged by YOU with respect to this Lease. YOU, YOUR financial advisor, placement agent or municipal advisor, if any, shall each seek and obtain its own financial, legal, tax, accounting and other advice with respect to this Lease from its own advisors (including as it relates to structure, timing, terms and similar matters).

26. ELECTRONIC TRANSACTIONS. WE, in our sole discretion, may permit YOU to electronically copy and/or deliver by telecopier or other electronic means of transmission an executed counterpart of this Lease, and any document, schedule, amendment, addendum, supplement or agreement related hereto or executed in connection herewith, with the exception of IRS Form 8038-GC or IRS Form 8038-G, as applicable, which YOU must execute using an original, manual signature (not e-Signature). By so copying and/or delivering any such document, YOU hereby represent and agree (a) that such transmission constitutes due delivery of such executed document, (b) that the counterpart of such executed document as printed by the recipient, including YOUR signature thereon, shall be deemed to constitute an original and shall be admissible in any court or other legal proceeding as an original, and (c) to deliver to US, promptly on request, such document bearing YOUR original "wet ink" signature; provided that neither delivery nor failure to deliver the document bearing YOUR original "wet ink" signature shall limit or modify the representations and agreements set forth in clauses (a) and (b). This Lease, including any document, schedule, amendment, addendum, supplement or agreement related hereto or executed in connection herewith, with the exception of IRS Form 8038-GC or IRS Form 8038-G, as applicable, may be executed in counterparts and any facsimile, photographic or other electronic transmission and/or electronic signing of the Lease by YOU when manually countersigned by US or attached to OUR original signature counterpart and/or in OUR possession shall constitute the sole original chattel paper as defined in the UCC for all purposes and will be admissible as legal evidence thereof. At OUR option, WE may require a manual signature.

12PFDOC207v2

©2020 All Rights Reserved. Printed in the U.S.A. 12PFDOC207v2 6/20

MUNICIPAL AUTHORIZATION

Date APRIL 21 , 2021

Reference is made to the lease, loan, rental and/or other financial agreement (the "Finance Agreement") dated APRIL 21, 2021 between DE LAGE LANDEN PUBLIC FINANCE LLC (herein called "Creditor") and COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT (herein called "Obligor") for the financing of SEE ATTACHMENT 2 EQUIPMENT DESCRIPTION (equipment description).

The undersigned acknowledge in connection with the negotiation, execution and delivery of the Finance Agreement and other related documents by and between Creditor and Obligor (collectively the "Documents"):

1. The Finance Agreement set forth above and any Documents executed in connection therein have been duly authorized, executed and delivered by the Obligor and constitutes a valid, legal and binding agreement enforceable in accordance with its terms. Additionally, I do hereby certify on behalf of Obligor, that the individual who signed the Finance Agreement and any related Documents is authorized to execute and deliver such to Creditor.

2. All required Procurement and approval procedures, including but not limited to public bidding procedures regarding the award of the Finance Agreement have been followed by the Obligor and no further approval, consent or withholding of objections is required from any Federal, state or local governmental authority with respect to the entering into or performance by Obligor of the Finance Agreement contemplated hereby.

3. Except as provided in the Finance Agreement or the Documents, Obligor has no authority (statutory or otherwise) to terminate the Finance Agreement prior to the end of its term for any reason other than non-appropriation of funds to pay the Finance Agreements Payments for any fiscal period during the term of the Finance Agreement.

YOU AGREE THAT A FACSIMILE COPY OF THIS DOCUMENT WITH FACSIMILE SIGNATURES MAY BE TREATED AS AN ORIGINAL AND WILL BE ADMISSIBLE AS EVIDENCE IN A COURT OF LAW.

The undersigned by signing below hereby affirms the statements made above are based upon the undersigned's personal knowledge, and as to those matters, believes the information to be true and correct.

CREDITOR SIGNATURE

Creditor Name DE LAGE LANDEN PUBLIC FINANCE LLC

Signature X _____

Print Name _____

Title _____

OBLIGOR SIGNATURE

Obligor Name COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 1

Signature X _____

Print Name _____

Title _____

OBLIGOR SIGNATURE

Obligor Name COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT

Signature X _____

Print Name _____

Title _____

17DLL1128

©2018 All Rights Reserved. Printed in the U.S.A. 17DLL1128 1/18

ATTACHMENT 1 STATE AND LOCAL GOVERNMENT LEASE-PURCHASE AGREEMENT

Lease Payment Schedule

LESSOR: DE LAGE LANDEN PUBLIC FINANCE LLC

LESSEE: COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10

LEASE NUMBER: 500-50262119

LEASE DATE: APRIL 21, 20 21

Lease Payments are due on each periodic anniversary of the Commencement Date that occurs during the Full Lease Term until all of the payments set forth below have been received by US. The period for each periodic anniversary is MONTHLY, as specified in the Payment Frequency box of this Lease. If the Commencement Date occurs on the 29th, 30th or 31st day of any month, the periodic anniversary will be deemed to occur on the 1st day of the month, commencing on the 1st day of the SECOND succeeding month after the month of such Commencement Date.

Payment Number	Rental Payment	Interest Portion	Principal Portion	Balance	Purchase Price
Loan	0	0.00	0.00	277,286.80	-
1	4,926.00	586.92	4,339.08	272,947.72	278,406.67
2	4,926.00	577.74	4,348.26	268,599.46	273,971.45
3	4,926.00	568.53	4,357.47	264,241.99	269,526.83
4	4,926.00	559.31	4,366.69	259,875.30	265,072.81
5	4,926.00	550.07	4,375.93	255,499.37	260,609.36
6	4,926.00	540.80	4,385.20	251,114.17	256,136.45
7	4,926.00	531.52	4,394.48	246,719.69	251,654.08
8	4,926.00	522.22	4,403.78	242,315.91	247,162.23
9	4,926.00	512.90	4,413.10	237,902.81	242,660.87
10	4,926.00	503.56	4,422.44	233,480.37	238,149.98
11	4,926.00	494.20	4,431.80	229,048.57	233,629.54
12	4,926.00	484.82	4,441.18	224,607.39	229,099.54
13	4,926.00	475.42	4,450.58	220,156.81	224,559.95
14	4,926.00	466.00	4,460.00	215,696.81	220,010.75
15	4,926.00	456.56	4,469.44	211,227.37	215,451.92
16	4,926.00	447.10	4,478.90	206,748.47	210,883.44
17	4,926.00	437.62	4,488.38	202,260.09	206,305.29
18	4,926.00	428.12	4,497.88	197,762.21	201,717.45
19	4,926.00	418.59	4,507.41	193,254.80	197,119.90
20	4,926.00	409.05	4,516.95	188,737.85	192,512.61
21	4,926.00	399.49	4,526.51	184,211.34	187,895.57
22	4,926.00	389.91	4,536.09	179,675.25	183,268.76
23	4,926.00	380.31	4,545.69	175,129.56	178,632.15
24	4,926.00	370.69	4,555.31	170,574.25	173,985.74
25	4,926.00	361.05	4,564.95	166,009.30	169,329.49
26	4,926.00	351.38	4,574.62	161,434.68	164,663.37
27	4,926.00	341.70	4,584.30	156,850.38	159,987.39
28	4,926.00	332.00	4,594.00	152,256.38	155,301.51
29	4,926.00	322.27	4,603.73	147,652.65	150,605.70
30	4,926.00	312.53	4,613.47	143,039.18	145,899.96

Sales tax of $0.00 is included in the financed amount shown above.

Lessee Signature: _____ Date: _____

Print Name: _____ Title: _____

12PFDOC224

©2012 All Rights Reserved. Printed in the U.S.A. 12PFDOC224 11/12

ATTACHMENT 1 STATE AND LOCAL GOVERNMENT LEASE-PURCHASE AGREEMENT

Lease Payment Schedule

LESSOR: DE LAGE LANDEN PUBLIC FINANCE LLC

LESSEE: COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10

LEASE NUMBER: 500-50262119

LEASE DATE: APRIL 21, 20 21

Lease Payments are due on each periodic anniversary of the Commencement Date that occurs during the Full Lease Term until all of the payments set forth below have been received by US. The period for each periodic anniversary is MONTHLY, as specified in the Payment Frequency box of this Lease. If the Commencement Date occurs on the 29th, 30th or 31st day of any month, the periodic anniversary will be deemed to occur on the 1st day of the SECOND succeeding month after the month of such Commencement Date.

Payment Number	Rental Payment	Interest Portion	Principal Portion	Balance	Purchase Price
31	4,926.00	302.77	4,623.23	138,415.95	141,184.27
32	4,926.00	292.98	4,633.02	133,782.93	136,458.59
33	4,926.00	283.17	4,642.83	129,140.10	131,722.90
34	4,926.00	273.35	4,652.65	124,487.45	126,977.20
35	4,926.00	263.50	4,662.50	119,824.95	122,221.45
36	4,926.00	253.63	4,672.37	115,152.58	117,455.63
37	4,926.00	243.74	4,682.26	110,470.32	112,679.73
38	4,926.00	233.83	4,692.17	105,778.15	107,893.71
39	4,926.00	223.90	4,702.10	101,076.05	103,097.57
40	4,926.00	213.94	4,712.06	96,363.99	98,291.27
41	4,926.00	203.97	4,722.03	91,641.96	93,474.80
42	4,926.00	193.97	4,732.03	86,909.93	88,648.13
43	4,926.00	183.96	4,742.04	82,167.89	83,811.25
44	4,926.00	173.92	4,752.08	77,415.81	78,964.13
45	4,926.00	163.86	4,762.14	72,653.67	74,106.74
46	4,926.00	153.78	4,772.22	67,881.45	69,239.08
47	4,926.00	143.68	4,782.32	63,099.13	64,361.11
48	4,926.00	133.56	4,792.44	58,306.69	59,472.82
49	4,926.00	123.42	4,802.58	53,504.11	54,574.19
50	4,926.00	113.25	4,812.75	48,691.36	49,665.19
51	4,926.00	103.06	4,822.94	43,868.42	44,745.79
52	4,926.00	92.85	4,833.15	39,035.27	39,815.98
53	4,926.00	82.62	4,843.38	34,191.89	34,875.73
54	4,926.00	72.37	4,853.63	29,338.26	29,925.03
55	4,926.00	62.10	4,863.90	24,474.36	24,963.85
56	4,926.00	51.80	4,874.20	19,600.16	19,992.16
57	4,926.00	41.49	4,884.51	14,715.65	15,009.96
58	4,926.00	31.15	4,894.85	9,820.80	10,017.22
59	4,926.00	20.79	4,905.21	4,915.59	5,013.90
60	4,926.00	10.41	4,915.59	0.00	-
Grand Totals	295,560.00	18,273.20	277,286.80		-

Lessee Signature: [redacted] Date: [redacted]

Print Name: [redacted] Title: [redacted]

12PFDOC224

©2012 All Rights Reserved. Printed in the U.S.A. 12PFDOC224 11/12

ATTACHMENT 2

STATE AND LOCAL GOVERNMENT LEASE-PURCHASE AGREEMENT
EQUIPMENT DESCRIPTION

LESSOR: DE LAGE LANDEN PUBLIC FINANCE LLC

LESSEE: COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10

LEASE NUMBER: 500-50262119

LEASE DATE: APRIL 21, 20 21

Quantity	Description/Serial No./Model No.	Location
	26 Kyocera TA-6003i Multifunctional B&W Machines	
	11 Kyocera TA-5003i Multifunctional B&W Machines	
	22 Kyocera TA-3253ci Multifunctional Color Machines	
	18 Kyocera M3645idn Multifunctional B&W Machines	

LESSEE Signature: _____ Date: _____

Print Name: _____ Title: _____

10PFDOC169v2

©2012 All Rights Reserved. Printed in the U.S.A. 10PFDOC169v2 10/12

BILLING INFORMATION

PLEASE COMPLETE THIS FORM AND RETURN WITH DOCUMENTS

In order for DE LAGE LANDEN PUBLIC FINANCE LLC to properly bill and credit your account, it is necessary that you complete this form and return it with the signed documents.

Billing Name: _____

If you would like your invoices emailed to you in place of regular mail, please provide an email address(es) below:

_____

_____

***YOUR INVOICES WILL BE EMAILED FROM INVOICEDELIVERY@PAYEREXPRESS.COM**
Subject line will read: Your Lease Direct Invoice is ready to view online!

Billing Address: _____

_____

Attention: _____

Telephone Number: _____

FEDERAL TAX ID#: _____

Lease/Contract Signer Name: _____ Date of Birth _____(only provide if requested)

SPECIAL INSTRUCTIONS

Do you require a Purchase Order Number on the invoice? **If yes, please provide PO#** _____. ☐ YES ☐ NO

Is a new purchase order required for each new fiscal period? ☐ YES ☐ NO

If yes, provide month/year PO expires _____

Are you sales tax exempt? **If yes, please attach a copy of exempt certificate or direct pay permit.** ☐ YES ☐ NO

Do you require any special information to establish a vendor number for _____? ☐ YES ☐ NO

If yes, please advise: _____

Additional Comments: _____

_____

CONTACT INFORMATION AND QUESTIONNAIRE FOR FORM 8038-G FILINGS
(required for all State and Local Government transactions)

Contact Name: _____

Title: _____

Contact Address: _____

Contact Telephone Number: _____

Email Address: _____

Written Tax Compliance Procedures

The IRS Form 8038-G asks specific questions about whether written procedures exist with regard to compliance with the federal tax requirements for tax-exempt obligations. Please answer the following questions to help us complete the form correctly prior to your signature. **Please note that your answers to these questions will not impact the terms or conditions of the subject transaction**:

1. Has the Lessee established written procedures designed to monitor compliance with federal tax restrictions for the term of the lease? Among other matters, the written procedures should identify a particular individual within Lessee's organization to monitor compliance with the federal tax requirements related to use of the financed assets and describe actions to be taken in the event failure to comply with federal tax restrictions is contemplated or discovered.

YES ☐ NO ☐ If YES, please attach/provide a copy.

Answer the following question only if proceeds of the current financing will be funded to an ESCROW Account.
The IRS Form 8038-G asks specific questions about written procedures to monitor the yield on the investment of gross proceeds of tax-exempt obligations and, as necessary, make payments of arbitrage rebate earned to the United States.

2. Has the Lessee established written procedures to monitor the yield on the investment of proceeds of the Lease on deposit in an escrow account or similar fund prior to being spent and to ensure that any positive arbitrage rebate earned is paid to the United States?

YES ☐ NO ☐ If YES, please attach/provide a copy.

If you have further questions, please consult your regular bond or legal counsel.

©2020 All Rights Reserved. Printed in the U.S.A. 08PFDOC086v10 2/20

De Lage Landen Public Finance LLC

1111 Old Eagle School Road
Wayne, PA 19087

ACCEPTANCE CERTIFICATE

Ladies and Gentlemen:

Re: State and Local Government Lease Purchase Agreement dated as of APRIL 21, 20 21, between **De Lage Landen Public Finance LLC**, as Lessor, and COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10, as Lessee.

In accordance with the State and Local Government Lease Purchase Agreement (the "Agreement"), the undersigned Lessee hereby certifies and represents to, and agrees with Lessor as follows:

1. All of the Equipment (as such term is defined in the Agreement) has been delivered, installed and accepted on the date hereof.
2. Lessee has conducted such inspection and/or testing of the Equipment as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.
3. Lessee is currently maintaining the insurance coverage required by **Section 14** of the Agreement.
4. No event or condition that constitutes, or with notice or lapse of time, or both, would constitute, an Event of Default (as defined in the Agreement) exists at the date hereof.

Signed upon completion of Installs

(SEAL)

LESSEE SIGNATURE

Lessee
COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10

Signature _____ Date _____

Print Name _____

Title _____

07PFDOC055v1

©2009 All Rights Reserved. Printed in the U.S.A. 07PFDOC055v1 3/09

Watts Recommendation	Location	Building
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 1 x 500-sheet Paper Teaching Assistant Cloud Connect 16 GB Storage	3rd Floor Teacher's Lounge	High School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 1 x 500-sheet Paper Teaching Assistant Cloud Connect 16 GB Storage	Professional Library	High School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 1 x 500-sheet Paper Teaching Assistant Cloud Connect 16 GB Storage Stand	Library / Media Center	Middle School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage	Nurse's Office	High School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage	Special Ed Conference Room	High School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage	Library 2	Renfro Elem

Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Student Information	Board Office
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	3rd Floor - Teachers Workroom	Caseyville Elem
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Special Ed Office	Dorris Intermediate
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Office	Dorris Intermediate
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Athletic Dept Conference Room	High School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Child Care	High School

Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Cafeteria	High School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Art Dept	High School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Social Workers Room	Middle School
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Cloud Connect 16 GB Storage Stand	Office	Webster Elem
Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Teaching Assistant Cloud Connect 16 GB Storage Stand	Vocational Center - by Shirley's office	High School

Kyocera M3645idn Desktop 47 ppm 75-sheet Reversing Processor 2 x 500-sheet Paper Teaching Assistant Cloud Connect 16 GB Storage Stand	Vocational Center - by Lisa Garcia's Office	High School
Kyocera TA3253ci 32 ppm COLOR 270- sheet Dual Scan Processor 4 x 500-sheet Paper 65-sheet Staple Finisher with 4,000-sheet Stacking Booket & Tri Folding	Band Room	Middle School
Kyocera TA-3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect **UPGRADE TO COLOR**	Workroom	Maryville Elem
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect **UPGRADE TO COLOR**	Principals Office - #2	High School
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Coud Connect **UPGRADE TO COLOR**	Office	Jefferson Elem

Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Cloud Connect	Maintenance Dept	Annex Building
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Cloud Connect	Superintedents Office	Board Office
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Cloud Connect	Human Resources	Board Office
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Cloud Connect	Curriculum	Board Office
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Cloud Connect	Payroll Dept	Board Office

Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Cloud Connect	Business Office	Board Office
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Cloud Connect	Office	Caseyville Elem
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Fax System Stand Cloud Connect	Office	Twin Echo Elem
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Stand Cloud Connect	Technology Dept	Annex Building
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Stand Cloud Connect	Teachers Workroom	Summit Elem

Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper 50-sheet Internal Staple Finisher Stand Cloud Connect	Computer Lab	Webster Elem
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper Fax System Stand Coud Connect **UPGRADE TO COLOR**	Office	Kreitner Elem
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper Stand Cloud Connect	Workroom	Caseyville Elem
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper Stand Cloud Connect **UPGRADE TO COLOR**	1st Floor - Workroom	Dorris Intermediate
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper Stand Coud Connect	Library Workroom	Middle School
Kyocera TA3253ci 32 ppm COLOR 140-sheet Reversing Processor 2 x 500-sheet Paper Teaching Assistant Stand Cloud Connect	Library Counter	High School

Kyocera TA3253ci 32 ppm COLOR 270-sheet Dual Scan Processor 4 x 500-sheet Paper 65-sheet Staple Finisher with 4,000-sheet Stacking Booklet & Trifold	Band Room	High School
Kyocera TA3253ci 32 ppm COLOR 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect **Upgrade to Color**	Office	Renfro Elem
Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Coud Connect	Library - #1	Dorris Intermediate
Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Coud Connect	Library - #2	Dorris Intermediate
Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Coud Connect	Principals Office - #1	High School
Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Coud Connect	Workroom by office	Twin Echo Elem

Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect	Guidance office	High School
Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect	Office	Hollywood Heights
Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect	Special Ed Office	Hollywood Heights
Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect	Office	Middle School
Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect	Office	Summit Elem

Kyocera TA5003i 50 ppm 140-sheet Reversing Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect	OT / PT	Webster Elem
Kyocera TA5003i 50 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Fax System Coud Connect	Registration	Annex Building
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Workroom - #2	Caseyville Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Workroom - #1	Caseyville Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Teachers Workroom - #3	Dorris Intermediate

Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Teachers Workroom - #2	Dorris Intermediate
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Library	Dorris Intermediate
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	2nd Floor - Workroom copier - #3	High School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	1st Floor - Workroom - #4	High School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	1st Floor - Workroom - #3	High School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Conference Room	Kreitner Elem

Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	1st Floor - Workroom - #2	Kreitner Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Teachers workroom by office - #1	Maryville Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Workroom by office	Maryville Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	7th Grade West Workroom - #1	Middle School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	8th Grade East Workroom - #2	Middle School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	8th Grade East Workroom - #1	Middle School

Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	7th Grade West Workroom - #2	Middle School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Workroom - #1	Renfro Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Workroom - #2	Renfro Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	Back Workroom	Twin Echo Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	2nd Floor - Hallway	Webster Elem
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Cloud Connect	1st Floor - Hallway	Webster Elem

Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Hole Punch Cloud Connect	2nd Floor - Workroom copier - #2	High School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Hole Punch Cloud Connect	2nd Floor - Workroom copier - #1	High School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Hole Punch Cloud Connect	1st Floor - Workroom - #1	High School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Hole Punch Cloud Connect	1st Floor - Workroom - #2	High School
Kyocera TA6003i 60 ppm 270-sheet Dual Scan Processor 2 x 500-sheet Paper 2 x 1,500-sheet Letter Paper 50-sheet Staple Finisher with 1,000-sheet Stacking Hole Punch Cloud Connect	1st Floor - Workroom - #1	Kreitner Elem

10.6. Approval of Final 2020-21 School Calendar

Collinsville Community Unit School District #10
School Calendar 2020-21

AUGUST

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
RPD	18	19	20	21
24	25	26	27	28
31				

13-14 Institute Days – No School
17 Remote Planning Day
18 1st Day of Student Attendance

SEPTEMBER

M	T	W	T	F
	1	2	3	4
X	8	9	10	11
14	15	16	17	RPD
21	22	23	24	25
28	29	30		

7 Labor Day - No School
18 Remote Planning Day

OCTOBER

M	T	W	T	F
			1	2
5	6	7	8	9
RPD	13	14	15	16
19	20	21	22	23
26	27	28	29	PT

12 Remote Planning Day
30 Parent Teacher Conf. – No School

NOVEMBER

M	T	W	T	F
PT	X	4	5	6
9	10	X	12	13
16	17	18	19	20
23	24	=	X	=
30				

2 Parent Teacher Conf. – No School
3 Election Day – No School
11 Veteran's Holiday - No School
25-27 Thanksgiving Break - No School

DECEMBER

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	=	=	X
=	=	=	=	

23-31 Winter Break – No School

JANUARY

M	T	W	T	F
				X
4	5	6	7	8
11	12	13	14	15
X	19	20	21	22
25	26	27	28	29

1 Winter Break – No School
15 Institute Day – No School
18 ML King Day – No School

FEBRUARY

M	T	W	T	F
1	2	3	4	5
8	EL	EL	11	12
X	16	17	18	19
22	23	24	25	26

9-10 E-Learning Days
15 President's Day – No School

MARCH

M	T	W	T	F
X	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

1 Casimir Pulaski Day – No School

APRIL

M	T	W	T	F
			=	=
=	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

1-5 Spring Break – No School

MAY

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
X				

18 Last Day of Student Attendance
19 Institute Day – No School
31 Memorial Day

Semester Grading Periods (5th – 12th):
1st Period: August 17 – October 16 (44)
2nd Period: October 19 – December 22 (40)
3rd Period: January 4 – March 12 (46)
4th Period: March 15 – May 18 (44)

Trimester Grading Periods (Kdg – 4th):
1st Trimester: August 17 – November 13 (60)
2nd Trimester: Nov. 16 – February 19 (56)
3rd Trimester: February 22 – May 18 (58)

Legal School Holiday X
Institute Day ..... ☐
Inservice Day ..... IS
Non-Attendance Day ..... =
Parent/Teacher Conference ..... PT
Remote Planning Day (Remote Student Attendance) ..... RPD (2 unused)
Thirty (30) minute early dismissal on Wednesdays ..... __
E-Learning Days ..... EL

Updated 5/17/21

10.7. Approval of Sexual Harassment Resolution

General Personnel

Exhibit - Resolution to Prohibit Sexual Harassment

WHEREAS, Section 10-20 of the School Code (105 ILCS 5/10-20) grants school boards other powers that are not inconsistent with their duties;

WHEREAS, Section 1-5 of the State Officials and Employees Ethics Act (5 ILCS 430/1-5) includes school districts within the definition of a *governmental entity*;

WHEREAS, Section 5-65 of the State Officials and Employees Ethics Act (5 ILCS 430/5-65, added by P.A. 100-554) provides that all persons have a right to work in an environment free from sexual harassment;

WHEREAS, Section 70-5 of the State Officials and Employees Ethics Act (5 ILCS 430/70-5, amended by P.A.s 100-554 and 101-221) requires governmental entities to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment which, at a minimum, includes: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the Act, the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/); (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report; and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against a Board member by a fellow Board member or other elected official;

THEREFORE, BE IT RESOLVED, by the Board of Education of Collinsville Community Unit School District No. 10, Madison County, Illinois, as follows:

Section 1: The Board adopts Board policies 2:105, *Ethics and Gift Ban*, and 5:20, *Workplace Harassment Prohibited*, attached as Exhibit A, which collectively contain the following: (1) a prohibition on sexual harassment; (2) detail regarding how an individual can report an allegation of sexual harassment, including options for making a confidential report to an immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, a Complaint Manager, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations and a statement regarding the availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act, and the Ill. Human Rights Act; and (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report, and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against a Board member by a fellow Board member or other elected official.

©2019 **P**olicy **R**eference **E**ducation **S**ubscription **S**ervice
Illinois Association of School Boards. All Rights Reserved.
Please review this material with your school board attorney before use.

Section 2: Any prior versions of Board policies 2:105, *Ethics and Gift Ban*, and 5:20, *Workplace Harassment Prohibited*, adopted by the Board are superseded by this Resolution.

Adopted this 17th day of May, 2021.

Attested by: _____, Board President

Attested by: _____, Board Secretary

©2019 **P**olicy **R**eference **E**ducation **S**ubscription **S**ervice
Illinois Association of School Boards. All Rights Reserved.
Please review this material with your school board attorney before use.

10.8. Consider Real Estate Exchange Agreement

REAL ESTATE EXCHANGE AGREEMENT BETWEEN THE CITY OF COLLINSVILLE AND THE COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10

THIS REAL ESTATE EXCHANGE AGREEMENT is made and entered into this __ day of _____, 2021, by and between the City of Collinsville, a municipal corporation created and existing under and by virtue of the laws of the State of Illinois, (the "City"), and Collinsville Community Unit School District 10, the (the "District"), both parties having their principal place of business located in Madison County, Illinois.

WHEREAS, the Illinois Municipal Code allows and provides that the City may exchange real estate belonging to the City following a public hearing held pursuant to three-fourths (3/4) vote of the City Council holding office and after publication of notice of hearing in a newspaper published in the City, provided the City Council enacts an ordinance authorizing a real estate exchange agreement which ordinance finds and declares:

1. That the real estate premises to be conveyed by the City under such exchange, in the opinion of the City Council, is no longer needed by the City for the public interest; and,
2. That the real estate premises to be received by the City under such exchange will prove useful to the City and will be for the public interest; and,
3. That the total value of the substitutional premises is approximately equal to or exceeds the value of the real estate premises for which same is being exchanged, as determined by the City Council, taking into consideration the long-term best interest of the public.

WHEREAS, the City owns and holds an interest in the real estate commonly known as 515 South Clinton Street, Collinsville, Illinois, the Deed for which having been recorded in the Madison County Recorder's Office as Document No. 2014R32431 and describing the property described in Section 1 of this Agreement;

WHEREAS, the City owns and holds an interest in the real estate commonly known as 268 Collinsville Avenue, Collinsville, Illinois, the Deed for which having been recorded in the Madison County Recorder's Office as Document No. 2018R20114 and describing the property described in Section 2 of this Agreement;

WHEREAS, the City has found and determined and declared by an enabling Ordinance duly enacted by its City Council that the proposed real estate exchange satisfies the requirements of the City and the requirements of the law and that it is in the best interest of the City and the District to do and perform the same; and,

WHEREAS, pursuant to Division 76.2 of the Illinois Municipal Code, the City has conducted the required public hearing pursuant to the required public notice and the City by its enabling ordinance has made the required findings and determinations stated in subparagraphs (1) through (3) above; and, has enacted the required ordinance to authorize this Real Estate Exchange Agreement as required by the Local Government Property Transfer Act (50 ILCS 605/1 et seq.) and Section 11-76.2-1 of Division 76.2 of the Illinois Municipal Code (65 ILCS 5/11-76.2-1).

NOW, THEREFORE in consideration of the mutual promises and agreements herein contained for the exchange of real estate to be herein required and provided for, the parties hereto stipulate and agree, as follows:

Section 1. City Real Estate Transfer. In consideration of the conveyance by the District described in Section 2 of this Agreement, the City agrees to convey to the District all of its right, title, claim and interest in the following described property, being located at what is commonly known as 515 South Clinton Street, Collinsville, Illinois, and more particularly described as follows:

> A part of survey 393, Madison County, Illinois, beginning at the northeast corner of said survey 393, thence southwesterly along the northwest line of said survey, 180 feet to a point in the southwest line of the 40 foot road, laid out through said survey, parallel to the northeast line of said survey; thence southeasterly along the southwest line of said road 20 feet to the northeast corner of said tract to be conveyed, by this deed, thence southeasterly along the southwest line of said road 100 feet, thence southwesterly parallel with the northwest line of said survey; 217 and 8/10 feet; thence northwesterly parallel with said road 100 feet; thence northwesterly parallel with and 20 feet distant from the northwest line of said survey 217 and 8110 feet to the above named northeast corner of the tract to be conveyed by this deed, in Madison County, Illinois.

Excepting therefrom that part previously conveyed to the people of the City of Collinsville recorded as document no. 2013R26683.

Excepting therefrom that part previously conveyed to the people of the City of Collinsville recorded June 18, 2013 as document no. 2013R26681.

PPIN: 13-1-21-33-16-403-024

The transfer and exchange by the District to the City shall be by a "Quit Claim Deed" in the form attached hereto as **Exhibit "1"**, which is by reference made part hereof and which is hereby approved as to form.

Section 2. District Real Estate Transfer. In consideration of the conveyance by the City described in Section 1 of this Agreement, the District agrees to convey to the City all of its right, title, claim and interest in the following described property, being located at what is commonly known as 268 Collinsville Avenue, Collinsville, Illinois, and more particularly described as follows:

Lot 18, (excepting 100 feet off the West side of Lot 18), in Glencoe Place, a subdivision according to the plat thereof recorded in Plat Book 6 Page 39, (except coal and other minerals underlying said premises with the right to mine and remove same), in Madison County, Illinois.
PPIN: 13-2-21-3314-301-011

The transfer and exchange by the District to the City shall be by a "Quit Claim Deed" in the form attached hereto as **Exhibit "2"**, which is by reference made part hereof and which is hereby approved as to form.

Section 3. Substitutional Value. The parties agree that the total value of the property the City and District are receiving in the exchange is approximately equal to or exceeds the value of the property the City and District are releasing and relinquishing their interest in.

Section 4. Compensation. The parties acknowledge and agree that neither party shall be required to pay any monetary compensation to the other party for the property each is receiving under this Agreement.

Section 5. Delivery of Deeds. The exchange of Deeds related herein shall take place within thirty (30) days of the last party executing this Agreement. Each party shall be responsible for the recording of their Deed received from the other party.

Section 6. Closing Costs. Each party shall be responsible for their respective attorney's fees and costs related to this exchange agreement.

Section 7. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois with venue of any litigation between the parties stipulated to being in the Madison County Circuit Court.

IN WITNESS WHEREOF, the parties hereto have made and entered into this Real Estate Exchange Agreement to take effect on the date first above written, for the uses and purposes set forth above.

CITY OF COLLINSVILLE

By: _____ **Dated:** _____**, 2021**
John Miller, Mayor

COLLINSVILLE COMMUNITY SCHOOL DISTRICT 10

By: _____ **Dated:** _____**, 2021**
Gary Peccola, President

QUIT CLAIM DEED

MAIL TO:
Collinsville Community
Unit School District 10
201 West Clay Street
Collinsville, Illinois 62234

TAXPAYER:
Collinsville Community
Unit School District 10
201 West Clay Street
Collinsville, Illinois 62234

RECORDER'S STAMP

THE GRANTOR, CITY OF COLLINSVILLE, ILLINOIS, a municipal corporation of the County of Madison, State of Illinois, for and in consideration of the payment of the sum of One Dollar ($1.00) and other good and valuable Consideration in hand paid, CONVEYS AND QUIT CLAIMS to the GRANTEE, COLLINSVILLE COMMUNITY SCHOOL DISTRICT 10, all interest in the following described real estate, to wit:

A part of survey 393, Madison County, Illinois, beginning at the northeast corner of said survey 393, thence southwesterly along the northwest line of said survey, 180 feet to a point in the southwest line of the 40 foot road, laid out through said survey, parallel to the northeast line of said survey; thence southeasterly along the southwest line of said road 20 feet to the northeast corner of said tract to be conveyed, by this deed, thence southeasterly along the southwest line of said road 100 feet, thence southwesterly parallel with the northwest line of said survey; 217 and 8/10 feet; thence northwesterly parallel with said road 100 feet; thence northwesterly parallel with and 20 feet distant from the northwest line of said survey 217 and 8110 feet to the above-named northeast corner of the tract to be conveyed by this deed, in Madison County, Illinois.

Excepting therefrom that part previously conveyed to the people of the City of Collinsville recorded as document no. 2013R26683.

Excepting therefrom that part previously conveyed to the people of the City of Collinsville recorded June 18, 2013 as document no. 2013R26681.

PPIN: 13-1-21-33-16-403-024

Prior Deed: Document 2014R32431

Situated in the County of Madison, in the State of Illinois, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of this State.

Dated this _____ day of _____, 2021.

CITY OF COLLINSVILLE

_____
John Miller, Mayor

State of Illinois)
) ss
County of Madison)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY THAT John Miller, Mayor of the City of Collinsville, personally known to me to be the same person whose name is subscribed to the above and foregoing instrument, appeared before me this day in person, and acknowledged that she signed, sealed, and delivered the said instrument as her free and voluntary act and deed, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and notarial seal this _____ day of _____, 2021

_____
Notary Public

My commission expires: _____

COUNTY - ILLINOIS TRANSFER STAMPS EXEMPT
UNDER PROVISIONS OF PARAGRAPH E, SECTION 4,
REAL ESTATE TRANSFER ACT

DATE: _____

_____
Buyer, Seller or Representative

NAME AND ADDRESS OF PREPARER:

Steven Giacoletto, #6204424
Giacoletto Law Firm
30 Summer Tree Lane
Collinsville, Illinois 62234
618/346-8841
618/346-8843 (fax)

QUIT CLAIM DEED

MAIL TO:
City of Collinsville
125 South Center Street
Collinsville, Illinois 62234

TAXPAYER:
City of Collinsville
125 South Center Street
Collinsville, Illinois 62234

RECORDER'S STAMP

THE GRANTOR, COLLINSVILLE COMMUNITY SCHOOL DISTRICT 10, a municipal corporation of the County of Madison, State of Illinois, for and in consideration of the payment of the sum of One Dollar ($1.00) and other good and valuable Consideration in hand paid, CONVEYS AND QUIT CLAIMS to the GRANTEE, CITY OF COLLINSVILLE, ILLINOIS, all interest in the following described real estate, to wit:

Lot 18, (excepting 100 feet off the West side of Lot 18), in Glencoe Place, a subdivision according to the plat thereof recorded in Plat Book 6 Page 39, (except coal and other minerals underlying said premises with the right to mine and remove same), in Madison County, Illinois.
PPIN: 13-2-21-3314-301-011

Prior Deed: Document 2018R20114

Situated in the County of Madison, in the State of Illinois, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of this State.

Dated this _____ day of _____, 2021.

COLLINSVILLE COMMUNITY
SCHOOL DISTRICT 10

_____
Gary Peccola, President

State of Illinois)
) ss
County of Madison)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY THAT Gary Peccola, President of Collinsville Community School District 10, personally known to me to be the same person whose name is subscribed to the above and foregoing instrument, appeared before me this day in person, and acknowledged that she signed, sealed, and delivered the said instrument as her free and voluntary act and deed, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and notarial seal this _____ day of _____, 2021

_____
Notary Public

My commission expires: _____

COUNTY - ILLINOIS TRANSFER STAMPS EXEMPT
UNDER PROVISIONS OF PARAGRAPH E, SECTION 4,
REAL ESTATE TRANSFER ACT

DATE: _____

_____
Buyer, Seller or Representative

NAME AND ADDRESS OF PREPARER:

Steven Giacoletto, #6204424
Giacoletto Law Firm
30 Summer Tree Lane
Collinsville, Illinois 62234
618/346-8841
618/346-8843 (fax)

INVESTORS TITLE INSURANCE COMPANY

P.O. Drawer 2687
Chapel Hill, North Carolina 27515-2687

Minutes of Foreclosure

REVISED DATED 01/31/2014 NUMBER 1

Agency File Number	*SIMIF20130023/RC1*
Requested by:	*John McCracken*
Owner of Record:	JEANNETTE A. CATES, SURVIVING JOINT TENANT OF JAMES B. CATES (DECEASED)
Effective Date:	*12/09/2013* Time: *08:00 AM*
Property Address:	515 South Clinton Street Collinsville, IL 62234

Pursuant to your request and based upon an examination of the evidence in the appropriate public records of the State *of IL* in the County *of Madison,* the following parties have been determined to have an interest in the property referenced above:

Ownership Information:

Last Deed of Record:
Deed from Robert L. Kitsch and Etta Mae Kitsch, his wife to James B. Cates and Jeanette A. Cates, his wife, as joint tenants dated September 16, 1992 and recorded September 17, 1992.

The land referred to in this Minutes of Foreclosure is described as follows:

A PART OF SURVEY 393, MADISON COUNTY, ILLINOIS, BEGINNING AT THE NORTHEAST CORNER OF SAID SURVEY 393, THENCE SOUTHWESTERLY ALONG THE NORTHWEST LINE OF SAID SURVEY, 180 FEET TO A POINT IN THE SOUTHWEST LINE OF THE 40 FOOT ROAD, LAID OUT THROUGH SAID SURVEY, PARALLEL TO THE NORTHEAST LINE OF SAID SURVEY; THENCE SOUTHEASTERLY ALONG THE SOUTHWEST LINE OF SAID ROAD 20 FEET TO THE NORTHEAST CORNER OF SAID TRACT TO BE CONVEYED, BY THIS DEED, THENCE SOUTHEASTERLY ALONG THE SOUTHWEST LINE OF SAID ROAD 100 FEET, THENCE SOUTHWESTERLY PARALLEL WITH THE NORTHWEST LINE 0F SAID SURVEY; 217 AND 8/10 FEET; THENCE NORTHWESTERLY PARALLEL WITH SAID ROAD 100 FEET; THENCE

Issued through the Office of:
Southern Illinois Real Estate Title Center, LLC
1012 Plummer Drive, Suite 202
Edwardsville, IL 62025
Tel. (800)592-9475 (618)692-6141
/ Fax (800)592-7516 (618)692-6807

Melanie Lear

Authorized Countersignature

NORTHWESTERLY PARALLEL WITH AND 20 FEET DISTANT FROM THE NORTHWEST LINE OF SAID SURVEY 217 AND 8/10 FEET TO THE ABOVE NAMED NORTHEAST CORNER OF THE TRACT TO BE CONVEYED BY THIS DEED, IN MADISON COUNTY, ILLINOIS.

EXCEPTING THEREFROM THAT PART CONVEYED TO THE PEOPLE OF THE CITY OF COLLINSVILLE RECORDED JUNE 18, 2013 AS DOCUMENT NO. 2013R26681.

SITUATED IN MADISON COUNTY, ILLINOIS
TAX ID NO. 13-1-21-33-16-403-024
C/K/A 515 S. CLINTON ST., COLLINSVILLE

Mortgage to be foreclosed:

MORTGAGE DATED JULY 30, 2007 AND RECORDED AUGUST 7, 2007, AS DOCUMENT NO. 2007R42318, EXECUTED BY JEANNETE A. CATES, AND GIVEN TO HOME FEDERAL SAVINGS & LOAN ASSOCIATION, TO SECURE A NOTE IN THE AMOUNT OF $105,500.00 AND SUCH OTHER SUMS AS PROVIDED THEREIN. MODIFICATION AGREEMENT RECORDED JULY 31, 2008 AS DOCUMENT NO. 2008R36246.

Lien holders whose interest appears in the public record after the recording date of the mortgage to be foreclosed:

Lien holders whose interest arose prior to the filing of the mortgage to be foreclosed:

Current Tax Information:

1. **Taxes for the year 2012 and subsequent years. Taxes for the year 2012 are now due and payable as follows: 1st installment in the amount of $284.01 past due and delinquent; 2nd installment in the amount of $276.30 past due and delinquent; 3rd installment in the amount of $272.44 past due and delinquent; 4th installment in the amount of $274.73 past due.**

INVESTORS TITLE INSURANCE COMPANY

P.O. Drawer 2687
Chapel Hill, North Carolina 27515-2687

ANY TAX INFORMATION SHOWN IN THE LEGAL DESCRIPTION IN SCHEDULE A IS FOR INFORMATIONAL PURPOSES ONLY AND WILL BE REMOVED FROM THE LEGAL DESCRIPTION IN THE FINAL POLICY.

Miscellaneous Documents of Record:

1. Rights of the public, the State of Illinois, the County, the Township, and the Municipality in and to that part of the Land in question taken, used or dedicated for roads and highways.

2. Rights of way for drainage ditches, drainage tiles, feeders, laterals and underground pipes, if any.

3. 1. Covenants, conditions, or restrictions, if any, appearing in the Public Records; however, this policy insures against loss or damage arising from:
(a) the violation of those covenants, conditions, or restrictions on or prior to Date of Policy;
(b) a forfeiture or reversion of Title from a future violation of those covenants, conditions, or restrictions, including those relating to environmental protection; and
(c) provisions in those covenants, conditions, or restrictions, including those relating to environmental protection, under which the lien of the InsuredMortgage can be extinguished, subordinated, or impaired.
As used in paragraph 1(a), the words covenants, conditions, or restrictions do not refer to or include any covenant, condition, or restriction (a) relating to obligations of any type to perform maintenance, repair or remediation on the Land, or (b) pertaining to environmental protection of any kind or nature, including hazardous or toxic matters, conditions, or substances, except to the extent that a notice of a violation or alleged violation affecting the Land has been recorded or filed in the Public Records at Date of Policy and is not referenced in an addendum attached to this policy.
2. Any easements or servitudes appearing in the Public Records; however, this policy insures against loss or damage arising from (a) the encroachment, at Date of Policy, of the improvements on any easement, and (b) any interference with or damage to existing improvements, including lawns, shrubbery, and trees, resulting from the use of the easements for the purposes granted or reserved.
3. Any lease, grant, exception, or reservation of minerals or mineral rights or other subsurface substances appearing in the Public Records; however, this policy insures

against loss or damage arising from (a) any affect on or impairment of the use of the Land for residential one-to-four family dwelling purposes by reason of such lease, grant, exception or reservation of minerals or mineral rights or other subsurface substances, and (b) any damage to existing improvements, including lawns, shrubbery, and trees, resulting from the future exercise of any right to use the surface of the Land for the extraction or development of the minerals or mineral rights or other subsurface substances so leased, granted, excepted, or reserved. Nothing herein shall insure against loss or damage resulting from contamination, explosion, fire, fracturing, vibration, earthquake or subsidence.

4. Temporary Construction Easement(s) to People of City of Collinsville recorded June 18, 2013 as Document No. 2013R26687.

5. Permanent Easement(s) to City of Collinsville recorded as Document No. 2013R26683.

6. Attention is directed to ordinances and regulations relating to connections, charges, liens for use of any public sewerage, water or other utility systems serving the land referred to herein. We call attention to the fact that all sewer and utility bills should be obtained from the offices supplying the service. We indicate only recorded liens.

7. Subject to lis pendens 13-CH-971.

8.
Relative to the request to insure title to the land, after a foreclosure of the encumbrance noted herein, we bring to your attention the following matters:

A. Encumbrance to be foreclosed: Mortgage recorded: August 7, 2008, as Document No. 2007R42318.

B. Our Policy, if and when issued, will contain exceptions to:

(1) The right of any interested party to directly attack the orders and decrees which may be entered in the foreclosure proceeding;

(2) The right of present or future creditors pursuant to Federal Bankruptcy Code provisions concerning fraudulent transfers to set aside or void the Sheriff's Deed to be issued in the foreclosure proceeding.

C. Upon institution of the contemplated proceedings, a Notice of Foreclosure in correct form should be placed of record pursuant to 735 ILCS Section 5/15-1503.

D. The persons noted herein are necessary parties to said proceeding:

(1) All parties who obtain an interest in the land subsequent to the Effective Date hereof, but prior to recording of a Notice of Foreclosure in correct form.

(2) All parties not named herein who are known to the Insured or their attorney to have or claim an interest in the land.

(3) Caveat: If it is known that any of the necessary parties listed herein are deceased, their heirs or devisees should be made parties by name, if known, and if unknown, then by the name and description of Unknown Heirs or Devisees of such deceased person or persons. If it is not known, or cannot be ascertained, whether any of said necessary parties be living or dead, then such parties should be made parties by name; also, such parties as would be their heirs or devisees should be made parties to the proceedings as Unknown Owners. In this connection, we direct your attention to 735 ILCS 5/2-415.

(4) Caveat: In the event that there are any persons who are necessary parties to the contemplated proceeding, but the names of such persons are unknown and unascertainable, then, and in that event only, such persons should be made parties under the description of "Unknown Owners", unless the contrary is herein indicated.

(5) All parties in possession of the land.

(6) Unless otherwise noted, no search has been made for filings pursuant to the Uniform Commericial Code.

(7) Notice must be given to Non-Record Claimants pursuant to 735 ILCS 5/15-1502.

The following are necessary and/or permissible parties:

1.) Home Federal Savings & Loan Association
2.) Jeannette A. Cates
3.) Madison County Treasurer's Office

INVESTORS TITLE INSURANCE COMPANY

P.O. Drawer 2687
Chapel Hill, North Carolina 27515-2687

These Minutes of Foreclosure are issued solely to show who may be necessary and permissible parties to a mortgage foreclosure action and should not be considered evidence of title for the purposes of purchasing, selling, or lending money. This is not a title insurance commitment, policy, guarantee or opinion of title and should not be relied upon as such. Liability under these Minutes of Foreclosure is limited to $500.00.

Form No. IL-188 (3/2005)

ABSTRACTS & TITLES, INC.

OWNERSHIP REPORT

Insuring your "corner" of the world since 1965

205 North Second Street	22 Ginger Creek Parkway	140 Regency Centre
Edwardsville, IL 62025	Glen Carbon, IL 62034	Collinsville, IL 62234
Phone: 656-1275	Phone: 659-0190	Phone: 346-8009
Fax: 656-0719	Fax: 659-0119	Fax: 346-7537

TO: City of Collinsville
Attn: Travis Taylor
125 S. Center St.
Collinsville, IL 62234

AB 130373

Ownership Search Dated: August 6, 2019

ABSTRACTS AND TITLES, INCORPORATED, hereby certifies that it has examined its indices and the records of Madison County, Illinois as they relate to the following described property:
As described in Document No. 2013R26681 and re-recorded in Document No. 2013R29710. (Copy Attached)

AND FINDS THAT THE APPARENT TITLE TO SAID TRACT IS IN:
The People of the City of Collinsville, Illinois

UNDER AND BY VIRTUE OF A CONVEYANCE FROM:
Jeanette A. Cates
Recorded May 18, 2013 in Document No. 2013R26681 and re-recorded July 9, 2013 in Document No. 2013R29710.

MORTGAGES AND/OR ENCUMBRANCES:
NONE

JUDGMENTS, LIENS AND OTHER MATTERS AGAINST THE PARTY IN TITLE:
NONE

TAXES:
Taxes for the year 2019, which are a lien but not yet due and payable.
Note for information purposes only: The 2018 General Taxes are exempt.
Permanent Parcel No. 13-1-21-33-16-403-024.001

NOTE: FOR ADDITIONAL TERMS AND LIMITATIONS RELATING TO THIS REPORT, PLEASE SEE ATTACHED EXHIBIT A.

ABSTRACTS AND TITLES, INC.

Linda Steele

Authorized Signatory

NOTE: THIS DOCUMENT DOES NOT CONSTITUTE EVIDENCE OF TITLE. THE LIABILITY OF THIS COMPANY ON THIS SEARCH IS LIMITED TO THE AMOUNT PAID BY THE APPLICANT AND/OR USER FOR THIS REPORT.

OWNERSHIP REPORT

EXHIBIT A

In accordance with the Federal Fair Credit Reporting Act this report is issued to you on your representation that it will be used by you for the purpose and only for the purpose certified on your application for the report.

This report is issued pursuant to the limitations imposed by the Federal Fair Credit Reporting Act and, therefore, does not reflect any of the following matters which might otherwise be applicable to the type of search reported:

(1) Bankruptcies generally unless notice of same is recorded in the Recorder's Office of Madison, Illinois but in no case bankruptcies which, from date of adjudication of the most recent bankruptcy, antedate the report by more than fourteen (14) years.

(2) Suits and judgments which, from date of entry, antedate the report by more than seven (7) years or until the governing statute of limitations has expired, whichever is the longer period.

(3) Tax lien which, from date of payment, antedate the report by more than seven (7) years.

(4) Accounts placed for collection or charges to profit and loss which antedate the report by more than seven (7) years.

(5) Records of arrest, indictment or conviction of crime which, from date of disposition, release or parole, antedate the report by more than seven (7) years.

(6) Any other adverse item of information which antedates the report by more than seven (7) years.

2013R29710 5

2013R29710

STATE OF ILLINOIS
MADISON COUNTY
FILED FOR RECORD IN
THE RECORDERS OFFICE
07/09/2013 03:54PM
AMY MEYER, RECORDER
REC FEE: 32.00

DUPLICATION PROHIBITED PROPERTY OF MADISON COUNTY RECORDER

THIS PAGE BEING ADDED

FOR RECORDER'S USE ONLY 32.00 cl 7797 7798

After recording return to:
Oates Associates, Inc.
100 Lanter Court, Suite 1
Collinsville, IL 62234

This document re-recorded to correct AFFIDAVIT FOR PURPOSE OF PLAT ACT REQUIREMENTS (765 ILCS 205)

"Exempt under provisions of Paragraph D Section 31-45 of the Real Estate Transfer Tax Law (35 ILCS 200/31-45)"

7/9/2013
Date

Alan Gryder
Buyer, Seller or Representative

2013R26681
STATE OF ILLINOIS
MADISON COUNTY
FILED FOR RECORD IN
THE RECORDERS OFFICE
06/18/2013 03:52PM
AMY MEYER, RECORDER
REC FEE: 31.00

Owner Jeanette A. Cates
Route FAU 9025 (South Clinton Street)
Section 09-00091-01-PV
Madison County
Project No. 28010
Parcel No. 810107
P.I.N. No. 13-1-21-33-16-403-024.001
Sta. 17+48.09 LT
Sta. 17+68.85 LT

REPRODUCTION PROHIBITED - PROPERTY OF MADISON COUNTY RECORDER

WARRANTY DEED
(NON-FREEWAY)

31.00

THE GRANTOR, Jeanette A. Cates, of the City of Collinsville, County of Madison and State of Illinois, for and in consideration of One Thousand Two Hundred and Fifty Dollars ($1,250.00), in hand paid GRANTS, CONVEYS and WARRANTS to the People of the City of Collinsville, Illinois, Grantee, the following described Real Estate, to-wit:

That part of U.S. Survey 393, Township 3 North, Range 8 West, Madison County, Illinois, described as follows: Claim 609

Beginning at the point of intersection of the southwest right of way line of South Clinton Street (40 feet wide) with the southeast right of way line of Taft Avenue (20 feet wide); thence South 52 degrees 03 minutes 58 seconds East on said southwest right of way line, 20.00 feet; thence South 58 degrees 14 minutes 35 seconds West, 26.66 feet; thence North 52 degrees 03 minutes 58 seconds West on a line 25.00 feet southwest of and parallel with the southwest right of way line of said South Clinton Street, 10.00 feet to the southeast right of way line of said Taft Avenue; thence North 36 degrees 12 minutes 37 seconds East on said southeast right of way line, 25.00 feet to the Point of Beginning.

Said Parcel 810107 contains 375 square feet or 0.0086 acres, more or less.

situated in the County of Madison and State of Illinois, hereby releasing and waiving all right under and by virtue of the Homestead Exemption Laws of the State.

The Grantor, without limiting the interest above granted and conveyed, does hereby acknowledge that upon payment of the agreed consideration, all claims arising out of the above acquisition have been settled, including any diminution in value to any remaining property of the Grantor caused by the opening, improving and using the above-described premises for roadway purposes. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to the Grantor's remaining property.

MAPS & PLATS
Survey Required for Recording

IN WITNESS WHEREOF, the Grantor has set her hand, this 12th day of

June, 2013.

By: Jeannette A Cates
Signature

Jeanette A. Cates
Print Name

State of Illinois)
) ss.
County of Madison)

I, Charles W. King, a Notary Public, in and for said County and State aforesaid, do hereby certify that Jeanette A. Cates, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, did appear before me this day in person and acknowledged that she signed and delivered the said instrument as her free and voluntary act for the uses and purposes therein set forth.

Signed before me on June 12, 2013

"OFFICIAL SEAL"
Charles W King
Notary Public, State of Illinois
My Commission Expires 6/28/2017

Charles W. King
Notary Public

Exempt under 35 ILCS 200/31-45(b), Real Estate Transfer Tax Law.

6/12/2013
Date

Jeannette A. Cates
Buyer, Seller or Representative

This instrument was prepared by and Mail Tax Bill to::

City of Collinsville, Illinois
125 South Center Street
Collinsville, IL 62234

Return to:
Oates Associates, Inc.
100 Lanter Court, Suite 1
Collinsville, IL 62234

AFFIDAVIT FOR PURPOSE OF PLAT ACT REQUIREMENTS (765 ILCS 205)
THIS IS A LEGAL DOCUMENT – CONSULT YOUR PRIVATE ATTORNEY
(County Zoning & Subdivision Ordinances May Also Apply)

ORIGINAL AFFIDAVIT REQUIRED FOR RECORDING, COPIES *WILL NOT* BE ACCEPTED

Affiant is the Grantor or is the Grantors authorized representative in a deed transferring interest in the real estate described in the accompanying deed. Affiant further states this transfer is exempt from the Illinois Plat Act because it is:

(Please check all that apply)

(X) A. NOT A DIVISION OF LAND (parcel lines unchanged) ( ) C. DIVISION FOR TAXING PURPOSES ONLY (parcel lines change)

( ) B. A DIVISION OF LAND THAT MEETS ONE OF THE FOLLOWING EXCEPTIONS TO THE PLAT ACT;

____ 1. A division or subdivision of land into tracts of five (5) acres or more not involving new streets or easements of access with a minimum of five (5) acres residue.

____ 2. A division of lots or blocks of less than one (1) acre in a recorded subdivision not involving new streets or easements of access.

____ 3. A sale or exchange of land between owners of adjoining and contiguous land.

____ 4. A conveyance of land for use as a right-of-way for public utilities and other pipelines not involving new streets or easements of access.

____ 5. A conveyance of land owned by a public utility not involving new streets or easements of access.

____ 6. A conveyance of land for highway or other public purpose or relating to a dedication of land or for vacation of land subject to a public use.

____ 7. A conveyance made to correct a description in prior conveyance.

____ 8. The sale or exchange of parcels of land following the division into no more than two (2) parts of a parcel existing on July 17, 1959, and not involving any new streets or easements of access.

____ 9. The sale of a single lot/tract less than five (5) acres from a larger tract (Exception only applies to the 1st tract conveyed from a larger tract as it existed on October 1, 1973.) (The single tract of less than five (5) acres must have been surveyed by an Illinois Registered Land Surveyor whose survey must accompany the deed)

IF A IS MARKED ABOVE, APPROVAL BY THE MAPS & PLATS GIS DIVISION IS NOT REQUIRED.
IF B OR C IS MARKED ABOVE, APPROVAL BY THE MAPS & PLATS GIS DIVISION IS REQUIRED.

Under the penalties of perjury I swear that the statements contained here are true and correct.

NAME Alan J Goepfert *(Please Print)* SIGNATURE: X Alan J Goepfert DATE: June 18, 2013

Subscribed and sworn to before me this 18th day of June, 2013

"OFFICIAL SEAL"
STACY COOPER
Notary Public, State of Illinois
My commission expires 6/14/2014

Stacy Cooper
Notary Public

All divisions of less than 2 acres within the County jurisdiction must be reviewed by the Madison County Planning and Development Department

This affidavit only ensures the Recorder's Office compliance with the State Plat Act. If the property is located within a municipality or within 1.5 miles of a municipality, local ordinances may apply. For your protection it is required that this land division be reviewed & approved by the participating municipality.

(Please check one) ( ) Municipality Jurisdiction ( ) County Jurisdiction

Municipality(s) With Jurisdiction: _____

_____ _____ _____
Municipal Planning Official's Signature *Print Name* *Date*

END OF DOCUMENT

_____ _____ _____
Municipal Planning Official's Signature *Print Name* *Date*

(Revised 7/04)

AFFIDAVIT FOR PURPOSE OF PLAT ACT REQUIREMENTS (765 ILCS 205)
THIS IS A LEGAL DOCUMENT – CONSULT YOUR PRIVATE ATTORNEY
(County Zoning & Subdivision Ordinances May Also Apply)

ORIGINAL AFFIDAVIT REQUIRED FOR RECORDING, COPIES *WILL NOT* BE ACCEPTED

Affiant is the Grantor or is the Grantors authorized representative in a deed transferring interest in the real estate described in the accompanying deed. Affiant further states this transfer is exempt from the Illinois Plat Act because it is:

(Please check all that apply)

( ) A. NOT A DIVISION OF LAND (parcel lines unchanged)

(X) B. A DIVISION OF LAND THAT MEETS ONE OF THE FOLLOWING EXCEPTIONS TO THE PLAT ACT;

____ 1. A division or subdivision of land into tracts of five (5) acres or more not involving new streets or easements of access with a minimum of five (5) acres residue.

____ 2. A division of lots or blocks of less that one (1) acre in a recorded subdivision not involving new streets or easements of access.

____ 3. A sale or exchange of land between owners of adjoining and contiguous land.

____ 4. A conveyance of land for use as a right-of-way for public utilities and other pipelines not involving new streets or easements of access.

____ 5. A conveyance of land owned by a public utility not involving new streets or easements of access.

X 6. A conveyance of land for highway or other public purpose or relating to a dedication of land or for vacation of land subject to a public use.

____ 7. A conveyance made to correct a description in prior conveyance.

____ 8. The sale or exchange of parcels of land following the division into no more than two (2) parts of a parcel existing on July 17, 1959, and not involving any new streets or easements of access.

____ 9. The sale of a single lot/tract less than five (5) acres from a larger tract. (Exception only applies to the 1st tract conveyed from a larger tract as it existed on October 1, 1973.) (The single tract of less than five (5) acres must have been surveyed by an Illinois Registered Land Surveyor whose survey must accompany the deed)

IF A IS MARKED ABOVE, APPROVAL BY THE MAPS & PLATS GIS DIVISION IS NOT REQUIRED.
IF B IS MARKED ABOVE, APPROVAL BY THE MAPS & PLATS GIS DIVISION IS REQUIRED.

Under the penalties of perjury I swear that the statements contained here are true and correct.

NAME ALAN GOEPPERT SIGNATURE: Alan Goeppert DATE: 7/8, 2013
(Please Print)

Subscribed and sworn to before me this 8TH day of JULY, 2013

OFFICIAL SEAL
JG HAGERTY
NOTARY PUBLIC, STATE OF ILLINOIS
MADISON COUNTY
MY COMMISSION EXPIRES AUG. 27, 2013

J G Hagerty
Notary Public

All divisions of less than 2 acres within the County jurisdiction must be reviewed by the Madison County Planning and Development Department

This affidavit only ensures the Recorder's Office compliance with the State Plat Act. If the property is located within a municipality or within 1.5 miles of a municipality, local ordinances may apply. For your protection it is required that this land division be reviewed & approved by the participating municipality.

(Please check one) ( ) Municipality Jurisdiction ( ) County Jurisdiction

Municipality(s) With Jurisdiction: _____

_____ _____ _____
Municipal Planning Official's Signature *Print Name* *Date*

END OF DOCUMENT

_____ _____ _____
Municipal Planning Official's Signature *Print Name* *Date*

Madison County Maps & Plats GIS Division, 157 North Main Street, Suite 229, Edwardsville, IL 62025-1964; Ph (618) 692-7040 ext. 4586; Fax (618) 692-8298

Owner Jeanette A. Cates
Route FAU 9025 (South Clinton Street)
Section 09-00091-01-PV
Madison County
Project No. 28010
Parcel No. 810107
P.I.N. No. 13-1-21-33-16-403-024
Sta. 17+48.09 LT
Sta. 17+68.85 LT

2013R26681 3
2013R26681
STATE OF ILLINOIS
MADISON COUNTY
FILED FOR RECORD IN
THE RECORDERS OFFICE
06/18/2013 03:52PM
AMY MEYER, RECORDER
REC FEE: 31.00

WARRANTY DEED
(NON-FREEWAY)

31.00

THE GRANTOR, Jeanette A. Cates, of the City of Collinsville, County of Madison and State of Illinois, for and in consideration of One Thousand Two Hundred and Fifty Dollars ($1,250.00), in hand paid GRANTS, CONVEYS and WARRANTS to the People of the City of Collinsville, Illinois, Grantee, the following described Real Estate, to-wit:

That part of U.S. Survey 393, Township 3 North, Range 8 West, Madison County, Illinois, described as follows:

Beginning at the point of intersection of the southwest right of way line of South Clinton Street (40 feet wide) with the southeast right of way line of Taft Avenue (20 feet wide); thence South 52 degrees 03 minutes 58 seconds East on said southwest right of way line, 20.00 feet; thence South 58 degrees 14 minutes 35 seconds West, 26.66 feet; thence North 52 degrees 03 minutes 58 seconds West on a line 25.00 feet southwest of and parallel with the southwest right of way line of said South Clinton Street, 10.00 feet to the southeast right of way line of said Taft Avenue; thence North 36 degrees 12 minutes 37 seconds East on said southeast right of way line, 25.00 feet to the Point of Beginning.

Said Parcel 810107 contains 375 square feet or 0.0086 acres, more or less.

situated in the County of Madison and State of Illinois, hereby releasing and waiving all right under and by virtue of the Homestead Exemption Laws of the State.

The Grantor, without limiting the interest above granted and conveyed, does hereby acknowledge that upon payment of the agreed consideration, all claims arising out of the above acquisition have been settled, including any diminution in value to any remaining property of the Grantor caused by the opening, improving and using the above-described premises for roadway purposes. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to the Grantor's remaining property.

IN WITNESS WHEREOF, the Grantor has set her hand, this 12th day of

JUNE, 2013.

By: Jeannette A Cates
Signature

Jeanette A. Cates
Print Name

State of Illinois)
) ss.
County of Madison)

I, CHARLES W. KING, a Notary Public, in and for said County and State aforesaid, do hereby certify that Jeanette A. Cates, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, did appear before me this day in person and acknowledged that she signed and delivered the said instrument as her free and voluntary act for the uses and purposes therein set forth.

Signed before me on JUNE 12, 2013

"OFFICIAL SEAL"
Charles W King
Notary Public, State of Illinois
My Commission Expires 6/28/2017

Charles W. King
Notary Public

Exempt under 35 ILCS 200/31-45(b), Real Estate Transfer Tax Law.

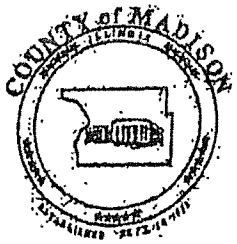
6/12/2013
Date

Jeannette A. Cates
Buyer, Seller or Representative

This instrument was prepared by and Mail Tax Bill to::

City of Collinsville, Illinois
125 South Center Street
Collinsville, IL 62234

Return to:
Oates Associates, Inc.
100 Lanter Court, Suite 1
Collinsville, IL 62234



AFFIDAVIT FOR PURPOSE OF PLAT ACT REQUIREMENTS (765 ILCS 205)
THIS IS A LEGAL DOCUMENT – CONSULT YOUR PRIVATE ATTORNEY
(County Zoning & Subdivision Ordinances May Also Apply)

ORIGINAL AFFIDAVIT REQUIRED FOR RECORDING, COPIES *WILL NOT* BE ACCEPTED

Affiant is the Grantor or is the Grantors authorized representative in a deed transferring interest in the real estate described in the accompanying deed. Affiant further states this transfer is exempt from the Illinois Plat Act because it is:

(Please check all that apply)

(X) A. NOT A DIVISION OF LAND (parcel lines unchanged) ( ) C. DIVISION FOR TAXING PURPOSES ONLY (parcel lines change)

( ) B. A DIVISION OF LAND THAT MEETS ONE OF THE FOLLOWING EXCEPTIONS TO THE PLAT ACT;

____ 1. A division or subdivision of land into tracts of five (5) acres or more not involving new streets or easements of access with a minimum of five (5) acres residue.

____ 2. A division of lots or blocks of less than one (1) acre in a recorded subdivision not involving new streets or easements of access.

____ 3. A sale or exchange of land between owners of adjoining and contiguous land.

____ 4. A conveyance of land for use as a right-of-way for public utilities and other pipelines not involving new streets or easements of access.

____ 5. A conveyance of land owned by a public utility not involving new streets or easements of access.

____ 6. A conveyance of land for highway or other public purpose or relating to a dedication of land or for vacation of land subject to a public use.

____ 7. A conveyance made to correct a description in prior conveyance.

____ 8. The sale or exchange of parcels of land following the division into no more than two (2) parts of a parcel existing on July 17, 1959, and not involving any new streets or easements of access.

____ 9. The sale of a single lot/tract less than five (5) acres from a larger tract. (Exception only applies to the 1st tract conveyed from a larger tract as it existed on October 1, 1973.) (The single tract of less than five (5) acres must have been surveyed by an Illinois Registered Land Surveyor whose survey must accompany the deed)

IF A IS MARKED ABOVE, APPROVAL BY THE MAPS & PLATS GIS DIVISION IS NOT REQUIRED.
IF B OR C IS MARKED ABOVE, APPROVAL BY THE MAPS & PLATS GIS DIVISION IS REQUIRED.

Under the penalties of perjury I swear that the statements contained here are true and correct.

NAME Alan J Goepfert *(Please Print)* SIGNATURE: X Alan J Goepfert DATE: June 18, 2013

Subscribed and sworn to before me this 18th day of June, 2013

"OFFICIAL SEAL"
STACY COOPER
Notary Public, State of Illinois
My commission expires 6/14/2014

Stacy Cooper
Notary Public

All divisions of less than 2 acres within the County jurisdiction must be reviewed by the Madison County Planning and Development Department

This affidavit only ensures the Recorder's Office compliance with the State Plat Act. If the property is located within a municipality or within 1.5 miles of a municipality, local ordinances may apply. For your protection it is required that this land division be reviewed & approved by the participating municipality.

(Please check one) ( ) Municipality Jurisdiction ( ) County Jurisdiction

Municipality(s) With Jurisdiction: _____

Municipal Planning Official's Signature	*Print Name*	*Date*

END OF DOCUMENT

Municipal Planning Official's Signature	*Print Name*	*Date*

(Revised 7/04)

DOC 2013R26881 Pg 5 of 5

10.9. Approval of New Club at Collinsville High School

Home of the Kahoks

COLLINSVILLE HIGH SCHOOL

Collinsville Community Unit District No. 10

2201 South Morrison Avenue
Collinsville, Illinois 62234-1449
(618) 346-6320
Fax: (618) 346-6341

TO: Dr. Mark B. Skertich, Superintendent of Schools

FROM: David G. Snider, Principal

DATE: May 12, 2021

SUBJECT: RECOMMENDATION OF NEW CLUB AT CHS

I have received a request from teacher, Emily Audrain, to establish a new club at Collinsville High School to be named Environmental Club. The goals for the club would be to advocate for environmental change at the school and surrounding community, as well as to clean up the school and surrounding community.

I recommend that the Board of Education approve Environmental Club for Collinsville High School for the 2021-2022 school year. At this time, it is also my recommendation that no stipend be paid to this sponsor.

Thank you for your consideration in this recommendation.

David G. Snider
Principal

pb

TO: Dr. Mark B. Skertich/Board of Education

FROM: David G. Snider, Principal

DATE: 11MAY2021

SUBJECT: APPLICATION FOR SPONSORING A CLUB FOR THE 2021-2022 SCHOOL YEAR

I am interested in sponsoring a club for the 2021-2022 school year.

NAME Emily Audrain

I am applying for the sponsorship of Environmental Club.

GOALS/EXPECTATIONS OF THIS CLUB:

The goals will be to advocate for environmental change at the school and in the community as well as to clean up the school and surrounding community. As for any other goals or events, that will be at the discretion of the officers (e.g. charity or fundraising events).

DUES, IF ANY, WILL BE USED FOR:

Dues will be used for t-shirts and possibly maintaining a website.

Emily Audrain

Applicant's Signature

10.10. Appoint MissVic Property Casualty Pool Board Members

ITEM: 10.10
EXH: E 10.10

BOARD AGENDA
May 17, 2021

TO: **Dr. Brad Skertich, Superintendent of Schools**

FROM: **Uta Robison, Chief School Business Official**

DATE: **May 17, 2021**

RE: **Appoint MissVIC Property Casualty Pool Board Members**

The Mississippi Valley Intergovernmental Cooperative requires in its by-laws that the Board of Education ***appoint*** two persons to serve as Insurance Representative and as alternate voting Representative to serve on the Mississippi Valley Intergovernmental Cooperative Board of Directors for the 2021-22 Fiscal Year.

I recommend approval of the following suggested motion:

> "I move that the Board of Education appoint Jamie Hadjan Director of Finance to serve as our voting Representative and Dr. Brad Skertich, Superintendent to serve as our alternate voting representative on the Mississippi Valley Intergovernmental Cooperative Board of Directors for Property Casualty Pool Board Members for the 2021-22 fiscal year."

ss

10.11. Appoint MissVIC Employee Benefits Pool Board Members

ITEM: 10.11
EXH: E 10.11

BOARD AGENDA
May 17, 2021

TO: **Dr. Brad Skertich, Superintendent of Schools**

FROM: **Uta Robison, Chief School Business Official**

DATE: **May 17, 2021**

RE: **Appoint MissVIC Employee Benefits Pool Board Members**

The Mississippi Valley Intergovernmental Cooperative requires in its by-laws that the Board of Education ***appoint*** two persons to serve as Insurance Representative and as alternate voting Representative to serve on the Mississippi Valley Intergovernmental Cooperative Board of Directors for the 2021-22 Fiscal Year.

I recommend approval of the following suggested motion:

> "I move that the Board of Education appoint Jamie Hadjan, Director of Fiance to serve as our voting Representative and Dr. Brad Skertich, Superintendent to serve as our alternate voting representative on the Mississippi Valley Intergovernmental Cooperative Board of Directors for Employee Benefits Pool Board Members for the 2021-22 fiscal year."

ss

11. **Closed Session**

12. **Personnel**

12.1. Non-Certified Employee Resignations

12.2. Certified Resignations

12.3. Certified Employee Recommendations for Employment

12.4. Recommendation for Activity Sponsors at Collinsville High School

12.5. Recommendation for Re-Employment of Assistant Athletic Director

12.6. Recommendation for Department Chairs at Collinsville High School

12.7. Recommendation for Appointment of Behind-The-Wheel Driver Education Teachers at Collinsville High School

12.8. Approval of Extended Contract Days for Staff

12.9. Recommendation for Re-Employment of Cafeteria Monitors

12.10. Recommendation for Dorris Intermediate School Coach Stipends

12.11. Dorris Intermediate School Sponsor Recommendations

12.12. Recommendation for Coaches

12.13. Motion to Post Non-Certified Position

12.14. Recommendation for Fall & Winter Coaches at Collinsville High School

12.15. Recommendation for Employment of 2020-21 Collinsville High School Summer School Program Personnel

12.16. Employment of Non-Certified Employee

12.17. Recommendation for Re-Employment of Relief Aides

12.18. Recommendation for Re-Employment of Cafeteria Monitors for Collinsville Middle School

12.19. Recommendation for Sponsors, Coaches and Department Chairs at Collinsville Middle School

12.20. Motion to Employ Safety Patrol and Crossing Guards for the 2021-2022 School Year

12.21. Employment Recommendation for Administrator

12.22. Additional Recommendations for Employment for the 2020-21 Extended School Year Summer School Program

12.23. Approval to Increase Position from Part-Time To Full time

13. **Adjourn**