

PARENT NOTIFICATIONS AND DISTRICT POLICIES

TITLE I

In accordance with the Educational Consolidation and Improvement Act (ECIA), parents whose children are being served by a Title I program shall be notified that they may participate in the design, planning, and implementation of the Title I program of which their child is a part.

The opportunity to actively participate in the design, planning and implementation of the Title I program shall also be offered to teachers directly involved with the program.

Every Student Succeeds Act (ESSA) Notice FOR PRIMARY SCHOOL (a Title I school): Parents have the right to request information regarding the professional qualifications of the classroom teachers and paraprofessionals. This request must be in writing to the Principal.

SURVEYS OF PRIVATE INFORMATION

In accordance with federal law (Public Law 103-227), students who participate in federally-funded programs (e.g. Title I remedial reading) are not required to divulge in a survey, analysis or evaluation any of the following without the prior written consent of their parents or guardians: (1) political affiliations; (2) embarrassing mental or psychological problems; (3) sex behavior and attitudes; (4) illegal, anti-social, self-incriminating and demeaning behavior; (5) critical appraisals of family members; (6) privileged relationships such as those involving lawyers, physicians and clergy; and (7) income (other than as required to determine eligibility for participation in a program or for financial assistance).

Note that the latter provision is limited to those students participating in programs which are funded in whole or in part by grants administered by the federal government.

SEX EQUITY POLICY

It is the policy of this school district that it shall not discriminate against any student on the basis of sex in the provision of programs, activities, services, or benefits and that it guarantees both sexes equal access to educational and extra-curricular programs and activities. A copy of the complete policy on Sex Equity is available in the District and school offices.

ASBESTOS

Medinah School District 11 in accordance with the U.S. EPA Asbestos Hazard Emergency Response Act (AHERA), 40 DFR Part 763, and the Illinois Asbestos Abatement Act and Rules and Regulations, 77 Ill. Adm. Code 855 has available for public review the inspection report and management plan for the school buildings in its district.

The report is available at each location and the District Office, 700 E. Granville Ave., Roselle, Illinois.

FREE/REDUCED LUNCH/MILK

It is the policy of the District to comply with all relevant provisions of State and Federal law concerning free/reduced lunch and/or milk.

Application and information on qualifying levels of income may be obtained in each of the school offices, the District website (www.medinah11.org) and at the District Office. Please note: the application is available AFTER JULY 1st.

SCHOOL FEE WAIVERS

This is to advise you that you may be eligible for a waiver of student fees if you receive public aid; if your gross income is under that set out in the federal guidelines for free or reduced price lunches; or if you are otherwise able to establish that you cannot afford to pay these fees. Applications requesting waiver of fees should be submitted to the school office.

Application and information on qualifying levels of income may be obtained in each of the school offices, the District website (www.medinah11.org) and at the District Office. Please note: the application is available AFTER JULY 1st.

BIRTH CERTIFICATE REQUIREMENT

Public Act 84-1430 requires parents/guardians within 30 days of enrolling children for the first time in the school district to provide either: a certified copy (original) of the student's birth certificate OR other governmental documentation of the child's identity explaining the inability to produce a copy of the birth certificate.

In the event the necessary documentation is not received or is inaccurate or suspicious, the district is required by law to report the matter to local law enforcement authorities.

DRUG EDUCATION - DRUG, ALCOHOL & TOBACCO USE

Educational Program

The school program focuses on primary prevention. Intervention and treatment should be related through parent intervention to resources in the community which have the expertise and facilities for this task. Primary prevention aspires to help students through an educational process, make wise personal decisions about all matters of health with emphasis, in this case, on substance abuse. This program equips students to deal constructively with problems they encounter.

Thus, in order to establish a proper foundation of healthy attitudes and habits, it is important that substance abuse education be initiated during the early elementary experience. Desirable characteristics such as ego identity, confidence in one's self, ability to resolve stress, ability to act independently, and development of responsible relationships with peers, are all characteristics that must be developed by youth if they are to function effectively in a modern, complex society. The curriculum provides the skills for achieving these goals and developmental attributes.

Substance Abuse

Any students found using, under the influence of, or in possession of alcohol, drugs, look-alikes, other controlled substances at any time on school property or while participating in any school-sponsored activity, whether on or off school property, will be taken before the Board of Education for consideration of expulsion.

Tobacco Use

Board of Education policy prohibits the use of tobacco by a student on school property or on school buses at any time or while participating in any school-sponsored activity, whether on or off school property. A student found using tobacco will be charged with a major offense and receive appropriate disciplinary measures.

RESIDENCY

It is required that the school district be given documentation of residency. A residency verification affidavit and explanation of necessary supporting documentation will be furnished to the parent/ guardian. In cases where residency is questioned by school authorities, Medinah District 11 reserves the right to conduct an investigation to determine legal residency of the student. PLEASE NOTE: A student's residence is presumed to be that of the parents unless factual evidence is presented to show the student actually lives in School District 11 with an adult who has custody and control of the student for reasons beyond the simple desire of allowing the student to attend, tuition free, District 11 schools. There will be a penalty assessed for students enrolled in District 11 schools who are determined at a later date in the school year to be non-residents of School District 11. The penalty will be immediate removal from school and School District 11 may assess tuition at the current annual rate for each student, retroactive to the time of enrollment.

Please be advised that enrolling student(s) who are not residents of the district as defined in Section 10-20.12b of the School Code is a Class C misdemeanor.

SPECIAL SERVICES

Parents/guardians who have concerns regarding their student's development, learning processes or social skills, can request an evaluation to determine if their concerns are valid and if a special service/ class can help the child perform more effectively.

Families can seek to solve special school problems of their children and to learn skills to help their children at home. District children are served by a qualified psychologist, a social worker, nurse, counselor, speech and language therapist, learning disabilities teachers and special reading teachers.

INSPECTION OF INSTRUCTIONAL MATERIALS

Parents or guardians of any student may inspect any instructional materials used in the schools. Those materials include textbooks, teacher's manuals, films and tapes. Call the principal's office for an appointment if you wish to view any of these items.

INTEGRATED PEST MANAGEMENT NOTIFICATION

Medinah District #11 in accordance with Public Act 91-0099 (Sec. 99) [effective 10/1/99] and Public Act 91-0525 (Sec. 10.3) shall provide a written notification at least 48 hours prior to applying either indoor or outdoor pesticides to school grounds and must also maintain a registry of parents and/or guardians who register to receive written notification of pesticide application and intended application date. Prior written notice shall not be required if there is an imminent threat to health or property. This notification and voluntary registration is to be created at the beginning

of each school year and is in the 1st day packet. If you have any further questions, please contact the principal at your child's school.

SEX OFFENDER NOTIFICATION LAW

Based on a January 1, 2007 Sex Offender Community Notification Law, 730 ILCS 152/120, Illinois public schools must notify parents that information about sex offenders is available to the public. The Statewide Sex Offender Database is accessible at <http://www.isp.state.il.us/sor/>.

MC KINNEY-VENTO HOMELESS ASSISTANCE ACT

If you: live in a shelter or motel; share housing with relatives because you lost your housing; live in a campground, car, old building or other temporary shelter; don't have a permanent address.....

You have the right to: enroll your child in school immediately, even without school or medical records; get help from the district liaison with immunizations and/or medical records; choose your child's old school or school closest to where you are living now; get transportation to school for your child; dispute enrollment or transportation decisions; participate in your child's education.

For help, call Mr. George Gouriotis, District Homeless Education Liaison at 630-893-3838.

DIRECTORY INFORMATION

Federal and state laws designate certain information as "Directory Information." Directory Information may include the student's name, address, telephone listing, gender, grade level, birth date and birth place, parent's names and addresses, electronic email address and phone numbers, academic awards, honors received, information related to school-sponsored activities, organizations, and athletics, period of attendance in the school, and the most recent previous educational agency or institution attended by the student.

It may include 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, sporting or fine arts programs, the district website or social media accounts, except that:

- No photograph highlighting individual faces shall be used for commercial purposes, including solicitation, advertising, promotion, or fundraising without the prior, specific, dated and written consent of the parent.
- No image on a school security video recording shall be designated as directory information.
- No student Social Security Number or student identification or unique student identifier can be designated directory information.

Medinah School District 11 directories do not include the majority of that which is allowed by law. Directory information may be released to the general public, unless a parent informs the District within ten (10) days of the notice that information regarding his/her child should not be released.

NOTICE REGARDING STUDENT ACCOUNTS OR PROFILES ON SOCIAL NETWORKING WEBSITES

In accordance with the *Right to Privacy in the School Setting Act, 105 ILCS 75/*: (a) School officials may not request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website. (b) 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 so that school officials may make a factual determination.

PARENTS' SCHOOL VISITATION RIGHTS

The *School Visitation Rights Act* permits employed parents who are unable to meet with educators because of a work conflict, the right to an allotment of time during the school year to attend necessary educational or behavioral conferences at the school their child attends. Parents' rights under this Act include:

1. Upon written request, employers must grant employees leave of up to eight hours per school year, not to exceed four hours
in any given day, to attend their children's classroom activities or school conferences which cannot be scheduled during
non- work hours;
2. For regularly scheduled, non-emergency visitations, the school district will make time available for visitation during both
regular school hours and evening hours; and

3. The school district will provide documentation to the parent of the time and date of each school visitation upon a parent's assertion of their rights under the Act.

STUDENT RECORDS

Pursuant to the Illinois Student Record Act, each student in District 11 has both a temporary student record and a permanent one. Included in the permanent record are basic identifying information, including the student's and parent's names and addresses, birth date, place of birth and gender; academic transcript; attendance record; accident reports and health record; and a record of the release of permanent record information.

The temporary record may include: family background information; intelligence test scores; reports of psychological evaluations; teacher anecdotal records; and disciplinary information.

The Family Educational Rights and Privacy Act (FERPA) gives parents certain rights, detailed below, with respect to the student's education records.

Parents may submit a written request to inspect and/or copy any or all of the contents of the permanent and temporary records. A fee of 35 cents per page may be assessed.

Parents also have the right to control the access and release of information contained in their child's records. For any release of information, a specific, dated, written consent of the parent designating the person to whom such records may be released, the reason for the release, and the specific records to be released must be provided. Disclosure without consent is permitted only to school officials with legitimate educational interests.

The student's temporary and permanent records are kept on file while the student attends school in our district. Upon graduation from eighth grade, the temporary record and a copy of the contents of the permanent record are transferred to the high school the student will attend. Parents have the right to copy any records before they are transferred. Any records remaining in the district other than permanent record cards are destroyed after five years.

Temporary student records will be destroyed on the following schedule:

<u>Graduation/Withdrawal Date</u>	<u>Destruction Date</u>
2016-17	2021-22
2017-18	2022-23
2018-19	2023-2024
2019-20	2024-25