



# HINSDALE TOWNSHIP HIGH SCHOOL DISTRICT 86

## 2018-2019 District 86 Student Handbook

The District 86 Student Handbook; and Hinsdale Central, Hinsdale South and Transition Center Student Planners offer a summary of Board of Education Policies that govern the school district. The District 86 Board of Education Policy Manual is available to the public on the District 86 website at: <https://d86.hinsdale86.org/policy>

The District 86 Student Handbook; Hinsdale Central, Hinsdale South and Transition Center Student Planners may be amended during the year without notice. The handbook, planners, and amendments and updates are available on the District 86 website at: <https://d86.hinsdale86.org/handbook>

Legal notices supplementing the District 86 Student Handbook are available on the District 86 website at <https://d86.hinsdale86.org/transparencyportal>

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## Athletics

### [Policy 7:305 Concussions and Head Injuries](#)

The district provides instruction in the prevention of abuse of anabolic steroids in grades and includes such instruction in science, health, drug abuse, physical education or other appropriate courses of study. The district also provides this instruction to students who participate in interscholastic athletic programs.

## Attendance

Attendance Procedures detailed in the [Hinsdale Central Student Planner](#); [Hinsdale South Student Planner](#) and [Transition Center Student Handbook](#). Attendance Policy is attached below:

### [Policy 7:70 Attendance and Truancy](#)

## Student Services

### [Policy 7:10 Equal Educational Opportunities](#)

### [Policy 7:270 Administering Medicines to Students](#)

## Curriculum

### [Policy 6:235 Acceptable Use of Technology](#)

The District 86 Board of Education has adopted and enforces policies that ensure students are promoted based on meeting grade level objectives and other criteria and that students who do not qualify for promotion are provided remedial assistance. The District has implemented a system of grading and reporting academic achievement to students and their parents and

guardians. The system shall also determine when promotion and graduation requirements are met. Students that do not qualify for promotion are provided remedial assistance in the form of summer school, credit recovery options, modifications of instructional materials, tutoring opportunities, or grade retention.

Information on these procedures and the District's policies can be found in the Academic section of the [Hinsdale Central Student Planner](#); [Hinsdale South Student Planner](#) and [Transition Center Student Handbook](#) and the policies linked below:

[\*\*Policy 6:280 Grading and Promotion\*\*](#)

[\*\*Policy 6:300 Graduation Requirements\*\*](#)

[\*\*Policy 6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students\*\*](#)

## **Student Discipline**

[\*\*Policy 7:20 Harassment of Students Prohibited\*\*](#)

[\*\*Policy 7:140 Search and Seizure\*\*](#)

[\*\*Policy 7:190 Student Behavior\*\*](#)

[\*\*Policy 7:200 Out of School Suspension Procedures\*\*](#)

[\*\*Policy 7:210 Expulsion Procedures\*\*](#)

[\*\*Policy 7:220 Bus Conduct\*\*](#)

[\*\*Policy 7:230 Misconduct by Students with Disabilities\*\*](#)

## **Discipline Procedures**

Quality schools are active in their commitment to a philosophy of student discipline that is fair, consistent and effective. Effective discipline is possible only when students, parents/guardians and school personnel know, understand and support the school rules and regulations. Moreover, each individual needs to also understand and support the consequences of misbehavior. Within this framework, all students have the maximum opportunity to develop intellectually, emotionally and socially.

Positive and constructive student behavior is necessary to achieve our educational purposes as a school. Hinsdale Central expects students to act at all times with respect for the rights of others and themselves. The policies of District 86 and Hinsdale Central High School are designed to encourage such behavior. It is the student's responsibility to know and abide by these policies.

The purpose of this planner is to provide Hinsdale Central students with a concise guide to the daily operating procedures and discipline policies of our high school. Each student is responsible for knowing the contents. We encourage students to review this information with their parents/guardians.

While most students do exercise self-discipline and self-control, occasionally some students violate the rules. Students are encouraged to report such violations to a school representative. The confidentiality of students submitting such reports will be protected. Sometimes it is necessary to enact or modify a discipline procedure in a manner that is not included in this publication. When such procedures are taken, the Board of Education, parents/guardians and

students will be notified. District 86 reports all incidents related to battery, firearms and drugs to the State's Student Incident Reporting System (SIRS).

### **Causes for Disciplinary Action**

Disobedience and misconduct at school, during school-sponsored activities, including those off campus, at school bus stops, or while riding the school bus, will be cause for disciplinary action. Disciplinary action will follow if a student:

- Engages in behavior which is intended to harass, intimidate, frighten or bully, directly or indirectly, any student or school employee;
- Engages in conduct which disrupts the educational process, interferes with the rights of others, or creates a hostile environment;
- Engages in fighting or assaulting any person;
- Engages in gambling in any form;
- Engages in gang behavior, including but not limited to: the wearing of gang symbols and paraphernalia, recruitment, representing; and/or drawing gang graffiti;
- Engages in verbal, physical, written or electronic sexual harassment, bullying or intimidation;
- Fails to carry or refuses to display his/her student ID card;
- Forfeiture of film, videotape, or video recording device is possible;
- Harms or threatens to harm a student or employee of the school district;
- Has or uses explosives, guns, knives or look-alike weapons;
- Is engaged in forgery using forged or stolen school documents; • Is in possession of lighters or matches;
- Is insubordinate to a member of the school staff;
- Is truant, tardy or unexcused from classes;
- Leaves campus unexcused or truant during the school day;
- Loiters on school premises;
- Parks illegally on school grounds or violates terms of the parking tag agreement;
- Provides prescription or over the counter drugs to other students;
- Sells, distributes, uses, has, or is under the influence of illegal drugs including lookalike drugs, controlled substances and associated paraphernalia or alcoholic beverages;
- Takes or is in possession of property that belongs to another or to Hinsdale Central High School;
- Takes or receives pictures of or video records another person inappropriately and/or without receiving permission of said persons;
- Tampers with any computer equipment or copyrighted software programs or makes unauthorized access to them;
- Uses blogging/social websites which causes students or staff members to feel threatened or compromised, show students in violation of school rules or in violation of school Athletic/Activity Codes;
- Uses a fire extinguisher, calling in a threat or any type of act that endangers the safety of staff or students;
- Uses tobacco products and/or is in possession of smoking materials carried on his/her person or in purse, wallet, backpack, etc.;
- Uses vulgar language/gestures or engages in lewd, sexually explicit, or obscene conduct or behavior;
- Violates the school's electronic device policy. Disciplinary contacts may include, but are not limited to those situations listed above. Each situation will be handled on an individual basis.

### **Forms of Discipline**

The Board of Education stipulates that any or all of the preceding acts may be considered as evidence of gross disobedience or gross misconduct and may be cause for suspension or expulsion. When breaches of school disciplinary rules and regulations occur, it is the

responsibility of involved teachers and administrators to work with the student to help him or her correct the behavior.

All disciplinary actions should be directed toward protecting the welfare of the school community as well as assisting the student in developing self-discipline. When determining the response for a specific breach of discipline, school personnel will consider the nature of the act, the student's previous school history and any mitigating circumstances as well as the effect of his/her actions on the welfare of the school community. Appeals of disciplinary decisions are to be made in writing to the Director of Deans within ten (10) calendar days of said decision.

Students are expected to serve all disciplinary assignments given to them or more severe action will be taken. For reasons of disciplinary effectiveness, student confidentiality, insurance liability and general building security, parents may not serve disciplinary assignments for their children. When a detention is scheduled, the student will be required to attend on that date and time. Rescheduling will not be allowed except for emergencies and/or permission from the Dean of Students.

### **Detentions**

Detentions are 45 minutes and are from 3:15 p.m. - 4:00 p.m. or 7:10 a.m. – 7:55 a.m. on Tuesdays, Wednesdays, and Thursdays. Another assignment is Extended Detention from 3:15 p.m. until 6:15 p.m. on Wednesdays. It is the Deans' decision as to whether or not an after school or Extended Detention is appropriate. Students are expected to bring classroom materials to work on for any of the above assignments. If a student does not serve any of the above disciplinary assignments when assigned, the student may be assigned an In-School Supervised Study.

Students are reminded that they may be requested to present their student I.D. card for attendance taking purposes. Students are responsible for their own transportation both to and from their extended detention.

### **In-School Supervised Study**

Students may be assigned a full or partial day In-School Supervised Study (ISS) for violating District 86 and/or Hinsdale Central rules and regulations as described in this planner. During ISS, students will spend their normal academic school day in the assigned location. Students assigned to ISS must be on time, will be expected to complete academic assignments provided by their teachers, and will behave in an appropriate manner in order for the student to return to class at the end of the assigned ISS time.

### **Loss of Privileges**

Students may forfeit bus riding privileges, use of the cafeteria, library, and/or the parking lot, or participation in our attendance at the extracurricular activities or field trips for noncompliance of certain school rules, both on or off campus.

### **Withdrawal From Class**

Students with chronic absences or misbehavior in a class may be withdrawn from that class.

## **OUT OF SCHOOL SUSPENSION**

Students who exhibit extreme misconduct may be assigned an out of school suspension ranging in duration from one to ten days. Parents will be notified of suspension and its duration. If a student is suspended, it is the student's responsibility to contact the teacher by phone or email to get the class assignments that will be missed during the length of the suspension. Students will be expected to follow the due dates assigned by the teachers for work missed during a suspension. Students need to arrange to submit work electronically

or to arrange for work to be turned in when they return to school. Students will be required to participate in a reengagement plan prior to returning to classes. Students are not allowed on campus or to attend any school related activities, home or away, during the time of their suspension. Violating this restriction will result in additional disciplinary action and/or arrest.

### **Appeals Process**

When a student receives an out of school suspension, the parent/guardian has a right to appeal the suspension. The process can be initiated by the parent/guardian contacting the Director of Deans, in writing within ten (10) calendar days of the disciplinary decision. While the appeals process is pending, the student will serve the assigned suspension. If the administration or the BOE reverse the suspension, the suspension will be expunged from the student's record.

### **Arrest**

Students in violation of laws or local ordinances are subject to arrest in addition to school disciplinary action. The School Resource Officer, of the Hinsdale Police Department, will deal with such infractions. The officer's phone number at the school is 630-570-8600.

### **Expulsion**

Under Section 105 ILCS 5/10-22.6 of the Illinois School Code, the Board of Education has the authority to expel pupils guilty of gross disobedience or gross misconduct. Expulsion is a very serious matter which results in a pupil's exclusion from public education in the school district for a period of time up to two years. With no stipulated recourse for readmission or alternate educational opportunities, ordinarily the family must make and fund other arrangements for the student to earn academic credits. The recommendation for expulsion is made to the School Board by the Superintendent.

## **DISCIPLINE HIERARCHY**

The school administration and the Dean of Students are authorized by the Board of Education to discipline students. Student behaviors which appear may lead to, but are not limited to, disciplinary consequences listed below.

### **Student Behaviors**

- Academic dishonesty
- Being outside of the school building without permission but still on school grounds
- Bus misconduct
- Cafeteria misconduct
- Excessive tardies to class
- Failure to serve a detention
- Falsifying/forging passes Inappropriate behavior in class
- Fictitious/unauthorized note or telephone call to Student Center
- Foul language or gestures directed toward another student
- Having food or drink in the halls/classrooms
- In the halls without a pass • Inappropriate dress - including clothing which is revealing or in disrepair or that has tobacco, alcohol or drug-related references or insignias
- Leaving the building without permission
- Loitering i.e. after school
- Off campus without permission
- Parking/driving violation (first or second offense)
- Possession/use of a laser pointer
- Possession of lighters or matches
- Public display of affection
- Refusing to follow a reasonable request

- Refusal to follow the request of a staff member (insubordination)
- Unable to present student ID
- Tardy to class
- Truancy one period, first offense
- Truancy - single period repeated or two or more periods on the same day including full days
- Violating the school's electronic device policy

**Disciplinary Consequences May Include:**

- Detentions
- Extended Detentions
- In-School Supervised Study
- Local Ordinance Ticket
- Loss of Privilege(s)
- Possible Filing of Police Charges
- Saturday Detentions
- Temporary Removal from Class
- Withdrawal from Class

Chronic or severe incidents may lead to higher-level consequences. Any disciplinary contact with the Deans may result in a parent/guardian conference being scheduled.

**Student Behaviors**

- Abuse of rules in Saturday or Extended Detention
- Breaking into the school building
- Causing a fire alarm
- Computer tampering/misconduct
- Destruction of property
- Entering a restricted area of the building
- Failure to serve Saturday or Extended Detention
- Fighting
- Foul language or gestures directed toward staff members
- Gambling
- Gang-related behavior
- Gross and deliberate insubordination
- Intimidation
- Inappropriate physical contact with another student
- Lewd, lascivious behavior
- Multiple parking violations
- Possession of drug paraphernalia for use or distribution
- Possession of incendiary devices including fireworks
- Possession of "look alike" drugs
- Providing prescription or over-the-counter drugs to others
- Possession or use of tobacco products, electronic cigarettes or vape products
- Possession/use/being under the influence of alcohol/drugs
- Possession of weapons or "look alike" weapons
- Sale or intention to sell alcohol/drugs
- Sexual harassment
- Theft of, possession of stolen property or mislaid property
- Threatening or harming a District 86 employee
- Threats directed toward other students
- Vandalism
- Violations of the electronic communication devices policy

**Disciplinary Consequences May Include:**

- Alternative Placement
- Extended Detentions
- Expulsion Recommendation
- In-School Supervised Study
- Local Ordinance Ticket
- Loss of Privilege(s)
- Out-of-School Suspension (1 -10 days)
- Possible filing of police charges
- Vehicle Towed
- Withdrawal from Class

## **Social Media Student Account Information**

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.

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.

## **Bullying and Other Aggressive Behaviors**

[\*\*Policy 7:20 Harassment of Students Prohibited\*\*](#)

[\*\*Policy 7:180 Prevention of and Response to Bullying, and Other Aggressive Behaviors\*\*](#)

[\*\*Policy 7:185 Teen Dating Violence Prohibited\*\*](#)

## **Nondiscrimination**

District 86 welcomes diversity in its schools. Policy 7:10, *Equal Educational Opportunities* cites the many civil rights laws that guarantee equal education opportunities to all students. In addition, the policies below address the equal educational opportunities, health, safety, and general welfare of students within the District. These policies are not a complete list, and depending on the factual context, another policy not specifically listed may apply:

[\*\*2:260 Uniform Grievance Procedure\*\*](#) contains the process for an individual to seek resolution of a complaint. A student may use this policy to complain about bullying. The District Complaint Manager shall address the complaint promptly and equitably.

[\*\*6:65 Student Social and Emotional Development\*\*](#) requires that social and emotional learning be incorporated into the District’s curriculum and other educational programs.

[\*\*7:10 Equal Educational Opportunities\*\*](#) requires that equal educational and extracurricular opportunities be available to all students without regard to, among other protected statuses, sex, sexual orientation, and gender identity.

[\*\*7:20 Harassment of Students Prohibited\*\*](#) prohibits any person from harassing, intimidating, or bullying a student based on an actual or perceived characteristic that is identified in the policy including, among other protected statuses, sex, sexual orientation, and gender identity.

**7:130 Student Rights and Responsibilities** recognizes that all students are entitled to rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting.

**7:160 Student Appearance** prohibits students from dressing or grooming in such a way as to disrupt the educational process, interfere with a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency.

**7:180 Prevention of and Response to Bullying, and Other Aggressive Behaviors** contains the comprehensive structure for the District's bullying prevention program.

**7:250 Student Support Services** directs the Superintendent to develop protocols for responding to students' social, emotional, or mental health problems that impact learning.

**7:330 Student Use of Buildings - Equal Access** grants student-initiated groups or clubs the free use of school premises for their meetings, under specified conditions.

**7:340 Student Records** contains the comprehensive structure for managing school student records, keeping them confidential, and providing access as allowed or required.

## **Nondiscrimination: Title IX**

Hinsdale Township High School District 86 does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The District has established a grievance procedure to provide a prompt, fair review of complaints alleging discrimination and harassment, including alleged violations of Title IX, which prohibits discrimination in educational programs and activities on the basis of sex.

All grievances alleging discrimination and / or harassment, including sex equity / Title IX grievances should be filed with any District Complaint Manager. The Complainant may request a Complaint Manager of the same sex. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with the parent(s)/guardian(s) of a student. The Complaint Manager shall assist the Complainant as needed.

### **Grievance Procedure Complaint Managers:**

#### **Domenico Maniscalco**

Chief Human Resources Officer  
5500 South Grant Street  
Hinsdale, IL 60521  
[dmanisca@hinsdale86.org](mailto:dmanisca@hinsdale86.org)  
630.655.6100

#### **Tammy Prentiss**

Assistant Superintendent for Student Services  
5500 South Grant Street  
Hinsdale, IL 60521  
[tprentis@hinsdale86.org](mailto:tprentis@hinsdale86.org)  
630.655.6100

For information on civil rights: <https://www2.ed.gov/about/offices/list/ocr/index.html>

## Student Records

### [Policy 7:340 Student Records](#)

## Buildings and Grounds

### **Environmental Concerns Notice AHERA**

Hinsdale Central High School District 86 has had all of the educational facilities surveyed to comply with the Asbestos Hazard Emergency Response Act of 1986 (AHERA). A report and management plan has been prepared and filed with the State of Illinois as required by the act.

All of the asbestos will be kept in a non-friable condition by encapsulation, enclosure, or removal in accordance with the Management Plan. In addition, the District will monitor the asbestos on a regular basis and file a report every 6 months.

A copy of each plan filed showing the condition and location of the asbestos is available for inspection, by appointment, in the Buildings and Grounds office at both schools.

### **Integrated Pest Management Program**

District 86 has an Integrated Pest Management (IPM) Program. Integrated Pest Management is a common sense, comprehensive approach to pest control that emphasizes pest monitoring, habitat modification and the use of least hazardous controls to evaluate and eliminate pest problems. Applications of pest control materials are only made when necessary to address a pest problem.

Although we have no intention for spraying or fogging with pesticides, in the unlikely event this is found to be necessary, we are creating a voluntary registration. By putting your name on this list, you are asking to be notified two days before an airborne pesticide application. In the event of an extreme emergency and pesticides must be used immediately, we will notify you as soon as possible. Contact the Buildings and Grounds office if you wish to be added to the registry.

## General

### **Fee Waivers**

Families who are struggling financially and need assistance may apply for a fee waiver. Free school breakfast and lunch is provided to those who qualify. Applications must be made annually. Eligibility forms are mailed home over the summer, are available on our website or may be picked up in the bookstore.

### **Residency**

The right to attend a Hinsdale Township High School is extended to residents who live within the District's boundaries. Students who move into the school district to live with relatives or friends for the purpose of attending a Hinsdale High School are not considered legal residents in the district and, therefore, cannot be admitted to attend school in the District. Pursuant to Hinsdale Township High School District 86 Board of Education Policy [7:50 School Admissions and Student Transfers To and From Non-District Schools](#) and [7:60 Residence](#) every family must provide evidence of residency before enrollment.

It is contrary to the policy of the Board of Education to admit students who do not legally reside with their parents or legal guardians within the District boundaries. The information you provide will be used by school officials to help establish the eligibility of each applicant for admission. Falsification of information on this form or otherwise submitted to the District may

result in your child being excluded from school, and may expose you to monetary liability under Illinois law for payment of tuition for such time as your child was illegally enrolled in the District.

Further, any person who knowingly enrolls or attempts to enroll a non-resident student in the District or presents to the District any false information regarding the residency of a student commits a Class C misdemeanor, punishable by a \$500.00 fine and up to 30 days in jail.

**Note:** In addition to the residency requirements to enroll in District 86, students wishing to participate in IHSA interscholastic athletics and activities at District 86 must also comply with IHSA By-law 3:030. This By-law states that, with certain exceptions, a student wishing to participate in IHSA athletics and activities must reside full-time with a parent, adoptive parent, custodial parent, or legal court appointed guardian.

All changes of address must be verified through the Registrar's Office with appropriate proof of residency supplied. In addition, if a family moves during the school year, notification of a change of address must be processed through the Registrar's Office.