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WELCOME TO NAPERVILLE CENTRAL HIGH SCHOOL

Welcome to the 2025-2026 school year. In addition to the organizational tools included in the calendar section of this book, all students are expected to read the “School Policy” section carefully. This section details expectations for student behavior.

We are all responsible for maintaining a school community in which all Redhawks feel safe and respected. Thank you for your contribution to the Naperville Central Community.

A more extensive and continuously updated version of this book is available on-line: as an application on student Chromebooks, and as a link on the Naperville Central High School website so it can be accessed electronically.

--The NCHS Staff & Administration

MISSION STATEMENT

The mission of Naperville Community Unit School District 203 is to empower students to develop a learner’s mindset, demonstrate adaptability, communicate effectively, think critically, and become global citizens.



SCHOOL IMPROVEMENT GOALS

- Increased post-secondary readiness through equitable access, representation, meaningful participation and high outcomes for all students.
- Staff will consistently and explicitly teach and integrate identified Tier 1 Academic and Social behaviors in all content areas in order to increase student belonging and achievement.

DISTRICT 203 SCHOOL POLICY



6:235 Access to Electronic Networks

Electronic networks are a part of the District's instructional program and serve to promote educational excellence by facilitating resource sharing, innovation, and communication.

The term *electronic networks* includes all of the District's technology resources, including, but not limited to:

1. The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-issued Wi-Fi hotspots, and any District servers or other networking infrastructure;
2. Access to the Internet or other online resources via the District's networks or to any District-issued online account from any computer or device, regardless of location;
3. District-owned or District-issued computers, laptops, tablets, phones, or similar devices.

The Superintendent shall develop an implementation plan for this policy and appoint system administrator(s).

The School District is not responsible for any information that may be lost or damaged, or become unavailable when using the network, or for any information that is retrieved or transmitted via the Internet. Furthermore, the District will not be responsible for any unauthorized charges or fees resulting from access to the Internet.

Curriculum and Appropriate Online Behavior

The use of the District's electronic networks shall: (1) be consistent with the curriculum adopted by the District as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students, and (2) comply with the selection criteria for instructional materials and library resource center materials. As required by federal law and Board policy 6:60, *Curriculum Content*, students will be educated about appropriate online behavior, including but not limited to: (1) interacting with other individuals on social networking websites and in chat rooms, and (2) cyberbullying awareness and response. Staff members may, consistent with the Superintendent's implementation plan, use the Internet throughout the curriculum.

The District's electronic network is part of the curriculum and is not a public forum for general use.

Acceptable Use

All use of the District's electronic networks must be: (1) in support of education and/or research, and be in furtherance of the goals stated herein, or (2) for a legitimate school business purpose. Use is a privilege, not a right. Users of the District's electronic networks have no expectation of privacy in any material that is stored on, transmitted, or received via the District's electronic networks. General rules for behavior and communications apply when using electronic networks. The District's administrative procedure, *Acceptable Use of the District's Electronic Networks*, contains the appropriate uses, ethics, and protocol. Electronic communications and downloaded material, including files deleted from a user's account but not erased, may be monitored or read by school officials.

Naperville 203 requires signatures from all students at all levels as well as from parents/guardians of students from Early Childhood through 8th grade before any electronic device is assigned to a student and/or brought home by a student. These Acceptable Use Guidelines or AUGs, outline responsibilities for the use of electronic devices.

PARENT/GUARDIAN RESPONSIBILITIES and PERMISSION for DISTRICT 203-ISSUED DEVICES (updated 5/1/2025)

1. I understand that any District issued device is to be used as a tool for learning and that my student will comply with the Principles of Good Digital Citizenship and the Naperville Community Unit School District 203 Acceptable Use Guidelines as stated below and signed during enrollment.
2. I will ensure the safe and timely return of devices, consistent with procedures for end of year collection or if we transfer to another District. I understand that I am financially responsible for any malicious or willful damage to a Naperville 203 device that is not considered normal wear and tear and that failing devices must be brought to the attention of the school's Technology Support Associate immediately.
3. I understand that my student may lose privileges if the device is damaged, brought to school inconsistently, or if the device is not properly charged for the school day.
4. I understand that the District reserves its right to manage content, implement security measures, upgrade operating systems, change user permissions or device settings, disable accounts or take any other administrative or security steps necessary.
5. I understand that Naperville 203 staff members and students, at appropriate grade levels, will utilize generative Artificial Intelligence (AI) tools as a part of the educational process. AI may be used to assist in the development of future-employment and career-focused skills. Naperville 203 will continue to make every effort to safeguard student data and privacy. We ask our families to please assist our staff by reminding students that personal, identifiable information should never be shared via any technology tool. Additionally, many AI tools have their own built in filtering system. Parents/ guardians should know that Naperville203 does not have the ability to filter AI tools to the same extent possible in other programs.
6. Due to District anti-malware policies and procedures, I understand that students are to use District-issued devices and are strictly prohibited from using personal devices such as Windows laptops, Apple MacBooks, tablets, etc., in school during the school day.
7. I understand that all student data content can be monitored, erased, or locked by District administration.
8. In compliance with federal regulations, the District provides software that filters Internet access, but due to the constantly changing availability of Internet content, websites and website addresses, not all objectionable material may be filtered immediately and I will ensure that the use of this device will remain in compliance with Good Digital Citizenship and these Acceptable Use Guidelines.
9. I understand that the intentional circumventing of filters, security systems, loading of unapproved software, alternate Internet browsers, operating systems, proxy bypass mechanisms or rogue/malicious software can place the District at significant cybersecurity risk and

constitutes a willful disregard for the principles of Good Digital Citizenship and a broken promise made by my signature on these Acceptable Use Guidelines. I understand that these actions may also place the District in a state of non-compliance with federal regulations such as Children's Internet Protection Act (CIPA) and Children's On-Line Privacy and Protection Act (COPPA) and is an immediate cause for disciplinary action and potential confiscation of the device.

10. I understand that any violation of these Acceptable Use guidelines by a student during their 8th grade year is an automatic disqualification for freshman year participation in District high school esports programs. Any violation of these Acceptable Use Guidelines by a high school student will result in immediate removal from any esports activities and/or disqualification from participation in further esports activities.
11. I understand that my student should follow all parameters that individual teachers set for daily use.
12. I understand that Naperville Community Unit School District 203 is not liable for damages that may be caused by the intentional misuse of the device, or its use in a manner contrary to these Acceptable Use Guidelines.
13. If present District Internet filters or security systems block access to credible material needed for a bona-fide research purpose or project with teacher sponsorship and oversight, a student may request temporary access to unfiltered Internet browsing. I understand that this is a privilege of high trust and that my student must follow the principles of Good Digital Citizenship and these Acceptable Use Guidelines. Intentional violation will result in immediate consequences.

Internet Safety

Technology protection measures shall be used on each District computer with Internet access. They shall include a filtering device that protects against Internet access by both adults and minors to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by federal law and as determined by the Superintendent or designee. The Superintendent or designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose, provided the person receives prior permission from the Superintendent or system administrator. The Superintendent or designee shall include measures in this policy's implementation plan to address the following:

1. Ensure staff supervision of student access to online electronic networks,
2. Restrict student access to inappropriate matter as well as restricting access to harmful materials,
3. Ensure student and staff privacy, safety, and security when using electronic communications,
4. Restrict unauthorized access, including "hacking" and other unlawful activities, and
5. Restrict unauthorized disclosure, use, and dissemination of personal identification information, such as, names and addresses.

Authorization for Electronic Network Access

Each staff member must sign the *Authorization for Access to the District's Electronic Networks* as a condition for using the District's electronic network. Each student and his or her parent(s)/guardian(s) must sign the *Authorization* before being granted unsupervised use.

Confidentiality

All users of the District's computers to access the Internet shall maintain the confidentiality of student records. Reasonable measures to protect against unreasonable access shall be taken before confidential student information is loaded onto the network.

Violations

The failure of any user to follow the terms of the District's administrative procedure, *Acceptable Use of the District's Electronic Networks*, or this policy, will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

LEGAL REF.:

20 U.S.C. §7131, Elementary and Secondary Education Act.
47 U.S.C. §254(h) and (l), Children's Internet Protection Act.
47 C.F.R. Part 54, Subpart F, Universal Service Support for Schools and Libraries.
115 ILCS 5/14(c-5), Ill. Educational Labor Relations Act.
720 ILCS 5/26.5.

CROSS REF.: 5:100 (Staff Development Program), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:210 (Instructional Materials), 6:230 (Library Media Program), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:310 (Rights and Responsibilities of Student Publications), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

ADOPTED: June 20, 2022

6:235-R Administrative Procedure - Acceptable Use of Electronic Networks

All use of electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures 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 procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.**

Terms and Conditions

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

Privileges - The use of the District's electronic networks is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time; his or her decision is final.

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 U.S. or State law;
2. Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused;
3. Downloading 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, which includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature;
8. Using another user's account or password;
9. Posting material authorized 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 District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be 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 District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

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. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the Internet as a system administrator will result in cancellation of user privileges. 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 and District policy prohibit the re-publishing of text or graphics found on the Web or on District Web sites or file servers without explicit written permission.

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.

Students and staff 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.

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.

The "fair use" rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.

Student work may only be published if there is written permission from both the parent/guardian and student.

Use of Electronic Mail

The District's electronic mail system, and its constituent software, hardware, and data files, are owned and controlled by the School District. The School District provides e-mail to aid students and staff members in fulfilling their duties and responsibilities, and as an education tool.

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 or staff member to an electronic mail account is strictly prohibited.

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.

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 this School District. Users will be held personally responsible for the content of any and all electronic mail messages transmitted to external recipients.

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.

Use of the School District's electronic mail system constitutes consent to these regulations.

Internet Safety

Internet access is limited to only those "**acceptable uses**" as detailed in these procedures. Internet safety is almost assured if users will not engage in "**unacceptable uses**," as detailed in these procedures, and otherwise follow these procedures.

Staff members shall supervise students while students are using District Internet access to ensure that the students abide by the Terms and Conditions for Internet access contained in these procedures.

Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee. The system administrator and Building Principals shall monitor student Internet access.

LEGAL REF.:

Children's Internet Protection Act, P.L. 106-554.

20 U.S.C § 6801 et seq.

47 U.S.C. § 254(h) and (l).

720 ILCS 135/0.01.

7:140 Search and Seizure

In order 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 the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

This paragraph applies to student vehicles parked on school property. In addition, Building Principals shall require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of his or her vehicle, and personal effects therein, without notice and without suspicion of wrongdoing.

The Superintendent 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 District's student conduct rules. The search itself must be conducted in a manner that is reasonably related to its objective and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

When feasible, the search should be conducted as follows:

1. Outside the view of others, including students,
2. In the presence of a school administrator or adult witness, and
3. By a certificated employee or liaison police officer of the same sex as the student.

Immediately following a search, a written report shall be made by the school authority who conducted the search, and given to the Superintendent. The parent(s)/guardian(s) of the student shall be notified of the search as soon as possible.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the District's policies or rules, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

Video Cameras and/or Monitors

To assist in maintaining security and to deter inappropriate conduct, the District may position video cameras and/or monitors in public areas of school property, such as hallways, stairwells, gymnasium, cafeteria, school buses, and exterior locations of school buildings. Appropriate disciplinary action may be taken for misconduct which is recorded or observed from the cameras and/or monitors.

Notification Regarding Student Accounts or Profiles on Social Networking Websites

The Superintendent or designee shall notify students and their parents/guardians of each of the following in accordance with the Right to Privacy in the School Setting Act, [105 ILCS 75/](#):

1. 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.
2. 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.

LEGAL REF.:

[105 ILCS 5/10-20.14](#), [5/10-22.6](#), and [5/10-22.10a](#).

Right to Privacy in the School Setting Act, [105 ILCS 75/](#).

Cornfield v. Consolidated High School Dist. No. 230, 991 F.2d 1316 (7th Cir. 1993).

People v. Dilworth, 169 Ill.2d 195 (1996), *cert. denied*, 116 S.Ct. 1692 (1996).

People v. Pruitt, 278 Ill.App.3d 194 (1st Dist. 1996), *app. denied*, 667 N.E. 2d 1061 (Ill.App.1, 1996).

T.L.O. v. New Jersey, 469 U.S. 325 (1985).

Vernonia School Dist. 47J v. Acton, 515 U.S. 646 (1995).

Safford Unified School Dist. No. 1 v. Redding, 557 U.S. 364 (2009).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:150 (Agency and Police Interviews), 7:190 (Student Behavior)

ADOPTED: May 2, 2022

7:160 Student Appearance

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The District does not prohibit hairstyles historically associated with race, ethnicity, hair texture, or any other protected classes under Board policy 7:10, *Equal Educational Opportunities*, including, but not limited to, protective hairstyles such as braids, locks, and twists. Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Procedures for guiding student appearance will be developed by the Superintendent or designee and included in the *Student Handbook(s)*.

LEGAL REF.:

[105 ILCS 5/2-3.25](#) and [5/10-22.25b](#).

Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503 (1969).

CROSS REF.: 7:10 (Equal Educational Opportunities), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior)

Adopted: December 19, 2022

7:180 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 environment are important District goals.

Bullying, intimidation or harassment of a student or staff member for any reason, including, but not limited to, on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, physical appearance, socioeconomic status, academic status, age, religion, physical or mental disability, order of protection status, homelessness, actual or potential marital or parental status, pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic through, but not limited to, verbal comments, racial, ethnic, religious or other slurs or threats, physical gestures or actions, the use of email, web sites, social networking sites, voice mail, or any other verbal, written or electronic communication, 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.

Definitions from Section 27-23.7 of the School Code (105 ILCS 5/27-23.7)

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.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and not exhaustive.

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, (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, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Illinois Human Rights Act.

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 counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in [105 ILCS 5/27-23.7\(b\) 1-12](#).

1. The District uses the definition of *bullying* as provided in this policy.
2. 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](#).
3. 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 District 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 Complaint Manager or any staff member. 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. Rakeda Leaks, Executive Director for Diversity, Equity, Inclusion and Belonging

203 W. Hillside Road; Naperville, IL 60540

630.420.6300

Complaint Manager

Dr. Mark Cohen, Deputy Superintendent

203 W. Hillside Road; Naperville, IL 60540
630.420.6300

Complaint Manager

Allison Boutet, Assistant Superintendent for Administrative Services-Middle Schools

203 W. Hillside Road; Naperville, IL 60540
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Complaint Manager

Katie Matthews, Assistant Superintendent for Administrative Services -Elementary Schools

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4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is aware of the student's involvement in the incident. As appropriate, the school administration shall also discuss the availability of social work services, counseling, school psychological services, other interventions, and restorative measures. The school shall make diligent efforts to notify a parent or legal guardian, utilizing all contact information the school has available or that can reasonably be obtained by the school within the 24 hour period.

5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:

- a. 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.
- b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
- c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
- d. 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 their designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

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.

6. The Superintendent or designee shall use interventions to address reports of 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.

7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation will be treated as bullying for the purpose of determining appropriate consequences, subject to disciplinary action, up to and including discharge of an employee, or suspension and/or expulsion of a student.

8. No person will be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided false information will be treated as either: (a) bullying, (b) student discipline up to and including suspension and/or expulsion, and or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.

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

10. The Superintendent or designee shall post this policy on the District's publicly accessible 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 policy must also 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.

11. Pursuant to State law and policy 2:240, Board Policy Development, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:

- a. The frequency of victimization;
- b. Student, staff, and family observations of safety at a school;
- c. Identification of areas of a school where bullying occurs;
- d. The types of bullying utilized; and
- e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission includes one of the following:

- a. An updated version of the policy with the amendment/modification date included in the reference portion of the policy.
- b. If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary, or
- c. A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

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. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:

- a. 2:260, Uniform Grievance Procedure. A student may use this policy to complain about bullying.
- b. 2:265, Title IX Sexual Harassment Grievance Procedure. Any person may use this policy to complain about sex discrimination in violation of Title IX of the Education Amendments of 1972.
- c. 6:60, Curriculum Content. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- d. 6:65, Student Social and Emotional Development. Student social and emotional development is incorporated into the District's educational program as required by State law.
- e. 6:235, Access to Electronic Networks. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- f. 7:20, Harassment of Students Prohibited. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
- g. 7:185, Teen Dating Violence Prohibited. This policy prohibits teen dating violence on school property, at school-sponsored activities, and in vehicles used for school-provided transportation.
- h. 7:190, Student Behavior. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- i. 7:310, Restrictions on Publications. This policy prohibits students from and provides consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

13. The Superintendent or designee shall ensure that all individual instances of bullying, as well as all threats, suggestions, or instances of self-harm determined to be the result of bullying, to be reported to the parents or legal guardians of those involved under the guidelines provided in paragraph (4) above.

LEGAL REF.:

[405 ILCS 49/](#), Children's Mental Health Act.

[105 ILCS 5/10-20.14](#), [5 ILCS 10-22.6\(b-20\)](#), [5/24-24](#), and [5/27-23.7](#).

[775 ILCS 5/1-103](#), [Ill Human Rights Act. 23 Ill.Admin.Code §§1.240, §1.280](#)
CROSS REF.: [2:240](#) (Board Policy Development), [2:260](#) (Uniform Grievance Procedure), [4:170](#) (Safety), [5:230](#) (Maintaining Student Discipline), [6:60](#) (Curriculum Content), [6:65](#) (Student Social and Emotional Development), [6:235](#) (Access to Electronic Networks), [7:20](#) (Harassment of Students Prohibited), [7:185](#) (Teen Dating Violence Prohibited), [7:190](#) (Student Behavior), [7:220](#) (Bus Conduct), [7:230](#) (Misconduct by Students with Disabilities), [7:240](#) (Conduct Code for Participants in Extracurricular Activities), [7:285](#) (Food Allergy Management Program), [7:310](#) (Restrictions on Publications)

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7:190 Student Behavior

Philosophy and Conduct

The Board believes that student behavior should reflect standards of good citizenship. Students are expected to conduct themselves within the bounds set by the Board and, as hereby authorized, the administrative regulations set forth by the Superintendent or their designee.

The basic principles guiding student behavior are consideration for the rights and well-being of others, cooperation with all members of the school community (which includes staff, students, community members, Board and parents) and respect for oneself and others.

The Board believes in the dignity and uniqueness of each individual. To maintain a learning and work environment that is safe and promotes excellence in education, District 203 encourages respect for all persons and has established rules and guidelines to encourage positive, constructive and responsible student behavior and an environment conducive to learning. All members of the school community are responsible and obligated to familiarize themselves with the rules and guidelines governing student conduct.

The Board especially believes that, if staff, parent(s) or guardian(s), and students know and understand the expectations for student conduct and the consequences for not meeting these expectations, behavior issues in our schools will be reduced and a better educational environment will prevail.

The Board believes in the dignity and uniqueness of each individual. To maintain a learning and work environment that is safe and promotes excellence in education, District 203 encourages respect for all persons and has established rules that will not tolerate harassing, hazing, bullying, or intimidating behavior. All members of the school staff share responsibility for maintaining good discipline and presenting positive role models. Behavior issues should be reported and handled promptly for the benefit of the student and the school. Recognizing that each situation is unique, and that administrative discretion is necessary, the goal is to implement the appropriate behavioral, disciplinary, and/or restorative intervention(s) needed to change the undesirable behavior and maintain an orderly school environment.

The best interest of the student and the welfare of others are the motivating forces behind this philosophy.

Additional Interventions Related to Discipline Code

The District is concerned for the health, safety, and well-being of all students and recognizes that students' issues as they are manifested in school – specifically behavior, attendance, health, and academic issues, may impact their ability to learn.

The District recognizes these issues as legitimate educational concerns, and seeks to address them, by offering support, and interventions. Forms of intervention, prevention and/or education may include observation of inappropriate behavior, intervention at appropriate levels, restorative measures, encouragement of professional assessment, referral, and support/aftercare.

Substance Abuse

To ensure the highest standards of learning in the classroom, District staff will urge students to abstain from the use of illegal substances or drugs, alcohol or the misuse or abuse of prescription or non-prescription drugs, identify student behavior that may indicate such or misuse/abuse, and implement intervention or support services along with appropriate disciplinary action.

When and Where Conduct Rules Apply

A student is subject to disciplinary action for engaging in prohibited student conduct, as described in the section with that name below, 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.

Administrators shall report suspected criminal violations to the Naperville or Lisle Police Department or other law enforcement agencies, as appropriate and in accordance with the requirement of the Individuals with Disabilities Education Improvement Act of 2004.

Prohibited Student Conduct

The Administration is authorized to impose discipline for gross disobedience or misconduct. The following examples of gross disobedience or misconduct in no way limit the Board's ability to discipline students for conduct which is not specifically listed. In addition, prohibited conduct shall be interpreted to include either an actual commission of an offense or an attempt to commit an offense.

Prohibited conduct includes, but is not limited to:

1. Excessive tardiness.
2. Class and/or school truancy. Current city ordinances and State law regarding truancy will be strictly enforced by school officials.
3. Failure to follow student schedule.
4. Off campus violation during the school day. Once students arrive on campus they must remain on campus until the end of their scheduled school day unless authorized or approved by the building or District administration.
5. Disobeying directive of staff members or school officials, or disciplinary rules and regulations contained in the Student Handbook not otherwise covered in this policy. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification or submit to a search.
6. Prohibited conduct or promotion of prohibited conduct on District property, at school sponsored activities, at a school bus stop, or as a school bus passenger.
7. Engaging in any activity on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, the educational atmosphere, or an educational function, including but not limited to conduct that may reasonably be considered (a) a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.
8. Damage resulting from misconduct; damage to school property or personal property of District employees, students or others; or criminal damage to property of any such persons. (Restitution will be required for any violation of this provision).

9. Unauthorized use of school property.
10. Entering school property or a school facility without proper authorization.
11. Disregard for student parking regulations.
12. Posting of signs and/or other materials without administrative approval.
13. Gambling.
14. Forgery and/or falsifying information.
15. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, using a writing service and/or generative artificial intelligence in place of original work unless specifically authorized by staff, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
16. Theft, including taking the property of others without their permission or consent, possession of stolen items and possession of tools that are used to gain possession of another person's property.
17. Use of profane or obscene language.
18. Insubordination or disrespect toward Board members, administrators, teachers, custodial staff, secretarial staff, food service employees and all other District employees and volunteers.
19. Wearing or display of garments, objects, jewelry, or body art that disrupts the educational process, interferes with the maintenance of a positive teaching/learning climate, or compromises reasonable standards of health and safety.
20. Violation of Bus Conduct Policy or related Administrative Regulations.
21. Use of cellular phones and any other electronic communication devices from the beginning of the first class period until the end of the last class period unless authorized or approved by the building or District administration. For high school authorization, see student handbook.
22. Use of any electronic device including computers, tablets, telephones, cameras, or other electronic devices that have the ability to take, store, display, or send images, videos, audio recordings or text messages with embedded images on school grounds during the course of the school day in any manner that disrupts the educational environment or violates the rights of others including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct includes, without limitation, creating, sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person. Prohibited conduct also includes student behaviors in a remote or eLearning setting, which disrupts the educational environment, interferes with the learning of others or violates the rights of others.
23. Obtaining or gaining passwords, unapproved access to District's information network, computing systems and applications, solutions or components thereof through the use of social engineering, possession or use of hacking hardware or software or any other tools or applications that can be used maliciously and pose a threat to the District's information resources, systems or data, unless approved by teachers or building administrators.
24. Unauthorized or improper use of the District's information network, computing systems and applications, solutions or components thereof. This includes accessing technology related resources on any device connected to the District's information network by circumventing District security measures to gain access to non-approved or restricted web sites, systems and applications as well as violations of the *Access to Electronic Networks* Policy 6.235.
25. Performing manual or automated actions such as installing unapproved software, computer programs or routines that alter the normal functioning state of any District computing device or system.
26. 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 studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of their duties or employment status or status as a student inside the school.
27. Demonstrating aggressive behavior or behaviors that put the student at risk for aggressive behavior. Aggressive behavior is defined as conduct and behaviors towards others that appear to terrorize, intimidate or start fights.
28. Fighting.
29. Any action, including physical assault that threatens the well-being of Board members, District employees, students, volunteers, or other persons

30. Making or causing to be made a threat against the school: including but not limited to a bomb threat or a school shooting.
31. Deliberately causing, attempting, or threatening to cause injury to another person.
32. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
33. Possession of lighters, matches or other such materials.
34. Possession or use of an explosive or incendiary device.
35. Possession or use of fireworks (i.e. smoke bombs, stink vials, firecrackers, caps, etc.).
36. Using, possessing, controlling, or transferring a weapon as that term is defined in the Weapons section for this policy, or violating the Weapons sections of this policy.
37. Participation in any unauthorized fraternity, sorority, or secret society, and/or gang activity. This includes, but is not limited to the display, wearing, or possession of contemporary gang identifiers, the use of gang hand signals, the solicitation of others for membership, and requesting payment of dues, insurance, or other forms of protection from individuals. This also includes intimidating, or threatening an individual or inciting others to participate in any form of physical violence involving a person or property.
38. Use of derogatory comments which are often, but not always, associated with race, ethnicity, religion, gender, gender-identity, gender-related identity, sexual orientation, socioeconomic status, or physical differences.
39. Hazing, aggressive or demeaning behavior that does or may result in physical, emotional or psychological harm to another or urging other students to engage in such conduct. 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, bullying, bullying using a school computer or a school computer network or other comparable conduct. Hazing is defined as requiring a student to perform an act for the purpose of induction or admission into any group, organization or society associated with District 203 if the act is not authorized by District 203 and the act results in bodily harm to the person.
40. Harassment, of a student or staff member, which includes intimidation, threatening individuals or inciting the participation of others in such behavior for any reason including, but not limited to on the basis of actual or perceived: race; color; national origin; military status; unfavorable discharge status from 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; 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 through, but not limited to, verbal comments, racial, ethnic, religious or other slurs or threats, physical gestures or actions, the use of email, web sites, social networking sites, voice mail, or any other verbal, written or electronic communication.
41. Bullying or cyberbullying, as defined in Board Policy 7:180.
42. Sexual harassment as defined under federal or state law. Refer to Administrative Regulation #7.20R for definitions of Sexual Harassment.
43. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive: (a) expression of gender or sexual orientation or preference or (b) display of affection during non-instructional time.
44. Teen dating violence, as described in Board Policy 7:185.
45. Use, possession, transfer, purchase, sale or offer for sale, of tobacco products or nicotine delivery device including but not limited to e-cigarettes/vaping devices.
46. Use, possession, distribution, transfer, purchase, sale, offer for sale, or abuse of, or being impaired by any alcoholic beverage. Students who are under the influence of an alcoholic beverage are treated as though they had alcohol in their possession.
47. Use, possession, distribution, transfer, purchase, sale, offer for sale of:
 - a. Any illegal drug or controlled substance or cannabis (including marijuana, hashish, and medical cannabis), unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*,
 - b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
 - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.

- d. 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 individual's instructions. The use or possession of medical cannabis, even by a student for whom the medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law.
- e. Any 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. This prohibition does not apply to a student's use of asthma or other legally prescribed inhalant medications.
- f. 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 table or powdered form.
- g. 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. Such a student may not possess, transfer, purchase, sell, offer for sale, or abuse cannabis, including marijuana, hashish and medical cannabis.
- h. Drug paraphernalia, including devices that 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.
- i. 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 had the prohibited substance, as applicable, in their possession.

48. Activating or causing to be activated a false fire alarm or disaster alarm.

49. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.

50. Violating any criminal law, including but not limited to assault, battery, arson, theft, gambling, eavesdropping, vandalism, hazing and any activity prohibited by criminal law or municipal ordinance.

Terminology Used in Prohibited Student Conduct

The term "intoxicant" includes any substance which is not properly prescribed and which, if used, is intended to produce an altered physical or mental state, including, for example, an inhalant, which produces a "high" such as pure caffeine in tablet or powder form.

The terms transfer, sale and purchase include any involvement in such activity or the attempt to conduct such activity.

The terms "possession" and "use" shall include possession or use by a student who has consumed, or is impaired by, or reasonably appears (such as through odor or behavior) to have consumed or be impaired by, any of the aforementioned substances, whether prior to entering school or at any school-sponsored event.

The term "possession" also 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; or (d) at any location on school property or at a school-sponsored event.

Weapons in School

The Board shall expel a student who is determined to have brought a weapon to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of not less than one calendar year, but not more than two calendar years. A "weapon" is defined as:

1. A firearm, meaning any gun, rifle, shotgun, weapon as defined by [Section 921 of Title 18 of the United States Code](#), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act, or firearm as defined in Section 24-1 of the Criminal Code of 2012.
2. A knife, brass knuckles 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, including "look alikes" of any firearm as defined in subdivision (1) of this subsection.

The prohibition concerning firearms applies even if (1) a student is licensed to carry a concealed firearm, or (2) a non-student visitor who is licensed to carry a concealed firearm stores a firearm in a locked vehicle in a school parking area.

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this prohibition 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.

Disciplinary Measures

Efforts, including the use of positive interventions, restorative measures and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion for such behavior.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent/guardian to administer or consent to the administration of psychotropic or psychostimulant medication to the student.

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 voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following:

1. Notifying parent(s)/guardians(s)
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The building principal or designee shall ensure that the student is properly supervised.
7. After-school detention or Saturday detention provided the student's parent/guardian have been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the building principal or designee.
8. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
9. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.
10. Out-of-school suspensions from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*. A student who has been suspended will also be restricted from being on school grounds and at school activities.
11. Expulsion from school and all school activities for a definite period not to exceed 2 calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled will also be restricted from being on school grounds and at school activities.
12. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in [Article 13A or 13B of the School Code](#), in accordance with Board Policy 7:212, *Alternative Placement Procedures*. A student must not be denied transfer because of the expulsion, except where the transfer would cause a threat to the safety of students or staff in the alternative program.
13. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), "look-alikes," alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

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 and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the safety issue or disruption is a suspension or expulsion.

Students enrolled in the District's State-funded preschool program(s) may be temporarily removed or transitioned to a new program in accordance with federal and State law. State law prohibits the expulsion of students from the program(s).

Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in 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.

Neither isolated time out, time out, nor physical restraint shall be used to discipline or punish a student. These methods are only authorized for use as permitted in [105 ILCS 5/10-20.33](#), State Board of Education rules ([23 Ill.Admin.Code §§ 1.280, 1.285](#)), and the District's procedure(s).

Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall be to support the student's ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Early Identification – Aggressive Behavior

Any school staff member, who identifies a student as having demonstrated aggressive behavior, or behaviors that put the student at risk for aggressive behavior, shall refer the student to the building administrator. The building administrator shall establish procedures by which teachers may refer such a student. The building administrator shall determine whether the conduct and behavior of the student are of such a nature and degree that the student is at risk for aggressive behavior. The building administrator shall promptly notify the student's parents/guardian of the referral and shall attempt to schedule a parent-teacher conference to discuss the referral and to recommend such available intervention procedures as are deemed reasonably appropriate.

Required Notices

A school staff member shall immediately notify the building principal as soon as possible in the event that they (1) observes any person in possession of a firearm on or around school grounds, however, such action may be delayed if immediate notice would endanger students under their supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, (3) observes a battery committed against any staff member or is subject to battery, or (4) observes hazing of a student that results in bodily harm. If the hazing results in great bodily harm or death, the school staff member shall immediately notify law enforcement and then the building principal or Superintendent. Such action may be delayed if immediate notice would endanger students under their supervision.

Upon receiving a report of a person in possession of a firearm, the building principal or designee shall immediately notify local law enforcement. In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall notify the Superintendent or designee and any involved student's parent/guardian.

Upon receiving a report on any of the above (1)-(3), the Superintendent or designee shall immediately notify local law enforcement. The Superintendent or designee shall also report incidents involving battery against staff members to the Ill. State Board of Education through its web-based School Incident Reporting System as they occur during the year and no later than August 1 for the preceding school year.

Reciprocal Reporting

The Superintendent is authorized to follow the provisions of the School Code of Illinois to create administrative regulations, which include guideline procedures to establish and maintain a reciprocal reporting system between the District and local law enforcement agencies regarding criminal offenses committed by students.

Delegation of Authority

Each teacher, and any other school personnel when students are under their charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment, or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated (licensed) education employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, Assistant Building Principal, or Dean of Students is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of 10 school days for safety reasons.

The Board directs the Superintendent to provide an annual report on student discipline data, specifically on disparities and the development of a metric based plan to decrease disparities including but not limited to the following subgroups; low income, special education/504, gender and/or race.

Student Handbook

The Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District disciplinary policies and rules, shall be distributed to the students' parents/guardians within 15 days of the beginning of the school year or a student's enrollment. Within the first week of school, the student discipline policy and description of prohibited conduct will be reviewed with the students. Students will be required to sign a receipt for the handbook.

Incorporated

by Reference: 7:190-AP4 (Use of Isolated Time Out, Time Out, and Physical Restraint)

LEGAL REF.:

[20 U.S.C. §7971](#), Pro-Children Act of [2004](#).

[20 U.S.C. §7961](#) *et seq.*, Gun Free Schools Act.

[105 ILCS 5/10-20.5b](#), [5/10-20.14](#), [5/10-20.28](#), [5/10-20.36](#), [5/10-21.7](#), [5/10-21.10](#), [5/10-22.6](#), [5/10-27.1A](#), [5/10-27.1B](#), [5/22-33](#), [5/24-24](#), [5/26-12](#), [5/27-23.7](#), and [5/31-3](#).

[105 ILCS 110/3.10](#), Critical Health Problems and Comprehensive Health Education Act.

[410 ILCS 130/](#), Compassionate Use of Medical Cannabis Pilot Program.

[410 ILCS 647/](#), Powdered Caffeine Control and Education Act.

[430 ILCS 66/](#), Firearm Concealed Carry Act.

[23 Ill.Admin.Code §§1.280](#), [1.285](#).

CROSS REF.: 2:150 (Committees), 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Truant's programs), 6:235 (access to electronic networks), 7:20 (Harassment of Students Prohibited), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:183 (Open Campus/Lunch), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:212 (Alternative Placement Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:310 (Rights and Responsibilities of Student Publications), 8:30 (Visitors to and Conduct on School Property)

Adopted: April 17, 2023

Revised: May 20, 2024

Reviewed: April 21, 2025

7:200 Suspension Procedures

In-School Suspension

The Superintendent or designee is authorized to maintain an in-school suspension program.

- Before assigning a student to in-school suspension, the charges will be explained and the student will be given an opportunity to respond to the charges.
- Provide notice to the parent(s)/guardian(s) of the in-school suspension.
- Students will be given the opportunity to complete classroom work during the in-school suspension for equivalent academic credit.

Out-of-School Suspension

The Superintendent or designee shall implement suspension procedures that provide for the following:

- Before suspension, the student shall be provided oral or written notice of the charges. If the student denies the charges, the student shall be given an explanation of the evidence and an opportunity to present his or her version;
- Prior notice and hearing as stated above 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 necessary notice and hearing shall follow as soon as practicable;
- Any suspension shall be reported immediately to the student's parent(s)/guardian(s). A written notice of the suspension shall:
 - Provide notice to the parent(s)/guardian(s) of their child's right to review of the suspension;
 - Include information about an opportunity to make up work missed during the suspension for equivalent academic credit;

- Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
- Depending upon the length of the out-of-school suspension, include the following applicable information:

For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose:

- A threat to school safety; or
- A disruption to other students' learning opportunities.

For a suspension of 4 or more school days, an explanation:

- Of the appropriate and available behavioral and disciplinary interventions that have been exhausted or that no other interventions were available to the student; and
- That the student's continuing presence in school would either:
 - Pose a threat to the safety of other students, staff, or members of the school community; or
 - Substantially disrupt, impede, or interfere with the operation of the school.

For a suspension of 5 or more school days, appropriate and available support services will be provided to the student during the length of his or her suspension.

- A summary of the notice, including the reason for the suspension and the suspension length must be given to the Board by the Superintendent or designee.
- Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. Whenever there is evidence that mental illness may be the cause for the suspension, the Superintendent or designee shall invite a representative from a local mental health agency to consult with the Board. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate.
- If the suspension is upheld, the Board's written suspension decision shall specifically detail the notice of the parent(s)/guardian(s) right to a review of their child's suspension and the act of gross disobedience or misconduct resulting in the decision to suspend.

LEGAL REF.:

[Goss v. Lopez](#), 419 U.S. 565 (1975).

[105 ILCS 5/10-20.14, 5/10-22.6.](#)

[23 Ill.Admin.Code §1.280.](#)

CROSS REF.: 5:100 (Staff Development Program), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:220 (Bus Conduct)

Adopted: December 19, 2022

7:20 Harassment of Students Prohibited

No person, including a School District employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race; color; national origin; military status; unfavorable discharge status from 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; 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. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

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 policies 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 2:260, *Uniform Grievance Procedure*.

Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the student is comfortable speaking. A student may choose to report to an employee of the student's same gender.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure*, and/or Board policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure. The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

Nondiscrimination Coordinator:

Dr. Meredith Haugens
 Assistant Superintendent for Human Resources
 203 W. Hillside Road,
 Naperville, IL 60540
 630-420-6300

Complaint Managers:

Dr. Mark Cohen, Deputy Superintendent
 203 W. Hillside Road,
 Naperville, IL 60540
 630-420-6318

Ms. Katie Matthews, Asst. Sup. for Elementary Ed
 203 W. Hillside Road,
 Naperville, IL 60540
 630-420-6318

The Superintendent shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy is in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee who fails to promptly comply may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 ([20 U.S.C. §1681 et seq.](#)), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged student harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in [720 ILCS 5/11-9.1A\(b\)](#), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the behavior policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see policies 2:260, *Uniform Grievance Procedure*, and 2:265, *Title IX Sexual Harassment Grievance Procedure*).

Students should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

LEGAL REF.:

[20 U.S.C. §1681 et seq.](#), Title IX of the Educational Amendments of 1972; [34 C.F.R. Part 106](#).

[105 ILCS 5/10-20.12](#), [5/10-22.5](#), [5/10-23.13](#), [5/27-1](#), and [5/27-23.7](#).

[775 ILCS 5/1-101 et seq.](#), Illinois Human Rights Act.

[23 Ill.Admin.Code §1.240](#) and [Part 200](#).

Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Franklin v. Gwinnett Co. Public Schs., 503 U.S. 60 (1992).
Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).
West v. Derby Unified Sch. Dist. No. 260, 206 F.3d 1358 (10th Cir. 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities)

Adopted: September 19, 2022

7:220 Bus Conduct

All students must follow the District's *School Bus Safety Rules*.

School Bus Suspensions

The Superintendent, or any designee as permitted in the School Code, is authorized to suspend a student from 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 Board of Education policy [7:190, Student Behavior](#).
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 a directive from a bus driver or other supervisor.
6. Such other behavior as the Superintendent or designee deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the Board of Education may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons. The District's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

Academic Credit for Missed Classes During School Bus Suspension

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.

Electronic Recordings on School Buses

Electronic visual and audio recordings may be used on school buses to monitor conduct and to promote and maintain a safe environment for students and employees when transportation is provided for any school related activity. Notice of electronic recordings shall be displayed on the exterior of the vehicle's entrance door and front interior bulkhead in compliance with State law and the rules of the Illinois Department of Transportation, Division of Traffic Safety.

Students are prohibited from tampering with electronic recording devices. Students who violate this policy shall be disciplined in accordance with the Board's discipline policy and shall reimburse the School District for any necessary repairs or replacement.

The content of the electronic recordings are student records and are subject to District policy and procedure concerning school student records; such recordings are exempt from the Eavesdropping Act. Only those people with a legitimate educational or administrative purpose may view and/or listen to the electronic video and/or audio recordings. If the content of an electronic recording becomes the subject of a student disciplinary hearing, it will be treated like other evidence in the proceeding.

LEGAL REF.:

Family Educational Rights and Privacy Act, 20 U.S.C. §1232g; 34 C.F.R. Part 99.

105 ILCS 5/10-20.14, 5/10-22.6, and 10/.

720 ILCS 5/14-3(m).

23 Ill.Admin.Code Part 375, Student Records.

CROSS REF.: [4:110](#) (Transportation), [4:170](#) (Safety), [7:130](#) (Student Rights and Responsibilities), [7:170](#) (Vandalism), [7:190](#) (Student Behavior), [7:200](#) (Suspension Procedures), [7:230](#) (Misconduct by Students with Disabilities), [7:340](#) (Student Records)

ADOPTED: May 2, 2022

7:260 Exemption from Physical Education

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. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting.

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 Practice Act, prevents his or her participation in the physical education course.

State law prohibits the Board from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District.

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 must receive that service in accordance with his or her Individualized Educational Program/Plan (IEP).

A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated in 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*.

Students in grades 7 and 8 may submit a written request to the Building Principal to be excused from physical education courses because of his or her ongoing participation in an interscholastic or extracurricular athletic program. The Building Principal will evaluate requests on a case-by-case basis.

The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate.

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;
2. The student's class schedule; and
3. The student's future or planned additional participation in activities qualifying for substitutions for physical education as outlined in policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*.

LEGAL REF.:

[105 ILCS 5/27-6](#).

[225 ILCS 60/](#), Medical Practice Act.

[23 Ill.Admin.Code §1.420\(p\)](#) and [§1.425\(d\), \(e\)](#).

CROSS REF.: 6:60 (Curriculum Content), 6:310 (Credit For Alternative Courses and Programs)

Adopted: December 19, 2022

7:270 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 (SMA 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.

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parents/guardians of students.

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 an SMA 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 an SMA Form. A qualifying plan means:

1. an asthma action plan;
2. an Individual Health Care Action Plan;

3. an Illinois 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 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) 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 or trained personnel, as defined in State law, 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. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

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 or trained personnel, as defined in State law, may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Glucagon

The Superintendent or designee shall implement 105 ILCS 145/27 and maintain a supply of undesignated glucagon in the name of the District in accordance with manufacturer's instructions. When a student's prescribed glucagon is not available or has expired, a school nurse or delegated care aide may administer undesignated glucagon only if he or she is authorized to do so by a student's diabetes care plan.

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 Illinois 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.

Medical cannabis infused product (product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is Smoking and/or vaping medical cannabis is prohibited.

The product 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.

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 Glucagon** 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 glucagon from a qualifying prescriber, or
2. fill the District's prescription for undesignated school glucagon.

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 an undesignated medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Undesignated Medication Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply.

No one, including without limitation, parents/guardians 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 parents/guardians should consult their own physician regarding these medication(s).

LEGAL REF.:

105 ILCS 5/10-20.14b, 5/10-22.21b, 5/22-30, and 5/22-33.
105 ILCS 145/, Care of Students with Diabetes Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
720 ILCS 550/, Cannabis Control Act.
23 Ill.Admin.Code §1.540.

CROSS REF.: 7:285 (Food Allergy Management Program)

Adopted: September 19, 2022

7:340 Student Records

School student records are confidential. Information from them shall not be released other than as provided by law. 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 by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school.
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 18 years who has been arrested or taken into custody.

State and federal law grants students, parents/guardians, and when applicable, the Illinois Dept. of Children and Family Services' Office of Education and Transition Services, certain rights, including the right to inspect, copy, and/or challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to opt-out of the release of directory information regarding his or her child. The District will comply with State or federal law with regard to release of a student's school records, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student. Upon request, the District discloses school student records without parent consent to the official records custodian of another school in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law.

The Superintendent shall fully implement this policy and designate an official records custodian for each school who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, and inform students and their parents/guardians of their rights regarding school student records.

Public high schools are prohibited from withholding a student's grades, transcripts, or diploma because of an unpaid balance on the student's school account.

LEGAL REF.:

20 U.S.C. §1232g, Family Educational Rights and Privacy Act; 34 C.F.R. Part 99.

50 ILCS 205/7, Local Records Act.

105 ILCS 5/10-20.12b, 5/10-20.40, and 5/14-1.01 et seq.

105 ILCS 10/, Ill. School Student Records Act.

105 ILCS 85/, Student Online Personal Protection Act.

325 ILCS 17/, Children's Privacy Protection and Parental Empowerment Act.

750 ILCS 5/602.11, Ill. Marriage and Dissolution of Marriage Act.

23 Ill.Admin.Code Parts 226 and 375.

Owasso I.S.D. No. I-011 v. Falvo, 534 U.S. 426 (2002).

Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill.App.3d 60 (1st Dist. 2002).

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

Adopted: April 17, 2023

7:60 Residence

Naperville District 203 provides a free and appropriate education to its resident students. A student must establish residence within the School District's boundaries in order to attend a School District school, except as otherwise required by State law. The administration may require proof of residence and legal custody. "Legal custody" means:

1. Custody exercised by a natural or adoptive parent with whom a pupil resides;
2. Custody granted by order of a court to a person with whom the pupil resides for reasons other than to have access to the district's educational programs;
3. Custody exercised under a statutory short-term guardianship, provided that within 60 days of the student's enrollment, a court order is entered establishing a permanent guardianship and granting custody to a person with whom the pupil resides for a reason other than to have access to the district's educational programs;
4. Custody exercised by an adult caretaker relative who is receiving aid under the Illinois public aid code for the pupil who resides with that adult caretaker relative for purposes other than to have access to the educational programs of the district; or
5. Custody exercised by an adult who demonstrates that, in fact, he or she has assumed and exercises legal responsibility for the pupil and provides the pupil with a regular fixed nighttime abode for purposes other than to have access to the educational programs of the district.

Tuition paying students will not be accepted, with the exception of a student whose family plans on moving into the District within 60 calendar days after the date that the student first attends school in the District. Tuition will be payable monthly, in advance, with the first month's tuition being due by the first day of attendance by the student in the District and the second month's tuition being due by the first day of the second month of attendance by the student in the District. If the non-resident student becomes a bona fide resident of the District in less than 60 days following the date that the student first attends school in the District, a pro-rated reimbursement of any non-resident tuition paid to the District will be reimbursed to the parents/guardians of the student. At the time of registration, the parents/guardians of the student must present appropriate evidence of the plans to move into the District and agree to immediately withdraw the student in the event that the student has not become a resident within 60 calendar days of the first day of attendance by the student in the District. The student will not be allowed to re-enroll following withdrawal until such time as the student becomes a bona fide resident of the District. A student whose family moves out of the School District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required to establish residency. Board of Education policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Military Personnel Enrolling a Student for the First Time in the District

Must provide one of the following within six months after the date of student's initial enrollment:

- Postmarked mail addressed to military personnel
- Lease agreement for occupancy
- Proof of ownership of residence

Challenging a Student's Residence Status

If the Superintendent or designee determines that a non-resident student is attending a District school, he or she on behalf of the Board shall notify the person who enrolled the student of the tuition amount that is due and immediately begin proceedings to ban the student from future attendance. The notice shall detail the specific reasons why the Board believes that the student is a nonresident of the District and shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, [105 ILCS 5/10-20.12b](#).

LEGAL REF.:

[42 U.S.C. §11431](#) *et seq.*, McKinney-Vento Homeless Assistance Act.

[105 ILCS 5/10-20.12a](#), [5/10-20.12b](#), [5/10-22.5](#), and [5/10-22.5a](#).

[105 ILCS 45/](#), Education for Homeless Children Act.

[105 ILCS 70/](#), Educational Opportunity for Military Children Act.

[23 Ill.Admin.Code §1.240](#).

Israel S. by Owens v. Bd. of Educ. of Oak Park and River Forest High Sch. Dist. 200, 235 Ill.App.3d 652 (5th Dist. 1992). *Joel R. v. Board of Education of Manheim School District 83*, 292 Ill.App.3d 607 (1st Dist. 1997).

Kraut v. Rachford, 51 Ill.App.3d 206 (1st Dist. 1977).

CROSS REF.: 6:140 (Education of Homeless Children), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:70 (Attendance and Truancy)

Adopted: September 19, 2022 Revised: June 5, 2023

7:70 Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, attendance at a civic event, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, *Release During School Hours* ([10 ILCS 5/7-42](#) and [5/17-15](#)), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board of Education policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a

deceased veteran.

3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her 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.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in [105 ILCS 5/26-2a](#).
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
8. A process for the collection and review of chronic absence data and to:
 - a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
 - b. Encourage the habit of daily attendance and promote success.
9. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
10. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
11. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
12. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
13. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
14. A process for a 17-year-old resident to participate in the District's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
15. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

Monitoring

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board updates this policy at least once every two years. The Superintendent or designee shall assist the Board with its update.

LEGAL REF.:

[105 ILCS 5/22-92](#) and [5/26-1 through 18](#).
[705 ILCS 405/3-33.5](#), Juvenile Court Act of 1987.
[23 Ill.Admin.Code §§1.242](#) and [1.290](#).

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:340 (Student Records)

Adopted: April 17, 2023

7.70-R Attendance and Truancy - Administrative Regulation

Definitions

Truant - A "truant" is a child subject to compulsory school attendance who is absent without valid cause from such attendance for a school day or portion thereof.

Valid cause for absence - A child may be absent from school because of illness, observance of a religious holiday, death in the immediate family, family emergency, situations beyond the student's control as determined by the Board of Education, such other circumstances which cause reasonable concern to the parent for the safety or health of the student, or other reason as approved by the Superintendent or designee.

Chronic or habitual truant - A "chronic or habitual truant" is a child who is subject to compulsory school attendance and who is absent without valid cause from such attendance for five (5) percent or more of the previous 180 regular attendance days.

Truant minor - A child to whom supportive services, including prevention, diagnostic, intervention and remedial services, alternative programs, and other school and community resources have been provided but who has failed to cease chronic truancy or who has been offered such services and has refused them.

Truancy

If a high school student has four (4) incidents of truancy from a class, he/she may be dropped from that class and lose credit for the class.

A notification system will exist to inform the students and their parent(s)/guardian(s) of these incidents of truancy. This notification system will provide that due process procedural rights are being accommodated.

Absence Notification

A student's parent(s)/guardian(s) must: (1) upon his/her child's enrollment, provide one or two telephone numbers to the Building Principal and update them as necessary, and (2) authorize all absences and notify the school in advance or at the time of the child's absence.

If any student in grades 8 or below is absent without prior authorization by the parent(s)/guardian(s), the Building Principal or a designee shall, within 2 hours after the first class in which a student is enrolled, **make a reasonable effort** to notify the parent(s)/guardian(s) of their child's absence by telephoning the numbers given. If any student in grades 9 through 12 is absent without prior authorization by the parent(s)/guardian(s), the Building Principal or a designee shall make a reasonable effort to notify the parent(s)/guardian(s) of their child's absence within 3 hours after the first class by telephoning the numbers given.

School Attendance

Since there is a positive relationship between regular attendance and academic success, it is of the utmost importance that students be present in class. Regular attendance and punctuality are essential if students are to make use of the educational opportunities that school offers. Parent(s)/guardian(s) have the responsibility for the children's regular attendance. At all grade levels, the teachers and administration will be involved in a collaborative process with truant students and their parents in an effort to avoid further truancy, and to provide and/or identify appropriate resources to truant students in an effort to prevent further truancy.

High School Attendance

An attendance cap has been created to deal with students who are excessively absent from school during a semester. A student who has accumulated **ten days of absence** will be considered excessively absent. Teachers and administrators are expected to follow, in sequence, the collaborative process outlined below in Steps A through G.

- A. Attempts by the classroom teacher to remedy the situation.
- B. Referral by teacher to the dean's office.
- C. Telephone contact between the dean and the parent.
- D. At the student's tenth (10th) absence, a conference will be convened which may include the student, parent/guardian, teacher and dean. At this time, an attendance contract will be developed which will require documentation for approval of any additional absences. *For exceptions see below.
- E. Any additional absences without approval will result in truancy.
- F. At the fifteenth (15th) absence, the student may be withdrawn from class and placed in a study hall, no credit will be given and withdrawn pass/fail will be listed on the transcript.

Other

Exceptions to the absence cap must be submitted to the attendance center with accompanying documentation prior to the date of absence. Eligible reasons may include: Religious holidays, Extended illness verified by doctor's statement addressing the inability of the child to attend school, Death in the immediate family, Field trips, Hospitalizations, or Suspensions.

Naperville North High School asks that all doctor's notes are submitted within three weeks of the appointment/absence. This will help instructors plan and/or assess work appropriately.

ADOPTED: May, 2008

REVISED: September, 2011

Notice of Non-Discrimination

Naperville Community Unit School District 203 is in compliance with the U.S. Civil Rights Act of 1964 and the Title IX Educational Amendments of 1972, Park 86. The school district does not discriminate on the basis of race, color, religion, national origin, ancestry, unfavorable discharge from military service, sex, age or disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Naperville Community Unit School District 203 is also an Equal Opportunity Employer. The following employees have been designated to handle inquiries regarding the non-discrimination policies:

District Title IX Coordinator
Dr. Rakeda Leaks
Executive Director of Diversity & Inclusion
203 W. Hillside Road
Naperville, IL 60540
(630) 328-5800

District Section 504/ADA Coordinator
Melissa McHenry, Asst. Supt. for Student Services
203 W. Hillside Road
Naperville, IL 60540
(630) 420-6465

For further information on notice of non-discrimination, visit <https://www.ed.gov/laws-and-policy/civil-rights-laws/file-complaint/ocr-discrimination-complaint-form> or call 1-800-421-3481.

Required Annual Notifications, 2025-26

Parent Notices Required by the Every Student Succeeds Act

Teacher Qualifications

A parent/guardian may request, and the District will provide in a timely manner, the professional qualifications of your 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.

Annual Report Card

Each year, the District is required to disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregated and disaggregated information for each required subgroup of students including: student achievement on academic assessments (designated by category), graduation rates, district performance, teacher qualifications, and certain other information required by federal law. When available, this information will be placed on the District's website at <https://www.naperville203.org/Page/4657>

Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District under certain circumstances. For additional information, see handbook procedure 12:100.

Offender Community Notification Laws

State law requires schools to notify parents/guardians during school registration or parent-teacher conferences that information about sex offenders and violent offenders against youth is available to the public on the Ill. Dept. of State Police (ISP) website. The ISP website contains the following:

Illinois Sex Offender Registry, <https://isp.illinois.gov/Sor>
Illinois Murderer and Violent Offender Against Youth Registry,
<https://isp.illinois.gov/MVOAY>
Frequently Asked Questions Concerning Sex Offenders, <https://isp.illinois.gov/Sor/FAQs>

A complete, comprehensive list of Naperville Community Unit School District #203's Board Policies can be found by visiting the district website: <https://www.naperville203.org/domain/951>

SCHOOL DAY OPERATIONS





At Naperville Central, we value each Redhawk's unique perspective and contribution to both the classroom community and our school community. In order to maximize growth in academic and interpersonal skills, we are renewing our focus on three important aspects of community contribution at Naperville Central in 2024-2025; attendance, responsible use of technology, and appropriate language use.

Be Present

- In person class time is valuable and Redhawks are expected to be in attendance, on time, and present for the entire duration of each class period.
- Redhawks demonstrate their commitment to the classroom community by being present and ready to learn.
- Being present allows for community learning experiences, which prepare Redhawks to meet future goals and develop the essential skills of collaboration, communication, and accountability.

Be Engaged

- By limiting unnecessary digital distractions, Redhawks become better listeners and thinkers, more focused, productive, and connected to others around them. Devices will remain stored for the duration of each class period unless explicitly aligned to instruction and permitted by the teacher.
- Redhawks will store their cell phones and earbuds in their bag or designated location upon entering the classroom.
- Being engaged means the individual is wholly present in the learning environment and not everywhere all at once (on social media, in text conversations, outside the classroom, etc).

Be Respectful

- At NCHS, every person is respected and valued. Being respectful communicates a desire to create communities that honor and celebrate self and others, build the skills necessary to access a successful future, and problem solve individual and community needs.
- Redhawks respect themselves and our community by using language that is appropriate for a school and professional setting. Language that threatens harm or is negative about a person's race, ethnicity, sexual orientation, languages they speak, religion, ability, and/or gender will not be tolerated.
- All areas of our campus are learning spaces and a reflection of Redhawk pride. We demonstrate appropriate actions and take personal responsibility for the care of other people, spaces, equipment, and shared resources.

Redhawks care for each member of our community by fulfilling the expectation of being the third person [(Be)] and intervening or reporting situations where a member of our community is being harmed or safety is threatened.

Tip203 - Reporting a Concern

To report an emergency, please call 911 immediately.

The purpose of this tip line is to report situations so that they may be taken care of in a positive and respectful manner. We encourage good faith reporting of information through this website. You may report incidences of harassment, bullying, suspicious behavior, concerns regarding a student or any other issue that does not require immediate assistance. This tip line is not monitored 24/7. **For an immediate response, please use your telephone and dial 911.**

Whether your concern is regarding an incident that has already occurred or one that is about to take place, please submit your issue along with any details you have and let us investigate. Tips may include, but are not limited to, bullying, fights or assaults, use or sale of drugs, weapons, domestic violence, or any crimes against children. Tips regarding academic concerns should be addressed with your teacher or your counselor. Please note, it is a federal crime to anonymously "annoy, abuse, threaten, or harass any person" via the internet. Efforts will be placed on confidentiality, and all concerns will be investigated in a timely manner.

The Tip203 link is located under Quick Links on the NCHS Home page.

<https://www.k12insight.com/Lets-Talk/DialogueCustom.aspx?k=PR3T47Y5T5LT@WN9Z1ZLT@DY9Z6B9LT>

Attendance Procedures

Reporting Absences

If a student is absent from school, late to school, or needs to leave school early the parents or guardian, not student, must notify the Attendance Office as early as possible, stating the reason for the student's absence. In order for the absence to be coded properly, a reason must be stated. Communication options include telephone (630)420-6966, email (ttardy@naperville203.org or EAFox1@Naperville203.org) or Parent Infinite Campus Portal. When parents or guardians are out of town, they are expected to contact the Attendance Office prior to leaving and designate an adult responsible for their student. Students may not report their own absences.

Note: Students who are reported absent by a parent or guardian must *leave the school premises for the duration of their reported absence*. Students are not permitted to be reported absent and remain in the building. If a student remains on property but is "called out" of school, the student will be issued disciplinary consequences.

If a student leaves the building between 7:45 am and 3:10 pm, they must scan out at Doors 1, 8 or 20. Any student who leaves the building unauthorized will receive a consequence.

Mental Health Days: Illinois Public Act 102-0321 permits students to take mental or behavioral health days. Unlike other days taken that are related to an illness/sickness, after the second 'mental health' day is taken by a student, Student Services staff will collaborate with student/families to ensure that students have the social, emotional and behavioral support they need.

Field Trips: Students must notify their instructors in advance of all field trips. Some instructors require assignments that must be handed in prior to the absence. A teacher may deny participation in a field trip for academic reasons. If this occurs, the student will attend scheduled classes. According to the field trip guidelines, there is a limit of three field trips per class, per semester.

Make-up Work Resulting from an Absence:

Students who are absent are encouraged to check Canvas and talk with their teachers to request any missed assignments or class information. If an absence extends beyond three consecutive days, families should contact the student's counselor for additional support and coordination.

It is the student's responsibility to follow-up with each teacher about missed work. Teachers will communicate expectations for completing make-up work. The amount of time students are given to complete work after an excused absence is determined by the number of school days missed due to that absence. For example, if a student missed two school days, they will have two school days to submit the missed work.

Make-up privileges are not granted for truancy or any unexcused absence.

Some assignments—such as research papers, group presentations, service hours, or speeches—may have due dates communicated well in advance. If a student is absent on the day a major assignment is due, but the absence is excused, the expectations remains that the assignment is submitted on the original due date, no later than the period the class meets, unless alternate arrangements are made in advance with the teacher.

Truancy and Disciplinary Procedures:

Truancy means that a student is not in attendance for 20 minutes or more of their scheduled class or classes, and there is no 'excused' reason for the absence. When a student is truant they receive a referral and will be seen by a Dean or Dean's Assistant, who will assign consequences.

Consequences range from conferring with the Dean or Assistant to the assignment of detentions and may include a truancy ordinance ticket, referral to Regional Office of Education, and withdrawal from class without credit. Continued infractions have a cumulative effect in terms of disciplinary action.

Truant absences and absences exceeding the allowable cap have no make-up privileges.

Tardiness and Disciplinary Procedures

Tardiness means "not being in the classroom when the bell rings to signify the end of the passing period". Regular attendance and punctuality are essential if students are to make use of the educational opportunities that school offers.

Tardiness is recorded on a cumulative basis, per quarter, for all classes. The following are the guidelines and corresponding consequences for tardiness:

- 1-4 Tardies=Warning issued
- 5-7 Tardies=1 hour detention
- 8-10 Tardies=2 hour detention
- 11-13 Tardies=4 hour detention
- 14+ Tardies=Administrative action

Range of Disciplinary Consequences

Detentions

Detentions are assigned in an effort to communicate the importance of following school rules and the fact that inappropriate actions have consequences. All school rules apply during detentions and in-school suspensions.

Teacher Detentions are designed by individual teachers and range in length of time. Detentions should be served at time reasonably designated by the individual teacher at least one day after the detention was issued.

Dean Assigned Detentions are served in room 101 at the times below:

- a) AM Detention – 7:05-7:35AM
- b) Lunch Detention – 50-minute lunch period (Students are to bring their lunch from home or get their lunch from the cafeteria and bring it to the detention room in a timely manner.)
- c) 1 Hour PM Detention – 3:30-4:30 PM
- d) 2 Hour PM Detention – 3:30-5:30 PM
- e) Saturday Detentions range from 1-4 hours and all begin at 8am

Note: Failure to serve a detention will result in a consequence being doubled, failure to serve a 4 hour Saturday detention will result in one day of in-school suspension/intervention.

In School Suspension/Interventions, held in Room 38 during school hours. Students must arrive on time with all appropriate educational materials.

Out of School Suspensions, ranging from 1-10 days based on infraction and student history.

Social Suspensions, ranging from dances, athletic events, and all other school and District 203 activities.

Loss of Privileges, ranging from parking, senior off-campus, before school/after school free time, lunchroom

Removal from Class Without Credit

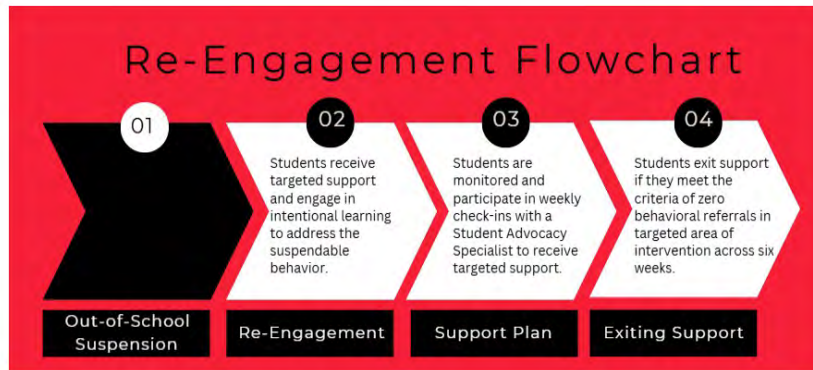
If a student is continually absent, truant and/or disruptive to the classroom environment, he/she may be withdrawn from class for the remainder of the semester without receiving credit for the class and placed in a study hall, pending administrative review.

Expulsion

Student is excluded from enrollment as a student of Naperville Community School District #203.

Re-engagement of students returning from an Out-of-School Suspension, Expulsion, or Alternative School Setting:

Students will have access to tailored support that promotes accountability and positive behavior. It also aims to restore relationships, foster emotional well-being and prevent recidivism.



Due Process Procedures

Students and parents who have concerns with disciplinary rulings should follow the steps listed below:

Parent/student may request a hearing with the Principal and Dean. Contact may be made by calling the Principal's Office at 420-6422.

If parent/student still has concerns, they may request a formal hearing at the district level by contacting the Assistant Superintendent for Secondary Education at 420-6318.

School Resource Officer

The School Resource Officer is a member of the Naperville Police Department who is assigned to NCHS full time during the school year. This officer serves as a community resource to the students, faculty, and staff, providing easy access to the full range of police services. The SRO may be contacted through the Dean's Office. The officer assists the deans with investigations, student interviews, programs, and other related areas. The School Resource Officer also provides law- related education through presentations to classes and organizations throughout the school.

Some additional responsibilities will include:

Act as the criminal justice system's consultant to the school in matters of law enforcement and juvenile procedures.

Assist school officials and parents on runaways.

Assist school administration in resolution of criminal and anti-social behavior.

Assist in problems involving persons trespassing and committing criminal acts on school property.

Meet regularly with school counselors and Deans in an attempt to identify individuals or conditions that could possible result in delinquent behavior.

Video Cameras and/or Monitors

To assist in maintaining security and to deter inappropriate conduct, the School District may position video cameras and/or monitors in public areas of school property, such as hallways, stairwells, gymnasium, cafeteria, school buses, and exterior locations of school buildings. Appropriate disciplinary action may be taken for misconduct which is recorded or observed from the cameras and/or monitors.

Videotaping and photography of students for educational purposes:

During the course of the school year your child(ren) will be involved in many school activities that may be captured on video or photographed for sharing and/or placement on the school or website or in District publications. Videotaping and photographing of children in special education settings for non-educational purposes will be authorized only with parental consent. Outside of special education settings, students may be videotaped or photographed by parents, observers, school employees, students and news media personnel from time to time while participating in school activities. If you desire that your student not be videotaped or photographed in these circumstances (outside of special education settings), please be sure to sign the Permissions Denial form

that is sent annually in the registration packet and return it to school. This form also provides for exclusion of family contact information (address and phone number) in the Home & School Directory. The Permissions Denial form must be signed and submitted to the principal at the beginning of each school year to avoid any misunderstandings. The form may be accessed on the District 203 website at the following link: <http://www.naperville203.org/site/Default.aspx?PageID=3846>

Electronic Devices

Cell Phones : Students may be in possession of cell phones, pagers, and other electronic devices during the school day; however, students will be expected to store their cell phones in a phone holder or designated classroom location throughout each class period as communicated by each teacher. Cell phones should not be seen or heard in the classroom setting. Appropriate use of cell phones is allowed during passing periods, during study halls, at lunch, before and after school. Please note that cell phone use is strictly prohibited in locker rooms and restrooms at all times.

Students that violate this policy will be written-up and issued detention. Teachers may also require a student to leave his or her cell phone in the classroom prior to being issued a restroom or hallway pass. This is especially relevant during assessment periods. Continually violating the cell phone policy may result in a parent meeting.

Additionally, cell phones are disallowed completely when the school conducts state testing (PSAT, NMSQT, SAT, for example). Simply being in possession of a cell phone will result in the student's test being invalidated and/or the student being sent home. Phones must be powered-down completely and stored with the proctors or in a backpack/purse in a designated location of the testing room. Appropriate use of these devices is still allowed during non-instructional time (lunch, before and after school, and during passing periods).

Headphones and Earbuds: Students may be in possession of these items; however, the use of ear buds and headphones is strictly prohibited in the classroom unless permission has been granted by the teacher. Ear buds and headphones should not be seen or heard in the classroom setting. For safety reasons, students should also be able to hear announcements, alerts, etc. at all times and, therefore, students are permitted to use one ear bud or headphone during passing periods, at lunch, before and after school. Students that violate this policy will be written-up and issued detention. Like cell phones, appropriate use of these devices is still allowed during non-instructional time (lunch, before and after school, and during passing periods).

Cameras (including cell phone cameras): Unauthorized use of electronic devices to take, display, or send images or recordings is prohibited on school grounds during the course of the school day. The use of any electronic device in locker rooms or restrooms is strictly prohibited at all times.

Visitors

While every attempt is made to be cordial and helpful to those visitors who have business in the school, it is important that Naperville Central maintain a safe environment for all members of the school community. In addition, it is a goal to minimize disruptions to the educational process in the classroom.

Visitor Procedures:

Adults: Adult visitors must enter through the main entrance off Aurora Avenue. Visitors are expected to present a valid driver's license and sign in with campus security at the station just inside the main entrance to the building. All visitors must secure and wear a visitor's badge during their stay at Naperville Central. Visitors should then sign out upon leaving campus.

Students: Student visitors and/or student guests are discouraged from coming to Naperville Central during the school day. Student visitors may be disruptive to the educational process. Exceptions to this policy might stem from curricular matters, such as student exchanges that are conducted through the World & Classical Language and Humanities Departments.

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, academic meetings and behavioral meetings. Letters verifying participation in this program are available from the school office upon request.

Sex 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 – 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.

Information about sex offenders or violent offenders against youth is available to the public on the Illinois State Police (ISP) website. The ISP website contains the following:

Illinois Sex Offender Registry, <https://isp.illinois.gov/Sor/Disclaimer>

Illinois Murderer and Violent Offender Against Youth Registry, <https://isp.illinois.gov/MVOAY/Disclaimer>

Frequently Asked Questions Concerning Sex Offenders, <https://isp.illinois.gov/Sor/FAQs>

Trespass Notice

No person or persons are to enter school property without legitimate reasons for being present. Trespass on state-supported land is specifically forbidden by Chapter 38, Section 21-5 of the Illinois Criminal Code and by Naperville City Code, Chapter 10, Section 2-4-1.

Naperville Central will be guided by the state and city ordinance regarding trespass. Those people found trespassing will be reported to the Naperville Police department and evicted from the building.

After School Day Expectation

After 3:45pm each day, students are required to exit the building unless under the direct supervision of a staff member.

Dress Code

The student dress code in Naperville 203 is derived from Board Policy 7:160 - Student Appearance: *Students' appearance, including dress and personal hygiene, must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health and safety.*

Intended Purpose: To promote a positive learning environment in schools consistent with the values of Naperville 203 and to ensure a safe and inclusive learning and working environment for all students, staff and the community, regardless of their race, age, ability, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, socio-economic circumstances, or body type/size.

Guidelines for the instructional day: An individual's dress, personal appearance, cleanliness, as well as behavior, demonstrate sensitivity to and respect for the learning community.

- Students must wear tops, bottoms, and shoes.
- Clothes must be worn in a way that genitals, buttocks, and nipples are fully covered with opaque (non-transparent) material.
- All undergarments must be covered by outer attire (visible straps are allowed).
- Caps, hats, or head coverings may be worn in the building during the school day provided they do not compromise the ability to identify a student, compromise academic integrity, or cause a disruption to the learning environment.
- Attire or accessories that directly, by innuendo, or look-alike promote alcohol, drugs, sex, pornography, profanity, violence, gangs, and weapons may not be worn at school.
- Students cannot wear anything that includes hate speech, images, or language that creates a hostile or intimidating environment for others, including any protected class or marginalized group. Hate speech includes any form of expression through which speakers vilify, humiliate, or incite hatred against a group or a class of persons on the basis of race, religion, skin color, sexual identity, gender identity, ethnicity, disability, immigrant status, or national origin (adapted from the American Library Association).

*These guidelines may be adapted by building/district administrators for special events or other school sponsored activities. The district allows a student to modify his or her athletic or team uniform for the purpose of modesty in clothing or attire that is in accordance with the requirements of his or her religion or his or her cultural values or modesty preferences. A student is not required to receive the prior approval of the school board for such modification. Student athletic and activity apparel will be defined by safety and competitive performance standards. All dress code adaptations must follow Board Policy 7:160 - Student Appearance.

LATEX- Free Environment

Naperville Central is a latex-free environment. No latex gloves, balloons, masks, etc. are permitted on campus or in the school due to staff and students with respiratory latex allergies. Mylar balloons are a good substitute. Every effort is made to eliminate latex products from the school environment.

Bus Service

Parking space is limited at Naperville Central. Students are encouraged to use bus transportation. All students living outside a mile and one-half limit are entitled to use the bus service to and from school. Upon payment of school fees, students eligible for bus transportation will receive a bus-stamped I.D. card and bus schedule. Students must display a bus-stamped I.D. card in order to use bus transportation. All buses are under school authority. The driver will report any improper action to the school. Inappropriate behavior on the bus may result in disciplinary action, including suspension of bus privilege. Buses are equipped with video surveillance equipment that is used to help identify students who are acting inappropriately. Information on buses and bus routes will be available at the time of student registration. Occasionally, assigned buses will need to be changed.

Announcements will be made to alert students. The regularly scheduled bus number will be posted in the side window of the new bus. In the event of inclement weather students should listen for special announcements via the school public address system.

Parents Transporting Students

Please use the parking lot behind the stadium visitor stands (off of Hillside Avenue) to pick up or drop off students. Porter Street is open only to buses between 6:45 and 7:20 AM and between 2:45 and 3:45 PM. All posted traffic and parking regulations will be enforced.

Fines and Obligations

All students must clear any and all fines and/or obligations from any class, the Library and/or the main office before the end of a school term. Obligations include, but are not restricted to, returning a lost book, paying for a lost book, paying for a damaged book, or a course fee. Any student who has not cleared all fines and obligations by the beginning of the next school year will not be allowed to register for school. Yearbook distribution may be delayed if fines are unpaid by the distribution date. Diplomas will not be issued to seniors with an outstanding fine or obligation. **There is a six-month limit on all refunds.**

Locker Service and Security of Personal Items

Students will be able to use an individual hall locker with a built-in lock at the high school. The school is not responsible for lost or stolen articles. Mechanical problems will be addressed by your Dean in Student Services. Personal problems or thefts should be directed to the student's Dean or the School Resource Officer. The school maintains ownership of each locker and has the authority to search any locker if there is reason to believe that items of an illegal or dangerous nature or property not belonging to that student are contained therein.

I.D. Cards

Students will be given ID cards after fees have been paid at Registration. The card must be carried for the purpose of identification and may be used for NCHS entrance/exit procedures. Electronic IDs can be accessed using the Infinite Campus App. IDs must be presented to any staff member upon request. Failure to do so is a disciplinary violation.

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| Replacement ID's can be requested anytime in the Student Services Office. |
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| Replacement cost is \$2.00. It is the student's responsibility to replace the ID in a timely manner and to notify their Dean in the event an ID is lost or stolen. |
|---|

Student Schedule that includes a period of Late Arrival or Early Dismissal

Senior students have an opportunity to schedule for a "late arrival" or "early dismissal" period. Students choosing this option do not need to be at school during this scheduled 'off' period. The following expectations are in place for these students. Note: Students who do not follow the expectations, will be placed in a study hall during this 'off period.'

Students taking this option should not be bus riders, as the expectation is for students not to be in the building during this period.

Students should enter/leave the building through doors 1, 8 and 20.

Students are expected to follow all school-day rules (ex: dress code, cell phones, etc.) at any time they are in the school building.

Specific to late arrival students: Students arriving during first period, should wait quietly with the campus supervisor at the entry door until the passing period begins.

Specific to early dismissal students: If in the building after seventh period, students must be under the direct supervision of a staff member.

Lunch

Naperville Central is a closed campus for lunch for Freshmen and Sophomores. The School Board has approved juniors and seniors to be off campus during their lunch period. **Juniors and Seniors** will be required to turn in a parent permission form to their dean. Juniors and Seniors must use their school ID for check-in, check-out procedures. Failure to do so may result in loss of off-campus lunch privilege. This is a junior and senior-only privilege. All other students are to remain on campus during their lunch period. Any student who leaves the building unauthorized will receive disciplinary consequences.

Students may bring lunch from home or purchase it from the food service concession. Students may purchase lunch using the **Lunch/ID Debit Card System** or cash. **Student reduced/free lunches are available for those who qualify. Forms are available in the Assistant Principal's Office.** Students are prohibited from having food delivered to the school for their lunch. Food and beverages from outside (i.e. Door Dash, fast-food type) vendors are not allowed to be brought into or consumed within the building during the school day (except by special arrangement through the Deans' Office). Students who misbehave during their lunch period may be assigned to a restricted lunch arrangement.

Smoking/Vaping

State and Federal regulations prohibit smoking/vaping on school district property. Smoking, vaping, possession, or use of conventional or electronic tobacco products is prohibited on school grounds, within visible sight of the school property, or on property adjacent to the school boundaries. Violations are subject to school disciplinary action and police enforcement.

Skateboards, Rollerblades, Etc.

Skateboards, bicycles, rollerblades, hoverboards or any other transportation devices are not allowed at any time within the building. Bicycles may be ridden to school and should be locked up at the appropriate bike racks provided.

Community Resource Center

The Community Resource Center (Room 38) provides a safe space for students to regulate emotions, learn positive behaviors, and develop classroom and interpersonal skills. It was created to support a shift in how social emotional support is understood and framed. It is a space for students to develop the skills they need to be productive members of our school and global communities.

Advisory/SOAR Support

On Tuesdays and Thursdays of the school week, students will be assigned to an Advisory or SOAR (Success of all Redhawks). These are 45-minute periods and appear on a student's schedule. Advisory is designed to connect students to teachers, to each other, and to the school through information-sharing, executive-functioning development and activities.

SOAR Support periods are designed to allow students opportunity for academic intervention. These sessions often involve direct instruction or the re-explanation of concepts in specific content areas. These periods also provide students with time to get questions answered, take a test that was missed because of an absence, complete missing assignments, or review for an upcoming assessment.

Here are the guidelines that govern the program:

1. Attendance to Advisory and SOAR Support sessions is mandatory
2. Students are required to make SOAR Support selections through Infinite Campus
3. Students have *some freedom* in selecting a SOAR Support session; however, a teacher's request overrules student preference
4. Students will remain in the designated Advisory/SOAR Support session for the duration of the period

Parking and Driving Information

Parking space availability at Naperville Central High School is very limited. There is no open parking area on campus. Please note that the limited available on-street parking usually fills by 7:00 a.m. Therefore, students who leave for school after this time will find that valid and legal parking spaces are unavailable.

Please use the bus transportation whenever possible and drive only when absolutely necessary. Naperville Park District sells parking spaces in lots that are near Naperville Central High School.

1. Seniors, with valid permits, may park only in designated student parking areas. If a student's automobile is parked in an unauthorized, posted area, that automobile may be towed without any warning. The student assumes all financial obligations for the towed automobile.
2. Students who park on yellow-striped areas in student parking lots or block driveways to lots, park in a visitors spot, or park in a staff's spot may be towed without any warning. The student assumes all financial obligations for the towed automobile. Vehicles will be towed by Green Machine Towing located at 10049 Clow Creek Road, Plainfield - (630) 305-0533.
3. All students parking on the street will be subject to the city of Naperville ordinances.
4. The speed limit in school parking areas is ten miles per hour.
5. Improper operation of student vehicle on school property will result in the loss of parking privileges.
6. The school has the authority to search any car parked on campus if there is reason to believe that items of an illegal or dangerous nature or property not belonging to that student are contained therein.

Senior Parking

All senior-parking spaces in the Greenhouse lot and Porter street lots will be numbered.

1. Seniors will receive a sign-up email in the spring of their Junior year. Seniors will be guaranteed an on-campus spot for one semester of their choosing. All unassigned spots will go into a lottery.
2. Each hanging tag permit will display the parking space number.
3. Cost will be \$50 per semester.
4. The car parked in the numbered space must display the hanging tag permit.
5. The purchasing senior may use the hang tag permit for a carpool vehicle.
6. All vehicles that might use the numbered space must be registered with the Dean in charge of the database.

Frequently Asked Questions: What do you do if.....

1. **you lose your ID?** Go to Student Services office to request a new ID, replacement cost is \$2.00
2. **you need to schedule an appointment with your counselor?**
You are welcome to email your counselor or set up an appointment, or you can go to the Team secretary in the Student Services Office, and ask them to book an appointment for you. Your counselor may not be able to see you "at that moment" so plan ahead. Schedule appointments during study hall or lunch if possible.
3. **you really need to talk to someone?**
Go to the Student Services Office and tell any of the four secretaries. You can also go to the school nurse.
4. **Your locker is jammed or you forgot your locker combination?**
Go to Student Services and ask any of the secretaries for assistance.
5. **you lost something or believe something was stolen?**
The main "lost and found" is in Student Services. There is also a "lost and found" in the PE office area.
If unsuccessful in finding your item or if you have information about a theft, please report it to your Dean and the School Resource Officer. A Lost/Stolen Form can also be completed in the Student Services Office.
6. **You have an "out of the building" appointment?**
Have your parent call, email or use the IC parent portal to communicate the appointment with the attendance office. If you're leaving during a class period, you can get a pass from the Attendance Office. You must scan in/out at door 1, 8, or 20 when leaving (or coming back into) the building. If you do not have permission to leave school, you will get a disciplinary consequence.
7. **you're not sure which door to use when entering the building?**
You may enter through Doors 1, 8 or 20. You can check-in/scan-in with a staff member at all three locations.
8. **You need a work permit or parking pass?**
Go to the Student Services Office for help with both of these.
9. **you need to print a paper out before school?**
Print kiosks are in the building for student use--see Technology section for specific locations.
10. **You want to email a staff member?**
Email addresses are the first letter of the person's first name and their last name, with the ending of @naperville203.org. For example, Kathy Howat, Dean of Students, is khowat@naperville203.org
11. **you need technology/Chromebook help?**
You can go to the IT-Tech Office, located in Room 107. They are open before, during and after school each day.
12. **Your parent needs to drop something off at school for you?**
They can drop the item(s) off at the Front Entrance/Welcome Center and you can retrieve it during passing period. This should be limited to necessary, school-related items.
13. **you need to make up a test in the Testing Center?**
The Testing Center is located inside the Library/Learning Commons.
14. **you need to talk to the Department Chair?**
Go to the department office (e.g., Math) and speak with the department secretary to make an appointment with the Department Chair, there is a full listing of their names in the Academic section of this Redbook.
15. **you want to stay after school to get help from a teacher but don't have transportation?**
There is a late bus that leaves from the bus circle at 4:40pm each school day. You must have a ticket/pass in order to ride. You get the ticket/pass from the staff member who you are working with when staying late.

Security Tips

1. Do not give your locker combination to anyone.
2. On your combination lock, be sure to secure the clasp and spin the dial after you shut the locker door.
3. Store only coats, books, etc. in your locker. Do not store valuables.
4. Do not bring more than \$5 – \$10 to school on any given day.
5. Do not share gym lockers. Don't leave valuables on the benches in the locker room.
6. Always remember to lock your gym lock.

ACADEMICS



NCHS Academic Departments

Department Chair Contact Information

| | |
|--|---|
| Academic Support & English Language Learners —Marc O'Shea | moshea@naperville203.org |
| Career & Technical Education —Lynn Andrees..... | landrees@naperville203.org |
| Communication Arts —Mike Doman | mdoman@naperville203.org |
| World & Classical Languages —Ignacio Gamboa | igamboa@naperville203.org |
| Social Studies —David Ashton | dashton@naperville203.org |
| Fine Arts —Becky Mancuso | rmancuso@naperville203.org |
| Math —Scott Miller | smiller@naperville203.org |
| Physical Education/Health/Driver's Ed —Andy Lutzenkirchen..... | alutzenkirchen@naperville203.org |
| Science —Dan Olandese | dolandese@naperville203.org |
| Special Education —Anna Quinn & Jonathan Crawford | aquinn@naperville203.org jcrawford@naperville203.org |

Note: Please see the Naperville Central Website and the specific link for each department to see the most current departmental information.

High School Grading Practices

Naperville Central believes that a collective partnership with parents/guardians provides students the best opportunities for success. We ask that parents/guardians regularly check Infinite Campus for grade updates and progress notes for each course that are communicated through graded work.

The standards to be assessed as well as how the overall semester grade is calculated will be communicated through the syllabus for each course. The grade information displayed in Infinite Campus communicates each student's progress toward proficiency of the standards to be assessed for each course.

- Tasks categorized as evidence are used to demonstrate and provide feedback on a student's proficiency in a specific standard. Evidence grades are valued at 90% of a student's overall coursework grade. Tasks categorized as practice facilitate skill development, where completion or a simple score is recorded without feedback. Practice work cannot exceed 10% of a student's overall coursework grade.
- Students who do not demonstrate sufficient proficiency of the essential standards for each course will be required to engage in further learning and assessment. At times, this additional learning will be delivered through required intervention outside of the student's assigned class period (i.e. lunch, study hall, before or SOAR support).
- The semester grade is calculated based on "Coursework" and a "Final Exam" for each course. Although the final exam may be a project or demonstration in nature, the culminating assessment for each course cannot exceed 15% of the semester grade.

The semester grade for each course will be assigned using the grading scale listed below and will contribute to each student's cumulative grade point average.

Grading Weight & Scale

Final semester grades will be rounded to the nearest percentage point.

Final semester grades will be rounded to the nearest percentage point.

| Grade | Scale | Regular GP | Weighted GP |
|-------|-----------|------------|-------------|
| A | 90%-100% | 4 | 5 |
| B | 80%-89% | 3 | 4 |
| C | 70%-79% | 2 | 3 |
| D | 60%-69% | 1 | 1 |
| F | Below 60% | 0 | 0 |

Graduation Requirements

Completion of State ACT and total credits of 21, broken down in the following areas:

| <u>Subject Areas</u> | <u>Amount of Credit Need to Graduate</u> |
|----------------------|--|
| Communication Arts | 4.0 |
| Mathematics | 3.0 |
| Science | 2.0 |
| Social Studies | 2.5 |
| Fine Arts | 0.5 |
| Career and Technical | 1.0 |
| Physical Education | 3.5 |
| Health | 0.5 |
| Consumer Economics | 0.5 |
| Electives | 3.5 |

Grading Procedures

Each teacher will communicate procedures for calculating the semester grade in their course on the syllabus provided to students at the beginning of each semester. Students and parents can view a student's grade at any time throughout the semester through the Infinite Campus Portal. Student transcripts report semester grades for each course.

Semester Exams

Students must attend all classes, during exam days. Students are expected to take their end of semester assessments on the days they are scheduled.

Pass/D/F Option

Junior and Senior students may choose to take one (1) course each semester pass/fail. Students may not use the pass/fail option in a course that is a graduation requirement.

Students must earn an A, B or C in the course to receive a "Pass" grade. If you earn a D or an F, that grade will count toward your GPA. The Pass/D/F application must be picked up in Student Services, filled out and returned within the first twenty (20) days of a semester to Student Services. The application includes a complete explanation of the policy.

20-Day Drop Policy

Withdrawal from a course and placement into a study hall may be made without reflection on the transcript during the first 20 days of the semester. After 20 days, a student will not be allowed to drop a course except in cases of prolonged illness, clear misplacement, or total withdrawal from school. In these cases, a "W" (withdrawal) will appear on the transcript.

If, after 20 days, a student insists on dropping a course when there is not a case of prolonged illness, clear misplacement, or withdrawal from school, a "WF" (withdrawal fail) will appear on the transcript, and the student will be placed into study hall. An F will be calculated in the GPA. Level changes (referring to student misplacement) are at the discretion of the Instructional Coordinator. These cases are examined individually and may not always be possible due to class enrollment.

Incomplete Grades

Incomplete grades must be completed no later than the end of the next quarter grading period. If not completed before this deadline, a grade of failure (F) will be recorded unless special arrangements have been made.

Auditing a Course

Auditing a class is permitted in circumstances approved by Administration. This may include illness, clear misplacement, or other extenuating circumstances. Students interested in auditing a course must contact their school counselor for the application.

Science Flinn Safety Contract

Students are expected to follow all safety rules during laboratories as outlined in Flinn Science Safety Contract, which can be found on the Naperville Central Science webpage. Failure to abide by the safety rules of conduct can result in loss of lab privileges or other disciplinary consequences.

Purdue Online Writing Lab (OWL)

Naperville Central High School follows the Purdue Online Writing Lab (OWL) as the standard for all drafts and papers (unless otherwise directed by your teacher). The Purdue OWL link and other research resources are on the Learning Commons webpage.

Targeted Support

Demonstrating proficiency of the standards in each course is critical for each student's long-term success at Naperville Central. Therefore, if a student is not passing or in danger of not passing an Algebra 1, Geometry, Algebra 2, Chemistry, Cultures, Government, Biology, English 1, 2 or 3, World History or US History course, they will be placed in targeted support during half of their lunch period. Attendance in this support is mandatory until the student demonstrates mastery of the standards for this course and teachers agree that the support is no longer needed.

Redhawk Recovery

Teachers at Naperville Central carefully plan the instruction, coursework and assessments that will lead to student attainment of the standards for their course. Much of this planning is dependent upon information about student learning that teachers gather through assignments and assessments. When a student doesn't complete their assigned coursework in a timely manner, the ability of the teacher to adjust plans to meet student needs is compromised. Redhawk Recovery supports students who have not completed the assignments or assessments necessary for their teachers to make instructional planning decisions.

When a teacher refers a student to Redhawk Recovery, that student will attend a session led by members of our faculty during their lunch period. These professionals will help support Redhawk Recovery students with time and resource management strategies as well as focused time that allows students to promptly complete their missing assignments.

Students will report to a designated Redhawk Recovery classroom where they will eat lunch and complete their work until all missing assignments have been completed.

When a student is referred to Redhawk Recovery, both the students and parents/guardians will be notified of this placement. In addition, the coursework that must be completed in order for the student to return to their regularly scheduled lunch period will be clearly communicated to the student during their Redhawk Recovery period.

Blended Learning

Blended learning courses integrate traditional face-to-face learning with the classroom teacher and online independent learning components. This combination offers students more flexibility in meeting course standards and provides teachers with greater ability to tailor instruction to meet the needs of each student.

On average, students enrolled in blended learning courses will attend in-class learning experiences two to three times per week. Students will engage in assigned independent learning activities during the remaining class periods each week. When students in the blended learning course are not in the classroom, they will have many options on how they will spend their independent learning time for that period. This combination of in-class and independent learning time allows students greater control over the pace, place, and path for completing their coursework for the blended course.

During independent learning class periods, students have the option of staying on campus to work independently or collaboratively in designated areas of our school or, with parent permission, students may elect to be off-campus during this time. Much like a lunch period, students who stay at NCHS/NNHS on independent learning class periods will be monitored, but no formal attendance will be taken. Students who leave our school campus during independent periods must adhere to the policies provided on the Blended Learning Permission Form. In both instances, students are responsible for following all school policies and procedures as listed in their Redbook/Student Handbook during independent learning periods.

Blended learning students who have an independent learning period and stay on campus may use designated spaces at NCHS as explained by their teacher and dean. Students are expected to display their ID when engaging in independent learning activities.

English Language Learners (ELL)

The school offers opportunities for resident English Language 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 Language Learners will be informed how they can: (1) be involved in the education of their children; (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; and (3) participate and serve on the District's Transitional Bilingual Education Programs Parent Advisory Committee.

For questions related to this program or to express input in the school's English Language Learners program, contact Marc O'Shea at moshea@naperville203.org

Physical Education - Responsibilities and Requirements

PE Uniform Dress Code:

1. The NCHS school PE shirt is required for all students. Recommended are the NCHS PE short or a similar athletic short with an elastic waistband or drawstring. Not permitted are: zippers, buttons, buckles, or anything sharp. Students are welcomed to wear a sweat shirt or sweat pants over top the NCHS PE shirt or short.
2. A Student's last name and first initial must be written on the front of the shirt. Students are not allowed to wear a shirt with another person's name on it.
3. Students are required to wear athletic shoes with rubber soles and tie up laces. Not permitted are boots, sandals, or other footwear deemed unacceptable by the PE department.
4. All PE attire must adhere to the NCHS dress code.

5. If not prepared for class students can rent a PE shirt or short for one day, available in the PE office for \$1. You must provide your Student ID as collateral, which will be returned to the student once the uniform is returned. If rental uniform is lost or damaged students will be charged for a replacement uniform.

PE Locks and Lockers:

1. At the start of the semester, students will select a small locker in the PE Locker Room to store their PE belongings overnight when they are not being used.
2. During PE class students are provided a larger locker to store school materials and book bags while they are participating in PE.
3. Students will purchase a school issued Master lock from the School Store or PE office. You can reuse your school lock from year-to-year.
4. Lock up all your belongings in the locker rooms at all times.

PE Uniforms and Locks may be purchased in the PE Office throughout the school day or the School Store during lunch hours only.

1. PE Shirt for \$10
2. PE Short for \$10
3. New locks for \$6
4. Recycled locks for \$4

Freshmen and sophomore students will engage in a comprehensive PE curriculum that sets a critical foundation through specific units designed to build skills that will set up each student to make healthy lifelong decisions for their health and wellness. We then challenge Junior and Senior students to continue to develop grade level skills and implement them throughout a variety of PE courses that they can choose from for each semester. The NCHS Physical Education Department will help each student navigate the variety of student centered courses which provide our students with valuable learning, empowering each student to live an active and healthy life.

AI Belief statement

At Naperville Central High School, we strive to build a learner's mindset in all students, developing qualities such as adaptability, communication, critical thinking, and global citizenship. Generative Artificial Intelligence (AI), offers new opportunities to engage with important technology relevant to the future that also raises significant educational considerations. AI tools provide unique ways to engage students in the learning process, hence we encourage our staff to guide students in using AI responsibly. Teachers have the authority to establish guidelines for AI use in their classrooms, setting clear expectations for how AI can be used on learning tasks. Concurrently, we recognize that reliance on AI risks replacing genuine student engagement and original thought, undermining the attributes we aim to cultivate. Striking a balance between leveraging AI tools effectively and maintaining educational standards is crucial to the learning experience of each student.

Academic Integrity

District 203 students are challenged to address the academic process enthusiastically, diligently, and most importantly, honestly. It is the responsibility of our students, teachers, and administration to uphold the fundamental academic values of honesty, responsibility, fairness, respect and trust. The integrity of our district's academic programs is built upon these principles.

Educators and students both have a role in ensuring that student work is submitted honestly and with integrity. The role of the educator is to provide learners with models for achieving academic integrity and to set clear academic and behavioral expectations with consistent consequences for dishonesty. Classroom teachers will use the resources available to limit the opportunity for academic integrity violations as well. Students are expected to submit work that is an accurate representation of their knowledge and skill of the standards being assessed.

Academic integrity violations include cheating, plagiarism, self-plagiarism or copy infringement, obtaining or providing an unfair advantage, using a writing service and/or AI in place of original work unless specifically authorized by staff, falsification of documents, unauthorized access to records, and inappropriate collaboration, whether intentional or unintentional.

The classroom teacher and administration will collaborate and exercise professional judgment in determining academic integrity violations. The following are behaviors that constitute violation of District 203 High Schools' Academic Integrity Code.

1. CHEATING

Examples include, but are not limited to, intentionally or unintentionally:

- a. Using unauthorized notes, answers, aids, calculators, electronic messages/images/content, online language translators, or other information on an examination, paper, report, project, homework, other assignments, and/or accessing the internet during a test;
- b. Copying from someone else's work, such as from an exam, test, quiz, lab report, paper, project, electronic document, homework or other assignment;
- c. Allowing another person to do one's work, such as from an exam, test, quiz, lab report, paper, project, homework or other assignment.
- d. Using AI for brainstorming, research, production, formatting, and/or revision without explicit authorization from staff.

2. PLAGIARISM, SELF-PLAGIARISM OR COPYRIGHT INFRINGEMENT

Examples include, but are not limited to, intentionally or unintentionally:

- a. Presenting the distinctive ideas, facts or words of another (in part or in whole), or imagery without appropriate acknowledgment of the source as one's own (including AI-generated responses/work). Issues of plagiarism apply to any type of student work including, but not limited to exams, papers, any written or printed text, foreign language translations, computer programs and web sites;
- b. Failing to place quoted text in quotation marks, and/or failing to attribute the source;
- c. Submitting identical or substantial portions of similar work for credit more than once, without prior explicit consent from receiving instructor;
- d. Attributing an idea, fact, or quotation to an incorrect, false, or made-up source;
- e. Copyright infringement pertains to unauthorized use of any work fixed in tangible media such as books, articles, web sites, art, music, photography, electronic, and video.

3. OBTAINING OR PROVIDING AN UNFAIR ADVANTAGE

- a. Sharing, gaining, or providing access to examination materials prior to the time authorized by the instructor, during the exam via electronic or other transfer, or distributing examination materials to others at the conclusion of the examination.
- b. Providing or sharing material, information, or other assistance based on prior knowledge or access that is, or could be used, on an exam, quiz, project, paper, or homework assignment without teacher authorization;
- c. Sharing or giving another person a copy, in any format, of an exam, quiz, paper, lab report, homework, or other assignment when it is not part of a collaborative learning effort and promotes an unfair advantage;
- d. Working with someone on any type of assignment unless you have been directed to do so by the teacher. Do not share work, unless it is specifically expected by the teacher.
- e. If a cell phone (or other electronic device) is out during an exam the student will receive a consequence where or not they are seen accessing the phone.
 1. If a student has a cell phone out but is not seen accessing it they will receive a referral stating, "Student had cell phone out during an assessment." This will carry a more severe consequence than a typical cell phone violation.
 2. If a student is seen accessing their phone during an assessment they will receive a referral for academic integrity.
- f. If a student uses AI tools to obtain (for themselves) or provide (to another) an unfair advantage in assessments, such as generating content without authorization.
- g. If a student would like to use another student's work as an example the students must email the teacher (including all students involved in the share) explaining who is sharing their work and who is receiving the work
- h. If a student is only missing class periods on testing day the teacher addresses the student and warns that the next time will need a doctor's note, etc. to make up the exam.

In order to promote an environment of academic integrity we believe an imperative part of the process is an understanding of academic values. Therefore any student in violation of the academic procedures will meet with his or her Dean to discuss the matter and ramifications of cheating both at the high school and college level. Our goal is to work with students to develop life-long learners who understand the importance of academic values and integrity.

CONSEQUENCES FOR ACADEMIC DISHONESTY

LEVEL 1

Cheating, plagiarizing, or obtaining or providing an unfair advantage on practice assignments that include, but are not limited to, daily homework, worksheets and other classroom assignments.

CONSEQUENCES will include, but are not limited to:

- Referral to Dean of Students
- Parent contact by teacher
- Academic consequence
- Disciplinary

consequence **LEVEL 2**

Cheating, plagiarizing, or obtaining or providing an unfair advantage on evidence assignments that include, but are not limited to, quizzes, tests, papers, projects or presentations. In addition, multiple Level 1 violations will result in Level 2 consequences, which will be determined during a meeting with the dean, teacher and student.

CONSEQUENCES will include, but are not limited to:

- Referral to Dean of Students
- Parent contact by teacher and Dean
- Academic consequence
- Disciplinary consequence

CONSEQUENCES may also include, but are not limited to:

- No public recognition of the student at any honors function

- Notification to honor societies
- No distinguished scholar recognition
- No scholarship money granted to the student by the High School Scholarship Committees
- Class level change

LEVEL 3

Theft, sale or the distribution of those materials including, but not limited to, examinations, quizzes, or any material used to gain an unfair advantage; or changing and/or falsifying a grade. Cheating on a final exam or culminating project is considered a level 3 violation. In addition, multiple Level 2 violations will result in Level 3 consequences, which will be determined during a meeting with the dean, teacher and student.

CONSEQUENCES include, but are not limited to:

- All of Level 2 consequences are applicable
- In addition, any actions deemed to be criminal in nature may be referred to the Naperville Police Department.

ADAPTED FROM IMSA AND NEW TRIER, 2010

Academic Support

Pathways to Get Academic Support at Central:

Throughout the school year, students can utilize SOAR support periods (which fall between periods 2 and 3) to sign up for assistance in specific content areas.

During lunchtime periods Science, Math, English, and Social Studies have specific academic support to intervene with students in need of additional time and resources. Your content teacher is the best resource to access this instruction.

NCHS Semesters Exam Schedules



NCHS 1st SEMESTER EXAM SCHEDULE 2025-2026

Tuesday, December 16, 2025

Exam Review Periods Periods 1-8 (regular schedule)

Wednesday, December 17, 2025

| | | |
|---------------|--------------|-------|
| Exam Period 1 | 7:45 – 9:25 | _____ |
| Exam Period 2 | 9:35 – 11:15 | _____ |
| Exam Period 6 | 11:25 – 1:05 | _____ |

Thursday, December 18, 2025

| | | |
|---------------|--------------|-------|
| Exam Period 8 | 7:45 – 9:25 | _____ |
| Exam Period 3 | 9:35 – 11:15 | _____ |
| Exam Period 4 | 11:25 – 1:05 | _____ |

Friday, December 19, 2025

| | | |
|---------------------|--------------|-------|
| Exam Period 7 | 7:45 – 9:25 | _____ |
| Exam Period 5 | 9:35 – 11:15 | _____ |
| Exam Period—make up | 11:25 – 1:05 | _____ |



NCHS 2nd SEMESTER EXAM SCHEDULE 2025-2026

Tuesday, May 19, 2026

Exam Review Periods Periods 1-8 (regular schedule)

Wednesday, May 20, 2026

| | | |
|---------------|--------------|-------|
| Exam Period 1 | 7:45 – 9:25 | _____ |
| Exam Period 2 | 9:35 – 11:15 | _____ |
| Exam Period 6 | 11:25 – 1:05 | _____ |

Thursday, May 21, 2026

| | | |
|---------------|--------------|-------|
| Exam Period 8 | 7:45 – 9:25 | _____ |
| Exam Period 3 | 9:35 – 11:15 | _____ |
| Exam Period 4 | 11:25 – 1:05 | _____ |

Friday, May 22, 2026

| | | |
|---------------------|--------------|-------|
| Exam Period 7 | 7:45 – 9:25 | _____ |
| Exam Period 5 | 9:35 – 11:15 | _____ |
| Exam Period—make up | 11:25 – 1:05 | _____ |

STUDENT SERVICES



Student Services Staff

The Student Services Staff is here to work with you as you navigate through your four years in our NCHS community. We believe that teamwork between school professionals, students and parents is essential for your success. The Student Services Department is composed of a variety of staff members who are here to help you:

School Counselors provide education and support to students in three different areas: academic, social emotional, and career and college skill development readiness and planning. During your four years of high school you will meet with your counselor for counseling curriculum lessons, individual planning sessions for course selection and post-high school planning.

School Social Workers assist students with personal issues and challenges that are affecting their academic progress through support groups and individual counseling. Social workers have a high level of expertise to assist students with personal and emotional concerns, as well as crisis intervention.

School Psychologists are the “learning experts” in our department. They help to identify academic strengths and weaknesses in students who are struggling and lead in the development of intervention strategies when necessary. They, too, work with students on personal issues and challenges students may face during high school.

School Nurses are responsible for any health/medical concerns a student may have that impact their day here at NCHS. Our Health Office is located just adjacent to Student Services.

Deans and School Resource Officer are responsible for working with students and families on attendance, conflict resolution, discipline issues, problem-solving and safety. The Deans also handle issues such as student parking and locker assignments. Your Dean is a great resource if you have any concerns and are not sure where to go.

You can schedule an appointment with any Student Services staff member by either stopping into Student Services in person so one of the Administrative Assistants can make an appointment for you, or you can email the staff member to set up an appointment.

Post Secondary Advising and Resource Center

The Post Secondary Advising and Resource Center is staffed by College and Career Counselor, Maddie Corder, and Post Secondary Advising and Resource Center Assistant, Jennifer Dotson. The Post Secondary Advising and Resource Center (PARC) is located off the Learning Commons and can also be accessed at the back of the Student Services Department. The PARC hosts over 250 college visits each year and houses great resources for the post-secondary planning process. The PARC is open on school days from 7am-3:30pm and students are welcome to drop in any time. To make an appointment with Mrs. Corder, please contact her directly.

Lost and Found

Lost items, which are found, should be turned in to Student Services. A theft report form may be obtained from the School Resource Officer (SRO) or from the Main Office. A copy of each report will be forwarded to the appropriate Dean. A conference with the SRO is also advisable in cases of suspected theft. Lost textbooks may be retrieved from the appropriate departmental office. A lost and found is also located in the Physical Education Department.

Work Permits

Work permits can be obtained through the Student Services Office. To begin the process students need to bring their “intent to hire” letter from their employer.

Religious Holidays

Naperville Central High School makes every attempt to work with our community to avoid scheduling extra-curricular events on major religious holidays. However, with the volume of events to schedule in a finite school calendar, it is not always possible to avoid every religious holiday. It is our desire to respect the religious practices of every family in our school. The school fully supports that should such a conflict occur, students are encouraged to celebrate the religious observances. Early communication with coaches and sponsors is critical in such cases. Please check all published schedules for such potential conflicts.

Special Education

Naperville Community Unit School District 203 provides a full continuum of educational services and supports for students with disabilities who qualify under the Individual with Disabilities Act (IDEA). Services and supports are individually designed by a team of individuals most familiar with the educational needs of the student (IEP team), and in accordance with federal and state laws. Students may be referred for a special education evaluation by their parents or any member of the school team. If you suspect your child has a disability which requires special education and related services, please submit a letter identifying your concerns to the Dean of Student Interventions.

Standardized Testing Information

To register for a National SAT test or SAT Subject Tests - go to: <https://collegereadiness.collegeboard.org/sat/register>.

To register for a National ACT Test - go to www.actstudent.org.

Health Services

Health procedures may be updated in accordance with CDC guidelines.

It is the goal of our school Health Services to have all students safe, healthy, and ready to learn. The health office is located near the main office and is staffed during the school day by a health technician who is certified in First Aid and CPR/AED. A certified school nurse is at the school and/or available on an on-call basis. The health office provides services to students who have become ill, injured, or who need help with medical needs. The health office also maintains documentation of student visits and health records. High schools require students to obtain a pass from their classroom teacher before reporting to the health office unless it is an emergency. **STUDENTS MAY NOT LEAVE THE SCHOOL FOR ILLNESS/INJURY WITHOUT FIRST REPORTING TO THE HEALTH OFFICE FOR EVALUATION.**

If your student has a special health concern (i.e. asthma, food or bee sting allergies, diabetes, etc.) please notify the health office so that we can ensure the health and well-being of your child while he or she is in school. When your child is taking daily medication at home, please notify the Health Office so that any side effects that may occur will be recognized more easily and proper steps can be taken toward treatment. **If your child has a health concern and will be participating in an after school activity or sport, it is the parent's responsibility to notify the adult in charge of the activity. Epinephrine auto-injectors, inhalers, and other medications stored in the Health Office are not available for after school activities and sports. The Health Office is staffed only during the school day and is required to be locked before and after school day hours.**

Because many communicable diseases occur throughout the school year, and because most do not pose a serious threat to the general population, we do not inform parents every time a new case of illness occurs. If you have a special need to know about cases of communicable diseases, such as chickenpox, occurring in your child's classroom (i.e. your student or a family member is immunosuppressed, or has similar health concerns) please inform the health office. We will contact you if such an illness occurs in your child's class.

All forms used by the District health offices are available online at the District website or in the health office.

Physical Education Excuses

A written parent request for exclusion from physical education (P.E.) is valid for three consecutive periods and should be presented to the Health Technician who will in turn notify the P.E. teacher (and classroom teacher in elementary schools). Any situations needing exclusion for P.E. past three days requires a physician's evaluation/note of excusal.

Dental Examinations

The State of Illinois **requires that all students in Kindergarten, second, sixth and ninth grades have an oral health examination** performed by a licensed dentist. Following your child's exam, please have your dentist fill out the form required by the state and return it to the health office of his/her school no later than May 15 of the year of the required exam. The exam must have been performed any time within an 18-month period prior to this due date. Exam forms are also available at your dentist's office. If you need a referral to find a dentist or financial assistance to obtain your child's exam, please contact your school's health office for assistance from the nurse.

Vision Examinations

The state of Illinois **requires that all students entering Kindergarten or entering school for the first time from out of state** shall have an eye examination from an eye doctor before October 15 of the year of the required exam or within 30 days of enrollment for new students from out of state. Eye exam forms are also available at your eye doctor's office.

Students receive a *screening* for vision and hearing routinely during their school experience from staff of the DuPage County Health Department. Parents of students meeting referral criteria will be contacted. Parents/guardians may request additional vision and/or hearing screening at any time by contacting the health office.

Physical Examinations

A physical examination, completed by a licensed physician or nurse practitioner is required for entrance into Preschool, Kindergarten, sixth grade, ninth grade, and/or when transferring into state of Illinois schools for the first time. These forms should be turned in to the District by the first day of school, but no later than October 15th of the year of the required examination. Exam reports for out-of-state students must be turned in by October 15th or within 30 days of enrollment, whichever comes first. Exam forms are also available at your health care provider's office.

The health history portion of the physical examination form must be completed and signed by the parent in order for the physical to be considered valid by the state of Illinois.

The exam must be dated within one year prior to the date the student enters school.

Physical examinations may be acquired through your primary care provider. If you do not have a primary care provider, you may contact your school nurse or the DuPage County Health Department for referrals to local health clinics that provide such services. Junior high school athletes, including cheerleaders, must also have a current physical prior to tryouts. A separate physical is not required for students to participate in intramurals.

Immunization Requirements for Compliance with the State of Illinois

Because immunization requirements are frequently updated, parents are advised to consult with their primary care provider about the status of their student's immunizations and compliance with the most recent requirements of the state of Illinois.

Asthma

Illinois Public Act 099-0843 requires schools to request an Asthma Action Plan from parents of students with asthma. When provided, the asthma action plan will be kept on file in the office of the school nurse. With proper authorization, students may carry and self-administer an inhaler (using a spacer) for the treatment of asthma. A back-up inhaler and spacer should be kept in the school health office. Forms for asthma management can be found on the district website under Health Services. An emergency protocol for asthma emergencies has been developed by the District. If a student has an asthma emergency without access to his or her rescue inhaler, school staff may call 911, to ensure the safety of the student.

When to keep your child home:

1. If a rash is present that has not been evaluated by a physician.
2. If your child's oral temperature measures 100.4 degrees F or higher. A child with such a fever should remain home for 24 hours after the temperature returns to normal without the use of fever reducing medicines.
3. If your child vomits 2 or more times in the previous 24 hours and/or continues to experience nausea and/or vomiting.
4. If your child experiences loose or watery stools with a frequency greater than usual. The symptom should be referred to a physician for evaluation.
5. If your child complains of severe, persistent pain. The symptom should be referred to a physician for evaluation.
6. If your child shows signs of upper respiratory infection (cold symptoms) serious enough to interfere with the child's ability to learn.
7. If there are signs of conjunctivitis ("pink eye") with matter coming from one or both eyes, itching, and/or crusts on eyelids. The symptom should be referred to a physician for evaluation.

If there are open sores that have not been evaluated by a physician. Once a student has provided a written physician release for a student to return to school, any open wound or sore will be covered with a dressing taped on all four sides.

If you are not sure about whether to send your child to school, call or visit your child's physician. Parent will be called if students display any of the symptoms listed above. Any child leaving school during school hours must be signed out at the office by the adult assuming responsibility for that child.

Good health and good attendance give a child a head start toward a good education. Encourage your child toward habits of good nutrition, proper rest and exercise, and proper dental and personal hygiene. Attendance is monitored periodically throughout the school year and you will be notified if your child's absences and/or tardies exceed 5% of the dates of school attendance.

Accident & Illness

In case of accident or illness at school this procedure will be followed:

1. First aid is administered.
2. If serious, parents are contacted. Paramedics will be called for potentially life threatening situations or for serious injuries.
3. If the parents cannot be reached, the local emergency contact provided by the parents will be called. Please be certain that we have at least two emergency numbers to call in case we can't reach either parent. Please do not give a person's name and number as the emergency contact who is gone during the same hours you are away from home (i.e. bridge groups, bowling teams, tennis, etc.) Please keep these numbers up-to-date when people move or change jobs. Also, the person(s) given as emergency contacts should consent to be listed. They should be informed they may be asked to come to pick up a sick child. Emergency information is used by staff in case of illness or accident.

If the parents or emergency numbers cannot be reached, emergency medical services may need to be utilized.

All accidents, no matter how minor, are to be reported to the teacher in charge, who will refer to the health office if necessary. Accidents occurring on the way to school should be reported to the health technician immediately upon reaching the school building. If the health technician is not in the building, accidents should be reported to the office.

Re-Admittance of Pupil

Following Injuries, Hospitalizations, Surgeries

Students should present a note from a physician or nurse practitioner stating the student is allowed to return to school, following discharge from a hospital admission, surgery, or an illness with absence from school for more than five days.

Any temporary restrictions or accommodations needed after an injury or surgeries require written orders from a physician or nurse practitioner. Instructions from physical therapists should be communicated to the physician or nurse practitioner who can then write orders for accommodations. Examples include PE restrictions/modifications and use of crutches. Appropriate footwear, such as tennis shoes and other supportive shoes (no flip-flops) must be worn when using crutches for safety reasons.

Following Contagious Illness

We ask parents to notify the Health Office as soon as possible if the student develops a potentially contagious illness, including but not limited to mumps, chicken pox, measles, whooping cough (pertussis), impetigo, strep throat, Fifth's Disease, and conjunctivitis. He/she may need to be re-admitted through the Health Office. Some illnesses may require a

written back-to-school clearance signed by a physician. We work together with the student's primary care provider and the DuPage County Health Department to determine when it is no longer a public safety concern for a student to return to the school setting.

Following Skin Rashes

Students with any type of rash, sore, or other skin condition should not come to school until the condition has been evaluated and identified by a physician who provides a written release to return to school for the school health office. The release should include the diagnosis, treatment plan, and any information about precautions/restrictions to take at school. After a student has been released to return, any open wound or sore must be covered with a dressing taped on all four sides.

Students will benefit from being taught to never share personal items when active in the community, at home, or school such as clothing, uniforms, sports equipment, towels, skin balms or lotions, razors, water bottles, bar soap, etc. Students should always report any skin lesions to an adult. Following these simple precautions, and good hygiene practices such as effective hand washing, can help prevent the spread of many communicable diseases.

Food Allergies

An increasing number of school age children have food allergies. Symptoms can range from mild reactions to severe life threatening reactions leading to the inability to breathe, a drop in blood pressure and unconsciousness. Please inform the health office prior to the start of the school year if your child has a food allergy. All children are strongly discouraged from sharing foods and treats with classmates. Good communication helps insure the safety of all of our children.

Concussion Management

A concussion can be a serious medical condition. Any member of the school community who believes a student is displaying concussion symptoms should immediately ensure the student is assessed by the school nurse or the school's licensed athletic training professional. The nurse or licensed athletic trainer would then refer the student for further medical evaluation.

When parents or guardians have been informed that their student has been identified by a licensed medical doctor or licensed athletic training professional as having suffered a concussion, the following steps should be taken:

| Actor | Action |
|---|--|
| Parent or Guardian | Notify the School Nurse of the injury and provide any documentation from the licensed medical doctor regarding specifics of the concussive injury and any relevant recommended accommodations that should be made, including duration for accommodations. |
| School Nurse | <ol style="list-style-type: none"> 1. Communicates with family and, if appropriate, with doctor who treated student, to fully assess student's condition; 2. Meets with student upon student's return to school; 3. Assesses student's medical needs in school context; 4. Collaborates with Counselor (secondary) or designated staff (elementary) to communicate relevant information. |
| Counselor (or designated staff) | <ol style="list-style-type: none"> 1. Collaborates with School Nurse to jointly assess student's academic needs and jointly formulate accommodations for student, as appropriate. 2. Distributes in writing accommodations to student's teachers and parents. |
| Teachers | <ol style="list-style-type: none"> 1. May seek clarification from School Nurse or Counselor (or designated staff). 2. Institutes accommodations as directed. |
| E. School Nurse & Counselor (or designated staff) | <ol style="list-style-type: none"> 2. Assess student's progress; 3. Re-assess accommodations, with additional input from licensed medical doctor of student, if appropriate; 4. Communicate to teachers any updates to accommodations and/or suspension of accommodations, as appropriate. |

Regarding the above procedures, at the beginning of each school year the following should be communicated by the school administration:

1. This policy and its administrative procedures to all staff and parents/guardians;
2. The identity of the school nurse to all teachers, coaches, parents/guardians, and administrators.

Insurance for Student Accidents

The District carries student accident insurance coverage on your child's behalf. The student accident coverage covers injuries that occur during any school sponsored and supervised activity including all athletic activities. If your family has medical coverage, this policy reimburses for out of pocket expenses including co-pays and deductibles (subject to policy conditions, limitations and exclusions). If you do not have medical insurance, our coverage is primary. If Parents/Guardians desire coverage for an accident, they must file a claim within 90 days of the injury. Accident claim forms are available from the health office or athletic trainers' room at the high schools.

Student Records Procedures

The district does not withhold a student's grades, transcripts, or diploma because of an unpaid balance on the student's school account. Please see full details in Board policy 7.340.

Outlined below is a brief description of the Student Records Procedure of District 203. This communication shall also serve as the Annual Notification to parents of students or eligible students (age eighteen or over) of the right to review or challenge information contained in their educational record.

I. CLASSIFICATION OF STUDENT'S SCHOOL RECORDS: PERMANENT AND TEMPORARY

The students permanent record shall include the following: basic identifying information, including student and parent's names and addresses, birth date and place, and gender; academic transcript, including grades, graduation date, grade level achieved and scores on college entrance examinations; attendance record; accident reports, and health record.

Students temporary record information shall consist of all information not required to be in the students permanent record and may include family background information; intelligence test scores, group and individual; aptitude test scores; reports of psychological evaluation, 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; disciplinary

information; special education files, including the report of the multi-disciplinary staffing in which placement or non-placement was based and all records and tape recordings related to special education placement hearings and appeals; any verified reports or information from non-educational persons, agencies or organizations; other verified information of clear relevance to the education of the student.

No person may require securing information from the student's temporary file as a condition in the granting or withholding of any right, privilege or benefits or require it as a condition of employment, credit or insurance.

II. INSPECTION AND REVIEW OF EDUCATIONAL RECORDS

District 203 shall comply with a request from the parent of a student or an eligible student to inspect and review his/her educational records. The school shall comply within a reasonable period of time and in no case later than 15 days after the request has been made.

1. District 203 shall reserve the right to have an administrator, counselor, psychologist, social worker, and/or speech therapist present when a parent of a student or eligible student inspects and/or reviews his/her educational records.
2. A parent or any person specifically designated as a representative by a parent shall have the right to inspect and copy all school student permanent and temporary records.
3. School administrators may presume that either parent of the student has authority to inspect and review the education records of the student unless notified to the contrary.
4. The right to copy permanent or temporary student record data shall be permitted at a cost of 35 cents per page for the first 10 pages; 25 cents per page for 11-25 pages; and 10 cents per page 26 and over. (No parent of a student or eligible student shall be denied a requested copy due to inability to pay the service charge.)

III. DIVORCED PARENTS - INSPECTION AND REVIEW OF EDUCATIONAL RECORDS

The administration will mail any correspondence, records, notices or reports regarding a pupil, upon request of either parent of such pupil, to both parents of any such child whose parents are divorced, in the absence of any court order to the contrary.

IV. THE RIGHT TO CONTROL ACCESS OF STUDENT RECORDS

District 203 will release student records to an official of another school in which the student intends to enroll. The official must make a written request at which time District 203 will forward the student educational records. Records are to be sent within 10 days of the request. The District will provide the parent, upon request, with a copy of the educational records transferred. Parents have the right to inspect and challenge the information contained in a school record prior to transfer of the record to another school district.

V. CHALLENGE PROCEDURE

A parent of a student or an eligible student may request a District 203 school official to amend the educational records when it is believed that the information contained in the records of the student is inaccurate, misleading, or violates the privacy of the student. Parents have a right to challenge any entry exclusive of academic grades in the school student records on the basis of (1) accuracy, (2) propriety, and (3) relevance.

1. Within a reasonable period of time, District 203 shall decide whether to amend the education records in accordance with the request.
2. If the school district decides to refuse to amend the education records of the student, it shall notify the parents or eligible student and advise him/her of the right to a hearing.
3. The request for a hearing shall be submitted in writing to the school and shall contain the specific entry or entries to be challenged and the basis of the challenge.

VI. ACCESS TO RECORDS WITHOUT PARENTAL CONSENT

Prior consent for disclosure of personally identifiable information is not required in the following situations:

- To other school officials within the district
- To Officials of another school system in which the student intends to enroll
- To comply with a judicial order
- To guardians of a dependent student
- To appropriate parties in a health or safety emergency
- To organizations (Federal, State or Local) conducting studies for or on behalf of the district
- To accrediting organizations

VII. MAINTENANCE AND DISPOSAL OF SCHOOL STUDENT RECORDS

A student's permanent record shall be maintained for a period of not less than 60 years after the student has graduated or permanently withdrawn. A student's temporary record shall be maintained for a period of up to five years after the student has graduated or permanently withdrawn.

A parent or student has the right to copy any school student record or information contained therein that is proposed to be destroyed.

1. Upon graduation, transfer or permanent withdrawal of a student from a school, the school shall notify the parents and/or the eligible student of the destruction schedule for the student temporary record and the right to request a copy of such records at any time prior to their destruction. Student's permanent records are maintained for 60 years.
2. Upon graduation or permanent withdrawal of a handicapped student psychological evaluations, special education files and other information contained in the students temporary record which may be of continued assistance to the student may, after three years, be transferred to the custody of the parent or the student if the student has succeeded to the rights of the parents.

VIII. DIRECTORY INFORMATION

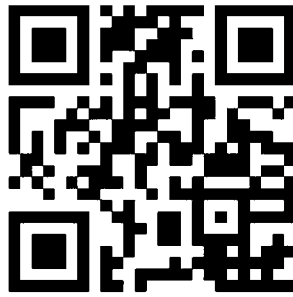
District 203 may disclose information from the educational record of a student who is attending school if that information is designated as directory information. Information that has been designated as directory information includes identifying information, academic awards, major field of study, and dates of school attendance, the most recent previous school attended, information related to school-sponsored activities, and other similar information. The parent has the right to refuse to permit the designation of any or all categories of information to be designated as directory information. The parent must inform the school district, in writing, stating which information is not to be designated as directory information.

TECHNOLOGY INFORMATION AND ASSISTANCE



NCHS Redbook Technology Information

Links and the most up to date Technology Information: <http://tinyurl.com/nchsredbook>



Chromebook

Students at Naperville Central High School are issued Chromebooks for educational purposes and use. They should be fully-charged for each school day. Because these devices are district property, they are monitored carefully for inappropriate images, chats, and searches. "Hits" on Chromebooks for questionable content will require meeting with the assigned Dean of Students. All high school students assume the responsibility of good digital citizenship (see Policy 6.235 in the Board Policies section of the handbook) as well as proper care of the device. **Students are required to use their District issued Chromebook and will not be permitted to use personal laptops or devices in the classroom setting.** We understand that students will need a loaner device occasionally, due to forgetting the device at home – or because the device is not working properly. The IT Department, in Room 107, can assist students with loaners, malfunctions, and overall repair. Students are limited to five loaner Chromebooks per semester and will incur a charge if the repair/damage is not considered "normal wear and tear."

The IT/Tech Office is located in Room 107 and the Helpdesk hours are: MT-TF 7:15am-3:30pm, Wed 8:30am-3:30pm.

Chromebook Web Tools <http://tinyurl.com/203webtools>

Map of Chromebook shortcuts: Press Ctrl+Alt+?

Hapara

Our school district uses Hapara to make learner based activity visible. Hapara Highlights enables teachers full visibility to their learners' current Internet viewing on Chromebooks. It also allows for teachers to see what you have on your screen and your Google Drive is visible to your teachers and administration.

Here is more information on Hapara <https://hapara.com>

Student Email

Sign in to your chromebook with your District Google Email and your District Google Password.

Your district Gmail Account is username@stu.naperville203.org. Any school related emails should use the district Gmail account.

Canvas

Access Canvas using the following link: <https://naperville.instructure.com/login> or at the quick link on the School Website. The login credentials are your Google login credentials.

Infinite Campus Student Portal

As a student of Naperville School District 203 you have been provided a login to the student information system portal website (Infinite Campus). The URL to that website: <https://infinitecampus.naperville203.org/campus/portal/naperville.jsp> or at the quick link on the School Website. Use your student ID as the Username and your password. This password is unique to the Infinite Campus Portal. It is not necessarily the same as your district password.

A screenshot of the Infinite Campus Student Information System login page. The page has a green header with the 'Infinite Campus' logo. Below the header is a white box containing the login form. The form includes a link for 'District 203 Google Single Sign-On (SSO)' with a checkmark, fields for 'Username (Required)' and 'Password (Required)', a 'Log In' button, and links for 'Forgot Password?', 'Forgot Username?', and 'Show Help'. A large black 'X' is overlaid on the login fields. At the bottom of the white box, there is a message: 'No security authorization. Please log in.' The footer of the page shows the version 'Version: Campus 2015.7 | Naperville IL Live' and copyright information '© 2003-2025 Infinite Campus, Inc. www.infinitecampus.com'.

Changing a Password in Infinite Campus

While already logged into Infinite Campus click "**Account Management**"

Passwords must be between 8-13 characters. They must include at least one upper case letter, one lower case letter, one number, and one special character (e.g. *, \$, #, !, etc.)

Student Infinite Campus Portal Help

If you forget your password or for any other technical assistance, please get assistance in the IT Tech Office - Room 107. Helpdesk Hours: MT-TF 7:15 AM to 3:30 PM and Wed 8:30AM-3:30PM

Follow Me Printing on Chromebooks

1. Click on **Print** or press **CTRL P**
2. Click the dropdown arrow under **Destination**. Choose **NCHS Papercut Follow Me**. If you don't see this choice, click on **See More**
3. Click **Print**
4. When prompted enter your **Network Credentials**. Please select the **Remember me** checkbox, so your device will remember your login details for one week.
5. All of the printers require you to use your ID number to release your print jobs:

Printer Locations:

NC PRINT KIOSK P1 Right next to the cafeteria across from room 117

NC PRINT KIOSK P2 Back 2nd floor lounge area overlooking the bus drop off close to room 219

NC PRINT KIOSK 212 Hallway

NC PRINT KIOSK P3 Front 2nd floor lounge area near the Incubator Classroom.

NC PRINT KIOSK P4 Front 3rd floor lounge area above the Incubator Classroom, near 300

NC PRINT KIOSK P5 Back 3rd floor lounge area nearest the stadium near room 319

NC PRINT KIOSK P6 in the flat wing near room 54

NC PRINT KIOSK Basement - Hallway

LEARNING COMMONS

NC LRC 4535i B&W in the Learning Commons Black and White Printer

NC LRC C3530iF in the Learning Commons Color Printer

Things to Know About Logging on to an NCHS Computer that is not a Chromebook

Logging on to a computer in labs at NCHS (use your Network Credentials)

Your **User Name** is usually first initial, middle initial (if you have one) and your full last name. First part of Google Login, before @stu.Naperville. For example, John J Smith's user name would be jjsmith. Occasionally there will be a number at the end of the User Name (jjsmith1) if students have similar names. Your counselor will provide you with this information. To change your computer lab password go to the IT Office, Rm 107.



CO-CURRICULAR INFORMATION



District Policy 7:240 High School Co-Curricular Participation Code

Conduct Code for Participants in Extracurricular Activities

The Superintendent, using input from coaches and sponsors of high school co-curricular activities, students and parents of students involved in high school co-curricular activities, athletic directors and deans of student activities, shall develop a Co-Curricular Participation Code ("the Code") for all participants in co-curricular activities. The Code shall be subject to Board of Education approval. The Code should provide and give notice to participants that failure to abide by the Code could result in their suspension from co-curricular participation for up to one calendar year. Participants who violate the conduct code will be allowed to give an explanation before being progressively disciplined.

HIGH SCHOOL CO-CURRICULAR PARTICIPATION CODE

General Information

This information shall be considered the High School Co-Curricular Participation Code and is prepared for the benefit of prospective and current students at District 203 high schools and for their parents. In addition to the Code, participants in co-curricular activities must abide by Board Policy [7:190, Student Behavior](#), Board Policy [7:180, Prevention of and Response to Bullying, Intimidation and Harassment](#), and Illinois High School Association, (IHSA) requirements. Additionally, participants may be asked to follow certain activity-specific rules and commitments that will be made known to the participants by school staff members and/or school announcements.

All coaches and sponsors of extracurricular activities shall annually review the Code with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 7 through 12 participating in the programs.

Please note: Parents, as well as sponsors, are expected to be responsible for requiring that their participants adhere to the Code. All co-curricular participants and their parents are expected to sign the Co-Curricular Participation Code, which is provided to them at registration. Failure by a participant or parent to sign does not exclude participants from being held accountable under the Code.

Parents and family members are expected not to host a party for high school students at which illegal consumption of alcohol and/or use of controlled substances, steroids, or look-alike drugs occur.

Philosophy

The co-curricular activities in District 203 high schools are organized to allow for the fullest possible participation for those students willing to make a definite commitment to co-curricular activities. Participating in co-curricular activities is viewed by District 203 high schools as a worthwhile endeavor to enhance adolescent development. Participation in co-curricular activities is a privilege and, as such, carries certain expectations. Co-curricular means all activities, offered by District 203 high schools in addition to the curricular offerings. The important goals of the co-curricular activities are to offer participants direction in developing healthful living habits, discipline, leadership, teamwork, citizenship skills, and respect for structure, rules, and responsibilities. It is to these ends that a "Code" is established for those students choosing to take part in the co-curricular activities program. Every student who chooses or is chosen to be a participant in a co-curricular activity will be offered the opportunity to practice, and whenever possible, to participate in events, contests and activities relative to their demonstrated abilities.

Important advantages of individual initiative, character, and teamwork can be developed only when there is team cooperation with established procedures. Team success without such cooperation is deemed impossible. No attempt to infringe on a student's individual rights is intended, and such standards and procedures are applied to participants with the knowledge and recognition that the established goals of character development, team spirit and morale and success cannot be achieved by any other alternative.

Participants in co-curricular activities are required to conduct themselves as good citizens and exemplars of their school and school district at all times, including after school, on days when school is not in session, and whether on or off school property. Participants are strictly prohibited from engaging in hazing and bullying activities. A failure to abide by the Code could result in discipline, up to and including removal from the activity. The Code is in effect at all times, 12 months a year, in season or out of season, whether school is in session or not, on or off school property.

Participation Fee

The Board of Education annually establishes a fee assessed to each participant in most co-curricular activities.

Rules for Co-Curricular Participation

Participants in co-curricular activities in District 203 will be obligated to observe the District 203 *Student Behavior* Policy [7:190](#), and the *Prevention of and Response to Bullying, Intimidation, and Harassment* Policy [7:180](#), as well as the following established requirements.

Following an investigation into all misconduct, the school administration is authorized to discipline students under this Code for gross disobedience, misconduct, or conduct inconsistent with District 203 expectations as outlined in Board Policies 7:190 and 7:180. Students engaged in co-curricular participation are expected to exhibit leadership and good citizenship skills, and are additionally prohibited from attending a function where there is illegal consumption of alcohol, use of controlled substances, cannabis, steroids, or look-alike drugs.

Violations of the above are considered together in terms of determining 1st, 2nd, and 3rd offenses, and are cumulative over a student's high school career.

Participants who violate the Code will be allowed to give an explanation before being progressively disciplined. Consequences for misconduct will be reviewed and issued in collaboration with the Deans of Students, Deans of Student Activities, Athletic Directors, and/or the Principal. For matters of misconduct where the administration is unclear regarding the extent of a student's involvement. The administration may consider contextual information and circumstantial evidence provided during the investigation into the misconduct to determine the severity of the misconduct and the assigned consequence(s).

DISTRICT 203 CONSEQUENCES FOR CO-CURRICULAR PARTICIPATION CODE VIOLATIONS

a. 1st Offense

Suspension from co-curricular participation for the number of regularly scheduled contests listed in Table I, Column 1 and/or the activity participation listed in Table II, Column 1. (Please refer to Adm. Reg. 7.240 for these tables.) Possible requirement for appropriate follow up, such as mediation or meeting with the counselor. The participant may be required to practice with his/her team during this period of suspension.

Carry Over: If the season for a co-curricular activity does not allow the participant to successfully complete the suspension, the suspension will carry over to the next season in which participation occurs. No awards for such participant will be given until the suspension is completed.

Self-Admission: Self-admission of any behavior that could be construed as a violation of the Code without the knowledge of law enforcement, civil or school authorities may result in the consequences for a 1st Offense being waived. The purpose of this option is to provide a mechanism in which the participant can receive assistance.

Assessment: An assessment at parent/student expense will be required of all 1st offense violations that involve drugs, alcohol, steroids or other controlled substances, look-alike drugs or related paraphernalia.

The assessment program must be approved by the school Dean of Students and the results of the assessment will be released to the Dean of Students. Failure to obtain an assessment will result in continued suspension from the activity for up to one calendar year.

b. 2nd Offense

Suspension from co-curricular participation for the time listed on Table I, Column 2, or Table II, Column 2 of the next regular season of participation, or the current season. The participant may be required to practice/meet with their activity during this period of suspension. (Please refer to Adm. Reg. 7.240 for these tables.)

Before regaining eligibility from a 2nd offense violation, participants must arrange for and hold a meeting involving the participant, parent(s) and the administrator overseeing the program. The purpose of this meeting will be to discuss efforts undertaken by the student and family to correct problems. Failure to hold such a meeting will result in continued suspension from the activity for up to one calendar year.

Students suspended for a second offense or an offense treated as a second offense, where less than half of the regular season remains, may continue to rehearse/practice with the team, but will not be able to participate in any competitions for the term of the suspension. However, if the coach and administrator in charge determine that the student is engaged in inappropriate behavior, the student will no longer be allowed to continue to rehearse/practice with the team for the term of the suspension.

Assessment: An assessment at parent/student expense will be required of all 2nd offense violations that involve drugs, alcohol, cannabis, steroids or other controlled substances, look-alike drugs or related paraphernalia. The assessment program must be approved by the school Dean of Students and the results of the assessment will be released to the Dean of Students. Failure to obtain an assessment will result in continued suspension from the activity for up to one calendar year. Second offense consequences may be reduced to first offense consequence level if the recommendation for treatment from the professional assessment is successfully completed at the student's expense.

c. 3rd and Subsequent Offenses

Suspension from co-curricular participation for one calendar year. Students suspended for a third offense in their high school career or an offense treated as a third offense may continue to rehearse/practice with the team, but will not be able to participate in any competitions for the term of the suspension. However, if the coach and administrator in charge determine that the student is engaged in inappropriate behavior, the student will no longer be allowed to continue to rehearse/practice with the team for the term of the suspension.

Process of Parental Notification and Review

Once administrators have determined that a violation of this Code has occurred, the parents of the student involved will be notified orally and in writing. The parents have a right to request a review of the decision by the high school principal, whose determination is final.

LEGAL REF.:

Mahanoy Area Sch. Dist. v. B.L., 141 S.Ct. 2038 (2021).

Bd. of Educ. of Independent Sch. Dist. No. 92 v. Earls, 536 U.S. 822 (2002).

Vernonia Sch. Dist. 475 v. Acton, 515 U.S. 646 (1995).

Clements v. Bd. of Educ. of Decatur, 133 Ill.App.3d 531 (4th Dist. 1985).

Kevin Jordan v. O'Fallon THSD 203, 302 Ill.App.3d 1070 (5th Dist. 1999).

Todd v. Rush County Schs., 133 F.3d 984 (7th Cir. 1998). [105 ILCS 5/24-24](#),

[5/27-23.3](#), and [25/2](#).

CROSS REF.: [5:280](#) (Duties and Qualifications), [6:190](#) (Extracurricular and Co-Curricular Activities), [7:180](#) (Prevention of and Response to Bullying, Intimidation, and Harassment), [7:190](#) (Student Behavior), [7:300](#) (Extracurricular Athletics)

Adopted: June 17, 2024

Revised: April 21, 2025

7:240-E Co-Curricular Code: Restorative Co-Curricular Action Plans

Students experiencing their first code violation during their high school tenure may have the opportunity to decrease their contest suspensions by engaging in actions of restoration (dignity) that are designed to address behaviors associated with the gross disobedience or misconduct exhibited. Whether this opportunity is possible and appropriate will be determined jointly by the Athletic Director, Dean of Student Activities, and the Principal.

When a violation occurs and the Administration has determined that restorative measures are possible and appropriate, the sponsoring administrator will meet with the student and guardian(s) to discuss the infraction and determine appropriate restorative measures to assist the student with learning more about the impact of their misconduct, obtaining assistance and/or supportive services to address the misconduct, and/or engaging in action-oriented experiences to restore or give back to the school community impacted by the misconduct. A **Restorative Co-Curricular Action Plan (RCAP)** will be developed by the sponsoring administrator, discussed, and reviewed with the student, guardian, and head coach/sponsor. The scope of the plan is at the discretion of the sponsoring administrator. The student is responsible for completing all restorative measures and communicating progress with the sponsoring administrator. The sponsoring administrator must review and authorize the student's return to co-curricular participation.

By completing the pre-approved restorative measures, students can decrease their contest suspension(s) by half of the suspension listed in 7:240-E Table I - Athletics and Table II - Activity.

The **Restorative Co-Curricular Action Plan** must be fully completed and verified for the student to receive clearance by the sponsoring administrator. The sponsoring administrator will work with the student to maximize learning, with the intent of a positive return to full engagement.

Although it may be desired, it is possible that the timing of the misconduct does not support or allow a student to have a reduction in the number of contests from which they are suspended and/or return to the co-curricular experience within the scope of the season. Students are still encouraged to complete the plan to learn.

TABLE I –ATHLETICS

| SPORT | 1 st OFFENSE CONTEST SUSPENSIONS (1) | 2 nd OFFENSE CONTEST SUSPENSIONS (2) | MAXIMUM NUMBER of CONTESTS |
|---------------------|--|--|-------------------------------------|
| Boys Baseball | 8 | 17 | 35 |
| Boys Basketball | 7 | 15 | 31 |
| Boys Bowling | 6 | 12 | 25 |
| Boys Cross-Country | 3 | 7 | 15 |
| Boys Football | 2 | 4 | 9 |
| Boys Golf | 4 | 9 | 18 |
| Boys Gymnastics | 3 | 7 | 15 |
| Boys Lacrosse | 5 | 10 | 20 |
| Boys Soccer | 6 | 12 | 25 |
| Boys Swimming | 3 | 7 | 14 |
| Boys Tennis | 5 | 10 | 20 |
| Boys Track | 4 | 9 | 18 |
| Boys Volleyball | 8 | 17 | 35 |
| Boys Water Polo | 7 | 15 | 30 |
| Boys Wrestling | 6 | 12 | 25 |
| Girls Badminton | 4 | 9 | 18 |
| Girls Basketball | 7 | 15 | 31 |
| Girls Bowling | 6 | 12 | 25 |
| Girls Cross Country | 3 | 7 | 15 |
| Girls Golf | 4 | 9 | 18 |
| Girls Gymnastics | 3 | 7 | 15 |
| Girls Lacrosse | 5 | 10 | 20 |
| Girls Soccer | 6 | 12 | 25 |
| Girls Softball | 8 | 17 | 35 |
| Girls Swimming | 3 | 7 | 14 |
| Girls Tennis | 5 | 10 | 20 |
| Girls Track | 4 | 9 | 18 |
| Girls Volleyball | 8 | 17 | 35 |
| Girls Water Polo | 7 | 15 | 30 |
| Girls Wrestling | 6 | 12 | 25 |

Suspension numbers are based on 25% at Step 1 and 50% at Step 2 of the highest number of contests allowed by the IHSA. The number of contests suspended may change based on the actual number of scheduled contests. This determination will be made by the Administrator in charge after review of the current schedule for the sport/activity.

Table II – ACTIVITIES

| VIOLATION PENALTY FRAMEWORK: TIME | | |
|--|---|---|
| ACTIVITY | 1 st OFFENSE SUSPENSION (1) | 2 nd OFFENSE SUSPENSION (2) |
| Foreign Language Clubs | 5 Weeks | 10 Weeks |
| Horticulture Club | 5 Weeks | 10 Weeks |
| Intramurals | 5 Weeks | 10 Weeks |
| Investment Club | 5 Weeks | 10 Weeks |
| Pep Club | 5 Weeks | 10 Weeks |
| Tech Crew | 5 Weeks | 10 Weeks |
| Theater/Drama Club | 5 Weeks | 10 Weeks |
| VIOLATION PENALTY FRAMEWORK: CONTEST/PERFORMANCE | | |
| Bass Fishing | 1 | 2 |
| Boys Hockey | 5 | 10 |
| Chamber Choir | 2 | 4 |
| Cheerleading per season | 2 | 4 |
| Chess Club | 3 | 6 |
| Dance Club | 1 | 2 |

| | | |
|------------------------------|---------------|-------------------|
| Dance Team per season | 2 | 4 |
| Debate | 2 | 4 |
| Ensembles Vocal/Instrumental | 1 | 2 |
| eSports | 1 | 2 |
| Flag Corps per season | 2 | 4 |
| Girls Field Hockey | 5 | 10 |
| Jazz Band Combos | 1 | 2 |
| Jazz Choir | 2 | 4 |
| Madrigals | 2 | 4 |
| Marching Band | 2 | 4 |
| Math Team per season | 1 | 2 |
| Musical | 1 performance | 2 (performances) |
| Orchesis | 1 | 2 |
| Orchestra | 1 | 2 |
| Pep Band | 2 | 4 |
| Plays | 1 performance | 2 (performances) |
| Robotics Team | 1 | 2 |
| Scholastic Bowl | 2 | 4 |
| Science Olympiad | 1 | 2 |
| Show Choir | 1 | 2 |
| Speech Team | 2 | 4 |
| Step Team | 1 | 2 |
| Table Tennis | 1 | 2 |
| Ultimate Frisbee | 4 | 8 or 1 tournament |

TABLE II – ACTIVITIES (continued)

| VIOLATION PENALTY FRAMEWORK: SPECIFIED | | |
|--|---|---|
| ACTIVITY | 1 st OFFENSE SUSPENSION (1) | 2 nd OFFENSE SUSPENSION (2) |
| Class Boards Class Councils Service Club Black & Latino Leadership Diversity Board/Multicultural Broadcast Club/Hawk TV Gender & Sexuality Alliance Network (GSAN) NHS* & other honor societies | 5 week probationary period: this included restrictions from leadership roles, public speaking roles, voting roles, and may require evidence of alternative assignment for reinstatement | 9 week probationary period: Loss of leadership role, restrictions from public speaking roles, completion of alternative assignment or 5 hours of community service NHS* & other honor societies: removal from organization |
| CREW 2/ HUSKIE Crew | 2 week probationary period: this may include suspension or removal from related activities and evidence of an alternative assignment for reinstatement | Removal from program |
| Dawg Pound/Rowdies – Leaders | Loss of leadership role | Restriction from game attendance |
| Band Activities | 9 Week Restriction from Feature Soloist, Section leader, Ensemble participant, Field Officer, Band Advisory Council | 18 Week Restriction from: (Same as first offense) |
| Newspaper Yearbook | 4 week restriction from: Workshops, scheduled social activity. No voice at meeting. Additional office assignments may also be assigned. | 9 week restriction from: all first offense plus loss of editor/leadership role |

| | | |
|--------------------------------|---|--|
| Youth & Government Legislative | Loss of Pre-Legislative I or Pre-Legislative II Assembly | Loss of Springfield |
| | | |
| Model UN, DECA, BPA, FFA | Suspension from next conference and removal from board position | Suspension from next 2 conferences. |
| | | |
| Civic Leaders of America | 5 week suspension from all activities and loss of one mini-conference. Removal from board position. | 9 week suspension from all related activities and loss of DC Conference or equivalent. |

Suspension numbers are based on 25% at Step 1 and 50% at Step 2 of the highest number of contests allowed by the IHSA. The number of contests suspended may change based on the actual number of scheduled contests. This determination will be made by the Administrator in charge after review of the current schedule for the sport/activity.

All activities added throughout the year will be modeled after parallel clubs already in existence, at the discretion of the Dean of Student Activities.

ADOPTED: November 15, 2004
Revised: May 16, 2005
Revised: May 15, 2006
Reviewed: April 21, 2008
Revised: March 16, 2009
Reviewed: April 19, 2010
Revised: April 18, 2011
Revised: April 16, 2012
Revised: April 15, 2013
Revised: April 21, 2014
Reviewed: April 20, 2015
Revised: May 16, 2016
Revised: April 17, 2017
Reviewed: April 23, 2018
Revised: April 22, 2019
Revised: May 19, 2020
Reviewed: April 19, 2021
Revised: April 18, 2022
Revised: April 17, 2023
Revised: June 17, 2024
Reviewed: April 21, 2025

District Athletic & Activity Eligibility Requirements

District 203 athletic and activity academic requirements state that all incoming freshmen are academically eligible to participate in athletics for the first semester of freshman year. Starting second semester, freshmen are required to meet the academic eligibility requirements to participate in athletics. All other students must meet the following two requirements to be academically eligible to participate in athletics:

Students must have passed five classes and not failed 2 classes the semester prior to competing in athletics.

The student must be passing five classes and not failing two or more classes each week of the season in order to remain eligible to participate. Eligibility is evaluated on a weekly basis (three weeks over winter break and two weeks over spring break). Students deemed ineligible will not be able to participate for one week (Sunday to Sunday) and must correct the academic problem in order to be eligible to participate the following week.

Students failing two classes at the semester are ineligible for the next semester. If they are failing two classes at the end of the second semester, they have the option to attend summer school to obtain eligibility for the fall.

IHSA Eligibility Rules for 2025-2026 School Year

Naperville Central adheres to the eligibility policies established by the Illinois High School Association (IHSA). For detailed information about IHSA eligibility, please visit www.IHSA.org or contact the Athletic Office at (630)420-6444.

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Spectator Conduct and Sportsmanship for Athletic and Extra-curricular Events

DuPage Valley Conference Position relative to "Fan/Crowd Behavior:"

The DuPage Valley Conference has a proud history of demonstrating quality sportsmanship, characterized by respect, pride, and a sense of fair play. These qualities have served as the cornerstone of our outstanding interscholastic programs over the years. In-keeping with these exemplary standards the DuPage Valley Conference Board of Control, Athletic Directors, and Coaches created a "Code of Ethics" relative to behavioral expectations for athletes, participants, coaches, sponsors, and spectators. It is our belief that participants and spectators should always conduct themselves in a manner which:

- Brings pride and dignity to their respective schools
- Shows support and encouragement expressed in a positive and constructive manner for players and coaches
- Demonstrates respect for opposing teams, fans and officials through their comments and behavior.

Behavior which manifests in individual and group cheers directed at individual players, coaches, officials, or rival crowds is considered disparaging, disrespectful and contrary to those standards that we as educators embrace so strongly. Additionally, the nature of this cheering and disrespect can create an unsafe environment for those community members in attendance.

In an attempt to circumvent this inappropriate behavior from further deterioration and to ameliorate overall fan behavior to reflect the high standards we all believe in so strongly, the Principals of the DuPage Valley Conference have agreed that any individual or group of individuals who participates in a cheer that may, or could be considered disrespectful, disparaging or contrary to fostering good sportsmanship will result in the removal of that individual or group from the game or activity immediately. In addition, such persons may be denied admission to school events for up to a year after a Board of Education hearing.

Examples of unsportsmanlike conduct include:

- Using vulgar or obscene language
- Possessing or being under the influence of any alcoholic beverage or illegal substance,
- Possessing a weapon,
- Fighting or otherwise striking or threatening another person,
- Failing to obey instructions of a security officer or school district employee, and
- Engaging in any activity which is illegal or disruptive

The Superintendent may seek to deny future admission to any person by delivering or mailing a notice, sent by certified mail with return receipt requested at least 10 days before the Board of Education hearing date, containing:

- a. The date, time, and place of a Board hearing,
- b. A description of the unsportsmanlike conduct,
- c. The proposed time period that admission to school events will be denied, and
- d. Instructions on how to waive a hearing.

Naperville Central High School Athletic Information Mission

The Naperville Central Athletic Department is committed to creating learning experiences for all student-athletes that foster resilience, respect for teammates and opponents, and cultivate personal growth. Members of the Redhawk athletic community will model integrity in all actions, and openly embrace, embody and celebrate a team and community-first spirit.

Athlete Information

This information is prepared for the benefit of prospective and current athletes at Naperville Central High School and their parents. In addition, there are other requirements and commitments which are asked of the participant. They will be made known to the participants by the members of the coaching staff and/or by announcements at school.

Philosophy

The athletic program at Naperville Central High School is organized to allow for the fullest possible participation for those students willing to make a definite commitment to interscholastic competition. Every student chosen to be a member of an interscholastic team will be offered the opportunity to practice and, whenever possible, to participate in contests relative to their demonstrated abilities.

IHSA Eligibility

There are minimum Illinois High School Association requirements regarding scholastic performances by athletes. Currently, that minimum is 25 hours of passing credit per week and 25 hours of passing credit for the previous semester. Other requirements are defined later in the Athletic Eligibility Rules as enacted by the Illinois High School Association.

Weekly Eligibility – During a competitive season, a student must be passing 25 hours of course work (5 classes) and cannot be failing 2 or more courses at each week's eligibility check. Students not meeting this requirement are ineligible for competition for the week (Sunday to Sunday) following the eligibility check. Grades will be checked and given to coaches on Thursdays during the season. Students that are ineligible will have until the end of school on Friday to correct or improve a failing grade. Teachers must inform the athletic director that the grade has improved before school the following Monday.

Semester Eligibility – To be eligible to compete in a given semester, a student must have passed 25 hours of course work (5 classes) and may not fail 2 or more classes in the previous semester. A student not meeting this requirement as a result of grades earned during the spring semester may regain eligibility for the next fall semester through summer school credit provided that the course or courses taken are the same as failed course or a course that offers comparable type of credit and the course is accepted by District 203 for transcript credit. User Fee

The Board of Education has established a user fee to be assessed to participants in each sport. The fee is determined by the District 203 School Board.

Physical Examinations

Physical exams performed by a licensed physician must be presented prior to participation in, or tryouts for, all sports. Physical exams for athletics expire 395 days from the examination date.

Parent Consent/Insurance

School District 203 does not assume financial responsibility for accidents incurred in participation. Parent's signatures on this Code indicate that the parents acknowledge this lack of assumption of responsibility and further indicate that the parents' indemnify and hold the District's Board Employees and agents harmless from any responsibility for damages or other consent for a son's/daughter's participation. The District 203 High School Co-curricular Participation Code requires the parent to certify that his/her son or daughter is covered for athletic and some activity participation by either family health and hospitalization insurance or health and hospitalization insurance purchased at the school.

Rules for Athletic Participation

While participating in the interscholastic sports program in District 203, students will be obliged to observe certain established rules and requirements. The athlete must do his/her best to keep in the best physical condition. To do so requires that an athlete maintain strict adherence to routine, including appropriate hours and a proper diet, and refrain from the possession, use, distribution, transportation, or sale of tobacco, alcoholic beverages, and other controlled substances. Parents, as well as coaches, are expected to be responsible for requiring that their athletes adhere to this policy. **The Co-Participation Code is a mandatory requirement of all athletes. Failure to sign off on the code does not release a student from this obligation.** Student/Athletes who are absent all day from school due to illness may not participate in practice or games on that day. A student must be in attendance for a minimum of 4 class periods during a day to participate in practice or contests. Exceptions may be granted by the Athletic Director* in the case of family emergency situations. Student/Athletes who are externally suspended from school may not participate in practice or games until they have returned for a full day of school.

Warning of Risk

Participation has inherent dangers and risks. Even though participation and practice is within the rules of the sport, there is still the danger of injury. These injuries may include, but are not limited to, death, serious head, neck, or spinal injuries that may result in complete or partial paralysis or brain damage. Serious injury to any of the internal organs, bones, ligaments, muscles, tendons or other aspects of the muscle-skeletal system is possible. The injuries that may occur may affect future ability to participate in athletics or recreational activities, earn a living, or engage in other business and social activities. The above stated parents' indemnification and hold harmless agreement is made with the full knowledge of these dangers and risks. To attempt to avoid the possibility of injury, the participant must follow the coaches'/sponsors' instructions regarding techniques, training, and team rules at all times and participate within the rules of the activity.

Parents and participants should know that, while required precautions regarding blood-borne pathogens will be taken, the danger of accidental exposure to body fluids still exists. All participants are encouraged to follow good hygiene and standard precautionary procedures. Parents and/or participants should communicate any possible exposure to the coach/sponsor or Athletic Trainer.

Athletic Tryout Dates, Start Dates, Head Coaches

| <u>FALL</u> | <u>Sport</u> | <u>Head Coach</u> |
|----------------------|-------------------------|--------------------------|
| (NON-CUT) | | |
| August 11, 2025 | Football | Mike Ulreich |
| | Boys Cross Country | Grant Baganz |
| | Girls Cross Country | Matt Blondell |
| | Freshman Boys Soccer | Troy Adams |
| | Girls Flag Football | Caroline Schwartz |
| (TRYOUTS REQUIRED) | | |
| August 11, 2025 | Boys Golf | Barry Baldwin |
| | Girls Golf | Wright King |
| | Boys Soccer | Troy Adams |
| | Girls Swimming & Diving | Mike Adams |
| | Girls Tennis | Jaclyn Kwiatt |
| | Girls Volleyball | Eric Kaisling |
| <u>WINTER</u> | <u>Sport</u> | <u>Head Coach</u> |
| (NON-CUT) | | |
| November 10, 2025 | Boys Wrestling | Noah Fitzenreider |
| | Girls Wrestling | TBD |
| (TRYOUTS REQUIRED) | | |
| October 27, 2025 | Competitive Dance | Julissa Esquivel |
| | Competitive Cheer | Sam Szopinski |
| | Boys Bowling | Brian Dunn |
| November 3, 2025 | Girls Basketball | Andy Nussbaum |
| November 10, 2025 | Boys Basketball | Mike Wilson |
| November 17, 2025 | Girls Gymnastics | Christina George |
| November 17, 2025 | Girls Bowling | Steve Ondrus |
| November 24, 2025 | Boys Swim & Dive | Mike Adams |
| <u>SPRING</u> | <u>Sport</u> | <u>Head Coach</u> |
| (NON-CUT) | | |
| January 19, 2026 | Girls Track & Field | Phil Allen |
| January 19, 2026 | Boys Track & Field | Steve Stack |
| February 16, 2026 | Boys Gymnastics | Dan Bajek |
| March 2, 2026 | Freshman Girls Soccer | Troy Adams |
| (TRYOUTS REQUIRED) | | |
| March 2, 2026 | Baseball | Mike Stock |
| | Boys Tennis | K Schillerstrom |
| | Boys Water Polo | TBD |
| | Girls Water Polo | Haley Green |
| | Girls Badminton | Tamara Burke |
| | Girls Soccer | Troy Adams |
| | Softball | Andy Nussbaum |
| | Boys Lacrosse | Blake Zinn |
| Mar. 9, 2026 | Girls Lacrosse | Brandon Moriarty |
| | Boys Volleyball | Roger Strausberger |

Coaches email information can be found on www.ihsa.org under Schools, School Directory, NCHS
For a complete schedule, go to <http://IL.8to18.com/napervillecentral>

Student Activities & Clubs, Sponsors, and Requirements

| NCHS CLUB/ACTIVITY | SPONSOR | EMAIL | REQUIREMENT |
|--|-------------------|--------------------------------|------------------|
| All in Club | Tom Sanoshy | tsanoshy@naperville203.org | |
| Ambassadors Club | Linda Arneth | larneth@naperville203.org | Application |
| Ambassadors Club | Jen Prerost | jprerost@naperville203.org | |
| ASL Club | Emma Woodall-Ryan | ewoodallryan@naperville203.org | |
| Anchored (non school sponsored) | Randy Smith | rsmith@naperville203.org | |
| Architecture Club | Grace Twietmeyer | gtwietmeyer@naperville203.org | |
| Art Club | Chris Hodge | chodge@naperville203.org | |
| Aviation Club | Neil Duncan | nduncan@naperville203.org | |
| Bass Fishing Club | Christine Bell | clbell@naperville203.org | |
| Bella Corda | Jesse Gross | jgross@naperville203.org | |
| Bella Corda | Faith Tsou | ftsou@naperville203.org | |
| Black and Latino Leadership Council | Seth Brady | sbrady@naperville203.org | |
| Black and Latino Leadership Council | Olivia Jaime | ojaime@naperville203.org | |
| Book Club | Cathy Gottlieb | cgottlieb@naperville203.org | |
| BPA (Business Professionals of America) | Bradley Neubauer | bneubauer@naperville203.org | |
| Broadcast Club -Hawk TV | Dan Goulson | dgoulson@naperville203.org | |
| Broadcast Club -Hawk TV | | | |
| Car Club | Chris Feid | cfeid@naperville203.org | |
| Chess Team | Mike Steger | msteger@naperville203.org | Attendance reqd. |
| Choral Ensembles: Hawkapella, Chorelles, Enchords, Redhawk Songbirds, Vocal Jazz | Kelly Mielcarz | kmielcarz@naperville203.org | auditions |
| Choral Ensembles: Hawkapella, Chorelles, Enchords, Redhawk Songbirds, Vocal Jazz | Lauren Berryhill | lberryhill@naperville203.org | auditions |
| Civic Leaders of America (CLA) | Emily Yung | eyung@naperville203.org | 3-5 weekends |
| Civic Leaders of America (CLA) | | | 3-5 weekends |
| Class Sponsor – Senior | Jeromy Bentley | jbentley@naperville203.org | Spring elections |
| Class Sponsor – Senior | Stacy Cunningham | scunningham@naperville203.org | Spring elections |
| Class Sponsor – Junior | Michael Jarvis | mjarvis@naperville203.org | Spring elections |
| Class Sponsor – Junior | Jessica Freed | jfreed@naperville203.org | Spring elections |
| Class Sponsor – Sophomore | Daniela Macaluso | dmacaluso@naperville203.org | Spring elections |
| Class Sponsor – Freshmen | Kelyn Tuggle | ktuggle@naperville203.org | Spring elections |
| Class Sponsor – Freshmen | Rachel O'Connor | roconnor@naperville203.org | Spring elections |
| Climate Solutions & Outreach Club | Tim Banas | tbanas@naperville203.org | |
| Cookies for a Cause | Eric Novak | enovak@naperville203.org | |
| Computer Science Club | Derek Miller | djmiller@naperville203.org | |
| Council for Exceptional Children (CEC) | Nicole Prousa | nprousa@naperville203.org | |

| | | | |
|--|-------------------|----------------------------------|-----------------------|
| Council for Exceptional Children (CEC) | Breanne Nikkel | bnikkel@naperville203.org | |
| Culinary Club | Amanda Haiser | ahaiser@naperville203.org | |
| Debate | Randy Smith | rsmith@naperville203.org | |
| Debate | Robert Lugiai | rlugiai@naperville203.org | |
| DECA | Christine Bell | clbell@naperville203.org | |
| DECA | Dave Ashton | dashton@naperville203.org | |
| Diversity and Inclusion Board | Sarah Kandl | skandl@naperville203.org | |
| Dungeons & Dragons Club | Christine Filer | cfiler@naperville203.org | |
| ECO Club | Paige Lundquist | plundquist@naperville203.org | |
| ESports | | | |
| ESports | | | |
| Exceptional Student Research Program | Tim Banas | tbanas@naperville203.org | |
| Flags (Spirits Color Guard) | Debbie Wiles | nchscolorguard@naperville203.org | Spring/Fall tryouts |
| Foreign Language – French | Jeremy Whitt | jwhitt@naperville203.org | interest in language |
| Foreign Language – French | Angela Vock | avock@naperville203.org | interest in language |
| Foreign Language – German | Drew Schultz | ajschultz@naperville203.org | interest in language |
| Foreign Language – Latin | Stacy Cunningham | scunningham@naperville203.org | interest in language |
| Foreign Language – Chinese | Mike Kralovic | MKralovic@Naperville203.org | interest in language |
| Foreign Language – Spanish | Jennie Franta | jfranta@naperville203.org | interest in language |
| Foreign Language – Spanish | Ana Rosa Diaz | ardiaz@naperville203.org | interest in language |
| Future Farmers of America (FFA) | Sean Rauen | srauen@naperville203.org | |
| GEMS (Girls Engineering Math & Science) | Jennifer Norgaard | jnorgaard@naperville203.org | |
| Girl Up Club | Nikole Epstein | nepstein@naperville203.org | |
| HOSA - Future Health Professionals | Kimberly Smith | ksmith@naperville203.org | |
| Interact Service Club – Rotary | Matt Gresk | mgresk@naperville203.org | |
| Interact Service Club – Rotary | Jennie Franta | jfranta@naperville203.org | |
| Investment Club (Wall Street Society) | Christine Bell | clbell@naperville203.org | app/interview |
| Jazz Band | D.J. Alstadt | dalstadt@naperville203.org | late Spring Auditions |
| Jazz Band | Brandon Estes | bestes@naperville203.org | |
| Literary Magazine | John Hayward | jhayward@naperville203.org | |
| Magic Club | Eric Kaisling | ekaisling@naperville203.org | |
| Marching Band | Brandon Estes | bestes@naperville203.org | course enrollment |
| Math Team | Marissa Rakes | mrakes@naperville203.org | All Grades |
| Math Team | Nick Straka | nstraka@naperville203.org | All Grades |
| Math Team | Sharon Yang | sjyang@naperville203.org | All Grades |
| Medical Club | Amanda Haiser | ahaiser@naperville203.org | |
| Middle Eastern & North African Club (MENA) | Seth Brady | sbrady@naperville203.org | |
| Model United Nations | Sam Gillespie | sgillespie@naperville203.org | |

| | | | |
|--|----------------------|--------------------------------|---------------------------------|
| Model United Nations | Annika Lee | alee4@naperville203.org | |
| Mu Alpha Theta - Math Club | Scott Miller | smiller@naperville203.org | Application |
| Muslim Student Assoc. (MSA) (non-school sponsored) | Seth Brady | sbrady@naperville203.org | |
| National Honor Society | Sean Rauhen | srauen@naperville203.org | Invitation (Juniors/Seniors) |
| National Honor Society | Amy Hastings | ahastings@naperville203.org | Invitation (Juniors/Seniors) |
| NCHS Marketing Agency | Amy Murphy | amurphy@naperville203.org | |
| Neuroscience Club | Letitia Zwickert | lzwickert@naperville203.org | |
| Newspaper - The Central Times | Keith Carlson | kcarlson@naperville203.org | course enrollment |
| Newspaper - The Central Times | Nicole Weiss | nweiss@naperville203.org | course enrollment |
| Orchesis | Maureen Musgrave | mmusgrave@naperville203.org | Fall tryouts |
| Orchesis | Lindsay Swanson | nchsorchesis@yahoo.com | Fall tryouts |
| Pickleball Social Club | Alyssa Sprovieri | asprovieri@naperville203.org | |
| Poetry Club | Jeremy Lin | jslin@naperville203.org | |
| PRISM | Robert Lugiai | rlugiai@naperville203.org | |
| PRISM | Caressa Krejca | ckrejca@naperville203.org | |
| Psychology Club | Maria Connell | mconnell@naperville203.org | |
| Psychology Club | Marissa Juiris | mjuiris@naperville203.org | |
| R4IN - K-Hop | Tracey Cowart | tcowart@naperville203.org | |
| Red Cross Club | Megan Bice | mbice@naperville203.org | |
| Robotics Club | Flint Collier | fcollier@naperville203.org | |
| Robotics Club | Wright King | wking@naperville203.org | |
| Rowdies | Kristina Hagenbaumer | Khagenbaumer@naperville203.org | Spring elections |
| SAC - Student Advisory Club | Megan Cosgrove | rcrawford@naperville203.org | Spring elections |
| SAC - Student Advisory Club | Ryan Crawford | mcosgrove@naperville203.org | Spring elections |
| Scholastic Bowl | Megan Brotan | mbrotan@naperville203.org | |
| Scholastic Bowl | Chelsea Summy | csummy@naperville203.org | |
| Science Bowl | Jeromy Bentley | jbentley@naperville203.org | |
| Science Olympiad | Andreas Damianides | adamianides@naperville203.org | Fall tryouts |
| Science Olympiad | | | Fall tryouts |
| SKILLS USA Club | Chris Feid | cfied@naperville203.org | |
| Ski & Snowboard Club | Jeff Danbom | jdandom@naperville203.org | |
| Sending Sunshine | Maria Connell | mconnell@naperville203.org | |
| Special Spaces | Jen Simon | jsimon@naperville203.org | |
| Speech Team (Forensics) | Jeremy Lin | jslin@naperville203.org | May/Sept. tryouts |
| Speech Team | Allison Kasbee | akasbee@naperville203.org | |
| Speech Team | | | |

| | | | |
|-----------------------|----------------|------------------------------|--|
| Step Team (Dynasty) | Darrell Green | ddgreen@naperville203.org | |
| Step Team (Dynasty) | | | |
| Theatre Tech Crew | Nick France | nfrance@naperville203.org | |
| Theatre Central | Susie Johnson | sajohnson@naperville203.org | |
| Theatre Central | Krissy Vitello | kvitello@naperville203.org | |
| Ultimate Frisbee Club | Lynne Nolan | lnolan@naperville203.org | |
| Ultimate Frisbee Club | Timothy Lee | tlee1@naperville203.org | |
| Veterans Club | Mike Bochenski | mbochenski@naperville203.org | |
| Veterans Club | Nicole Figi | nfigi@naperville203.org | |
| Woods Club | Wright King | wking@naperville203.org | |
| Yarn Club | Katie Barry | kbarry@naperville203.org | |
| Yearbook | Nicole Weiss | nweiss@naperville203.org | |
| Yearbook | Sarah Albiniak | salbiniak@naperville203.org | |
| Youth & Government | Donna Mohn | dmohn@naperville203.org | |

Student Elections (Coordinated by Student Advisory Council - SAC)

1. Voting takes place online. You have the flexibility to vote at school during non-academic time or at home.
2. Polling windows will be advertised through the Redhawk Ramblings and PA announcements.
3. Voting takes place on Google forms. Links shared on the school website and through social media channels. A district login is required.

Annual Voting Experiences:

Homecoming: Any student may nominate a senior for court. Homecoming Court: All students may vote. (Round 1)

Homecoming Royalty: All juniors & seniors may vote. (Round 2)

Prom: Any student may nominate a senior for court. Prom Court: All students may vote. (Round 1) Prom Royalty: All juniors & seniors may vote. (Round 2)

Class Council Elections*: Candidates must attend a pre-election informational meeting. All grades vote for their own respective council.

Student Advisory Council*: Candidates must attend a pre-election informational meeting. Freshmen, sophomores and juniors vote for all students running for SAC.

*Students must attend a pre-election meeting and must choose to run for either class council or SAC. SAC representatives and sponsors will run a pre-election meeting describing different functions and duties of class councils and Student Advisory Council. A brief description of the councils can be found in the Clubs & Activities section of this handbook.

Additionally, the executive boards of Senior Class Council and SAC will be elected by the standing members of each respective council prior to general student elections. Prior to the general election meeting, the announcement of the new Executive Board will be made publicly.

Rationale: The standing council has insights into the work ethic, dependability, and leadership qualities of current juniors. The standing council members have insight into the rigor of leadership positions.

NCHS Dance Regulations

1. All rules and regulations regarding behavior during the school day will be in effect for all dances held both on and off campus. These regulations are in effect both in the facility where the dance is being held and in the parking area. This includes normal penalties for use of drugs and/or consumption of alcohol prior to and/or during the dance

In order to provide an appropriate and safe environment for all students, we, students and staff, at NCHS have the following expectations for all students who attend our dances.

Students will

- Demonstrate appropriate behavior and respect to peers at all times, both on the dance floor and in all designated areas.
 - Refrain from any physical contact that is sexually explicit in its nature and/or a flagrant display of affection.
 - Show respect for self and others relative to space and actions on the dance floor. Not engage in "front to back" dancing.
 - Will abide by the expectations set forth in the co-curricular code and the Redbook regarding attire, alcohol and illegal substances.
- Students who do not abide by these standards will be asked to leave the dance and will receive consequences according to current school regulations. By purchasing tickets, students agree to these expectations. Please share these expectations with your guest if he/she is not a NCHS student.
2. A time will be set for each dance after which students will not be allowed to enter.
 3. Students will not be allowed to leave and re-enter the dance at any time.
 4. We encourage all students to remain for the entire dance.
 5. All dances held at NCHS will conclude no later than 10:00 PM. Rides should be here at that time. Phones will not always be available.
 6. Appropriate attire should be worn at all dances. Each type of dance may require different attire. For example, shorts would be appropriate for an informal dance but not for semiformal or formal dances. **Please see the NCHS website for FAQs regarding student attire at dances.**
 7. Students will not perform any dances or activities that threaten the safety of others.
 8. If Prom is on a school day, students must be in attendance for the full day's schedule in order to participate.
 9. No excused absences will be permitted on the Friday before a Saturday prom or on the school day following the prom.
 10. Guest Passes, for non-NCHS students, must be completed prior to the dance on a one person equals one guest basis. Eighth graders may not be guests, nor may guests be 21 and older.

Naperville Central High School Dance Guest Pass

NC Ticket # _____

Guest Ticket # _____

Completed by NCHS Student

As a NCHS student I understand that all school rules, as outlined in the student handbook, apply and I will take responsibility to inform my guest of these rules. I am only allowed one guest.

NCHS Student (print name) _____ NCHS ID# _____

NCHS Student signature _____

Parent/Guardian signature _____

As a NCHS student bringing a guest to a dance, I agree to the following:

initial each:

1. Guests are only allowed at dances with advance ticket sales
2. This completed and signed pass must be presented when purchasing tickets
3. Guests must bring a photo ID the night of the dance. No ID = no entry to the dance
4. NCHS student and their guest must enter the dance together
5. Guest must be at least enrolled in the 9th grade or a high school graduate
6. Guests **21 years old** or older are not permitted to enter the dance
7. All guests must be in possession of a photo ID at all times

Completed by Guest

I am willing to abide by the Policies and Procedures of Naperville Central High School, as discussed in the Student Handbook. I realize as a guest of Naperville Central, I am required to abide by all of the rules and expectations of Naperville Central students. I understand that failure to do so could result in being removed from the dance.

Guest Name: _____ Guest Signature: _____ DOB: _____

Parent/Guardian Name: _____ Parent/Guardian Contact # _____

Parent/Guardian Signature: _____

Guest's Home High School Administrative Approval – If currently enrolled at another high school, a Dean, other Administrator or Counselor of that school must complete the following information. I verify that the student named as Guest is a student in good standing.

School Name: _____ School Contact # _____

Signature and Title of Administrator: _____

Naperville Central High School Dance Guest Pass

NC Ticket # _____

Guest Ticket # _____

Completed by NCHS Student

As a NCHS student I understand that all school rules, as outlined in the student handbook, apply and I will take responsibility to inform my guest of these rules. I am only allowed one guest.

NCHS Student (print name) _____ NCHS ID# _____

NCHS Student signature _____

Parent/Guardian signature _____

As a NCHS student bringing a guest to a dance, I agree to the following:

initial each:

1. Guests are only allowed at dances with advance ticket sales
2. This completed and signed pass must be presented when purchasing tickets
3. Guests must bring a photo ID the night of the dance. No ID = no entry to the dance
4. NCHS student and their guest must enter the dance together
5. Guest must be at least enrolled in the 9th grade or a high school graduate
6. Guests **21 years old** or older are not permitted to enter the dance
7. All guests must be in possession of a photo ID at all times

Completed by Guest

I am willing to abide by the Policies and Procedures of Naperville Central High School, as discussed in the Student Handbook. I realize as a guest of Naperville Central, I am required to abide by all of the rules and expectations of Naperville Central students. I understand that failure to do so could result in being removed from the dance.

Guest Name: _____ Guest Signature: _____ DOB: _____

Parent/Guardian Name: _____ Parent/Guardian Contact # _____

Parent/Guardian Signature: _____

Guest's Home High School Administrative Approval – If currently enrolled at another high school, a Dean, other Administrator or Counselor of that school must complete the following information. I verify that the student named as Guest is a student in good standing.

School Name: _____ School Contact # _____

Signature and Title of Administrator: _____

EMERGENCY PROCEDURES



Emergency Procedures

Staff and students should familiarize themselves with the Green Emergency Sheets located within each classroom.

Fire Evacuation

- When the fire alarm rings, students and teachers should move together out the exit and to the designated meeting spot for that room.
- Teachers should bring their class roster and close and lock the classroom door.
- Teachers do not need to submit attendance to department secretaries but should instruct students to remain with them. Teachers may be asked to provide attendance.
- Please make sure that your students are not blocking streets or driveways, as emergency vehicles will need to get through the area.

In the event of a fire alarm sounding during a passing period, students should exit through the nearest door. Teachers should also exit out the nearest door and help monitor the area. At the beginning of each semester, familiarize yourself with the GREEN emergency sheet in your classroom and the designated meeting spot which is determined by the exit used.

Severe Weather/Shelter-in-Place

- When the Severe Weather announcement or Tornado Sirens sound, students and teachers should move into designated safe areas.
- Check the GREEN emergency sheet in your classroom to identify a safe location which includes all basement areas, locker rooms, bathrooms, and interior 1st floor classrooms. Once there, assume a position of safety covering your heads from possible debris.
- Severe Weather Shelter Area signs are posted throughout the 1st floor to assist.
- If outside, teachers will direct students to the nearest building interior safe area.
- If outside and there is no time to get indoors, attempt to squat or lie low in the nearest ravine, open ditch, or low spot away from trees and power poles.
- Remain in shelter until notified by the Incident Commander or emergency responders.

At the beginning of each semester, familiarize yourself with the GREEN emergency sheet in your classroom and the designated safe areas.

School Closings

- School closing information will be available at www.naperville203.org
- Information may also be announced on radio and television stations, and District social media websites
- The district will also make efforts to use the automated telephone "call out" system to notify families of school closings or unusual circumstances.

Inclement Weather Late Start

In the case of heavy snow, the district may delay the start of the school day. District buses will arrive at the scheduled pick-up points two hours later than their regularly-scheduled time but dismissal times will not change. Our food service provider, will continue to serve meals as usual.

Late Start Snow Delay Schedule:

Per 1 9:30-10:07
Per 2 10:13-10:52
Per 3 10:58-11:35
Per 4 11:41-12:18
Per 5 12:24-1:01
Per 6 1:07-1:44
Per 7 1:50-2:27
Per 8 2:33-3:10

Lockdown Procedures

There are two types of lockdowns that may occur for a variety of reasons including, but not limited to, medical emergency, K-9 search, missing student, threat outside of the building, threat inside the building, etc. These are serious in nature and are used to help protect the safety of students and staff.

Whenever possible staff should maintain email access for the purposes of receiving communication from building administration, district administration, or police.

Continue Instruction

- Clear the hallways and bathrooms by your room moving everyone into the classroom.
- Lock the door and draw the shades, instruction may continue.
- Allow no one outside or inside the classroom until the "ALL CLEAR" has been given.
- If outside, move into the building or the designated off-campus area and await for further instructions.

Position of Safety

- Follow your ALICE training: Alert, Lockdown, Inform, Counter, Evacuate but NOT necessarily in that order.
- Clear the hallways and bathrooms by your room moving everyone into a position of safety.
- If a life-threatening situation exists, Evacuate immediately to a place of safety.
- If evacuation isn't possible, Lock the door, barricade, and draw the shades. Prepare to Counter if necessary.
- Ignore all bells and alarms unless otherwise instructed.
- Take attendance and be prepared to notify the Incident Commander of missing students or additional students, staff or guests sheltered in your classroom.
- Allow no one outside or inside the classroom until the "ALL CLEAR" has been given.
- If outside, move to the designated off-campus safe area and wait for further instructions.

Community Resources Available 24 hours per day:

You are not alone. If you or someone you know is experiencing a mental health crisis or need someone to talk with, here are some resources:

| | |
|--------------------------------------|------------------|
| National Suicide Prevention Lifeline | Call or text 988 |
| Trevor Lifeline | 1-866-488-7386 |
| DuPage Crisis Hotline | 1-630-627-1700 |

School Song

All hail our school, NCHS
We'll sing your praises, NCHS
With all our might
We'll always make a fight
To keep our standards high
For Naperville, So,
Give us a rousing cheer
For Naperville
Our records must be fair and bright,
Fair and bright!
Let's win today
The good old way
It's up to you to fight, team, fight!

R-E-D-H-A-W-K-S

Redhawks, Redhawks, Show 'em how!

All hail our School, NCHS
We'll sing your praises, NCHS
With all our might
We'll always make a fight
To keep our standards high
For Naperville. So,
Give us a rousing cheer
For Naperville
Our records must be fair and bright,
Fair and bright!
Let's win today,
The good old way.
It's up to you to
Fight team fight!

Naperville 203

Naperville 203 Vision
Building a Passion for Lifelong Learning

Naperville 203 Mission

The mission of Naperville Community Unit School District 203 is to empower students to develop a learner's mindset, demonstrate adaptability, communicate effectively, think critically, and become global citizens.



Adaptability

- ♦ Work effectively in a climate of ambiguity and changing priorities, roles, and situations.
- ♦ Demonstrate agility and resilience in thoughts and actions.
- ♦ Respond productively to feedback, praise, setbacks, and criticism.
- ♦ Understand, negotiate, and balance diverse views and beliefs to reach workable solutions.



Communication

- ♦ Articulate thoughts and ideas effectively using oral, written, and nonverbal communication skills in a variety of forms and contexts.
- ♦ Listen effectively to decipher meaning, including knowledge, values, attitudes, and intentions.
- ♦ Use communication for a range of purposes and audiences including to inform, instruct, motivate, and persuade.
- ♦ Seek, contribute, and respond to feedback to achieve collective outcomes.



Critical Thinking

- ♦ Understand the bigger picture and propose solutions that consider the effects on the whole system.
- ♦ Consistently improve the quality of one's own thinking by skillfully analyzing, assessing, and reconstructing.
- ♦ Apply disciplined thinking that is clear, rational, open-minded, and informed by evidence.
- ♦ Access, evaluate, and integrate information effectively, using appropriate tools and resources wisely, ethically, and efficiently.



Learner's Mindset

- ♦ Embrace curiosity to experience new ideas, while developing positive attitudes and beliefs about learning.
- ♦ Possess the desire to learn, unlearn, and relearn.
- ♦ Find and maximize opportunities to actively listen and elicit diverse perspectives from others.
- ♦ Adopt a dynamic mindset, embracing flexibility and taking ownership, with intrinsic motivation and an eagerness to evolve.



Global Citizen

- ♦ Demonstrate awareness, sensitivity, concern, and respect to connect with others' feelings, opinions, experiences, and culture.
- ♦ Value and embrace diverse cultures and unique perspectives through mutual respect and open dialogue.
- ♦ Demonstrate personal, civic, social, local, and global responsibility through ethical and empathetic behaviors.
- ♦ Elicit diverse perspectives and contributions.