

FORWARD

Welcome to Belvidere North High School! It is a tremendous honor and privilege for me to serve as your Principal. Students, parents, faculty and staff are in for a wonderful and exciting experience as we work together to create a school that provides an outstanding education in a safe and secure environment. I am committed to the goal that our school will be an educational institution where students are focused on academic achievement, have the necessary support to be successful, and the encouragement to take an active role in their future. It is the aspiration of all staff members in this building to truly make a difference in the lives of the students and the community that we serve. For any school to become truly great, parental involvement is imperative. Our children will succeed when we work together as partners. Anytime you have questions or issues of concern, I encourage you to contact me directly at 815/547-3649. It is very important to me that the lines of communication between all members of our learning community be open and available.

Please follow me on twitter at @BNHSPrincipal.

Sincerely,

Marc Eckmann
BNHS Principal

STUDENT HANDBOOK ADDENDUM DISCLAIMER

Failure to read this handbook does not excuse students from the requirements and regulations described herein. This addendum may be amended during the school year without notice.

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Belvidere North High School
9393 Beloit Road
Belvidere, IL 61008
www.district100.com/BelvidereNorth

Contact Information

Main Office Telephone Number: 815/544-2636

Attendance Office: 815/547-3678

Building Administrators

Name	Job Title
Mr. Marc Eckmann	Principal
Mr. Jody Flynn	Assistant Principal/Athletic Director
Mr. Matt Fry	Assistant Principal
Mrs. Julie French	Assistant Principal
Mrs. Maria Bounthong	Dean of Students

Student Services Staff

Name	Job Title / Responsibility
Mrs. Margaret Bausman	School Counselor - Student Last Names Lf-Ri
Ms. Shelly Burst	School Social Worker
Mr. Thomas Chennell	School Social Worker
Mrs. Shawna Doyle	School Psychologist
Ms. Judy Flores-Sender	EL School Counselor
Mrs. Jodie Freeman	School Counselor - Student Last Names Fm-Le
Ms. Jessica Quisenberry	School Counselor - Student Last Names A-FI
Mrs. Lisa Volkman	School Counselor -Student Last Names Rj-Z

ATTENDANCE

Attendance Policy

In accordance with The School Code of Illinois and in recognition of the responsibilities imposed upon parents, Belvidere North High School/District 100 students shall attend school every scheduled school day. Illinois has a compulsory attendance law requiring students to remain in high school until they reach the age of 17. When students graduate from BNHS we want to know that they received the best education possible. That can only happen when students are in attendance. **School attendance is NOT optional.** Daily attendance, timeliness to class, and participation will increase the student's probability for successful performance, and foster the development of self-discipline and responsibility. Conversely, absences, repeated tardiness and other truancies will have a negative effect on the student's overall classroom experience and grade. While makeup work can be completed, it does not equal lectures, discussion and classroom activities. Time missed from school can never truly be made up. **Our goal at Belvidere North High School is to have every student present, every day, for every class.** We ask parents/guardians to cooperate with us on reaching this goal. Please make as many appointments as possible OUTSIDE of the school day.

If a student is absent from school, a parent or legal guardian must call 815-547-3678 (notes sent with the student are not accepted). ONLY a parent or legal guardian can request a student's absence from school or request any early release. Verbal communication between the parent and the attendance office must take place before a student is permitted to leave.

The following guidelines govern the student's, parent's and the school's responsibility regarding attendance.

Absences: There are two types of legitimate absences: parent excused and school excused.

1. **A parent excused absence (EXE)** is one where the parent calls the attendance office to report a student ill or absent.
2. **School excused absences include:**
 - a. An absence verified by a doctor's note that is signed by the physician. If the note is faxed, it must be faxed from a physician's office – if altered, student will be subject to disciplinary action.
 - b. Immediate family emergency illness with written documentation from the doctor or hospital
 - c. Illness at school excused by a school nurse.
 - d. Deaths and funerals for immediate family members; documentation from the funeral home may be requested.
 - e. Funerals for close friends arranged in advance by a parent; documentation from the funeral home may be requested.

- f. Religious observances that are not available outside of school hours; documentation of the event must be submitted.
- g. Court appointments and hearing with documentation.
- h. College Visits: Students in the 11th grade are allowed one college visit day per year. Students in the 12th grade are allowed two college visit days per year; documentation must be submitted.
- i. Family vacations that must be approved by administration two weeks in advance. Family vacation forms may be picked up in the attendance office.

3. **Unexcused absences** are defined as all absences not listed as excused absences. Truancy is an absence without parent or school permission.

Unexcused absences include, but are not limited to:

- a. Work/babysitting
- b. Non-approved vacation
- c. Oversleeping
- d. Missed the bus
- e. Late call (parent called in later than 48 hours from the day of absence)
- f. Excessive parent excused absences without formal documentation

Suspension days issued by Administration are considered excused absences.

Tardies

Student punctuality is an important component in overall school success. Students at Belvidere North High School are expected to be prompt and on-time to every class. Students are expected to arrive to class five minutes after being dismissed from their previous class. Meaningful instruction will begin immediately. If a student needs to leave the class for any reason, he/she must obtain teacher permission indicated by a signed pass. With this provision, it is expected that all students will be on time to class and there is NO reason for tardiness. Students arriving to class after the previous bell rang will be considered **tardy**. Students who arrive to class more than ten minutes after the previous bell rang will be considered **unexcused**. The tardy policy will be outlined in every teacher’s syllabus provided to students on the first day of school.

Incident	Action
First through Third Tardy	Student is recorded as tardy, teacher makes parent contact and teacher assigns consequences. In addition, students will lose one Northway Point for each tardy.

Subsequent Tardies	The student will receive a discipline referral for subsequent tardies to a class period. Consequences will be administered.
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Attendance in Study Hall and Northway

Attendance in Study Hall and Northway Groups is mandatory. Juniors and Seniors who do not have a first period class are still expected to attend the North Way Presentations on the days they are scheduled. The Northway Period starts at 9:03 am.

Make up work

Make-up work is the responsibility of the student. Students should consult teachers as to work missed due to absence. In general, unless a student has an extended illness they will be given the same amount of days to complete make-up work as they were absent, *plus one day* (n+1; if a student was absent 3 days, they will receive 4 days to turn work in).

If an assignment has been assigned or test date has been set before the student's absence, the teacher does not need to provide additional time for the absent student to meet the deadline.

Make-up work, due to a suspension, is the responsibility of the student. All work must be turned in upon return unless prior arrangements have been made with an individual teacher. Pre-dated assignments and projects are required to be submitted by the original date assigned regardless of any type of planned or unplanned absence, unless the student makes prior arrangements with the teacher.

Students absent for one day or less should wait until they return to school, contact a classmate, or access Canvas for work missed.

Assignments may be requested for absences of three or more days. Please contact the Attendance Office to request make up work due to illness at 815-547-3678. We require twenty-four hour notice for teachers to prepare make-up assignments and work must be requested in three-day increments. Upon completion and return of work, three more days' worth of work can be requested. Assignments may not be available from all classes. Some work cannot be completed outside the classroom. In some cases, students may be required to make up missed work before or after school.

GENERAL BUILDING GUIDELINES

All students will be required to show their school ID to a staff member when they enter the building. Failure to present an ID when requested may result in disciplinary consequences.

BUILDING/GROUNDS ENTRY/EXIT - TIMES AND ENTRANCES

Students will not be permitted to leave campus during the school day without permission from a school administrator.

Entering the School:

Students will be permitted to enter the building through four approved entrances:

- Main Entrance - 7:15 am
- Bus Entrance - When the bus arrives to school.
- Student Entrances - Doors 25 and 31 open at 7:30 am.
- Students who arrive after 8:20 or have late start will enter through the Main Entrance.

Hours of Operation:

Students are not to be in the building prior to 7:45 a.m. or after 3:15 p.m., unless they are under the direct supervision of a staff member or coach. Students are expected to **remain in the assigned location of the activity** until it ends and/or their ride arrives. The Cafeteria and Main Entrance are the two approved locations where students can wait for their ride or the late bus. Students found loitering in the building before or after these times or are in an unauthorized area will be subject to disciplinary consequences.

CLOSED CAMPUS

Students are to remain in their assigned buildings and on the school's grounds continuously from the time of reporting to the time of departure for the day and are to be in attendance in classes and present during passing periods according to their current and approved class schedule. Students are not to leave the school building during classes, during lunch and/or during passing periods unless permission to leave is granted by a principal, a designee, or is otherwise excused. **The expectation is that once a student is at school, they will remain at school unless given administrative permission to leave. Students must obtain a pass for permission to leave prior to leaving the building.**

Due to it being a severe security risk, any student admitting another individual into the building will receive disciplinary consequences.

EMERGENCY DRILLS

Fire Drills

Fire drills are conducted periodically and students MUST follow the instructions posted in each room regarding procedures for exiting the area. All students are required to vacate the building during a fire drill and **stay** with their teacher.

Severe Weather Drills

Warning for a tornado or tornado drill will be given via an announcement by an administrator. Students MUST follow the instructions posted in each room concerning the assigned area of safety. Students are to observe all directions of the teachers. During a severe weather emergency, students are not to leave the building. Only parents/guardians may come to the school and sign out their children. The parent/guardian must report to the main office and school officials will locate the student.

Bus Drills

School bus evacuation drills are conducted annually for all students. Every student should become familiar with both the proper safety regulations when riding the bus and the location and operation of emergency evacuation doors since most students are using bus transportation for rides to and from school, field trips, and athletic and extracurricular activities.

Lock Down Drills

Lock down drills will be conducted during the school year. These drills are designed to prepare faculty and students for emergencies that may arise in the event of an unsafe school situation, such as an intruder. Students are to remain in their classroom and remain silent. They are to follow their teacher's specific directions. Students will be assigned to locations in the classroom where they cannot be seen from the hallway. Instructors will lock their classroom doors.

FEES AND TEXTBOOKS

Students are charged at the time of registration for consumable materials, course supplies, class dues, and textbook/workbook rental.

Registration fees for high school for the 2019-2020 school year are as follows:

Base High School Fee: \$185.00

Cost of Meals:

Breakfast: \$2.00

Lunch: \$3.00

Additional fees are as follows:

Behind-the-Wheel: \$275.00

Student Parking: \$50.00

Any textbook or school owned equipment that was issued by the school must be returned at the end of the course. Students will be charged replacement costs for lost or stolen school supplied items. If

a staff member determines that the book or item has been damaged due to misuse, a fee will be charged for the damage.

HEALTH SERVICES

A student who becomes ill or is injured **MUST** report to the school nurse's office. The school nurse will determine if the student should be released. The school nurse will notify the parent/guardian before the student is released. Any student leaving the school, for reasons of illness or injury, without authorization by the nurse or the administration, shall be considered unexcused and in violation of the closed campus policy. The school nurse, before authorization of the excuse, must process all physical education medical excuses. Except in emergencies, a student must have a pass from a classroom teacher in order to see the nurse during the school day.

Our school medication policy follows the recommended guidelines from the Illinois Department of Public Health and Illinois State Board of Education. It states that the administration of medication to students during regular school hours and during school-related activities should be discouraged unless absolutely necessary for the critical health and well-being of the student. This includes both **PRESCRIPTION AND ANY OVER-THE-COUNTER (OTC) MEDICATION**. Students are not permitted to carry medications (prescription or over-the-counter), unless it is an approved epipen or inhaler. All other medications must be given to the school nurse.

Please see 2019-2020 District Handbook, for detailed guidelines for medication administration.

LOCKERS

Student Lockers: Student lockers are assigned **ONLY for use of the student receiving the assignment**. Students should not share lockers or combinations. Students must keep the locker locked and are not to keep valuables in the locker. Students are responsible for the cost of repair/damage and/or additional cleaning needed to return their assigned locker to acceptable condition. Lockers are the property of the school and may be searched by the administration. **Items left in lockers at the end of the year or after a student withdraws from school may be discarded at the discretion of school personnel.**

P.E. & Athletic Lockers: Student lockers are assigned ONLY for use of the student receiving the assignment. Students should not share lockers or combinations. **All personal items, especially wallets and phones, should be locked in the student's locker before leaving for P.E.** Belvidere North High School is not liable for lost, stolen, or damaged items from the locker room.

LOST AND FOUND

Lost and found items are collected in the main office. When claiming items, students will need to provide an accurate description of the missing article. Periodically, unclaimed items will be boxed and donated to a charitable organization.

SCHOOL TELEPHONES

Students will be allowed to use the phones in the main offices before school, during passing periods, lunch periods or after school for emergency purposes only.

Messages will not be delivered to students, except in an emergency. This is necessary in order to avoid undue interruption in the classroom.

STUDENT IDS AND PASSES

By Illinois State Statute, students are required to have their student ID on their person while at school. Students are required to show their student ID upon request. A lost ID can be reissued for \$5.00 in the Attendance Office. Students IDs will be necessary when attending school activities, eating in the cafeteria, use of the media center and computer use.

Any student in the hall is expected to have a pass signed by a staff member with the date and time listed. Students are expected to show their pass when requested by a staff member. Failure to comply will result in consequences for the student. Students found in the hallway without a pass will be escorted to class and will receive consequences.

VEHICLE AND PARKING LOT REGULATIONS

1. A motor vehicle operated by a student on Belvidere North High School property must have an official school registration permit properly displayed. Students who fail to purchase or display a permit may have their vehicle immobilized or towed; fines imposed, and/or face school disciplinary action. The parking permit may be purchased in the main office at the cost of \$50.00. Students must show proof of a valid driver's license to obtain a parking permit.
2. A student who parks a vehicle in an unauthorized area will be issued a warning for the first violation. A second violation of the parking regulations will cause the vehicle to be immobilized or towed and a fine imposed. The student may be prohibited from parking or operating any vehicle on Belvidere North High School property for a minimum of thirty (30) days.
3. It is recommended that students lock their vehicle when parking in the lots. **Belvidere North High School is not liable for theft from or damage to vehicles parked in the school parking lot.**
4. Students are prohibited from loitering in the parking lots.
5. Vehicles are to be parked immediately after entry to the student lot. Students who enter, leave, re-enter, or drive around the property will be denied the privilege of operating a vehicle on the school grounds for a minimum of thirty (30) days.
6. The maximum speed limit on Belvidere North High School property is fifteen (15) miles per hour.
7. Students who drive in a reckless manner on Belvidere Community Unit School District 100 property will not be permitted to operate a vehicle on the property for the remainder of the school year.
8. While vehicles are parked on Belvidere Community Unit School District 100 property, students may not display items in or on their vehicles, which are gang/secret society related, racially inflammatory, or otherwise offensive. Violations will result in revocation of the parking permit and other disciplinary action.
9. Student parking privileges may be revoked, at administrator discretion, for disciplinary consequences
10. All vehicles parked on District 100 property are subject to search by school personnel.

VISITORS

Students are not permitted to bring visitors to school. Only those people with legitimate business at school will be allowed entry. Those people, including parents, who are always welcome, must register at the Main Office and be issued a visitor's pass. All visitors will be asked to provide a photo ID before being issued a visitor's pass/entry into the school. To ensure the safety of our staff and students, all visitor IDs are run through the Raptor system. Upon exiting the building, visitors will return their visitor's pass at the main office in exchange for their photo ID. Parents who wish to visit a classroom must make arrangements to do so through the office of the principal at least one day prior to the visit.

ACADEMICS

TRADITIONAL GRADING SCALE

Grades are symbols that represent levels of achievement. The symbols used by Belvidere North High School are:

98-100 A+	97-92 A	91-90 A-
89-88 B+	87-82 B	81-80 B-
79-78 C+	77-72 C	71-70 C-
69-68 D+	67-62 D	61-60 D-
	59-0 F	

Grading Formula in Proficiency System

In the proficiency system:

- Each course has a list of standards determined essential for success;
- Students will receive a score on each standard;
- Students who meet or exceed all standards will earn an A;
- Students who meet or exceed most standards will earn a B;
- All teachers will use the following system to score and provide feedback to students on each standard:

<u>Standard Score</u>	<u>Meaning</u>
4	Exceeds the Standard
3	Mastery of the Standard
2	Approaching the Standard
1	Partial Knowledge of the Standard with Assistance

Grades will not be calculated differently by each teacher through accumulating percentage points for homework, tests, and classwork. Instead, grades will be calculated by all teachers using the following common formula:

<u>Grade</u>	<u>Letter Grade Meaning</u>
A	Met or exceeded all standards. Student earns 4s & 3s on all standards.
B	Met most priority standards. Student earns half or more 4s & 3s on all standards and no 1s on any standards.
C	Met some priority standards and made progress on all standards. Student earns less than half 4s & 3s on all standards and no 1s on any standards.
D	Made progress on all standards. Student earns 2s on all standards.
I or F	Student earns 1 on any standards. I - In Progress, insufficient evidence of learning or of reaching basic standards. With additional time, student may successfully complete the course. F - Not enough evidence of learning. Student needs to repeat the course.

GRADUATION REQUIREMENTS

Classes of 2020	
English: English 9 – Writing Intensive (1 credit), English 10 (1 credit), English 11 (1 credit), and English 12 (1 credit) or English Electives (1 credit)	4 Credits
Social Studies: US History – Writing Intensive (1 credit), Government (.5 credit), enrollment in World Studies, and a Social Studies Elective (.5 credit)	2 Credits
Mathematics: Student must earn 3 credits of math. One of the credits needs to be Algebra and one needs to be Geometry.	3 Credits
Science: Student must earn 2 credits of science	2 credits
Career Education	.5 Credit
Health	.5 Credit
Consumer Education	.5 Credit
Physical Education: Credits earned count toward elective requirement	Student must be enrolled each year of high school
Electives: One credit must be earned from Fine Arts, World Language, or CTE	11.5 Credits
Total Credits Required for Graduation	24 Credits

Class of 2021, 2022, and 2023	
English: English 9 – Writing Intensive (1 credit), English 10 (1 credit), English 11 (1 credit), and English 12 (1 credit) or English Electives (1 credit)	4 Credits
Social Studies: US History – Writing Intensive (1 credit), Government (.5 credit), & World Studies (1 credit)	2.5 Credits
Mathematics: Student must earn 3 credits of math. One of the credits needs to be Algebra and one needs to be Geometry.	3 Credits
Science: Student must earn 2 credits of science	2 credits
Career Education	.5 Credit
Health	.5 Credit
Consumer Education	.5 Credit
Physical Education: Credits earned count toward elective requirement	Student must be enrolled each year of high school
Electives: One credit must be earned from Fine Arts, World Language, or CTE	11 Credits
Total Credits Required for Graduation	24 Credits

MAKE-UP CREDIT

A student may receive high school credit for successfully completing any of the listed courses or experiences even when it is not offered in or sponsored by the District:

1. Distance learning course, including a correspondence course, virtual, or online course
2. Courses in an accredited foreign exchange program
3. Summer school or community college courses
4. College courses offering dual credit courses at both the college and high school level
5. Foreign language courses taken in an ethnic school program approved by the Illinois State Board of Education
6. Work-related training at manufacturing facilities or agencies in a Tech Prep Program
7. Credit earned in a Vocational Academy

The student must seek approval from the Principal to receive graduation credit for any non-District course or experience before taking the course. The Principal shall determine the amount of credit and whether a proficiency examination is required before the credit is awarded. As approval is not guaranteed, students should seek conditional approval of the experience before participating in a non-District course or experience. The student assumes responsibility for any fee, tuition, supplies, or other expenses. The student seeking credit is responsible for (1) providing documents or transcripts that demonstrate successful completion of the experience, and (2) taking a proficiency examination, if requested. The Principal shall determine which, if any, non-District courses or experiences, will count

toward a student's grade point average, class rank, and eligibility for athletic and extracurricular activities.

PROGRESS REPORTS

Weekly cumulative progress reports will be generated regarding student academic progress to date. These progress reports (IPR) are also used to determine athletic eligibility and need for academic interventions. It is the responsibility of the student and parent to regularly track student progress via e-School and Canvas. At the end of each 4 ½ week period, progress reports are issued to the students for the purpose of informing the parent(s) of the student's progress.

ACADEMIC ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES

1. Prior Semester— A full-time student earns academic eligibility to participate in activities by passing five courses. Grades earned in the eighth grade are not considered in determining eligibility; therefore, ninth graders are eligible to participate in the fall session.
2. Current Semester
 - a. Eligibility will be checked on a weekly basis.
 - b. A student must be passing five (5) courses on a weekly basis.
 - c. A student who is reported as failing one or two classes, but is still passing five (5) classes on a weekly basis, will remain eligible while attending tutorials. The student must attend two tutorials per week per failing class with the classroom teacher until a passing grade is reported by that teacher.
 - d. A student who is reported failing three or more classes will be ineligible to participate in activities. The student must attend five tutorials with classroom teacher per week until eligible.
 - e. Failure to provide proper documentation of tutorial attendance will forfeit one's opportunity to regain eligibility the following week. Tutorials are mandatory. The student will be required to makeup any missed tutorials if due to excused absence from school.
 - f. If a student becomes ineligible to participate in activities, the student may be allowed to practice under direct supervision of the coach. The student will be prohibited from competition and will not be permitted to travel with the team.
 - g. A student who is reported failing the same class four (4) or more weeks in a row, no matter if tutorials have been completed, are subject to suspension or removal from the team. The coach and/or athletic director must notify the student after three (3) continuous weeks of failing said class of suspension or removal possibilities.
3. Students Receiving Special Education Services, 504 Accommodations, or who have other recognized learning needs

- Special Education Students—Individual Special Education students may be exempted by the local school multidisciplinary educational team when it is determined that failure to meet the academic eligibility requirements is a direct result of the handicapping condition. Such a determination by the multidisciplinary educational team is to be reported immediately to the building principal who will then certify the student’s eligibility to participate in extracurricular activities. Special education students may continue to participate in the activities once a request is made to the building principal to convene the multidisciplinary educational team.
- Students on an approved 504 Plan—Individual students on an approved 504 plan may be exempted by the local school 504 team when it is determined that failure to meet the academic eligibility requirements is a direct result of the handicapping condition. Such a determination by the 504 team is to be reported immediately to the building principal who will then certify the student’s eligibility to participate in extracurricular activities. Students may continue to participate in activities once a request is made to the building principal to convene the 504 team.
- Other Recognized Learning Needs—Individuals with other recognized learning needs may be exempted by the building principal when it is determined that failure to meet the academic eligibility requirement is a direct result of the other learning problems.

POST-HIGH SCHOOL PLANNING

HIGH SCHOOL RESUME

In order to simplify the completion of college applications, financial aid forms, scholarship applications, and National Honor Society forms, students and parents should begin to keep track of the student's various activities during the freshman year. Recording school activities, community service work, church activities, and work experiences into a "High School Resume" will make filling out these forms and applications much easier and less time-consuming.

TRANSCRIPTS AND STUDENT RECORDS

Students may request their official school transcript be sent to a college or university by visiting www.parchment.com. The BNHS Registrar will receive an electronic request to send the official transcripts directly to the college or university selected.

- There is no charge for current high school students to electronically request an official transcript.
- There will be a \$3.55 credit/debit card fee assessed by Parchment for BNHS graduates.

To request a transcript for Employment or other purposes, please visit BNHS to complete and sign a release form. An official transcript can be sealed for self pick up or sent via US Mail. The form is also available on the Student Services webpage (sites.google.com/district100.com/bnhsstudentservices).

- A \$2.00 cash fee will be assessed.

Temporary student records will be kept for five (5) years after graduation or permanent withdrawal, and then destroyed. Notice is hereby given that students desiring copies of temporary student records must contact the school within this five-year period. Permanent student records will be kept at the district's central office for sixty years after graduation or permanent withdrawal and destroyed after sixty years.

SCHOLARSHIPS AND FINANCIAL AID

Scholarship and financial aid information will be shared with students through North Way Presentations and announcements. Additional information may be obtained from the Student Services Office.

The District 100 Program will host an evening program in May to announce the recipients of local scholarships. The public is cordially invited to attend the ceremony.

WORK PERMITS

District 100 will issue work permits to students who are within the guidelines of the Department of Labor and who present the following information to the receptionist in the main office:

- Birth Certificate
- Social Security card
- Parental statement giving their son/daughter permission to work
- Statement from employer describing the work the student will perform

The student must have a job before a work permit is issued.

PROGRAMS

NORTH WAY DAYS

Northway Days will occur every Wednesday, except on Late Start Days. This time may be used for students to participate in educational breakout sessions. In addition, North Way days may be used to increase student success by providing students with additional support.

HOMEWORK HALL

Homework Hall is an after school program available to every student who attends Belvidere North High School. Students are encouraged to work on their homework, complete group projects, and/or complete make-up exams. Tutoring opportunities may also be available in the library during this time. Homework Hall runs Tuesdays and Thursday from 3:01 to 4:10.

HONOR ROLL

Belvidere North High School identifies two levels of honor roll students. Those students meeting the following criteria are listed as either honor roll or high honor roll students. To be eligible for the honor roll, a student must have a 3.0 grade point average and not have any "D" or "F" grades. To be eligible for the high honor roll, a student cannot have a grade lower than an "A."

NATIONAL HONOR SOCIETY

The National Honor Society Chapter of Belvidere North High School is a chartered and affiliated chapter of this prestigious national organization, which is sponsored by the National Association of Secondary School Principals. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of NHS and have been revised to meet our local chapter needs. Students are selected to be members by a five-member Faculty Council, which bestows this honor upon qualified students on behalf of the faculty of our school each spring.

Students in the 11th and 12th grades are eligible for membership. For the scholarship criterion, a student must have an accumulative grade point average of 3.0 or better on a 4.0 scale. (Preference will not be based on a student's GPA as long as they have reached the required 3.0 criterion.) Those students who meet this criterion are invited to complete a Student Activity Information Form that provides the Faculty Council with information regarding the candidate's leadership and service. This form can be found on the www.district100.com/BNHS/ website. A history of leadership experiences and participation in school or community service is required.

To evaluate a candidate's character, the Faculty Council uses two forms of input: first, school disciplinary records are reviewed; second, members of the faculty are solicited for input regarding their professional reflections on a candidate's character and leadership (any negative references such as cheating may disqualify a candidate). A majority vote of the council is necessary for selection. Candidates are notified regarding selection according to a predetermined schedule.

Following notification, a formal induction ceremony is held at the school to recognize all newly selected members. Once inducted, new members are required to maintain the same level of performance in all four criteria that led to their selection. This obligation includes attendance at chapter meetings during the school year and participation in the chapter service projects.

ELIGIBILITY FOR ACES AND THE ACADEMIC WALL OF FAME

In order to participate in the ACES program, students must have a cumulative grade point average in the top 5% of their graduating class at the end of the student's seventh semester. Students must also not have a major discipline referral during their time at Belvidere North High School.

In order to be recognized on the Academic Wall of Fame, students must have earned a cumulative grade point average of at least 3.3 at the end of their seventh semester and earned at least a 1240 on their SAT.

HONOR GRADUATES

Graduating seniors who have excelled in scholarship are recognized during the annual commencement exercises as honor graduates. Each honor graduate is presented with a gold medallion as a token of his or her achievement. The seniors who rank first in the class with perfect 4.0 grade point averages **after seven (7) semesters** graduate Summa Cum Laude-with HIGHEST honors. The seniors who have grade point averages of 3.75 or higher after **seven (7)** semesters graduate Magna Cum Laude-with HIGH honors. And the seniors who have grade point averages of 3.5 or higher after **seven (7)** semesters graduate Cum Laude-with honors.

CLUBS AND ORGANIZATIONS

Student participation in extracurricular activities is highly encouraged at Belvidere North High School. The following clubs and organizations are offered during the 2019-2020 school year:

Anime Club	German Club	Scholastic Bowl
Art Club	Green Club	Science National Honor Society
Art Club Elite	GSA	Science Olympiad
Bass Club	Health Careers Club	Scribe
Best Buddies	Homecoming Committee	Snow Sculpting Team
Blue Crew	Improv Anonymous	Spanish Club
Blue Tube	Key Club	Spanish Honor Society
Business Professionals of America	N Club	Student Council
Color Guard	National Honor Society	Thespian Honor Society
Debate Team	Newspaper	Tri-M
DECA	North Way Mentors	Ultimate Frisbee
Engine Team	Peer Tutoring	W-Club
English Honor Society	Prom Committee	Yearbook
FFA	Psych Club	Youth Restorative Council
Gamer's Club	Quill & Scroll	Zonta
	Rock Club	

STUDENT EXPECTATIONS

GOOD STANDING STATUS

Students are considered to be in good standing provided they have at least 70 North Way Points.

Students who are not in good standing may be restricted from attending dances, field trips, extracurricular events/activities such as athletic events. Athletes who are not in good standing may be restricted from participating in athletic events. Students involved in clubs and/or other extracurricular groups may be restricted from participating in events. (See *Belvidere North Point System* for additional information)

DRESS CODE

Students are to be appropriately dressed when attending school and school-sponsored activities. Students and parents must recognize that school is a learning environment and certain clothing articles/styles are inappropriate. Extremes in grooming and dress which violate the safety and health or which interrupt the educational process are not allowed. Students who do not meet the following dress guidelines will be required to change clothing either by changing into something they have at school, calling a parent to bring something different, or going home to change (which will be considered an unexcused absence). T-shirts and shorts/sweatpants may be available for loan in the Attendance Office. Failure to comply when asked to change will be considered insubordination and will result in appropriate consequences.

Goals of the Dress Code

- Create an environment conducive for learning.
- Educate students for success and professionalism.
- Build self-pride and self-esteem.
- Create a safe and secure school environment.
- Educate the students that school is a student work site and some attire is not appropriate in a work environment.

Sweatshirts, Shirts and Tops

- No visible undergarments.
- Shirts/tops must be long enough so that the midriff/torso is not exposed.
- Shirts/tops must not be see through.
- Tank top straps must be at least 3 inches wide. No spaghetti straps permitted.
- Shirts of any type which display pictures, emblems, or writing that is lurid, sexually suggestive, offensive, vulgar, obscene or implies reference to drugs and/or alcohol, etc. will **NOT** be allowed.
- No plunging or revealing necklines.

- Hooded sweatshirts or sweatshirts must follow the shirt/top guidelines. Hoods must be down throughout the entire school day.

Slacks, Pants, Jeans, Sweats, Skirts

- Slacks, pants, cargo pants, jeans (plain or 5-pocket), sweats and warm-ups are permitted.
- All pants must fit and be worn at the natural waistline. No visible undergarments.
- Pants must not have holes which display undergarments or are inappropriately displaying skin.
- No pants of any type which display pictures, emblems, or writing that is lurid, sexually suggestive, offensive, vulgar, obscene or implies reference to drugs and/or alcohol, etc.
- Shorts and skirts must be an appropriate length for school.

Footwear

- Shoes must be worn throughout the building.
- No slippers. Shoes must have a rubber sole.

Other Items

- Facial Jewelry/Tattoos/Makeup
 - Eyes and face should be seen at all times. Face paint is not permitted during school hours.
 - No spiked jewelry.
- Coats/Outer garments/Hats must be kept in lockers or backpacks.
- No chains (wallet, belt, etc.)
- Wearing OR carrying of hats, hoods, other head coverings (i.e. skull caps, bandanas, ‘doo rags’) and sunglasses once students enter the school building is prohibited.
- Blankets, pillows or stuffed animals are not permitted.

The dress code will also be enforced during “dress-up days” such as during Homecoming or Spirit Week.

PHYSICAL EDUCATION DRESS EXPECTATIONS

Students are expected to dress every day for their physical education class.

Uniform Requirements:

- All students are required to wear the Belvidere North High School PE uniform
- Tennis shoes and socks are required. Students are not allowed to wear boots, sandals or dress shoes to class
- Sweatshirts and/or sweatpants are acceptable as long as the uniform is worn underneath
- Students are not allowed to wear shorts over their PE shorts
- Students are not allowed to wear their school clothes underneath the PE uniform
- Uniforms can be purchased from the school store
- PE rental clothes are available in the PE office for .25 cents per item.
- Any student athlete who doesn’t dress for PE will not be allowed to participate in any athletic activity.

Parents will be notified by the teacher on the first non-dress. A student will receive a discipline referral for each PE non-dress. Other consequences and loss of points may apply according to P.E. department rules and expectations. Students will be made aware of these rules and expectations by the P.E. staff.

CAFETERIA AREA

Students will form orderly lines in the corridor near the serving areas. All students are required to eat and remain in the cafeteria during their scheduled lunch periods. This regulation applies to those students who bring lunches as well as those who purchase their lunches. *No food or drink may be taken outside of the cafeteria with the exception of water.* **Students are not permitted to go home/out for lunch or have lunch delivered to school by a restaurant or a parent.**

Students are expected to clean up their table, surrounding area, and throw away their garbage at the end of their lunch period. Students may be asked to return to their table to pick up any items left behind. Failure to comply may result in consequences.

Any student planning, starting, or participating in a food fight or any other cafeteria disturbance will receive discipline consequences.

Courtyard: Students will be permitted access to the Courtyard for lunch at the discretion of administration. Students will access the courtyard through the Entrance in the 1200 pod and will adhere to the same expectations for behavior and cleanliness in the courtyard.

DANCES

1. Students attending Belvidere North High School dances may not leave the building/facility during the dance. In the event a student leaves, permission to re-enter will be denied.
2. Display of a valid Belvidere North High School identification card is required when paying admission and upon arrival to the dance.
3. Middle school students will not be admitted.
4. All behavior and disciplinary policies are strictly enforced for students and guests.
5. All non-Belvidere North High School students must be under the age of 21, complete the dance contract form and, if approved, provide proper picture ID upon arrival to the dance.
6. The annual high school prom is reserved for juniors and seniors and their invited guests.
7. Students must be in **good standing** to attend dances and other extracurricular activities.
8. Students must face each other when dancing. Students will be asked to leave if they do not follow this expectation.

We expect Belvidere North High School students and their guests to display conduct that is appropriate at all dances. This includes appropriate dancing and appropriate language. Dancing cannot suggest sexual action or anything inappropriate for a school related event. No inappropriate

contact shall take place and a decent level of separation must be maintained between all dance partners. Students who do not follow these guidelines will be removed from the dance and no ticket refunds will be given.

SPORTSMANSHIP

The administration of Belvidere North High School reserves the right to determine what types of behaviors, including those not mentioned in this book, will be restricted at school sponsored activities. Expected behaviors are as follows:

1. Students are to follow all rules that are in effect during the school day, after school or weekend activities.
2. During the National Anthem, **hats are to be removed and all are to face the flag and either sing or remain quiet until the end of the anthem.**
3. Proper language is to be used. No swearing or language which is offensive to others will be tolerated. High school events are considered family activities. Individual and group vulgarity is unacceptable, as is verbal harassment and booing of players, coaches and officials. Students may not direct any gestures, or inappropriate sayings, etc. to any specific player by name or number.
4. Obscene gestures are not acceptable.
5. Dangerous and boisterous behaviors, such as pushing, shoving or fighting and passing of students are not acceptable.
6. Throwing of objects, even toilet paper, at fellow spectators, band members, cheerleaders, officials, players, or onto the playing surface is unacceptable and could result in an injury or the team being penalized by the game official.
7. Work together with cheerleaders for positive cheers and avoid derogatory behaviors and obscene, degrading or elitist cheers. Do not try to disrupt the opposing cheerleader activities or routines with chants, turning your back, etc.
8. After the game, do not tease or belittle the opponent in any way, and be pleasant and gracious to everyone.

****This applies to all events/activities both home AND away.**

Consequences for poor sportsmanship may include:

- Removal from the game or event
- Suspension from a number of future athletic or extracurricular events
- Appropriate school consequences

STUDENT CONDUCT

BEHAVIOR EXPECTATIONS

Students are expected to be responsible. Violations of school rules will result in appropriate disciplinary action. Not all situations and penalties are included in this addendum and some are subject to change per administration's discretion. Because the conduct code and the discussion of specific topics are designed to be a guide in maintaining a healthy and safe school environment and safe school transportation services, no expectations of contractual rights should be assumed.

Students are expected to conduct themselves in a manner consistent with the maintenance of a positive, safe and successful learning environment. Any inappropriate behavior that negatively impacts the safety of others or disrupts the learning environment will be addressed with consequences and the deduction of student points.

Depending on the severity of the offense, students may be referred to the school resource officer. Legal action may result.

CLASSROOM PROCEDURES

- A. Acts of disruptive student behavior which interferes with the learning opportunities of students or teaching opportunities of teachers may be processed using the following methods:
 - 1. Teacher-led Interventions:
 - i. Conference with the student: The teacher will speak with the student about the incident. A plan of action will be developed to prevent future behavior incidents.
 - ii. Assignment of classroom consequences: These consequences may range from a classroom detention to a parent conference.
 - iii. Parent contact will be made.
 - 2. Continued behaviors will result in a referral to administration for discipline.
- B. Any major incident of disruptive student behavior such as fighting, vulgarity, vandalism of property, or other acts of gross misconduct and gross insubordination is cause for immediate referral of the student to Administration for disciplinary action.

BELVIDERE NORTH POINT SYSTEM

Students begin each school year with 100 North Way Points. These points are necessary for involvement in and attendance to extracurricular activities. Student point deductions will be cumulative throughout the entire school year. Deductions in student points will result in specific consequences/interventions.

Tardy	1 Point deduction for each tardy
Truant from Class	2 Point deduction for each period absence
Detention	2 Points deducted (lunch detention) 4 Points deducted (after school detention)
In-School Suspension	10 Points deducted (per day)
Out of School Suspension	20 Points deducted (per day)
5+ Days of Out of School Suspension	100 Points deducted

Students may earn points back by consulting with the administration. **This is not automatic.**

A student is considered to be in good standing between 70 – 100 points. When a student falls below 70 points they are no longer considered to be in good standing. Students not in good standing will not be allowed to attend extracurricular activities such as field trips, Homecoming and Prom, attendance at sporting events as well as lose privileges such as parking. In addition, if a student athlete is not in good standing, they will be subject to the eligibility guidelines as listed in the athletic code. Students may also be required to attend special intervention meetings.

WHEN AND WHERE CONDUCT RULES APPLY

The grounds for disciplinary action apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school (including participants in the event);
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, including posts to Social Media, 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 student; or (b) endanger the health or safety of students, staff, or school property.

DISCIPLINARY MEASURES

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out of school voluntarily due to behavioral or academic difficulties.

Potential disciplinary measures include, without limitation, any of the following measures:

- Notifying parents/guardians.
- Disciplinary conference.
- Withholding of privileges.
- Temporary removal from the classroom.
- Return of property or restitution for lost, stolen or damaged property.
- Lunch detention.
- After-school detention provided the student's parent/guardian has been notified. (If transportation arrangements cannot be made in advance, an alternative disciplinary measure will be assigned to the student.)
- Community service.
- Assignment to Restorative Programs.
- Seizure of contraband; confiscation and temporary retention of the personal property that was used to violate school rules.
- Suspension of bus riding privileges.
- In-school suspension.
- Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.
- Transfer to an alternative program if the student is expelled or otherwise qualifies for transfer under State law.

- Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years. An expelled student is prohibited from being on school grounds.
- Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, such as, 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 or expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

CORPORAL PUNISHMENT POLICY

Corporal punishment is illegal and will not be used. 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.

RE-ENGAGEMENT OF RETURNING STUDENTS

The building principal or designee shall meet with a student returning to school from an out-of-school suspension, expulsion or alternative school setting. The goal of this meeting shall be to support the student’s ability to be successful in school following a period of exclusion and shall include an opportunity for students who have been suspended to complete or make-up missed work for equivalent academic credit. Please see the T.H.U.N.D.E.R. Program for additional information on re-engagement of returning students.

PROHIBITED STUDENT CONDUCT

Students may be disciplined for gross disobedience or misconduct, including but not limited to the following:

ACADEMIC DISHONESTY/PLAGIARISM

Belvidere Community Unit School District #100 does not tolerate, in any form, plagiarism or theft of intellectual materials.

Academic dishonesty occurs when students obtain or assist others in obtaining credit for work which is not their own. Students must conduct themselves according to the highest standards of personal integrity. Students shall follow rules prohibiting dishonest academic behavior and must resist peer pressure to violate Belvidere North High School standards. Students will not use dishonest methods to fulfill academic expectations and responsibilities. Students who have questions about this procedure or any procedure should ask their teachers.

Academic dishonesty includes but is not limited to:

1. Submitting another student's work as one's own work.
2. Obtaining or accepting a copy of tests or scoring devices.
3. Receiving test questions or answers from a member of an earlier class.
4. Providing test questions or answers to a member of a later class.
5. Copying from another student's test, or allowing another student to copy during a test.
6. Talking to another student during a test as well as signaling a response.
7. Using materials that are not permitted during a test.
8. Copying, or having someone other than the student prepare the student's homework, paper, project, laboratory report, or take-home test for which credit is given.
9. Permitting another student to copy, or writing another student's homework, project, report, paper, or take-home test.
10. Falsely claiming illness to avoid the due date on which a paper, project, report, or presentation is due, or test is given.
11. Tampering with a grade book.
12. Using electronic device to obtain or transmit test information.

Plagiarism is the act of taking and using as one's own work another's published or unpublished thoughts, ideas and/or writings. This definition includes computer programs, drawings, artwork and all other types of work, which are not one's own. Types of plagiarism include word-for-word, mosaic (rearrangement or rewording without documentation) and indirect (paraphrasing a passage without documentation). Whenever students have questions they should ask their teachers.

Disciplinary Consequences for cheating/plagiarism

1. First Offense

- A. Parents are contacted by the teacher and the student may:
 - 1. Redo the assignment
 - 2. Be assigned an alternative assignment
 - 3. Assign a non-academic consequence.
- B. Teacher writes a referral and administrator meets with the student to discuss further school consequences.

2. Second Offense

- A. Student may be issued a zero and a conference with the teacher, parent, student and administrator is required.
- B. Administrator will meet with the student and may refer the student to the Youth Restorative Council or additional interventions.
- C. If the second cheating or plagiarism offense occurs in an AP class, regardless of where the first offense occurred, the student may be withdrawn and placed in an appropriate academic class.

3. Third Offense

- A. Student may be issued a zero on the assignment and a conference with the teacher, parent, student and administrator is required.
- B. Administration will meet with the student and assign further interventions/disciplinary consequences.
- C. If the third cheating or plagiarism offense occurs in an AP class, regardless of where the first or second offense occurred, the student may be withdrawn and placed in an appropriate academic class.

Discipline measures will be carried out whether a student cheats in one or more classes, daily work, or a test.

Students who have violated the cheating/plagiarism expectations may endanger membership in NHS and eligibility for scholarships and/or awards

ALCOHOL, TOBACCO, AND OTHER DRUGS

The use, possession, distribution, and/or purchasing of alcohol, tobacco, drugs, and look-alike drugs is explicitly prohibited on school grounds, during school hours, or at school events. The following are additional prohibited Alcohol, Tobacco, and other drug behaviors:

- Using, possessing, distributing, purchasing, selling or offering for sale tobacco or nicotine materials, including vape devices.
- Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
- Using, possessing, distributing, purchasing, selling or offering for sale:
 - a. Any illegal drug, controlled substance, or cannabis (including marijuana, medical cannabis, and hashish). This includes substances containing THC or CBD.
 - 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 physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited.
 - 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. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
 - f. "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.
 - g. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.
 - h. Any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered form.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they have the prohibited substance, as applicable, in their possession.

BULLYING, HAZING, AND AGGRESSIVE BEHAVIORS

Engaging in bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network or other comparable conduct.

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 Policy

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals.

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes

a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non school-related activity, function, or program.

Reporting Bullying Behaviors

Students are encouraged to report bullying behaviors to an administrator, counselor, or staff member. This report must be done in writing. If the report is given to a staff member, they will bring it to the attention of counselors and/or administration. The student issuing the report may be asked additional questions by administration or counselors. Written documentation of the report will be made and shared with administration. This paperwork will be used and updated as the administrator follows up on the initial report.

Students may also report bullying and other concerns anonymously through the BNHS Principal Suggestion Box. This can be found at <https://goo.gl/UZwj6C>.

DISRUPTION OF LEARNING ENVIRONMENT

Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (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.

ELECTRONIC DEVICES/UNAUTHORIZED ITEMS

Students are not to bring to school the following or similar items unless specifically authorized by school personnel for educational purposes:

- | | |
|--------------------------------|--------------------------------|
| Electronic Paging Device | Headphones that cover the ears |
| Fidget Spinners | Laser Pointer |
| Glass Containers | Pacifiers |
| Glow in the Dark Paraphernalia | Portable Speakers |
| Glow Sticks | Radios |

Any other items that do not have a particular school purpose.

In general, food and beverages are not allowed in classrooms, hallways or library. Food should be kept in designated areas such as cafeteria. On occasion, and with administrative permission, classes may have educationally related classroom activities that involve food in the classroom.

Cell phones may not be used during instructional time.

- Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device 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 specifically includes, without limitation, creating and sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as “sexting.” Unless otherwise banned under this policy or by the building principal, all cellular phones, smartphones and other electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student’s individualized education program (IEP); (c) it is used during the student’s lunch period; or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Students are not permitted to operate electronic devices (i.e., iPods and/or MP3 players) during instructional time unless specific permission is given by the classroom teacher.

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

If a student uses these devices, including any of their functions during instructional time and it disrupts the educational process, the student will be subject to disciplinary consequences. The teacher may request the student to put the device away or in a centralized location, such as on the teacher’s desk, for the remainder of the period. Any lack of compliance will be treated as insubordination and further consequences will be assigned.

Using Cell Phone to Record at School

Using a cellular telephone, video recording device, camera or other electronic device in a manner that violates the rights of others, including using the device to record verbal or physical conflict between other students, cheat, take photographs and/or video recordings, is strictly prohibited. Students engaging in these activities will be subject to disciplinary consequences.

GANGS AND GANG ACTIVITY PROHIBITED

The Board of Education finds that all secret societies and gangs are inimical to the public good. The presence of members of gangs and secret societies in the public schools and indicia of such membership and the activities thereof are substantially disruptive of the school program and constitute material interference with approved school activities and are an intrusion in the school affairs or the lives of pupils and teachers. It is the policy of the Board of Education to prohibit the existence of gangs and secret societies in the public schools and to prohibit the membership and secret societies in the Belvidere Community Schools.

“Gang” is defined as any group, club or organization of two or more persons whose purposes include the commission of illegal acts.

No student on or about school property or at any school activity or whenever the student’s conduct is reasonably related to a school activity, shall:

1. Wear, possess, use, distribute, display, or sell any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; commit any act or omission, or use either verbal or nonverbal gestures, or handshakes showing membership or affiliation in a gang;
2. Use any speech or commit any act or omission in furtherance of the interest of any gang or gang activity, including, but not limited to, soliciting others for membership in any gangs;
3. Request any person to pay protection or otherwise intimidate, harass or threaten any person;
4. Commit any other illegal act or other violation of district policies;
5. Incite other students to act with physical violence upon any other person.

INSUBORDINATION

Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a staff member’s request to stop, present school identification or submit to a search.

THREATS

Making a threat against another student, staff member, or the school environment is strictly prohibited. This includes a threat that is made verbally, written, through social media, etc.

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 his or her duties or employment status or status as a student inside the school.

WEAPONS PROHIBITION

A student who is determined to have brought one of the following objects 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 year but not more than 2 calendar years:

(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 1961. The expulsion period may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

(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 above.

The expulsion requirement may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

OTHER

1. Being absent without a recognized excuse.
2. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing.
3. Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.
4. Entering school property or a school facility without proper authorization.
5. Engaging in any sexual activity, including without limitation, consensual, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault.
6. Engaging in teen dating violence.
7. In the absence of a reasonable belief that an emergency exists, calling emergency responders (calling 9-1-1); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus or at any school activity.
8. Sale of food or items on school property, outside of approved school fundraisers.

QUALIFYING STATEMENTS

For purposes of these rules, the term “possession” includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student’s person; (b) contained in another item belonging to, or under the control of the student, such as in the student’s clothing, backpack, or automobile; (c) in a school’s student locker, desk, or other school property; (d) at any location on school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person.

Efforts, including the use of positive interventions 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.

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.

RESTORATIVE INTERVENTIONS

YOUTH RESTORATIVE COUNCIL:

Youth Restorative Council is one of the restorative practices we implement at Belvidere North High School. The values undergirding restorative practices—inclusion, respect, mutual responsibility and accountability—are congruent with programs that teach social-emotional learning (SEL) and support classroom and behavior management, such as Positive Behavior Intervention and Support (PBIS) or Multi-Tiered Systems and Supports (MTSS).

The Youth Restorative Council is a program to address minor behavior infractions committed by students. With staff support, a trained council of students facilitate council sessions to help address minor school behavior events. Members generate fair and appropriate interventions, with the goal for the respondent to repair harm to the community and to receive the help needed to avoid further involvement in the discipline system.

Respondent: A student who committed a behavior event on school grounds or at a school-related event and chooses to work with Youth Restorative Council to find solutions to take accountability and avoid further involvement with the discipline system. Participation is voluntary and confidential.

Youth Restorative Council Member: A student volunteering to serve as a Youth Restorative Council member. The student is approved by staff members, participates in extensive training,

takes an oath of confidentiality, and is invested in helping other students and improving the school climate.

T.H.U.N.D.E.R. PROGRAM:

The T.H.U.N.D.E.R. Program is a restorative intervention designed for students who receive a ten day suspension. The program utilizes a variety of learning opportunities to help students examine their thoughts, values, and actions to obtain skills and strategies for cognitive self-change in their approach and response to stressful or confrontational situations.

Students complete the program and its requirements using Canvas while serving their ten day suspension. Following the completion of the program and the end of their ten day suspension, the student will meet with their mentor (counselor) immediately upon their return to school. Together they will go over the course and discuss what was learned and the strategies the student would employ to prevent future recurrences. Once the reintegration meeting is complete, the student will be returned to his/her class schedule.

ADDITIONAL INTERVENTION OPTIONS:

The following additional interventions may be assigned by the Youth Restorative Council or an administrator:

1. Mediation
2. Restorative Circles
3. Individual/Group Counseling
4. Check In / Check Out program
5. Referral to Student Services
6. Attendance program
7. T.H.U.N.D.E.R. Program - Portions of the program may be assigned to students in In-school Suspension and/or short-term Out-of-school Suspensions.

Failure to comply with the assigned interventions may result in:

- Additional referral to Youth Restorative Council
- Administrative Contract
- Disciplinary consequences associated with the original or new offense.

MISCELLANEOUS

SCHOOL BUS REGULATIONS

Students who use the district's contracted transportation service are expected to know and observe standards of conduct determined by the School Code of the State of Illinois and Belvidere Community Unit School District #100. These guidelines are available to students and parents in the District #100 Student/Parent Handbook. Students who violate the rules for bus riders are subject to detention, in-school suspension, suspension from school, and loss of riding privileges. The bus driver has complete authority and responsibility for the safety and behavior of passengers.

STUDENT RE-ENROLLMENT

In compliance with the School Code of the State of Illinois, Belvidere North High School shall deny re-enrollment to any child above the age of nineteen years who has dropped out of school and who could not, because of age and lack of credits, attend classes during the normal school year and graduate before his/her twenty-first birthday.

CONDUCT CODE DEFINITIONS

Assault (Verbal): Using language in a confrontational, threatening, or intimidating manner.

Battery (Physical): Use of force causing bodily harm to another person, but not mutual combat.

Bullying: *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.

Classroom Suspension: One period of in-school suspension served during regular school hours.

Closed Campus Violation: Students are not permitted to leave the school building during classes or during passing periods unless permission to leave is granted by the Principal, a designee, or is excused by a parent/guardian in advance.

Dangerous Behavior/Physical Aggression: Behavior that has the likelihood of causing harm to self or others.

Detention: Detaining a student during their lunch period or after school, under supervision, for a prescribed time. There are two types of detentions:

- *Classroom/teacher detentions* – Students may be required by a teacher to report to class after school for disciplinary infractions or to complete unfinished assignments.
- *Administrative/office detentions* – Students may be required to report to a before-school, after-school, or lunch detention for disciplinary infractions up to 2 hours.

Disruptive Behavior: Any student action which disrupts the learning environment for short periods of time and/or affects learning opportunities.

Dress Code: Students' dress and grooming must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning environment, or compromise reasonable standards of health, safety, and decency.

Drug Distribution: Selling or passing any controlled substance, alcoholic beverage or related paraphernalia.

Drug Use: Using, possessing or being under the influence of any controlled substance, alcoholic beverage or related paraphernalia (including the misuse of non-prescription drugs).

Electronic Cigarette/Vape Device: Any device used to vaporize liquid for the purpose of inhaling. Electronic cigarettes can also be referred to as e-cigs, hookah pens, vape devices, juul, etc.

Electronic Device/Cell Phone Usage: The possession and/or use of cell phones and other electronic devices including, but not limited to, paging devices, two-way radios, CD and DVD players, Cameras, Ipods, MP3 players and handheld games as well as headphones are only permitted during the student's assigned lunch period and with teacher approval.

Escort: Student is supervised to and from each class for a designated time.

Expulsion: Exclusion of a student from school for a period of time greater than ten school days. Only the Board of Education may expel a student.

Fighting: The exchange of mutual, physical contact such as pushing, shoving and hitting with or without injury. ***Without clear and convincing evidence that a participant in a fight attempted to avoid the confrontation, all parties will be disciplined.***

Forgery: Pretending to be someone else.

Gang Activities: Participation in any activity that serves to advertise or promote gang activity including the wearing or displaying of jewelry, clothing, signs, or other gang-related items.

Harassment: Making another person anxious by demands, insults, or put-downs whether verbal, physical or written including, but not limited to, notes, emails, postings on websites, text messages, etc.

Hazing: Any intentional, knowing, or reckless act directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club, or athletic team whose members are or include other students.

Inappropriate Language and Gestures: Language and gestures which convey grossly offensive, obscene or sexually-suggestive messages.

In-School Suspension (ISS): A full-day exclusion from classes served at school during regular school hours.

Insubordination: Action which actively or passively defies a school rule or a refusal to obey a request from staff, including lack of cooperation by failing to follow verbal or written staff directives or building policies.

Not in Assigned Area/Out of Area: Students are to remain under adult supervision and direction throughout the entire school day. Leaving class without permission, being in a restricted area and wandering the halls are a few examples of not being in an assigned area.

Out-Of-School Suspension (OSS): A temporary exclusion of a student from school for a period of time not to exceed ten (10) school days. Students who are suspended from school may not be on school property at any time, for any reason (unless they have specific permission from administration). If they are, they will be arrested for trespassing.

Pranks: An act(s) intended to harm, disrupt, embarrass, etc. an individual or group of students or staff.

Public Display of Affection: Includes behavior such as kissing, fondling, embracing, etc. that is not appropriate for school environment.

Racial/Ethnic/Religious Harassment: Using words, pictures, objects, gestures or other actions demeaning to any religious, ethnic, or racial group.

Restitution: To pay current costs of repair or replacement including labor and shipping charges.

Secret Society: Participation in any activity that serves to advertise or promote secret society activity including the wearing or displaying of jewelry, clothing, signs, or other secret society-related items.

Sexual Contact (Non Consensual): Any unwelcome touching of another student of a sexual nature.

Sexual Harassment: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual or sex-based nature by anyone, including students, imposed on the basis of sex, that has the purpose or effect of (a) substantially interfering with a student's educational environment; (b) creating an intimidating, hostile, or offensive educational environment; (c) depriving a student of educational aid, benefits, services, or treatment; or (d) making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.

Slander: A false report maliciously uttered intending to injure the reputation of a person by using written/visual postings on the web, emails, text messages, notes, etc.

Staff: Any individual employed by the school district or any individual employed by an outside service working within the school district.

Student IDs: Students are required to carry their official ID at all times while on school grounds or at school functions. These cards must be willingly presented to any staff member of the district upon request. Failure to produce identification will result in disciplinary action.

Student Points: All students will be issued 100 points at the beginning of the school year. These points may be redeemed for certain incentives and/or privileges. Behavioral incidences will result in a deduction of points resulting in specific consequences and behavioral interventions. Students may be allowed to earn points back with good behavior, community service and school involvement.

Tardiness: Being late to class without teacher permission.

Theft/Destruction: Taking or possessing property belonging to an individual or the school without permission. Causing damage to or defacing school or property of others.

Tobacco and Paraphernalia: Use or possession of tobacco in any form and materials such as rolling papers, lighters, etc.

Trespassing: Being on Belvidere Community Unit School District #100 property after 10:00 p.m., without direct supervision by a teacher, coach, or an administrator. Also, students who are suspended or expelled from school may not be on any Belvidere Community Unit School District #100 property without prior permission from a school administrator.

Weapons: A weapon is any device intended to cause injury or bodily harm, any device used in a threatening manner that could cause injury or bodily harm, or any device that is primarily used for self-protection because of its potential use to cause injury or bodily harm. Weapons include, but are

not limited to, any type of knife, firearm, imitation or look-alike firearm, BB gun, chain, razor, club, mace or other chemical or gas, etc. Using legitimate tools and instruments such as pens, pencils, compasses, combs, etc., with an intent to inflict bodily harm upon another or to force another to act against their will is also a weapons violation.

