

## 2009-2010 High School Handbook Changes

Topic	Old Page	Changed to:
Table of Contents	2	<p><b>Part VI--Attendance Policies under Unexcused Absences Add:</b>            Co-Curricular Music Activity Attendance Policy.....10</p>
Hallway Conduct	5	<p>no running, sitting, playing of games (including hackey-sack), food or drink  <b>Add:</b> <i>with the exception of water</i></p>
Early Graduation	7	<p><b>Delete:</b> Whole paragraph  <b>Replace:</b> Students interested in this option must see their guidance counselor for details. This request must be made prior to the end of the student's 6th semester.</p>
Final Examinations	7	<p>Seniors who score certain benchmarks on the PSAE exams may be exempt from certain semester exams and final exams.  <b>Delete:</b> and final exams.</p>
Academic Letter Program or 3.0 Club	8	<p><b>Delete:</b> without having any grade below a C- during each of the two semesters.</p>
Counselor Assignments	9	<p><b>Delete:</b> Whole paragraph - Counselors work with parents, students....  <b>Replace:</b> Counselors work with students, teachers, and parents to promote academic success, to develop personal skills and to explore college opportunities and careers. The counseling web pages on the high school site provide a tool to assist students and parents with high school course planning, information about standardized testing, college financial aid, career preparation, and a monthly newsletter. In addition to individual meetings with students, counselors make classroom and group presentations to assist students with career/college planning, standardized testing, social skills, and high school course sequences and course placement options.</p>
Transcripts	9	<p><b>Delete:</b> 2nd paragraph from: This fee must be paid etc... ..student if over the age of 18.  <b>Replace:</b> There is a request form on the high school's home page that may be mailed to 700 N State Street, Geneseo, IL 61254 or faxed to 309-945-0374</p>
Excused Absences	10	<p><b>Delete last paragraph:</b> Any of the above...</p>
Co-Curricular Music Activity Attendance Policy	10	<p><b>Add following Excused Absences:</b> See Co-Curricular Music Activity Attendance Policy attached (there need to be some changes made to this document prior to placing in the handbook).</p>

Requesting Homework	10	<b>Change to:</b> Homework can be requested by e-mailing the student's teacher directly or via a phone call to the main office if the student will be out of school for two full days. Do not request homework via the Attendance Line.
Reporting Absences	10	<b>Change to:</b> A parent or legal guardian must report a student's absence for any reason (including absence from Saturday detention) by a phone call prior to 11 AM on the day of the absence by calling the 24-hour, 7-day a week automated line (945-0110) and providing the following information:
Reporting Absences	10	<b>Change item 3 to read:</b> Reason for the absence (i.e. Illness, out of town, etc.).
Make-Up Work Policy	11	<b>Item 3, last line change:</b> "unexcused absence in a semester," to "in a school year,"
Short Truancy	12	Rewrite as follows: 1st Occurrence: Two detentions assigned per period truant 2nd Occurrence: Three detentions assigned per period truant 3rd Occurrence: One short Saturday detention 4th Occurrence: Long-Saturday detention Continued Occurrences: Long Saturday detention
Long Truancy	12	Rewrite as follows: 1st Occurrence: One long Saturday detention per day truant 2nd Occurrence: One long Saturday detention per day truant 3rd Occurrence: One long Saturday detention per day truant Continued Occurrences: One long Saturday detention per day truant
	12	Add under short and long truancy: Potential Truancy Intervention: a. Referral to student's counselor b. Parent conference c. Referral to Social Worker d. Referral to the Regional Truancy Prevention Specialist e. Possible referral to outside agency based upon parent consent f. Inform each of the following (set up conference if necessary); parent, counselor, social worker, regional truancy prevention specialist for students under the age of 17 and agency representative.
Short and Long Saturday Detention	13	<b>change:</b> "If a student neglects to attend Saturday Detention they will be assigned an In-School Suspension" to <b>"If a student neglects to attend Saturday Detention further discipline will be assigned as follows:</b> 1st occurrence: Corresponding In-School suspension and reissued of Saturday detention 2nd occurrence: Two corresponding In-School suspensions 3rd occurrence: Out-of-School suspension 4th occurrence: Two Out-of-School suspensions

**Change 5 to read: Social Probation** Students who have been assigned Out-of-School suspension are considered to be on Social Probation. Students on Social Probation can not attend any school events outside of the school day for a designated period of time (this includes attending any athletic events, fine arts events and dances). The probation time is as follows and begins on the first day of return to school:

Suspended one to two days.....one week	Suspended three to five days.....two weeks	Suspended six or more days.....thirty days
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The days of suspension are cumulative. Event supervisors will have lists of students on probation. Students who have been assigned a Saturday detention or an In-School Suspension, are also not eligible to attend the same types of events as listed above, for one week from the date of the discipline.

Social Probation 14

Expulsion	14	<b>Change 5 to be 6:</b> Expulsion
Unserved Discipline	14	<b>Delete:</b> c. May not attend the Senior Picnic
Bullying	15	<b>Change f to read:</b> Cyberspace Bullying and sexting is not permitted. Cell phones, email and text messaging used to intimidate, harass, threaten or bully an individual will be considered bullying.
Bus Discipline Sequence	16	<b>Top of page 17 second paragraph delete:</b> For bus complaints or problems that are related to safety, please use the Safety Concern Report found in the back of this handbook.
Standard of Dress	18	Move this from Part VII to Part III in the handbook.
Drug and Alcohol Discipline Policy	18	First Offense, item 4, change the 3rd sentence to read "It is the student's and his/her parents/guardian's responsibility to contact an agency within <u>10</u> days to make an appointment for assessment. Verification of the appointment must be given to school administration. The Geneseo School District will reimburse up to \$75 toward the cost of the assessment and follow-up.
Drug and Alcohol Discipline Policy	19	At top of page delete: Violation of these rules may have the following consequences: Misuse/abuse of prescription medications, the possession of prescription or over the counter medication without proper documentation.
Locker & Padlock Policy	22	<b>Third paragraph delete:</b> "Student will be issued a new padlock and charged the \$10.00 replacement fee."
Work Permits	22	<b>Change:</b> all "Unit Office" to read "High School office"

# Extra Curricular Handbook

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1, 2, 41-44 To be included as an addition to the Student/Parent Handbook

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No contact dates                      2                      **Change to:** July 25 - August 2, 2009 District wide

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Extracurricular Activity                      pages 3 - 40                      **Change to list:** Category, activity, contact person with e-mail and phone number only.

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Activity Code of Conduct                      41                      Categories of Activities, item 3  
add: Mathletes  
**change to:**  
k) Sphinx--Yearbook  
m) Other approved activities & clubs  
Alphabetize listing

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Substance Abuse Policy                      42                      Self-Referral  
Change last sentence to read: The Geneseo School District will reimburse up to \$75 toward the cost of assessment and follow-up.

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Third Offense                      43                      **Delete:** Option A

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Co-Curricular Music Activity Attendance Policy                      Include this in Extra-Curricular Handbook section

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Request for an Excused Absence from Co-Curricular Music Activity                      Include this in Extra-Curricular Handbook section

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