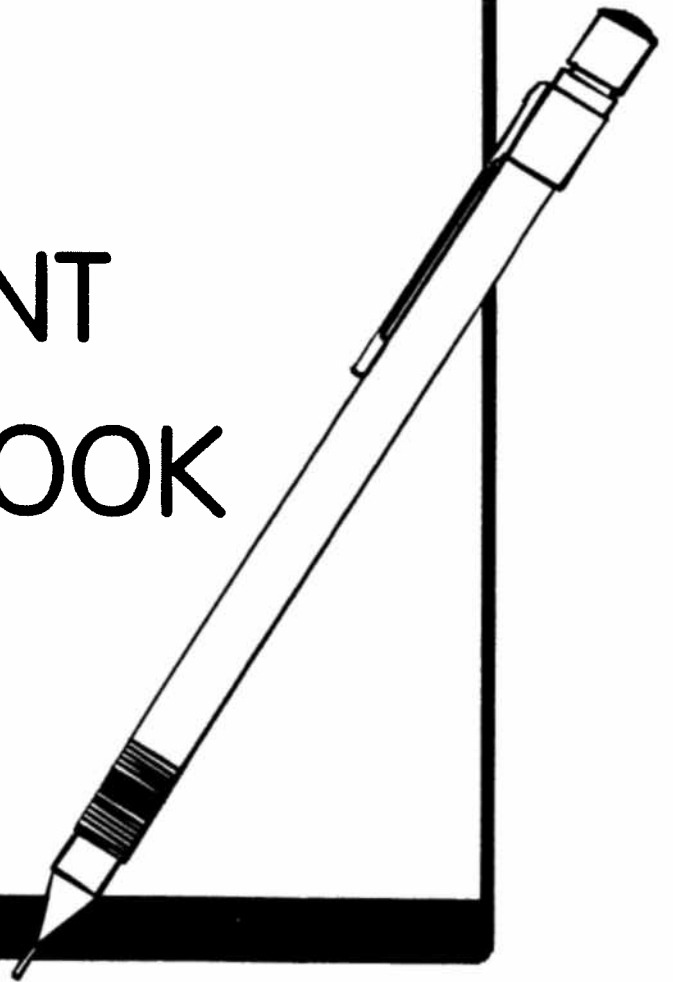


**INDIAN SPRINGS  
SCHOOL DISTRICT 109**

**PARENT  
HANDBOOK**

**2011-2012**



Dear Parents/Guardians:

Members of the Board of Education and Administration believe that excellent communication between the school system and the parents it serves is crucial for development and confidence, as well as mutual understanding and respect. It shall be the responsibility of the Board of Education and Administration to insure that the citizens of the School District are informed on a consistent basis relative to the goals, instructional programs, activities, progress and needs of the School District.

The Parent Handbook has been organized to provide you with essential information about Indian Springs School District No. 109. We encourage you to read it carefully and discuss pertinent areas with your children. The handbook is given to you before the opening day of school as a way of notifying parents/guardians on the current operations of the School District. Communication and understanding among parents, students and the schools are the essential ingredients for success.

Jon N. Nebor, Ed.D.  
Superintendent

## **INDIAN SPRINGS SCHOOL DISTRICT NO. 109 BOARD OF EDUCATION**

PRESIDENT

Jean Derting  
Term Expires: 2013

VICE PRESIDENT

Johnny Smith  
Term Expires: 2015

SECRETARY

Stacey Ziccardi  
Term Expires: 2013

MEMBER

Colleen H. Kelly  
Term Expires: 2015

MEMBER

James J. Loughlin  
Term Expires: 2013

MEMBER

Ruben Almendarez  
Term Expires: 2015

MEMBER

Gary B. Crossman  
Term Expires: 2013

INDIAN SPRINGS SCHOOL DISTRICT NO. 109  
DISTRICT OFFICE  
CHARLES J. THIER ADMINISTRATIVE CENTER

7540 South 86<sup>th</sup> Avenue  
Justice, Illinois 60458-1168  
708/496-8700  
708/496-8641 (FAX)  
www.isd109.org

CENTRAL OFFICE

Jon N. Nebor, Ed.D., Superintendent of Schools  
Nancy Tough, Secretary to the Superintendent  
Recording Secretary to the Board of Education  
Blair S. Nuccio, Ed.D., Assistant Superintendent of Schools  
Linda Kensik, Secretary to the Assistant Superintendent  
Secretary/Personnel  
Megan Fuciarelli, Director of Curriculum and Technology  
Gloria Nemeth, Secretary/Curriculum  
Betty Nowak, Secretary/Curriculum  
Candice DelPrete, Learning Support Services Teacher (LSST) Coordinator  
Linda Jeffers, Business Manager  
Heath Brosseau, Director of Special Education  
Marilyn Brock, Secretary/Special Education  
Eric Polewski, Director of Computer Services  
Joe Peloso, Technical Support Specialist  
Mary Ann Hotzfield, Administrative Clerical  
Linda Krynski, Payroll/Benefits  
Carol Novak, Accounts Payable/Accounts for Purchasing  
Karen Pleger, District Cashier/Duplicating Machine Operator

DIRECTORS, COORDINATORS, SUPERVISORS, AUXILIARY STAFF

Linda Neumann, Cafeteria Manager  
Patricia Fojtik, Director of Library Services  
Robert Habel, Director of Maintenance and Operations  
Cheryl Huenecke, Audio/Visual Director

INDIAN SPRINGS SCHOOL DISTRICT NO. 109  
MISSION STATEMENT

THE MISSION OF INDIAN SPRINGS SCHOOL DISTRICT NO. 109 IS TO PROVIDE EVERY STUDENT WITH A QUALITY EDUCATION THAT WILL INSTILL A DESIRE AND ABILITY TO ACHIEVE THEIR MAXIMUM POTENTIAL AS SELF-SUPPORTIVE, INDEPENDENT, PRODUCTIVE CITIZENS FOR THE 21<sup>ST</sup> CENTURY THROUGH OFFERING A POSITIVE ATMOSPHERE AND A VARIETY OF QUALITY LEARNING EXPERIENCES.

BELIEFS

1. EVERYONE HAS THE POTENTIAL TO LEARN.
2. LEARNING INCLUDES BOTH ACADEMIC AND LIFE SKILLS.
3. EVERY CHILD HAS A RIGHT TO BE EDUCATED TO HIS/HER FULLEST POTENTIAL.
4. LEARNING RESPECT FOR THE INDIVIDUAL'S NEEDS AND ABILITIES IS NECESSARY IN THE EDUCATIONAL PROCESS.
5. SCHOOLS SHOULD PRODUCE TOLERANT, THINKING, PRODUCTIVE CITIZENS.
6. ALL SCHOOL EMPLOYEES SHOULD CONTRIBUTE TO THE WELFARE OF THE CHILDREN.
7. EDUCATION IS A GROWTH PROCESS FOR ALL INVOLVED.
8. LEARNING NOT ONLY TAKES PLACE IN SCHOOLS, BUT ALSO IN THE COMMUNITY, HOME, AND OTHER SOCIAL INSTITUTIONS, WHETHER GOOD OR BAD.
9. THE MORE PEOPLE INVOLVED, THE BETTER THE LEARNING PROCESS.
10. ALL PARENTS SHOULD BE INVOLVED IN THEIR CHILD'S EDUCATIONAL PROCESS.
11. ALL SCHOOLS SHOULD BE FUNDED ADEQUATELY BY THE STATE.

**STUDENT ATTENDANCE CENTERS****Bridgeview Elementary School**

Ms. Crystal Skoczylas, Principal  
7800 South Thomas  
Bridgeview, IL 60455  
(708) 496-8713

**Brodnicki Elementary School**

Ms. Leah Wakefield, Principal  
Dr. Kelly Doogan, Assistant Principal  
8641 West 75<sup>th</sup> Street  
Justice, IL 60458  
(708) 496-8716

**Lyle Elementary School and Early Childhood Center**

Ms. Christine Baldwin, Principal  
Ms. Susan Almendarez, Asst. Principal/Early Childhood Center Director  
7801 West 75<sup>th</sup> Street  
Bridgeview, IL 60455  
(708) 496-8722

**George T. Wilkins Elementary & Jr. High School**

Dr. Miriam Royer, Elementary Principal  
Mr. Robert Serdar, Elementary Assistant Principal  
Mr. Joseph Porrey, Junioh High Principal  
Ms. Sheila Henson, Junior High Assistant Principal  
8001 South 82<sup>nd</sup> Avenue  
Justice, IL 60458  
(708) 496-8708

**Player Primary Center**

Ms. Angela Krejci  
8600 South Roberts Road  
Justice, IL 60458  
(708) 430-8191

## **ADMISSION POLICIES**

**PROOF OF STUDENT IDENTITY AND AGE:** All students must have proof of identity and age to register. New registrants must provide a certified birth certificate, a passport, a visa, or other governmental documentation at the time of registration. Kindergarten students must be five (5) years of age on or before September 1<sup>st</sup> of the year of entry into school.

**PHYSICAL AND DENTAL EXAMINATIONS:** All new enrollees, all kindergarten students, and all sixth graders must present completed physical examination forms and proof of up-to-date immunizations before the first day of school.

Illinois state law requires:

- Children entering kindergarten, second and sixth grades must have dental exams.
- Students enrolling in kindergarten and any students enrolling in school for the first time must show proof of a vision exam received within one year prior to the first day of the current school year.

As of July 1, 2002, children entering preschool programs or kindergarten must have a chickenpox vaccination or physician's documentation that the child has had the disease.

Lead screening is a requirement for students between the ages of six months through six years of age. Parents should note that entering kindergarten students must have a verifiable lead screening or lead assessment as part of their physical. Those students failing to provide the proper physical examination forms, dental records, and proof of receiving immunizations against communicable diseases will not be allowed to attend school until requirements are met.

The Hepatitis B Vaccination Series will be required for all children entering preschool/kindergarten and 5<sup>th</sup> grade if they have not previously received the vaccination.

**RESIDENCY:** The Board of Education has adopted the policy that all potential enrollees must show proof of district residence. Acceptable required forms are: A current lease for renters with occupants' names listed, including all children, and a current electric bill. A current gas, electric, or water bill is required for homeowners. A purchase contract is acceptable for a homeowner awaiting residency; however, a tuition deposit will be necessary and the family must move into the District within forty-five (45) calendar days. After occupancy, the homeowner must present a current gas, water, or electric bill in his/her name. An affidavit form is available in the Superintendent's Office for unusual circumstances. Residency in the District must be established before any child may be enrolled in Indian Springs School District No. 109. A post office box is not considered an address for purposes of proving residency.

**Individuals who falsify enrollment documentation are subject to prosecution under Illinois Law and responsible for tuition reimbursement to the School District**

PLACEMENT: School Officials reserve the right to place a child at the appropriate grade level.

### **SCHOOL HOURS**

Full Day Kindergarten through Eighth Grade 8:15 – 2:30  
 Except Wilkins Elementary 8:30 – 2:45

Kindergarten (Half Day) 8:15 – 11:15  
 Except Wilkins (Half Day) Kindergarten 8:30 – 11:30

Supervision will not be provided, and students should not be on school grounds before 8:05 A.M. (Wilkins Elementary 8:20 A.M.). Students should arrive at school between 8:05 A.M. and 8:15 A.M. (Wilkins Elementary 8:20 A.M. and 8:30 A.M.). Weather permitting, students will be expected to remain outside and conduct themselves in an orderly and appropriate manner.

There are two options for kindergarten students – full or half day. Full day kindergarteners will follow the full day time schedule and half day children will be released at mid-day as noted above.

After school, supervision will be provided until the last school bus leaves the school. Therefore, unless students are participating in a school-sponsored activity or required program, they will be expected to leave school promptly after 2:30 P.M. (2:45 P.M. for Wilkins Elementary).

### **BUS TRANSPORTATION**

Approximately one-half of the student population rides the bus. State law provides free busing for students residing over 1.5 miles from school who must travel on identified hazardous routes. The School District employed a surveying team to accurately pinpoint free and pay areas. In addition, the Illinois Department of Transportation and Illinois State Board of Education have approved several areas that have been declared hazardous routes. Parents who do not qualify for free transportation may choose to pay for bus service. Payment plans are available from the contracted carrier. The School District does not handle bus payments except for the initial payment at registration. All other payments are handled by the bus company. Payments are to be made by **check or money order only** to:

FIRST STUDENT  
 8600 West 67<sup>th</sup> Street  
 Hodgkins, IL 60525  
 (708) 352-9050

All students assigned to self-contained special education classes who are in need of transportation are served by:

RICH LEE SCHOOL VANS  
 9901 South Sayre  
 Chicago Ridge, IL 60415  
 (708) 425-3075

Students are under the direction of the School District while they are transported on the school buses. Illinois law states that providing transportation is at the discretion of the local school district. Therefore, **any repeated misbehavior can result in student suspension or dismissal from the bus.** The Board of Education, via the administration of the Superintendent, may use visual and/or audio recordings of the interior of any/all contracted school buses while the school bus is being used for transportation of students to and from school and school-sponsored activities. These recordings may be used by school officials, and/or their designees, and law enforcement personnel for investigations, school disciplinary actions and hearings, proceedings under the Juvenile Court Act of 1987, and criminal prosecutions related to incidents occurring in or around the school bus.

AT THE BUS STOP: Students are not to board the bus unless they are at their assigned bus stop. It is the responsibility of students to respect the property of homeowners near each bus stop.

ON THE BUS: The driver of the bus is in charge of students at all times. Students will be required to stay in their assigned seats until the bus arrives at its destination and comes to a complete stop. Students are instructed not to place their arms or heads outside the windows, which may only be lowered to a designated spot. **All bus regulations will be enforced.**

### **LUNCH**

Lunch hours for the various buildings will be determined by the principal of the school and will be 30 minutes in length. Hot lunch is available daily. Free/reduced lunches are available for those who qualify; necessary information and forms may be obtained at the school office. Prepaid lunch tickets may be purchased twenty (20) at a time. Parents are encouraged to prepay for student lunches in order to avoid lost/misplaced/forgotten lunch money on a daily basis. Prepayment for lunches takes the burden off parents so they will not have to remember to give their children daily lunch money.

Reminder: No glass bottles or cans are allowed in the lunchroom.

### **STUDENT INSURANCE**

Indian Springs School District 109 contracts student accident/catastrophic insurance. The insurance covers all District 109 students during school hours as well as during school-sponsored/supervised activities. Should parents/guardians be interested in purchasing additional 24-hour coverage, the necessary arrangements are to be made by the parent/guardian as indicated on the form that is available during student registration.



## **DRESS AND GROOMING**

In maintaining an environment that will be conducive to good learning and not disruptive, students have the right to dress and to groom themselves according to their (and their parents/guardians) personal taste as long as the dress and grooming do not present a health or safety hazard or disrupt the educational process.

### **STUDENTS ARE NOT TO WEAR:**

- Extremely short dresses, short skirts, short shorts;
- Clothing made from spandex;
- Halter tops, bare midriff tops, cut-off T-shirts;
- Outer clothing, such as jackets and hats (are not to be worn in school);
- Clothing with inappropriate words, phrases, pictures;
- Heavy or odd make-up, exotic hair styles and/or hair coloring;
- Chained wallets, metal belts, lock or key lock collections;
- Fads in clothing such as bells on shoes, heavy jewelry, oversize clothes worn for sagging, etc.;
- Clothing, jewelry (such as a single earring worn by boys and girls), tattoos, emblems, badges, symbols, signs or other things that evidence membership or affiliation in any gang;
- Clothing that relates to or encourages utilization of drugs, tobacco, and/or alcohol, or which promote violence or inappropriate or immoral behavior or actions;
- Jewelry such as multiple earrings, multiple single-ear or mismatched earrings, body piercings (other than ear piercings).

Cosmetics and hair spray are not to be brought to school.

## **BICYCLES/SKATEBOARDS/ROLLERBLADES/SCOOTERS**

Students may ride bicycles to school. SKATEBOARDS, ROLLERBLADES, AND SCOOTERS ARE NOT ALLOWED ON SCHOOL DISTRICT PROPERTY AT ANY TIME THROUGHOUT THE YEAR. Bicycles must be parked and locked in the designated areas by each school. In order to provide optimum safety, students must walk their bicycles when they reach school property. The School District is **NOT** responsible for bicycles parked on school grounds. By contract, local law enforcement agencies are empowered to enforce this rule 24 hours a day, 365 days a year.

## **LOST AND FOUND**

Pupils who find lost articles are to take them to the office. The school assumes no responsibility for personal property. Pupils are NOT to bring radios, large amounts of money, toys, etc. to school unless requested to do so by the teacher in writing.

## **FIRE AND SAFETY DRILLS**

Indian Springs School District No. 109 has developed a *SAFE SCHOOL PLAN* for the safety of the children and teachers in the event of an emergency situation. Each building will conduct several fire and disaster drills throughout the school year. Should the school receive official notification of severe weather at dismissal time, students will be retained until safe weather conditions prevail and/or safe dismissal procedures can be implemented.

## **CARE OF SCHOOL MATERIALS**

To ensure that textbooks and other instructional materials withstand normal use, we ask the cooperation of parents in teaching children to care for books and materials. Appropriate fines will be assessed in cases of deliberate damage, abnormal wear, or loss of school books and other school property.

## **LIBRARY**

The library is for student use. Students will be able to check out books. If the books are lost or damaged, the student will be responsible to pay for them. If books become overdue, an overdue fine will be assessed.

## **EMERGENCY SCHOOL CLOSINGS**

Due to the number of students transported in our School District, school will not be held on days determined hazardous and every attempt will be made to notify parents on the radio/television by 6:00 A.M. A listing of radio and television stations will be sent to parents prior to the winter season. In addition, parents may now access the District's Web Page ([www.isd109.org](http://www.isd109.org)) for school closing information. Occasionally, after the school day has commenced and children are in attendance, unforeseen circumstances, such as a broken water main, power outage, etc. may result in the necessity for the administrative professional staff to close a school building. In such instances, the staff will make every attempt to contact parents to determine whether children can be sent home or picked up by parents from school. For the children who must remain at school, it may become necessary for the District to transport these children to another school which is in full operation. Parents and guardians should be informed that children will not be released from school during the day unless the parents/guardians have been contacted.

## **SCHOOL VISITORS**

The Board of Education of Indian Springs School District No. 109 encourages parents to visit our classes as observers. **Appointments are required for such visits.** Appointments may be made by contacting the building principal. Visitors are required to enter the school building at the main entrance using the buzzer security system. Upon entering the school, all visitors are required to register in the school office and obtain a badge which must be prominently displayed during the visit. Visitors may not go directly to a child's classroom.

## **SCHOOL BOARD MEETINGS**

Community members are always welcome to attend Board of Education Meetings. It is an opportunity for community members to keep aware of the major issues affecting the operation of the School District. Opportunity is provided for input on topics being covered during the "action items" section of the agenda. An "Audience Participation" sheet must be completed and presented to the Board President or Secretary before community members will be recognized to speak at the Meeting. Monthly School Board Meetings begin at 6:00 P.M. and are held in the Boardroom of the Administrative Center located at 7540 South 86<sup>th</sup> Avenue. If anyone desires to attend the Meetings and requires assistance in accessing the meeting place because of a disability, please contact Dr. Blair S. Nuccio, Assistant Superintendent, at (708) 496-8700.

## **SMOKE-FREE CAMPUS**

By School Board policy, in support of State and Federal Law, smoking is not allowed at any time in the buildings, on the grounds, or in school owned vehicles.

## **SCHOOL NURSE, HEALTH SERVICES, MEDICAL/DENTAL/VISION EXAMINATIONS, IMMUNIZATIONS**

A registered nurse and several health aides are employed by Indian Springs School District No. 109. They are responsible for the following:

- Reviewing the health record requirements established by the state
- Screening hearing and vision
- Preparing special education case study requirements
- Monitoring all specific health problems
- Distributing pertinent health/disease/injury information to parents/guardians

Please notify your school health office if your child has a serious injury or contagious disease.

Parents/Guardians must have a physical form completed by an M.D, D.O., or Nurse Practitioner. Dental forms must be completed by a Licensed Dentist. The vision form must be completed by a licensed optometrist or ophthalmologist.

Physical forms must be completed for:

- all students entering kindergarten and sixth grade
- all new enrollees
- all students entering School District 109 from out-of-state or out-of-country

All physicals must be completed within one year prior to the date of entering school.

The following immunizations are required by the State of Illinois prior to enrolling in school:

- DPT or DTaP – four (4) or more doses, the last booster after the age of four (4) years

- IPV – three (3) or more doses with the last booster after 4 years of age. If the child has had a combination of IPV and OPV, four (4) doses are required.
- MMR – two (2) doses, one after first birthday, and the second one at least four (4) weeks later
- Hepatitis B – three (3) doses for all children entering school after July 1, 2002, and all 5<sup>th</sup> graders
- Varicella – one (1) dose for all children entering school after July 1, 2002.

Lead screenings are required for all children entering school - age six (6) and younger.

Dental exams are required for all children entering kindergarten, second grade and sixth grade.

All students enrolling in kindergarten and any students enrolling in school for the first time must show proof of a vision examination received within one year prior to the first day of the current school year.

### **DISPENSING MEDICATION**

Indian Springs School District No. 109 believes that prescription and non-prescription medication should be administered in the home when possible. However, under certain conditions, it is in the best educational and health interest of the child to take prescribed medication during the school day.

The parent/guardian of the child is given a copy of the Medication Policy and a Medication Administration Permission Form. The permission form must be completed by the student's primary physician. Upon completion of the form, the medication must be brought to the Health Office at the school in the original container as stated in the Medication Policy. All prescription medication will be kept in a locked cabinet in the Health Office. Medication will be dispensed to the student by the nurse/health aide at the school. A record of the medication that is dispensed is kept in the Health Office. No student shall possess or consume any prescription or non-prescription medication on school grounds.

In certain cases, students may be able to self-administer medication, but only after the parent/guardian has completed the School Medication Administration Form. The Hold Harmless and Indemnification Forms must also be completed. In all cases, the school, at their discretion, may reject a request for the self-administration of medication.

### **ATTENDANCE**

#### **TARDINESS:**

In cases of excessive tardiness, disciplinary action may be taken; latecomers disrupt a class and cause loss of instructional time for themselves and others. The State of Illinois attendance auditors count excessive tardiness as student absence from school.

REQUEST FOR EARLY DISMISSAL/LATE ARRIVAL:

If a request for a special dismissal or a late arrival during school hours cannot be avoided, school personnel ask that the parent send a note stating the time and reason for which a child is to be excused. Parents/guardians should make every effort to avoid appointments for their children during school hours. All teachers have been instructed not to excuse any child without a written request from the parent/guardian and approval from the principal. The parent/guardian must sign the child out in the office. School personnel will attempt to prevent a child from leaving the school grounds with an unauthorized person.

CALL-IN PROCEDURE FOR ABSENCE:

In compliance with the law passed during the 84<sup>th</sup> General Assembly, and to ensure the safety and welfare of the students, the following procedure has been established:

**As the School Reform Legislation dictates, phone contact must be made between parents/guardians and school on the day that the child will be absent.**

Parents and guardians should be informed that all schools have been equipped with phone answering machines, which will accept telephone calls from parents and guardians as early as 6:00 A.M. on the day of the student's absence. The phone numbers for absence calls for each building are listed below. This is a tape-recorded message.

- Bridgeview School (708) 496-8715
- Brodnicki School (708) 496-8718
- Lyle School/ECC Center (708) 496-8724
- Wilkins (Gr. K-6) (708) 496-8706
- Wilkins (Gr. 7-8) (708) 496-8710
- Player Primary Center (708) 430-8191

**These phone numbers are NOT to be used for emergency school closing information.** Any student who is absent from school on a given day may NOT participate in extra-curricular or sports activities on that day, without the permission of the principal.

RETURNING TO SCHOOL AFTER ABSENCE DUE TO ILLNESS:

A student returning to school after illness is expected to provide the office/ classroom teacher with a written note of explanation from the parents/guardians. In extended absences (three [3] days or more), or when the illness requires a change in the normal school routine, such as indoor recess or physical education exemption, a doctor's certificate is required specifying the restriction and the duration of the restriction.

Daily attendance, participation in class activities, and the completion of homework assignments, including study, are necessary to guarantee success at school. Students who are absent from school thirty (30) days or more (1/6 of the school year) may be considered for retention.

#### TRUANCY:

Regular school attendance is of utmost importance for a student to benefit from instructional programs. Every student shall be expected to be present every school day. Unexcused absences from school, any class, or from part of any class, shall be considered a serious offense. If a student is absent five (5) out of thirty (30) days, he/she may be deemed chronically or habitually truant and action may be instituted against the parents/guardians of the student. If the parents/guardians do not have the student attend school after they have been notified of the truancy, they may be found guilty of a Class C misdemeanor.

### **COMMUNICATION**

Parents will receive reports at quarterly intervals of their child's progress in school. In addition, parent/teacher conferences will be scheduled at the end of the first and second grading periods. The second conference will be optional on an "as needed" basis only. In addition, a parent may request a conference at any time.

### **SICKNESS OR INJURY AT SCHOOL**

When a child becomes sick or injured at school, a staff member will administer first aid if necessary. If the condition warrants, a parent will be called to come for the child. If a child is too sick to be in attendance at school, yet parents cannot be available to tend to their needs, parents are encouraged to call their local hospital to determine if a hospital day care sick bay is available. The School District does not have facilities or personnel available to provide this service. It is important to keep the school informed of any change in the telephone number at which some member of the family can be reached in an emergency. Should it be impossible to contact either parent, the nurse or principal will call the doctor named by the parents for instructions and, in extreme cases, insure that the child is taken to the hospital.

### **CUSTODIAL PARENTS, GUARDIANS, NON-CUSTODIAL PARENTS**

The individual rights of parents, guardians, and children are addressed and protected under School Board Policy. Non-custodial parents may have access to students' records. Documentation (i.e. divorce decrees, court orders, etc.) requiring other than the procedures listed above, must be on file in that child's individual school.

### **SCHOOL FIELD TRIPS**

When a field trip or excursion is planned, a form will be sent home for the parent/guardian to sign signifying their consent. The destination, date and means of

travel will be stated. An adequate number of chaperones will accompany any group making such a trip.

### **TELEPHONE**

The office phone is a business phone and should be used by pupils for emergencies only.

A telephone voice mail system is available for parents/guardians to leave messages for individual teachers. Messages that require immediate attention should **not** be left on the voice mail system. Teachers may only have one opportunity during the school day to check their voice mail messages. Timely telephone communication should be done through the school offices.

### **ACADEMICS**

In accordance with requirements set forth by the State of Illinois, Indian Springs School District No. 109 offers instruction in grades Pre-K through 8. All students receive daily instruction in Mathematics, Reading/Language Arts, Science, Social Studies, and Physical Education; often subjects are integrated. In addition, weekly instruction is offered in Music and Art.

The curriculum of Indian Springs School District No. 109 is equivalent throughout all District Schools. Instruction is conducted by teachers fully certified in the area in which they teach with specialists teaching Physical Education, Art, and Music. The Board of Education has adopted a six-year rotating schedule for curriculum review. A District goal is that each year the curriculum and resources of one of the nine major academic areas (Reading, Language Arts, Mathematics, Science, Social Studies, Art, Foreign Language, Music, Physical Education) is reviewed and updated by a committee of staff members from the various district schools and departments.

The Administration and Board of Education strongly support the new State of Illinois School Recognition Process, and as a matter of policy, have adopted requirements for our local schools to assess academic growth on student learning outcomes and develop yearly school improvement plans, which would be designed to improve student learning. During the 1997/98 school year, the individual schools of District No. 109 made application to and became members in the North Central Association (NCA), an academic accrediting agency, assuring that District Schools meet state requirements. We will be continuing this process and updating our NCA status.

### **SUPPORT FOR ALL LEARNERS**

Within Indian Springs School District No. 109, we strive daily to meet the needs of all our students. Our efforts mirror the state efforts under RtI (Response to Intervention) and the need to meet students at their skill level to help them attain grade level skills.

Within our daily routine, we offer multiple differentiated learning opportunities - some of which are noted below:

Four of our six schools (with the exception of Player and Wilkins Junior High) are Title I Schools. As a requisite for additional federal funding, we complete a yearly report stating the progress of our students and future plans for continued improvement.

Throughout the district, we have employed English Language Learning Specialists, Special Education Teachers, Literacy Coaches, and Intervention Specialists who all work closely with the classroom teachers and administration to provide the best possible learning environment for our students.

Another effort that we have instituted within five of our schools is to offer EDI (Extended Day Initiative) to some of our students needing extra support. This support is typically geared toward students in grades 3-8 and focuses on literary skills and math. The EDI Program is offered to students via invitation and is taught by certified teachers working closely with building and district administration to monitor effectiveness and growth.

### **GIFTED EDUCATION PROGRAM SELECTION**

Historically, schools have viewed students who perform well on standardized tests, generally the upper 5% of the population, as the "select", those with talents to be nurtured. Current research now indicates that there are other areas of giftedness to be considered. Indian Springs School District No. 109 uses a multi-dimensional definition of gifted that leaves the door open to many children whose gifts and talents simply are not effectively measured by standardized tests alone. Based on this new research data, the Talent Development Program of District No. 109 is one that emphasizes the multi-dimensionality of gifts and talents and is based on a pyramid of services in order to address the needs of all students with high potential. The intent of the program is to be inclusive, casting a wider net to include many kinds of gifts and talents.

Identification and service is accomplished through a matrix system using formal (Standard Achievement Test, Cognitive Abilities Test, Illinois Standards Achievement Test) and informal data (reading inventories, observation checklists, performance data, collection of student work). While students may occasionally be pulled from the classroom for service, programming generally occurs within the classroom by differentiating the standard curriculum. The specifics of curriculum differentiation and enhancements are designed and carried out by the classroom teacher with assistance, when appropriate, from a Talent Development Specialist provided through district funds. District funds also provide resources and support on-going professional development opportunities for teachers in the nature and needs of students with high potential. Junior High services occur through differentiated and accelerated courses in math, science, and foreign language.



## **FEDERAL GRANTS**

In compliance with the Stevenson Amendment, materials and services for our Title I, II, IV, and VI Programs are purchased with Federal Funds.

## **RECORDS**

The School District keeps two types of records (permanent and temporary) for each child. Illinois law now requires that permanent records be retained for sixty years, temporary for five years.

Permanent records consist of the following:

- Basic identifying information – student name, address, birthdate, birthplace, gender
- Academic transcript, including grades, class rank, graduation date, or grade level achieved
- Attendance record, accident reports, health record
- Record of release of permanent record information

Parents have the right to inspect all their children's permanent and temporary records by submitting a written request. They may copy the records, at cost, and may challenge the accuracy or inclusion of any information in the records. The School District will provide a qualified expert to review, with parents, all records including psychological or special education data. If any out-of-district person or agency asks to see a student's record, the parents will be asked for their consent to release the information.

## **STUDENT RECORDS ACT**

In accordance with the Illinois School Student Records Act, the parent/guardian has the following rights:

- To examine all information contained in their child's school records.  
This includes:
  - \* Reports and other information sent to their child's school by hospitals, clinics, private doctors, and other professionals
  - \* All other information maintained by the school concerning their child
- To receive an explanation of the contents by a qualified professional
- To challenge the contents of the records (excluding grades), asking for correction or deletion of inaccurate, misleading, or inappropriate data, or insert into the records a written explanation of their own about the contents
- To obtain copies of their child's records by paying the rates established for copying
- To designate, in writing, persons who may have access to their child's school records

All records will be maintained with the utmost confidentiality as to the contents of the records. All requests to examine student records will be granted within fifteen (15) working days.

## **DISPOSAL OF RECORDS**

Parents should be notified that all temporary records, including Special Education records, will be disposed of five (5) years after graduation or permanent withdrawal of the student. Upon request, information which may be of continued assistance to the student may be transferred to the parent or to the student if the student has seceded to the rights of the parents. Parents of regular education students should be advised that student records will be periodically reviewed, as matter of course, to remove outdated items that should be considered non-permanent.

## **SPECIAL EDUCATION SERVICES**

Indian Springs School District No. 109 offers a full service program for children with special needs. These services include:

- Psychological and Testing Services
- Social Work/Counseling
- Speech and Language Services
- Occupational and Physical Therapy
- Early Childhood Special Education Programs
- Resource and Self-Contained Special Education Programs

Indian Springs School District No. 109 is a member of the A.E.R.O. Special Education Cooperative. The A.E.R.O. Cooperative provides services to children with very specific disabilities in public schools located in the Stickney, Worth, and Lyons Townships. The School District utilizes programs of the A.E.R.O. Cooperative as appropriate to meet the individual needs of students. The District acts as the referral source for School District residents and monitors the progress of students enrolled in the A.E.R.O. programs throughout their placement.

## **PROCEDURES FOR THE IDENTIFICATION OF STUDENTS NEEDING SPECIAL EDUCATION**

If you believe your child is experiencing significant school problems, which should be investigated, contact your child's building principal or the Director of Special Education to make a referral. Referrals should be submitted in writing and should indicate the reasons you believe that a disability exists.

Referrals for a case study evaluation can also be initiated by a child's teacher. Not all referrals result in a case study evaluation. A referral for a case study evaluation does not necessarily mean that your child has a disability that interferes with educational performance. It signals that your child is having learning difficulties and that the person making the referral is concerned that the problem may be due to a disability.

If after reviewing the referral information, the District determines that a case study evaluation is appropriate, your written consent must be obtained to proceed with the evaluation. Once the case study has been completed, an Eligibility Review will be held to discuss the evaluation information and to determine whether a disability exists and if

the child is eligible for special education services. If special education services are appropriate, placement recommendations will be made which require your consent.

To ensure that your child receives appropriate educational services, it is important that you take an active role in the educational process. This requires that you and school personnel establish a positive partnership with shared goals and a common understanding of your child's needs at home, at school, and in the community. To become an active member of the educational team, it is important that you fully participate in the decision-making process. The success of any child's program depends on the participation and commitment of all persons responsible for the student. A strong partnership between the school and the parents is essential.

### **EARLY CHILDHOOD PROGRAMS**

Indian Springs School District No. 109 provides a variety of Early Childhood Education Programs for District residents. The Lyle Early Childhood Center, located at 7801 West 75<sup>th</sup> Street in Bridgeview, serves as the site for Early Childhood Education Programs operated by the Board of Education, administration, and teaching staff. The following programs are offered for 3-5 year olds:

- PRE-SCHOOL ENRICHMENT PROGRAM (PEP) is an enrichment program for children whose screening results substantiate the need for an early intervention program with funding provided by the Illinois State Board of Education. This program is offered at no cost to parents/guardians.
- HEADSTART (CEDA) is a preschool program for children from low income families with funding provided by the Federal Government, through CEDA, at no cost to parents/guardians.
- EARLY CHILDHOOD SPECIAL EDUCATION provides a language-based curriculum that focuses on expressive and receptive language development. This program is funded by the Illinois State Board of Education and is available to qualified children at no cost to parents/guardians.
- DAY CARE is a quality childcare program provided on a tuition basis year round for children 3-5 years of age.
- PRE-SCHOOL is a part-time (2-3 half days a week) tuition program for children 3-5 years of age.
- FAMILIES MATTER offers a variety of programs to parents and children ages birth – six years of age. Home visits are an important part of this program.

Periodic "Child Find" screenings by School District personnel are available for children ages 3-5. For information regarding these programs, please contact the Lyle Early Childhood Center at (708) 496-8722.

### **SCHOOL-AGE EXTENDED DAYCARE PROGRAM**

The School-Age Extended Daycare Program, which is available to District 109 residents only, will provide supervised activities for children in grades K-6 before and after school at designated school buildings. The morning session will be from 6:30 A.M. to 8:15 A.M.; the afternoon session will be from 2:30 P.M. to 6:00 P.M. daily. Nutritious snacks will be served during both morning and afternoon sessions.

### **ILLINOIS FREEDOM OF INFORMATION ACT**

Records relating to the business of the School District and the proceedings of the Board of Education are made available to the public for inspection in accordance with the Illinois Freedom of Information Act. A written request directed to the Superintendent is required indicating the specific items for review. Reasonable rates will be charged to offset the cost of reproduction and certification of documents.

### **TRANSFERRING OUT OF DISTRICT**

Any student who transfers from Indian Springs School District No. 109 receives a transfer form, report card, and medical records. All other records, such as cumulative record folders and/or confidential information shall remain in the School District until a request for such material has been received from the school district to which the student has transferred. It will be necessary for parents to sign a release for confidential information before records are forwarded to another school district. All student fees that are due to the District **must** be paid prior to the student being transferred.

### **TRANSFERRING IN-DISTRICT**

Students, whose parents and/or guardians move from one attendance center area to another within the School District, shall be required to transfer to the attendance center/area where the new residence is located.

### **REQUESTS FOR IN-DISTRICT TRANSFERS DUE TO CHILD CARE NEEDS**

Requests may be made to the Superintendent's office by district residents to have students attend a District school other than their regular assigned school. Documentation must be provided that the student is coming from or returning to a babysitter living in the requested school area and that the parents have regular work hours during the time the child stays with the babysitter. After contact with employer(s) and the listed babysitter, the Superintendent will make the final decision regarding the transfer. Student counts in individual classrooms will influence the decision of the Superintendent. There are District enrollment guidelines that must be followed.

### **STUDENT DESKS, LOCKERS, AND PERSONS**

Newly adopted Illinois Law authorizes searches of school lockers, desks, parking lots, and other school equipment and property, as well as student personal effects left in

those places and areas, without notice, consent, or a search warrant. School officials may obtain law enforcement official assistance in conducting those searches, including the use of specially trained dogs.

Upon occasion of reasonable cause, a child's person will be searched if possession of an object presents a danger to himself or others. Whenever possible, this search will be minimally intrusive, utilizing a hand-held metal scanner or other such technology. Beepers, defensive chemicals, stolen items and items which are prohibited by law, School Board Policy, or school regulations may be removed and impounded. The parents/guardians and, when necessary, the local law enforcement agency will be notified of such action.

### **CELLULAR TELEPHONE POLICY**

Students may possess a cellular telephone in school, on school property, at after school activities and at school-related functions. Students must have a signed parent permission form on file with the school office to have the privilege to have a cell phone on school property. All guidelines regarding cell phone possession by students must be followed or the phones will be confiscated. At no time shall Indian Springs School District 109 or the individual schools be responsible for preventing theft, loss or damage to cell phones brought onto school property.

### **STANDARDIZED TESTS**

Students in grades two, five, and seven are given the Cognitive Abilities Test. This is a test that measures a student's potential in school subjects. It is administered at grade two in the spring, and grades five and seven in the fall. The Stanford Achievement Test is given each spring to all grade three through eight students. It is part of the State of Illinois accountability testing process and the Illinois Standards Achievement Test (ISAT). These tests give teachers baseline information about students' learning needs and provide insight into the strengths and limitations of the District's curriculum and instructional program, while also determining our overall AYP (Annual Yearly Progress) status with the state and federal governments.

The practice of formally assessing primary students (kindergarten through second grade) is burdened with controversy due to the lack of validity, reliability, and predictability in standardized achievement tests for this age group. As a result, District No. 109 uses a more reliable and formative evaluation system to assess the learning needs of primary students. Measures include, but are not limited to, reading inventories, observation checklists, portfolios of student work, and Dynamic Indicators of Basic Early Literacy Skills (DIBELS). These measures provide teachers with immediate achievement data from which on-the-spot, individual student interventions can be implemented. This affords teachers the opportunity to correct learning issues for young learners before they become problems.

## **DISCIPLINE**

Maintaining good discipline is essential to the establishment of a good teaching-learning environment. This is the dual responsibility of the home and the school. In Indian Springs School District No. 109, the School Board has adopted a strong supportive discipline policy based on a cooperative effort between home and school. The Board has further delegated responsibilities by not allowing corporal punishment at school. The adjustment of the individual child to an appropriate pattern of behavior must be achieved in a manner that will not jeopardize the education of other children. Each student has the responsibility to know and to abide by the rules and regulations of the School District.

Unacceptable behavior is detrimental to the individual student as it fosters irresponsibility and infringes upon the rights of other children to learn. The intent of the disciplinary policies of the School District is to help the students grow toward self-discipline, to accept responsibility, and to learn to appreciate the rights of other children.

Unacceptable behavior shall be prohibited and subject to disciplinary action if such actions occur while the student is in attendance at school or at school activities, whether as a participant or a spectator.

## **RIGHTS**

Individual rights, granted by the Constitution of the United States, are granted to all people regardless of age, color, or creed. Students have rights as individuals. The school disciplinary procedures should not violate those rights.

The essential rights involved in disciplinary procedures stem from the concept of "due process". A student may exercise his/her rights:

- To know what the rules and regulations are
- To know what charges are brought against him/her
- To present his/her point of view and/or evidence about the charges
- To have notice of hearing on the charges
- To have a counsel
- To appeal a decision about the charges to a higher level
- To have the charges or penalties removed from the record if the evidence demonstrates his/her innocence or noninvolvement

In the administration of the District's Uniform Disciplinary Procedures, the student should be made to feel that his/her value as a person is not questioned although his/her behaviors are.

## **SERIOUS MISBEHAVIOR**

The following misbehavior will be considered a SERIOUS violation of school policies:

- The possession of a weapon, alcohol, tobacco or controlled substances on or about the pupil's person or upon school premises under the control of such pupil

- Fighting, bullying, assault, battery, extortion, theft, threats to the safety of persons/property on or about the school premises
- Refusal to obey a reasonable request, swearing/cursing at, directing obscene gestures toward or physical assault on school personnel
- Conduct on or about the school premises that is contrary to the Criminal Code of the State of Illinois
- The presence of gangs or gang-related activities on school grounds or while school is in session...
  - Wear, possess, use, distribute, display or sell clothing, jewelry (such as multiple earrings, multiple single-ear or mismatched earrings, body piercings other than ear piercings), tattoos, badges, symbols, signs, or other items that are evidence of affiliation with a gang
  - Commit any act of omission, or use any speech either verbal or non-verbal (gestures, handshakes, etc.)

Over the past several years, District personnel have observed attempts to identify gang affiliation through hand signals/signs, graffiti, wearing of colors in shoelaces, friendship pins, jackets, hats, woven wristbands. Additionally, signs of gang affiliation have been seen in tilting of hats, loosening bib overall straps, baggy/sagging pants, earrings, six-pointed star jewelry, and hair sculptures. Unfortunately, school personnel cannot anticipate the next series of gang fads. However, school personnel will continue to monitor, as necessary, student dress and prohibit the wearing, possessing, using, and/or displaying of tattoos, body piercings for jewelry and/or gang-affiliated items/clothing, etc...,

- Vandalism, obscene, vulgar, profane language/gestures, or disruption of the classroom, cafeteria, hallways, or the educational program
- The use, possession, or distribution of alcohol, controlled substances, or tobacco
- Possession of beepers, pagers, laser pointers

Violations of these infractions, or others as noted in building disciplinary codes, will warrant disciplinary actions such as detentions, exclusion from activities, suspensions and/or expulsion from school.

The Indian Springs School District No. 109 Board of Education, in response to Section 1032 of Federal Law, has adopted a policy whereas they **can/will** expel students from school for at least one year and up to two years for using, possessing, distributing, purchasing, or selling explosives, firearms, knives, or any other weapon or weapon look-alike.

Even without a weapon or dangerous object present, the threat to harm an individual or produce a weapon is a very serious issue and can lead to serious disciplinary consequences. No matter what the intent of the remark may have been, saying it in school or on school property would be treated with the same seriousness and severity as it is when boarding an airplane.

## **LUNCHROOM BEHAVIOR**

Students' cooperation in basic lunchroom rules will ensure a neat and pleasant place in which to eat.

- Loud talking, unnecessary moving around the lunchroom, breaking/smashing milk cartons/bags, or throwing things will not be allowed.
- Tables must be cleared and all rubbish picked up before students will be dismissed.
- All trash must be placed in the trash containers.
- Food is not to be taken out of the lunchroom.
- Students are to follow directions given by lunchroom supervisors.

## **CRIMINAL ACTS**

The Illinois Parental Responsibility Law provides a civil remedy to school districts, their employees, and other students for property damage or physical injury caused by willful or malicious acts of minors (those children above the age of eleven but not yet nineteen years of age). Under this Statute, a parent does not have to be proven guilty of a negligent or willful act in failing to restrain the child in order to be held financially responsible for the damage caused by the child. These acts are included in the category of violence and vandalism, involving damage to property or injury to school employees or to other students.

## **PROMOTION/RETENTION**

It is the goal of the faculty to help all students achieve their academic potential. Every effort will be made to provide students with extra assistance and support services when needed. In the event that a student does not make satisfactory progress in a given school year, the student may be retained at that grade level for the following year or be placed in an intervention program, which could include summer school.

In all cases of retention, the interference to the learning process of a student will be identified through an analysis of the student's achievement data. The social, emotional, as well as academic needs of the student will be considered.

When the staff's evidence of a student's needs is compelling, retention may be considered. The analysis of the learning record in making a final decision includes, but is not limited to, the student's response to the year-long, evidence-based interventions and the formative and summative assessment data. The final decision for retention is made by the Superintendent of Schools.

## **INSTITUTE DAYS AND IN-SERVICE TRAINING**

In-service teacher training meetings are a regular part of the plan for maintaining high educational standards in the School District. Continuous evaluation is necessary for the improvement of instruction and must be a cooperative endeavor engaged in by teachers and administrators. The topics for discussion will change as the needs of the School



District dictate. Students will not be in attendance on institute days and in-service training half-day sessions.

During the school year, there will be five (5) student early release days included in the school calendar to provide time for teachers to participate in school improvement activities.

### **HOMEWORK**

Parents and the school join in the common purpose of helping children make the greatest possible educational advancement. Students who find their work difficult or who have been absent will need to be encouraged to do extra studying at home. Parents are encouraged to contact their child's teacher when difficulties regarding work are noticed. When homework is assigned, the teacher will explain what is to be done so the child can work independently. Parents who provide suitable conditions for home study and encourage assigned work completion will have the satisfaction of sharing in their children's educational progress. Parents should note that both the Bridgeview and Justice Libraries have copies of the District's textbooks.

Homework can be an effective way to help students learn the material they are responsible for in school. The primary purpose of homework is to create opportunities for students to apply essential learning objectives independently so teachers can provide meaningful feedback about ways to improve. Teachers assign homework as a powerful instructional practice for other purposes as well. These include:

- review and practice of class information so as to reinforce learning and facilitate mastery;
- preparation of information for the next day's class; and
- more in-depth exploration of skills and subjects introduced in class to new situations.

Since homework is intended to provide students with opportunities to practice skills, make mistakes and learn from them, homework scores are not averaged into a student's academic report card grade. It is very important to emphasize that excluding homework scores from the academic portion of the report card grade does not mean that it is unimportant. Homework is critical to the learning process and is reported separately as part of the "Nonacademic Factors" component of the quarterly progress report and report card.

Parents are an integral part of making homework a positive experience for the child. Please make homework a top priority in your household, and show your child that you value its worth.

### **PARENT-TEACHER ORGANIZATIONS**

Indian Springs School District No. 109 is proud of its Parent-Teacher Organizations. No organizations have done more to promote an understanding of the objectives of our schools. Their close cooperation with the Board of Education, administration, and the staff has made them an important part of the educational life of the community. Parents who attend these meetings and participate in parent-teacher work and study

projects, will have the satisfaction of knowing and working with many fine people who are deeply interested in the education and welfare of children. The parent-teacher group of the school will keep parents informed about the date and time of the meetings.

### **STUDENT PICTURES**

Professional photographers have been contracted to provide student pictures. Each elementary building establishes their own dates for pictures and retakes. The junior high has a more elaborate program available for graduates. All funds are handled through the photographer; no money is handled by the School District.

### **NON-DISCRIMINATION WITHIN THE DISTRICT**

It is the policy of Indian Springs School District No. 109, Cook County, not to discriminate on the basis of sex in the educational programs, activities, or employment policies as required by Title IX of the 1972 Educational Amendments. Inquiries regarding compliance with Title IX may be directed to Dr. Blair S. Nuccio, Assistant Superintendent, Indian Springs School District No. 109 or to the Director of the Office for Civil Rights, Department of Health, Education, and Welfare, Washington, D.C.

### **AMERICANS WITH DISABILITIES ACT**

The District will not discriminate on the basis of disability against any qualified individual in employment, District programs, or the provision of any District services. Further, the District will not discriminate against any individual because of that individual's relationship or association with a disabled person.

Dr. Jon N. Nebor, Superintendent, has been designated as the responsible person to coordinate the District's efforts to comply with and carry out the District's responsibilities under the Americans with Disabilities Act. Dr. Nebor can be reached at:

District No. 109 Administrative Center  
7540 South 86<sup>th</sup> Avenue – Justice, IL 60458  
(708) 496-8700

If any individual has reason to believe that the District has failed to comply with this policy, he/she should:

- Attempt to informally resolve the problem with his/her supervisor or the responsible District employee.
- If efforts at informal resolution fail, the individual shall file a written complaint with Dr. Jon N. Nebor as soon as possible, preferably within seven (7) days after the issue arises.
- Dr. Jon N. Nebor shall promptly investigate the matter and issue a written decision as soon as possible, preferably within thirty (30) days after receiving the complaint.
- If the complainant is not satisfied with Dr. Nebor's resolution of the issue, he/she will have the right to appear before the Board of Education to present his/her complaint.

## **COMPLAINTS OF PARENTS AND GUARDIANS**

School authorities realize that concerns of parents may arise in the operation of the School District. An individual and/or group are advised that such concerns are best directed to the proper staff member, administrator and/or Board of Education. In the interest of handling all complaints in a fair and consistent manner, parents, guardians, and/or groups should follow the proper chain of command:

- Teacher
- Building Administrator
- Superintendent

If parents, guardians, and/or groups do not receive satisfaction to the complaint after following this chain of command, they should contact the Board of Education.

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2011-2012 School Calendar

# Indian Springs School District No. 109

## 2011-2012 School Year Calendar

July 2011							August 2011							September 2011						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
27	28	29	30	1	2	3	25	26	27	28	29	30	31	29	30	31	1	2	3	4
4 HOL	5	6	7	8	9	10	1	2	3	4	5	6	7	5 HOL	6 X	7 X	8 X	9 X	10	11
11	12	13	14	15	16	17	8	9	10	11	12	13	14	12 X	13 X	14 X	15 X	16 X	17	18
18	19	20	21	22	23	24	15 H	16 H	17 X	18 X	19 X	20	21	19 X	20 X	21 X	22 X	23 X	24	25
25	26	27	28	29	30	31	22 X	23 X	24 X	25 X	26 X	27	28	26 X	27 X	28 X	29 X	30 X	1	2
1	2	3	4	5	6	7	29 X	30 X	31 X	1	2	3	4	3	4	5	6	7	8	9

October 2011							November 2011							December 2011						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	1	2	31	1	2	3	4	5	6	28	29	30	1	2	3	4
3 X	4 X	5 X	6 X	7 X	8	9	7 X	8 X	9 X	10 X	11 HOL	12	13	5 X	6 X	7 X	8 X	9 X	10	11
10 HOL	11 X	12 X	13 X	14 X	15	16	14 X	15 X	16 X	17 X	18 X	19	20	12 X	13 X	14 X	15 X	16 X	17	18
17 X	18 X	19 X	20 X	21 X	22	23	21 X	22 X	23 XHS	24 HOL	25 NIA	26	27	19 NIA	20 NIA	21 NIA	22 NIA	23 NIA	24	25 HOL
24 X	25 X	26 X	27 FPT	28 H	29	30	28 X	29 X	30 X	1	2	3	4	26 NIA	27 NIA	28 NIA	29 NIA	30 NIA	31	1
31 XHS	1	2	3	4	5	6	5	6	7	8	9	10	11	2	3	4	5	6	7	8

January 2012							February 2012							March 2012						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1 HOL	30	31	1	2	3	4	5	27	28	29	1	2	3	4
2 NIA	3 X	4 X	5 X	6 X	7	8	6 X	7 X	8 X	9 X	10 X	11	12 HOL	5 HOL	6 X	7 X	8 X	9 X	10	11
9 X	10 X	11 X	12 X	13 X	14	15	13 NIA	14 X	15 X	16 X	17 X	18	19	12 X	13 X	14 X	15 X	16 X	17	18
16 HOL	17 X	18 X	19 FPT	20 H	21	22	20 X	21 XHS	22 X	23 X	24 X	25	26	19 X	20 X	21 X	22 X	23 X	24	25
23 X	24 X	25 X	26 X	27 X	28	29	27 X	28 X	29 X	1	2	3	4	26 X	27 X	28 X	29 X	30 X	31	1
30 X	31 X	1	2	3	4	5	5	6	7	8	9	10	11	2	3	4	5	6	7	8

April 2012							May 2012							June 2012						
Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1	30	1	2	3	4	5	6	28	29	30	31	1	2	3
2 X	3 X	4 X	5 XHS	6 NIA	7	8	7 X	8 X	9 X	10 X	11 XHS	12	13	4 XED	5	6	7	8	9	10
9 NIA	10 NIA	11 NIA	12 NIA	13 NIA	14	15	14 X	15 X	16 X	17 X	18 XHS	19	20	11	12	13	14	15	16	17
16 X	17 X	18 X	19 X	20 X	21	22	21 X	22 X	23 X	24 X	25 X	26	27	18	19	20	21	22	23	24
23 X	24 X	25 X	26 X	27 X	28	29	28 HOL	29 XED	30 XED	31 XED	1	2	3	25	26	27	28	29	30	1
30 X	1	2	3	4	5	6	4	5	6	7	8	9	10	2	3	4	5	6	7	8

Indian Springs School District No. 109

2011-2012 School Year Calendar

8/15	Monday	Teacher Institute Day	No Student Attendance
8/16	Tuesday	Teacher Institute Day	No Student Attendance
8/17	Wednesday	First Day of Student Attendance	One Hour 8:15-9:15 a.m. Wilkins Elementary 8:30-9:30 a.m.
9/5	Monday	Labor Day	No Student Attendance
9/14	Wednesday	Progress Reports Issued	
10/10	Monday	Columbus Day	No Student Attendance
10/19	Wednesday	End of the First Grading Period	
10/27	Thursday	Parent/Teacher Conferences Report Cards Issued	1:00-8:00 p.m. No Student Attendance
10/28	Friday	Parent/Teacher Conferences Report Cards Issued	8:30 a.m. – 2:30 p.m. No Student Attendance
10/31	Monday	School Improvement Day	Early Student Dismissal 11:15 a.m. Wilkins Elementary 11:30 a.m.
11/11	Friday	Veterans Day	No Student Attendance
11/23	Wednesday	Progress Reports Issued School Improvement Day	Early Student Dismissal 11:15 a.m. Wilkins Elementary 11:30 a.m.
11/24	Thursday	Thanksgiving Day	No Student Attendance
11/25	Friday		No Student Attendance
12/16	Friday	Last Day of Student Attendance before Winter Break	Early Student Dismissal 1:30 p.m. Wilkins Elementary 1:45 p.m.
1/3	Tuesday	Classes Resume	
1/11	Wednesday	End of the Second Grading Period	
1/16	Monday	Martin Luther King's Birthday	No Student Attendance

1/19	Thursday	Parent/Teacher Conferences	1:00 – 8:00 P.M. No Student Attendance
1/20	Friday	Teacher Institute Day	No Student Attendance
1/23	Monday	Report Cards Issued	
2/13	Monday	Lincoln's Birthday Observance	No Student Attendance
2/15	Wednesday	Progress Reports Issued	
2/21	Tuesday	School Improvement Day	Early Student Dismissal 11:15 a.m. Wilkins Elementary 11:30 a.m.
3/5	Monday	Casmir Pulaski Day	No Student Attendance
3/21	Wednesday	End of the Third Grading Period	
3/28	Wednesday	Report Cards Issued	
4/5	Thursday	School Improvement Day	Early Student Dismissal 11:15 a.m. Wilkins Elementary 11:30 a.m.
4/6	Friday	First Day of Spring Break	
4/16	Monday	Classes Resume	
4/25	Wednesday	Progress Reports Issued	
5/11	Friday	School Improvement Day	Early Student Dismissal 11:15 a.m. Wilkins Elementary 11:30 a.m.
5/18	Friday	Half-Day In-Service	Early Student Dismissal 11:15 a.m. Wilkins Elementary 11:30 a.m.
5/25	Friday	Last day of school if no emergency closing days are used Report Cards Issued	
5/28	Monday	Memorial Day	No Student Attendance
6/4	Monday	Last Day of School if all five (5) emergency closing days are used	