

**IASB POLICY REFERENCE MANUAL
TABLE OF CONTENTS
SECTION 1
SCHOOL DISTRICT ORGANIZATION**

Oct 11	1:10	School District Legal Status (Sep 16)
Oct 11	1:20	District Organization, Operations, and Cooperative Agreements (Sep 16)
	1:20-AP	Checklist for Handling Intergovernmental Agreement Requests (Dec 13)
Oct 11	1:30	School District Philosophy (Sep 16)

**IASB POLICY REFERENCE MANUAL
 TABLE OF CONTENTS
 SECTION 2
 SCHOOL BOARD**

Governance

Oct 11	2:10	School District Governance (Sep 16)
Jun 16	2:20	Powers and Duties of the School Board
	2:20-E	Waiver and Modification Request Process (Oct 13)

Board Member

Jan 13	2:20	Powers and Duties of the School Board
Feb 18	2:20-E	Exhibit- Waiver and Modification Request Resource Guide
Feb 17	2:30	School District Elections
Jun 10	2:40	Board Member Qualifications (Dec 14)
Apr 05	2:50	Board Member Term of Office (Dec 14)
Aug 18	2:60	Board Member Removal from Office
Oct 16	2:70	Vacancies on the School Board - Filling Vacancies
Oct 16	2:70-E	Exhibit- Checklist for Filling Board Vacancies by Appointment
Feb 11	2:80	Board Member Oath and Conduct (Dec 14)
	2:80-E	Board Member Code of Conduct (Dec 13)
	2:90	OPEN
Jun 17	2:100	Board Member Conflict of Interest
Dec 13	2:105	Ethics and Gift Ban (Aug 18)
Jun 14	2:110	Qualifications, Term, and Duties of Board Officers
Feb 17	2:120	Board Member Development
Oct 16	2:120-E1	Guidelines for Serving as a Mentor to a New School Board Member
Oct 16	2:120-E2	Website Listing of Development and Training Completed by Board Members
Mar 17	2:125	Board Member Expenses
Mar 17	2:125-E1	Board Member Expense and Statement and Claim
	2:125-E2	Board Member Travel Expense Purchase Order Board Relationships
Mar 17	2:125-E3	Resolution to Regulate Expense Reimbursements
Oct 11	2:130	Board-Superintendent Relationship (Sep 16)

- Feb 15 2:140 **Communications To and From the Board**
2:140-E Guidance for Board Member Communications, Including Email Use (Oct 2014)
- Mar 16 2:150 **Committees**
2:150-AP Superintendent Committees (Dec 13)
- Oct 02 2:160 **Board Attorney**
- Dec 07 2:170 **Procurement of Architectural, Engineering, and
Land Surveying Services** (Aug 18)
2:170-AP Qualification Based Selection (Dec 13)
- 2:180 **OPEN**

Board Meetings

- Feb 17 2:200 **Types of School Board Meetings**
2:200-AP Types of School Board Meetings (October 2012)
- Dec 07 2:210 **Organizational School Board Meeting** (October 17)
- Feb 17 2:220 **School Board Meeting Procedure**
Feb 17 2:220-E1 Board Treatment of Closed Meeting Verbatim Records and Minutes
Feb 17 2:220-E2 Motions to Adjourn to Closed Meeting
2:220-E3 Closed Meeting Minutes
Feb 17 2:220-E4 Open Meeting Minutes
Feb 17 2:220-E5 Semi-Annual Review of Closed Meeting Minutes
Feb 17 2:220-E6 Logs of Closed Meeting Minutes
Feb 17 2:220-E7 Access to Closed Meeting Minutes and Verbatim Recordings
Feb 17 2:220-E8 School Board Records Maintenance Requirements and FAQs
- Feb 11 2:230 **Public Participation at School Board Meetings and Petitions
to the Board**

Board Policy

- Mar 10 2:240 **Board Policy Development** (reviewed 12/14)
Oct 16 2:240-E1 PRESS Issue Updates
Oct 16 2:240-E2 Developing Local Policy

Board Records

- Feb 17 2:250 **Access to District Public Records**
2:250-AP1 Access To and Copying of District Public Records (May 15)
2:250-AP2 Protocols for Record Preservation and Development of Retention
Schedules (May 15)
2:250-E1 Written Request for District Records (Dec 14)
- Feb 18 2:250-E2 Response to Request for District Record Inspection (Oct 14)
2:250-E3 Recurrent Requester Notification (Sep 16)

Uniform Grievance Procedure

Feb 18 2:260 **Uniform Grievance Procedure**
 2:260-AP1 Guidelines for Investigating Complaints and Allegations of Misconduct (Aug 15)
 2:260-AP2 Nondiscrimination Coordinator and Complaint Manager (Dec 14)

**IASB POLICY REFERENCE MANUAL
TABLE OF CONTENTS
SECTION 3
GENERAL SCHOOL ADMINISTRATION**

Oct 16	3:10	Goals and Objectives
	3:20	OPEN
Oct 11	3:30	Chain of Command (Sep 16)
	3:30-E	Organizational Chart for Administration (Sep 16)
	3:30-E	Attachment Flow Chart (Sep 16)
Feb 17	3:40	Superintendent
Sep 18	3:40E	Checklist for the Superintendent Employment Contract Negotiation Process
Feb 17	3:50	Administrative Personnel Other Than the Superintendent
Aug 15	3:60	Administrative Responsibility of the Building Principal
	3:60-E	Reporting Requirements for Building Principals Concerning School Safety and Security (Jun 14)
Jun 17	3:70	Succession of Authority
	3:70-AP	Succession Plan

**IASB POLICY REFERENCE MANUAL
TABLE OF CONTENTS
SECTION 4
OPERATIONAL SERVICES**

Feb 18	4:10	Fiscal and Business Management
Feb 18	4:15	Identity Protection (May 17)
	4:15-E1	Letter to Employees Regarding Protection the Privacy of Social Security Numbers (Sep 16)
Oct 16	4:15-E2	Statement of Purpose for Collecting Social Security Numbers
Oct 16	4:15-E3	Statement for Employee Manual or District Website Describing the District's Purpose for Collecting Social Security Numbers
Oct 08	4:20	Fund Balances (Aug 18)
Jun 14	4:30	Revenue and Investments
Aug 18	4:40	Incurring Debt
Aug 15	4:45	Insufficient Fund Checks
	4:45-E1	Cover Page Documenting the Process to Seek Offset from the Office of the Comptroller (Oct 14)
	4:45-E2	Notice of Claim and Intent to Seek Debt Recovery; Challenge; and Response to Challenge (Oct 14)
	4:45-AP	Insufficient Fund Checks
Feb 11	4:50	Payment Procedures
	4:50-E	School District Payment Order
Feb 17	4:55	Use of Credit and Procurement Cards (Dec 14)
	4:55-AP	Controls for the Use of District Credit or Procurement Cards (Dec 14)
Aug 18	4:55-E	Cardholder's Statement Affirming Familiarity with Requirements for Using District Credit and/or Procurement Cards
Nov 17	4:60	Purchases and Contracts
Nov 17	4:60-E	Notice to Contractors
	4:60-AP1	Purchases (Oct 12)
	4:60-AP2	Third-Party Non-Instructional Contracts
	4:60-AP3	Criminal History Records Check of Contractor Employees
Jun 17	4:60-AP4, E1	Internal Procedures for Procurement Transactions
Jan 13	4:70	Resource Conservation (Oct 17)
	4:70-AP	Resource Conservation (Dec 14)
Aug 18	4:80	Accounting and Audits
	4:80-AP	Checklist for Internal Controls (Dec 13)
Jun 10	4:90	Activity Funds (Dec 14)
Oct 14	4:100	Insurance Management

Feb 18	4:110 Transportation 4:110-AP1 School Bus Post-Accident Checklists (Dec 14) 4:110-AP2 Post-Trip Inspections and Erratic Driving Reports 4:110-AP3 School Bus Safety Rules (May 14) 4:110-E Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses (May 14) 4:110-E1 Parent Request to Transport to Hospital Form
Feb 15	4:120 Food Services 4:120-AP Food Services (Oct 14)
Feb 17 Jun 17	4:130 Free and Reduced-Price Food Services 4:130E Meal Charge Notifications
Sep 18	4:131 Unpaid Meal Charge Policy
Jul 13	4:140 Waiver of Student Fees (Aug 18) 4:140-AP Fines, Fees, and Charges - Waiver of Student Fees
Oct 16	4:140-E1 Application for Fee Waiver
Oct 16	4:140-E2 Response to Application for Fee Waiver, Appeal, and Response to Appeal
Feb 18	4:150 Facility Management and Building Programs
Oct 14	4:160 Environmental Quality of Buildings and Grounds 4:160-AP Hazardous and Infectious Materials (May 14)
Feb 18	4:170 Safety 4:170-AP1 Comprehensive Safety and Security Plan (May14)
Nov 17	4:170-AP1, E1 Accident or Injury Form
Nov 17	4:170-AP1, E2 Memo to Staff Members Regarding Contacts by Media About a Crisis 4:170-AP1, E5 Letter to Parents Regarding Educational Programs about the Dangers of Underage Drinking 4:170-AP2 Routine Communications Concerning Safety and Security (May 14) 4:170-AP2, E1 Letter to Parents/Guardians Regarding Student Safety (May 14) 4:170-AP2, E3 Letter to Parents/Guardians about Disruptive Social Media Apps; Dangers (May 14) 4:170-AP2, E4 Letter to Parents/Guardians about Preventing and Reducing Incidences of Sexting (Dec 14) 4:170-AP4 National Terrorism Advisory System 4:170-AP5 Unsafe School Choice Options (May 14) 4:170-AP6 Plan Responding to Medical Emergency at Physical Fitness Facility with an AED (Aug 15) 4:170-AP6, E1 School Staff AED Notification Letter 4:170-AP6, E2 Automatic External Defibrillator Incident Report 4:170-AP7 Targeted School Violence Prevention Program (May 14) 4:170-AP7, E1 Threat Assessment Decision Tree (Dec 13) 4:170-AP7, E2 Threat Assessment Documentation (Dec 13) 4:170-AP7, E3 Targeted School Violence Prevention and Threat Assessment Education (Dec 13) 4:170-AP8, Movable Soccer Goal Safety (May 14) 4:170-E1 Accident Form 4:170-E2 Memo to Staff Members Regarding Contacts by Media About a Crisis 4:170-E7 Annual School Safety Review (need to download)

Aug 07	4:171	Security FOB Receipt
Jul 10	4:172	Administrative Accident Procedures Policy
Feb 17	4:175	Convicted Child Sex Offender; Criminal Background and/or Screen Notification 4:175-AP1 Criminal Offender Notification Laws; Screening (May 15) 4:175-AP1, E1 Informing Parents About Offender Community Notification Laws (May 14)
Jun 17	4:180	Pandemic Preparedness 4:180-AP1 School Action Steps for Pandemic Influenza 4:180-AP2 Pandemic Influenza Surveillance and Reporting
Dec 14	4:599	Policies and Procedures for Preparing and Updating Disclosures (SEC Disclosure Policy)

IASB POLICY REFERENCE MANUAL
TABLE OF CONTENTS
SECTION 5
PERSONNEL

General Personnel

Feb 18	5:10	Equal Employment Opportunity and Minority Recruitment 5:10-AP Workplace Accommodations for Nursing Mothers (Dec14)
Aug 18	5:20	Sexual Harassment 5:20-AP Sample Questions for Conducting the Internal Sexual Harassment in the Workplace Investigation (Dec 13)
Aug 18	5:20-E	Resolution to Prohibit Sexual Harassment
Feb 17	5:30	Hiring Process and Criteria 5:30-AP1 Job Interviews (Oct14) 5:30-AP2 Investigations (Jun 14)
Feb 03	5:31	Directory and Payroll (Mar 16) 5:31-AP Authorization for Payroll Deduction
Jun 14	5:35	Compliance with the Fair Labor Standards Act 5:35-AP1 Fair Labor Standards Act Exemptions (Jun 14) 5:35-AP2 Employee Records Required by the Fair Labor Standards Act (Jun 14) 5:35-AP3 Compensable Work Time for Non-Exempt Employees Under the FLSA (Jun 14) 5:35-AP4 Fair Labor Standards Act 12-Step Compliance Checklist (Jun 14) 5:35-E Volunteer Agreement Executed by a Non-Exempt Employee (Jun 14)
Aug 15	5:40	Communicable and Chronic Infectious Disease 5:40-AP Communicable and Chronic Infectious Disease
Mar 14	5:50	Drug and Alcohol-Free Workplace
Feb 17	5:60	Expenses 5:60-AP Expenses
Feb 17	5:60-E1	Employee Travel Expense Statement and Claim Form
Jun 17	5:70	Religious Holidays
Jun 17	5:80	Court Duty
Feb 18	5:90	Abused and Neglected Child Reporting
Feb 18	5:100	Staff Development Program 5:100-AP Staff Development Program
Jun 17	5:110	Recognition for Service

Aug 15	5:120	Ethics (May 17) 5:120-AP1 Statement of Economic Interests for Employees 5:120-AP2 Employee Conduct Standards (Oct 13) 5:120-E Code of Ethics for Illinois Educators (Aug 15)
Feb 17	5:125	Personnel Social Networking/Electronic Communication Policy 5:125-E Employee Receipt of Board Policy on Personal Technology and Social Media (Sep 16)
Feb 15	5:130	Responsibilities Concerning Internal Information 5:130-AP Email Retention
Jun 17	5:140	Solicitations By or From Staff
Oct 11	5:150	Personnel Records (Sep 16) 5:150-AP Personnel Records
	5:160	OPEN
Sep 18	5:170	Copyright 5:170-AP1 Copyright Compliance 5:170-AP2 Seeking Permission to Copy or Use Copyrighted Works 5:170-AP3 Instructional Materials and Computer Programs Developed Within the Scope of Employment 5:170-AP4 Designation of District Digital Millennium Copyright Act (DCMA) Agent; Registration Process (Aug 15) 5:170-E1 Request to Reprint Material (Sep 16)
Apr 03	5:172	Employee use of Computers and Internet Access (Mar 16) 5:172-AP Use of Computers and Internet Access 5:172-E Authorization for Internet Access – Employee
Aug 15	5:180	Temporary Illness or Temporary Incapacity
Feb 17	5:185	Family and Medical Leave 5:185-AP Resource Guide for Family Leave (Oct 14)

Professional Personnel

Feb 17	5:190	Teacher Qualifications 5:190-AP Plan to Ensure That All Teachers Who Teach Core Academic Subjects Are <i>Highly Qualified</i> (Dec 13)
Feb 17	5:190-E1	Notice to Parents of Their Right to Request Their Child's Classroom Teachers' Qualifications
Feb 17	5:190-E2	Notice to Parents When Their Child Is Assigned To or Has Been Taught for at Least Four Straight Weeks By a Teacher Who is not <i>Highly Qualified</i>
Feb 17	5:190-E3	Letter to Teacher Who is Not <i>Highly Qualified</i> (Jun 14)
Feb 18	5:200	Terms and Conditions of Employment and Dismissal
Jun 17	5:210	Resignations

Feb 18 5:220 **Substitute Teachers**
5:220-AP Substitute Teachers (May 15)
5:220-E Unsatisfactory Performance Report for Substitute Teachers

Jun 17 5:230 **Maintaining Student Discipline**

Feb 18 5:240 **Suspension**
5:240-AP Suspensions

Feb 18 5:250 **Leaves of Absence**
5:250-AP School Visitation Leave (May 06)

Feb 17 5:260 **Student Teachers**

Educational Support Personnel

Aug 15 5:270 **Employment At-Will, Compensation, and Assignment**
Jun 17 5:270-E Notice of Employment

Feb 17 5:280 **Duties and Qualifications**

Jun 17 5:285 **Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers**
5:285-AP Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

Feb 18 5:290 **Employment Termination and Suspensions**

Jun 17 5:300 **Schedules and Employment Year**

Mar 10 5:310 **Compensatory Time-Off (Dec 14)**
5:310-E Agreement to Receive Compensatory Time-Off (Dec 14)

Jun 17 5:320 **Evaluation**
5:320-E1 Non Certified Performance Evaluation Report
5:320-E2 Certified Classroom Visitation Report
5:320-E3 Certified Overall Performance Evaluation Report
5:320-E4 Certified Summative Evaluation Form
5:320-E5 Certified Lesson Plan for Observation

Feb 18 5:330 **Sick Days, Vacation, Holidays, and Leaves**

**IASB POLICY REFERENCE MANUAL
TABLE OF CONTENTS
SECTION 6
INSTRUCTION**

Philosophy and Goals

Sep 18	6:10	Educational Philosophy and Objectives
Feb 17	6:15	School Accountability
	6:15-E	Resolution Declining Requests to Accept Non-Resident Choice Students (Aug 15)

Educational Calendar and Organization

Feb 18	6:20	School Year Calendar and Day
Dec 13	6:30	Organization of Instruction (Aug 18)

Curriculum

Aug 15	6:40	Curriculum Development
	6:40-AP	Curriculum Development
Mar 18	6:50	Wellness
Aug 18	6:60	Curriculum Content
	6:60-AP	Comprehensive Health Education Program (Oct 14)
Aug 18	6:60-E	Notice to Parents/Guardians of Students Enrolled in Family Life and Sex Education Classes
Jan 14	6:65	Student Social and Emotional Development
Jun 17	6:70	Teaching About Religions
	6:70-AP	Teaching About Religions
Dec 07	6:80	Teaching About Controversial Issues (Oct 17)
	6:90	OPEN
May 04	6:91	Kindergarten (Mar 16)

Special Programs

Oct 16	6:100	Using Animals in Education Program
Oct 16	6:100-E1	Guidelines and Application for Using Animals in School Facilities for Educational Purposes
Oct 16	6:100-E2	Student Permission for Exposure to Animals(s)
Oct 08	6:120	Education of Children with Disabilities (Aug 18)
	6:120-AP	Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities and Suspected Disabilities (Dec 13)
Nov 17	6:120-AP1, E1	Notice to Parents/Guardians Regarding Section 504 Rights
	6:120-AP1, E2	Special Education Required Notice and Consent Forms
	6:120-AP1	Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities (May 15)
	6:120-AP2	Access to Classroom Personnel (Dec 14)
	6:120-AP2, E1	Request to Access Classroom(s) or Personnel for Special Education Evaluation and/or Observation Purposes (Dec 14)
Jan 18	6:120-AP3	Service Animals
Nov 17	6:120-AP3, E1	Guidelines for Service Animals in School Facilities
	6:120-AP4	Care of Students with Diabetes
Aug 18	6:130	Program for the Gifted
Aug 18	6:135	Accelerated Placement for Program
Aug 18	6:135-E1	Acceleration Policy
Feb 18	6:140	Education of Homeless Children
	6:140-AP	Education of Homeless Children
Feb 17	6:145	Migrant Students
Feb 18	6:150	Home and Hospital Instruction
Feb 17	6:160	English Language Learners
Feb 17	6:170	Title I Programs
	6:170-AP1	Checklist for Development, Implementation, and Maintenance of Parental Involvement Compacts for Title I Programs
Feb 17	6:170-AP1, E1	District-Level Parent and Family Engagement Compact
Feb 17	6:170-AP1, E2	School-Level Parent and Family Engagement Compact
Feb 17	6:170-AP2, E1	District Annual Report Card Required by Every Student Succeeds Act (ESSA)
	6:170-AP2	Notice to Parents Required by No Child Left Behind Act of 2001
	6:170-E1	District Level Parental Involvement Compact
	6:170-E2	School Level Parental Involvement Compact
Sep 12	6:180	Extended Instructional Programs (Oct 17)
Jul 13	6:190	Extracurricular and Co-Curricular Activities (Aug 18)
	6:190-AP	Eligibility for Participation in Extracurricular Activities Instructional Resources
	6:200	OPEN
Jan 13	6:210	Instructional Materials (Oct 17)

	6:220	OPEN
Dec 07	6:230	Library Resource Center (Aug 18)
Oct 16	6:235	Access to Electronic Networks
Jul 10	6:235-AP1	Acceptable Use of Electronic Networks (Jun 14)
	6:235-AP2	Web Publishing Guidelines (Dec 12)
Feb 18	6:235-AP1, E1	Student Authorization for Access to the District's Electronic Networks
Oct 16	6:235-AP1, E2	Staff Authorization for Access to the District's Electronic Networks
	6:235-E1	Agreement Regarding Permissible Computer Use
	6:235-E2	Authorization for Electronic Network Access
Oct 16	6:235-E3	Online Privacy Statement
Oct 16	6:235-E4	Keeping Yourself and Your Kids Safe On Social Networks
Jul 13	6:240	Field Trips (Aug 18)
	6:240-AP	Field Trip Guidelines
	6:240-E1	Field Trips (Registration)
	6:240-E2	Field Trips (Teacher Note Home)
Mar 14	6:250	Community Resource Persons and Volunteers (Aug 18)
	6:250-AP	Securing and Screening Resource Persons and Volunteers
Feb 18	6:250-E	Volunteer Information Form and Waiver of Liability
Oct 11	6:255	Assemblies and Ceremonies (Sep 16)
Mar 16	6:260	Complaints About Curriculum, Instructional Materials, and Programs (Sep 16)
	6:260-E	Curriculum Objection (Sep 16)
		Guidance and Counseling
Mar 16	6:270	Guidance and Counseling Program
		Achievement
Feb 18	6:280	Grading and Promotion
	6:280-AP	Evaluating and Reporting Student Achievement (Oct 14)
Sep 12	6:290	Homework (Oct 17)
Mar 16	6:330	Achievement and Awards (Oct 17)
Feb 18	6:340	Student Testing and Assessment Program

**IASB POLICY REFERENCE MANUAL
TABLE OF CONTENTS
SECTION 7
STUDENTS**

Equity

Feb 18	7:10	Equal Educational Opportunities
Feb 18	7:15	Student and Family Privacy Rights (Dec 13)
Aug 18	7:15-E	Notification to Parents of Family Privacy Rights
Feb 18	7:20	Harassment of Students Prohibited
	7:20-AP	Harassment of Students Prohibited
Dec 13	7:30	Student Assignment and Intra-District Transfer
Jul 03	7:40	Nonpublic School Students, Including Parochial and Home-Schooled Students
	7:40-AP	Placement of Nonpublic School Students Transferring Into the District (Dec 14)
Aug 18	7:50	School Admissions and Student Transfers To and From Non-District Schools
	7:50-AP	School Admissions and Student Transfers To and From Non-District Schools (Oct 14)
Feb 17	7:60	Residence
	7:60-AP1	Challenging a Student's Residence Status
	7:60-AP2	Establishing Student Residency
Feb 17	7:60-AP2, E1	Letter of Residence from Landlord in Lieu of Lease
Feb 17	7:60-AP2, E2	Letter of Residence to Be Used When the Person Seeking to Enroll a Student is Living with a District Resident
Feb 17	7:60-AP2, E3	Evidence of Non-Parent's Custody, Control, and Responsibility of a Student
Feb 18	7:70	Attendance and Truancy
Dec 07	7:80	Release Time for Religious Instruction/Observance (Oct 17)
Feb 11	7:90	Release During School Hours (Aug 15)
Mar 16	7:100	Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students (May 17)
	7:110	OPEN
	7:120	OPEN

Rights and Responsibilities

Mar 16	7:130	Student Rights and Responsibilities
Mar 16	7:140	Search and Seizure
	7:140-E	Letter to Parents/Guardians Regarding the Right to Privacy in the School Setting Act (Jun 14)
Feb 18	7:150	Agency and Police Interviews
	7:150-AP	Agency and Police Interviews
Mar 16	7:160	Student Appearance
Mar 10	7:170	Vandalism (Dec 14)
Aug 18	7:180	Preventing Bullying, Intimidation, and Harassment
	7:180-AP1	Prevention, Identification, Investigation, and Response to Bullying and School Violence (Dec 13)
Aug 18	7:180-AP1, E1	Resource Guide for Bullying and School Violence Prevention
Aug 18	7:180-AP1, E2	Be a Hero by Reporting Bullying and School Violence
Aug 18	7:180-AP1, E3	Memo to Staff Regarding Bullying and School Violence
Aug 18	7:180-AP1, E4	Memo to Parents/Guardians Regarding Bullying and School Violence
Aug 18	7:180-AP1, E5	Report Form for Bullying and School Violence
Aug 18	7:180-AP1, E6	Interview Form for Bullying and School Violence Investigation
Aug 18	7:180-AP1, E7	Response to Bullying and School Violence
Jun 14	7:185	Teen Dating Violence Prohibited
Aug 18	7:185-E	Memo to Parents/Guardians Regarding Teen Dating Violence
Feb 18	7:190	Student Behavior
	7:190-AP1	Student Handbook-Hazing Prohibited (Oct 2013)
	7:190-AP2	Student Handbook - Gang Activity Prohibited
	7:190-AP3	- Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students (Oct 12)
	7:190-AP4	Use of Isolated Time Out and Physical Restraint
	7:190-AP5	Student Handbook - Electronic Devices (Aug 15)
	7:190-AP6	Guidelines for Investigating Sexting Allegations (Aug 15)
	7:190-AP7	Student Discipline Guidelines (May 14)
Jun 16	7:190-E1	Aggressive Behavior Reporting Letter and Form
Jun 17	7:190-E2	Student Handbook Checklist (Jun 14)
Oct 16	7:190-E3	Memorandum of Understanding
Jun 16	7:190-E4	Acknowledgement of Receiving Student Behavior Policy and Student Conduct Code
Jun 16	7:200	Suspension Procedures
Jun 16	7:200-E1	Short Term Out-of-School Suspension (1-3 Days) Reporting Form
Jun 16	7:200-E2	Long Term Out-of-School Suspension (4-10 Days) Reporting Form
Jun 16	7:210	Expulsion Procedures
Jun 16	7:210-E1	Notice of Expulsion Hearing

Feb 15	7:220	Bus Conduct 7:220-AP Electronic Recordings on School Buses (Aug 15)
Jun 16	7:230	Misconduct by Students with Disabilities 7:230-AP Misconduct by Students with Disabilities
Jun 16	7:240	Conduct Code for Participants in Extracurricular Activities 7:240-AP1 Code of Conduct for Extracurricular Activities
Feb 18	7:250	Student Support Services 7:250-AP1 Measures to Control the Spread of Head Lice at School (May 14) 7:250-AP2 Protocol for Responding to Students with Social, Emotional, or Mental Health Problems
Feb 18	7:260	Exemption from Physical Activity
Mar 18	7:270	Administering Medicines to Students 7:270-AP1 Dispensing Medication (Oct 14) 7:270-AP2 Checklist for District Supply of Epinephrine Auto-Injectors (Oct14)
Oct 16	7:270-E	School Medication Authorization Form
Feb 18	7:275	Orders to Forgo Life-Sustaining Treatment
Oct 11	7:280	Communicable and Chronic Infectious Disease (Sep 16) 7:280-AP Managing Students with Communicable and Infectious Diseases (Dec 14) 7:280-E1 Placement of Students with AIDS (Dec 13)
Aug 18	7:280-E2	Reporting and Exclusion Requirements for Common Communicable Diseases
Aug 18	7:280-E3	Preventing Staphylococcal Infections for Schools
Feb 11	7:285	Food Allergy Management Program (Sep 16)
Mar 16	7:290	Adolescent Suicide Awareness and Prevention Programs 7:290-AP Adolescent Suicide and Crisis Intervention Activities
Mar 16	7:300	Extracurricular Athletics
Feb 18	7:300-E1	Agreement to Participate
Feb 18	7:300-E2	Certificate of Physical Fitness for Participation in Athletics (Dec 13)
Feb 18	7:300-E3	Authorization for Medical Treatment Form
Feb 18	7:305	Student Athlete Concussions and Head Injuries 7:305-AP Program for Managing Student Athlete Concussions and Head Injuries
Feb 17	7:310	Restrictions on Publications and Written or Electronic Material 7:310-AP Guidelines for Student Distribution of Non-School Sponsored Written Material on School Grounds (Dec 14)
	7:320	OPEN
Sep 03	7:325	Student Fund-Raising Activities 7:325-E Application and Procedures to Solicit Students for Fund-Raising

Records

E= Exhibit AP=Administrative Procedure

Aug 18	7:340 Student Records
	7:340-AP1 Student Records (Dec 13)
Feb 17	7:340-AP1,E1 Notice to Parents/Guardians and Students of Rights Concerning a Student's School Records
Nov 17	7:340-AP1, E2 Using a Photograph or Video Recording of a Student
Feb 18	7:340-AP1, E3 Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records
	7:340-AP2 Storage and Destruction of School Student Records
	7:340-E2 Using a Photograph or Video Recording of a Student (Picture, Publication waiver)

**IASB POLICY REFERENCE MANUAL
TABLE OF CONTENTS
SECTION 8
COMMUNITY RELATIONS**

	8:05	Illinois Freedom of Information Act – FOIA
	8:05-E1	Public Information Request Form – FOIA
Oct 11	8:10	Connection with the Community
Feb 15	8:20	Community Use of School Facilities
	8:20-AP	Community Use of School Facilities
	8:20-E1	Billing Form for Building Use and Lease (Aug 14)
	8:20-E2	Application for Building Use and Lease
Jul 13	8:25	Advertising and Distributing Materials in Schools Provided by Non-School Related Entities (Aug 18)
	8:25-AP	Advertising and Distributing of Materials in School Provided by Non-School Related Entities (Dec 14)
Feb 17	8:30	Visitors to and Conduct on School Property
	8:30-AP	Definition of Child Sex Offender (Dec 12)
	8:30-E1	Letter to Parent Regarding Visits to School by Child Sex Offenders (Aug 15)
	8:30-E2	Child Sex Offender’s Request for Permission to Visit School Property (Aug 15)
	8:40	OPEN
	8:50	OPEN
	8:60	OPEN
Feb 17	8:70	Accommodating Individuals with Disabilities
Feb 11	8:80	Gifts to the District
Oct 16	8:90	Parent Organizations and Booster Clubs
Jun 14	8:95	Parental Involvement
	8:95-AP	Parental Involvement
	8:95-E1	Letter Notifying Parents/Guardians of School Visitation Rights (Sep 16)
	8:95-E2	Verification of School Visitation (Sep 16)
Oct 13	8:96	District Wide Parental Involvement
Feb 17	8:100	Relations with Other Organizations and Agencies
Oct 16	8:110	Public Suggestions and Complaints