

Students

Administering Medicines To Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent(s)/guardian(s) believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed "School Medication Authorization Form" is submitted by the student's parent(s)/guardian(s). No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

A student may possess and epinephrine auto-injector (EpiPen ®) and/or medication prescribed for asthma for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed a "School Medication Authorization Form." The School District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector and/or medication or the storage of any medication by school personnel.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parent(s)/guardian(s) of students.

LEGAL REF.: 105 ILCS 5/10-20.14b and 5/10-22.21b.

ADOPTED: December 19, 2000

AMENDED: March 15, 2007

Students

Orders to Forgo Life-Sustaining Treatment

Written orders from parent(s)/guardian(s) to forgo life-sustaining treatment for their child or ward must be signed by the child's physician and given to the Building Principal or Superintendent. This policy shall be interpreted in accordance with the Illinois Health Care Surrogate Act (755 ILCS 40/1 et seq.).

Whenever an order to forgo life-sustaining treatment is received, the Superintendent shall convene a multi-disciplinary team that includes the child's parent(s)/guardian(s) and physician, as well as school personnel designated by the Superintendent. The team shall determine specific interventions to be used by school staff members in the event the child suffers a life-threatening episode at school or a school event. The District personnel shall convey orders to forgo life-sustaining treatment to the appropriate emergency or healthcare provider.

LEGAL REF.: 755 ILCS 40/1 et seq.
 Cruzan v. Director, Missouri Department of Health, 497 U.S. 261 (1990).
 In re: C.A., a minor, 603 N.E.2d 1171 (Il. App. 1 Dist., 1992).

ADOPTED: December 19, 2000

Students

Communicable and Chronic Infectious Disease

A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the District's policies. The Superintendent will develop procedures for communicable and chronic infectious diseases for the Board's consideration.

LEGAL REF.: Rehabilitation Act, Section 504, 29 U.S.C. § 794(a).
Individuals With Disabilities Education Act, 20 U.S.C. § 1400 et seq.
77 Ill. Admin Code 690.100 et seq.
410 ILCS 315/2a.
105 ILCS 5/10-21.11.

ADOPTED: December 19, 2000

Students

Extracurricular Athletics

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

The student must meet the academic criteria set forth in the Board policy on Extracurricular and Co-Curricular Activities.

Written permission must be given by the parent(s)/guardian(s) for the student's participation, giving the District full waiver of responsibility of the risks involved.

A physical examination of the student must be conducted by a physician and an accompanying written statement assuring that the student's health status allows for active athletic participation must be submitted to the District.

The student must show proof of accident insurance coverage either by a policy purchased through the District-approved insurance plan or a parent(s)/guardian(s) written statement that the student is covered under a family insurance plan.

The Superintendent or designee shall maintain the necessary records to ensure student compliance with this policy.

LEGAL REF.: 105 ILCS 5/10-20.30.
23 Ill. Admin. Code § 1.530(b).

CROSS REF.: 4:170, 6:190 (Extracurricular and Co-Curricular Activities), 7:240, 7:330

ADOPTED: December 19, 2000

Students

Publications

School-Sponsored Publications and Web Sites

School-sponsored publications, productions, and web sites are part of the curriculum and are not a public forum for general student use. School authorities may edit or delete material that is inconsistent with the District's educational mission.

All school-sponsored communications shall comply with the ethics and rules of responsible journalism. Text that is libelous, obscene, vulgar, lewd, invades the privacy of others, conflicts with the basic educational mission of the school, is socially inappropriate, is inappropriate due to the maturity of the students, or is materially disruptive to the educational process will not be tolerated.

The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.

Non-School-Sponsored Publications and Web Sites

Students are prohibited from accessing and/or distributing at school any written or electronic material, including material from the Internet:

that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;

that violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright;

that is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language;

that is primarily intended for the immediate solicitation of funds; or

that, in kindergarten through eighth grade, is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such outside source as long as the material to be distributed or accessed is primarily prepared by students.

The distribution of non-school-sponsored written material shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the School District.

Accessing or distributing "at school" includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

LEGAL REF.: Hazelwood v. Kuhlmeier, 108 S.Ct. 562 (1988).

Hedges v. Wauconda Community Unit School Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

CROSS REF.: 6:235 (Access to Electronic Networks)

ADOPTED: December 19, 2000

Students

Student Fund-Raising Activities

Students should not be used to promote fund-raising activities by non-school sponsored groups except those which are of a school-wide nature in which participation can be a positive experience for students and when the proceeds contribute to a recognized humanitarian purpose.

Fund-raising plans approved by the Building Principal shall be submitted to the Superintendent for approval. The funds shall be used to the maximum extent possible for student activities.

LEGAL REF.: 105 ILCS 5/10-20.19(3).

CROSS REF.: 4:90

ADOPTED: December 19, 2000

Students

Student Fund-Raising Activities

Only the following organizations may solicit students on school grounds during school hours or during any school activity to engage in fund-raising activities:

1. School-sponsored student organizations; and
2. Parent organizations and booster clubs that are recognized pursuant to policy 8:90, *Parent Organizations and Booster Clubs*.

The Superintendent's implementing procedures shall provide that:

1. Fund-raising efforts shall not conflict with instructional activities or programs.
2. Fund-raising efforts must be voluntary.
3. Student safety is paramount and door-to-door solicitations are prohibited.
4. For school-sponsored student organizations, a school staff member must supervise the fund-raising activities and the student activity funds treasurer must safeguard the financial accounts.
5. The fund-raising efforts must be to support the organization's purposes and/or activities, the general welfare, a charitable cause, or the educational experiences of students generally.
6. The funds shall be used to the maximum extent possible for the designated purpose.
7. Any fund-raising efforts that solicit donor messages for incorporation into school property (e.g., tiles or bricks) or placement upon school property (e.g., posters or placards) must:
 - a. Develop viewpoint neutral guidelines for the creation of messages;
 - b. Inform potential donors that all messages are subject to review and approval, and that messages that do not meet the established guidelines must be resubmitted or the donation will be returned; and
 - c. Place a disclaimer on all fundraising information and near the completed donor messages that all messages are "solely the expression of the individual donors and not an endorsement of any message's content by the District."

LEGAL REF.: 105 ILCS 5/10-20.19(3).

CROSS REF.: 4:90 (Activity Funds), 8:80 (Gifts to the District), 8:90 (Parent Organizations and Booster Clubs)

ADOPTED: December 19, 2000

AMENDED: November 28, 2011

Students

Student Records

School student records are confidential and information from them shall not be released other than as provided by law. State and federal law grant students and parent(s)/guardian(s) certain rights, including the right to inspect, copy, and challenge school records. The information contained in school student records shall be kept current, accurate, clear and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but parent(s)/guardian(s) shall have the right to object to the release of information regarding their child.

The Superintendent shall implement this policy with administrative procedures. The Superintendent shall also designate a *records custodian* who shall maintain student records. The Superintendent or designee shall inform staff members of this policy, and shall inform students and their parent(s)/guardian(s) of it, as well as their rights regarding student school records.

LEGAL REF.: Family Educational Rights and Privacy Act, 20 U.S.C. § 1232; 34 C.F.R. Part 99.
105 ILCS 5/141.01 et seq. and 10/1 et seq.
50 ILCS 205/7.
23 Ill. Admin. Code §§ 226 and 375.

ADOPTED: December 19, 2000

**SOUTH PEKIN DISTRICT NO. 137
FUNDRAISING REQUEST FORM**

*INFORMATION TO BE SENT HOME WITH STUDENTS MUST FIRST BE APPROVED IN THE OFFICE.

CLUB/ORGANIZATION: _____

SPONSOR(S): _____

ACTIVITY (PLEASE DESCRIBE THE MANNER IN WHICH FUNDS WILL BE RAISED): _____

START DATE OF ACTIVITY: _____ END DATE: _____

PROJECTED AMOUNT TO BE RAISED: _____

PURPOSE OF FUNDRAISER (LIST HOW THE FUNDS WILL BE USED): _____

HOW WILL MONEY BE HANDLED: _____

[] GRANTED [] DENIED (REASON: _____)

PRINCIPAL'S SIGNATURE

DATE APPROVED

- CC: [] SUPERINTENDENT
[] ATHLETIC DIRECTOR
[] SPONSOR

SPONSORS: PLEASE COMPLETE AND RETURN TO DISTRICT OFFICE AFTER COMPLETION OF PROJECT:

REVENUES:	_____
EXPENSES:	_____
PROFIT:	_____

SPONSOR'S SIGNATURE

DATE

**SOUTH PEKIN DISTRICT NO. 137
ORGANIZATION REPORT**

This report is to be submitted to the Board of Education for approval at the beginning of each school year along with a copy of the organizations by-laws (Board Policy 8:90).

ORGANIZATION: _____ SCHOOL: _____ YEAR: _____

<u>OFFICERS</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
President	_____	_____	_____
Vice President	_____	_____	_____
Secretary	_____	_____	_____
Treasurer	_____	_____	_____

LIST HOW FUNDS WILL BE USED: (attach documents as needed)

Estimated total costs of projects _____ \$ _____

FUND RAISING ACTIVITIES: (List all fund raising activities, estimated time frame and estimated amounts. Example: Free-Throw-A-Thon raised \$1,000)

Beginning balance _____ \$ _____
 Estimated total of funds to be raised this year _____ \$ _____

Report approved by Principal: _____
 Principal's Signature (Date)

Approved by the Board of Education at their regular meeting held on : _____
 (Date)