

NOTICE FROM
Hinsdale Township High School District 86
October 2009

PLEASE NOTE: THIS NOTICE WILL BE POSTED ON THE DISTRICT 86 WEBSITE
(WWW.HINSDALE86.ORG) EXCLUSIVELY AND WILL NOT BE MAILED TO RESIDENTS.

Federal law requires Hinsdale Township High School District 86 to provide parents with information regarding the following policies and programs.

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SCHOOL REPORT CARDS

State and federal laws require public school districts to release school report cards to the public each year. The school report card is available on our district website at www.hinsdale86.org/about. If you would like a printed copy of the report card, please call our *Administrative Center at (630) 655-6100*.

THE NO CHILD LEFT BEHIND ACT OF 2001

Information Regarding Teacher Quality

Under the No Child Left Behind Act of 2001, parents may request information regarding the professional qualifications of their student's teachers. To request information regarding the professional qualifications of your student's teacher(s), please contact *Mr. Troy Courtney, Director of Human Resources, District 86 Administrative Center, 5500 S. Grant Street, Hinsdale, IL 60521, (630) 655-6100*. Information that may be released is governed by the Illinois State Board of Education definitions and guidelines.

Supplemental Educational Service Providers

The following agencies have been approved by the State to provide tutoring services to eligible students at Hinsdale South High School.

Agencies providing on-line tutoring services: Tutorial Services, Educate Online, Failure Free Reading, Grade Results, and Babbage Net School.

Agencies providing face-to-face, small group tutoring services: Reach for Tomorrow, Club Z!, AYP Services Inc., Gateway Learning Center, Leaps Learning Services, Consortium for Educational Change, Brilliance Academy, and The Princeton Review

School Choice and Supplemental Educational Services (SES) Data

School Year	Eligible Choice Students	Participating Choice Students	Eligible SES Students	Participating SES Students	Data as of this Date
2007-2008	1823	0	222	53	10/14/2008
2008-2009	1841	0	217	64	9/10/2009
2009-2010	1797	0	339	N/A	9/10/2009

Release of Directory Information to Military Recruiters and Representatives of Institutions of Higher Education

Under the provisions of the No Child Left Behind Act of 2001, secondary schools are required to release the directory information of students in grades 10-12 to military recruiters and institutions of higher education upon their request. "Directory Information" includes a student's name, address, and telephone number.

Parents/guardians may request, however, that their child's directory information not be released. Should you or your student decide that you do not want this information released to military recruiters and/or institutions of higher education; you must, **unless you have previously done so through your high school registration process**, contact the Guidance Office of your child's high school (Hinsdale Central: (630) 570-8232; Hinsdale South: (630) 468-4232) for a form, fill it out, and return it to the Guidance Office of your respective school (Hinsdale Central: 55th and Grant Streets; Hinsdale, IL 60521; Hinsdale South: 7401 Clarendon Hills Road; Darien, IL 60561). Directory information of students who have this form on file with their school will not be released to military recruiters or recruiters from institutions of higher education.

NONDISCRIMINATION POLICY/TITLE IX

It is the policy of School District 86 to provide an educational environment free from all forms of discrimination and harassment. The District does not permit discrimination based on race, sex, religion, national origin, or disability, and has established a grievance procedure to provide a prompt, fair review of complaints alleging discrimination and harassment, including alleged violations of Title IX, which prohibits discrimination in educational programs and activities on the basis of sex.

Dr. Claudia Geocaris, Assistant Superintendent for Instruction, serves as the District's Coordinator for Nondiscrimination. All grievances alleging discrimination and/or harassment, including sex equity/Title IX grievances, must be presented in writing to Dr. Claudia Geocaris, Assistant Superintendent for Instruction, District 86 Administrative Center, 5500 S. Grant Street,

Hinsdale, IL 60521. For copies of the District's nondiscrimination policies, grievance procedure, and grievance form, please contact Dr. Claudia Geocaris by telephone at (630) 655-6100.

STUDENT RECORDS

Information about students that is considered essential in accomplishing the educational objectives of the District and promoting the welfare of students will be collected and maintained in individual student records. All material in each student record shall be treated as confidential and accessible only in accordance with applicable state and federal law.

Hinsdale Township High School District 86 keeps records of its students in two files, a Permanent Record file and a Temporary Record file. Student Permanent Records shall consist of:

- a. Basic identifying information, including students and parents names and addresses, birth date and place, and gender;
- b. Academic transcript, including grades, class rank, graduation date, grade level achieved, and scores on college entrance examinations;
- c. Attendance record;
- d. Accident reports and health record;
- e. Record of release of permanent record information; and
- f. Major honors and awards received, such as National Merit designation, Illinois State Scholar, and other significant academic awards as determined by the administration.

Student Temporary Records consist of all information not required to be in the student permanent record and may include:

- a. Family background information;
- b. Intelligence test scores, group and individual;
- c. Aptitude test scores;
- d. Reports of psychological evaluations including information on intelligence, personality and academic information obtained through test administration, observation, or interviews;
- e. Elementary and secondary achievement level test results;
- f. Participation in extracurricular activities including any offices held in school-sponsored clubs or organizations;
- g. Honors and awards not included in permanent records;
- h. Teacher anecdotal records;
- i. Expulsion, suspension, and general disciplinary records;
- j. Special education files;
- k. Any verified reports or information from non-educational persons, agencies, or organizations;
- l. Other verified information of clear relevance to the education of the student; and
- m. Record of release of temporary record information.

“Directory Information” may be released to the general public, unless a parent requests that any or all such information not be released on his/her child. (Directory information includes a student’s name and address, grade level, information regarding a student’s participation in school-sponsored activities, and information regarding a student’s receipt of academic awards, degrees, and honors.) To request that your son/daughter’s “Directory Information” not be released to the general public, please contact the Guidance Office of your child’s school (***Hinsdale Central: (630) 570-8232; Hinsdale South: (630) 468-4232.***)

MAINTENANCE OF STUDENT RECORDS

1. The review of student records to verify entries and eliminate or correct all out-of-date, misleading, inaccurate, unnecessary, or irrelevant information shall be conducted every four years or upon a student’s change in attendance centers, whichever occurs first.
2. Upon graduation, transfer, or permanent withdrawal of a student from a school, the school shall notify the parents and the student of the retention schedule for the student permanent record and the student temporary record and of the right to request a copy of such records at any time prior to their destruction.
3. Upon graduation or permanent withdrawal of students with educational disabilities as defined in Ill. Rev. Stat. 1975, Ch. 122, Article 14 and the Rules and Regulations to Govern the Administration and Operation of Special Education), psychological evaluation, special education files, and other information contained in the student temporary record which may be of continued assistance to the student may, after five years, be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. The school shall explain to the student and the parent the future usefulness of these records.

INSPECTION OF STUDENT RECORDS

1. Parents have the right to inspect, challenge, and copy their child’s Records until one of the following events occurs: a) the student attains 18 years of age, b) the student marries, or c) the student enters military service. When one of these events occurs, the right to inspect, challenge, and copy a student record is exclusively the right of the student.
2. All students have the right to inspect and copy their Permanent Record. Students will not have access to their Temporary Records until one of the following events occurs: (a) the student attains 18 years of age; (b) the student marries; or (c) the student enters military service.
3. Copies of Student Records will be provided to eligible parents and students upon request. The school may charge a cost not to exceed 35 cents per page.
4. No person may condition the granting or withholding of any right, privilege, or benefits to make as a condition of employment, credit, or insurance the securing by any individual of any information from a student’s Temporary Record, which such individual may obtain through the exercise of any right secured under the School Student Record Act.

ACCESS TO STUDENT RECORDS BY OTHERS

1. District 86 staff members who have a current and legitimate educational interest in the Student Records will have access to a Student's Permanent and Temporary Record.
2. School officials will release Student Records without parent permission pursuant to a valid court order presented by state or federal officials. However, school officials will notify parents in writing regarding the judicial order and the information so provided.
3. Information may be released to appropriate persons if such information is necessary to protect the health or safety of the student or other persons.

CHALLENGE PROCEDURES

Parents have the right to inspect and challenge the information contained in their student's record upon transfer of the record to another school district when a student moves. For a complete copy of the procedures by which a parent/guardian may challenge the content of their student's record, please contact Mrs. Pat Huebner, Hinsdale Central Director of Guidance, (630) 570-8253 or Mrs. Deborah Kirwan, Hinsdale South Director of Guidance, (630) 468-4251.

SCHOOL DISCIPLINE

All disciplinary policies are contained within the Student/Parent Handbook, which is distributed during registration. Your student's receipt of the Handbook indicates that the student and his/her parent/guardian will read and review the disciplinary policies of Hinsdale Township High School District 86. If you need more information or would like a copy of the discipline policies, please contact your **building principal**.

SPECIAL EDUCATION

Hinsdale Township High School District 86 works cooperatively with the LaGrange Area Department of Special Education (LADSE) and the DuPage/West Cook Regional Special Education Association to serve the special education needs of District students. A continuum of services is available for students identified with special needs. Students are identified as eligible for special education services through a referral process and a case study evaluation of the student. The results of the case study evaluation are used to develop an Individualized Education Plan (IEP) for the student. Parents, general and special education teachers, and administrators meet regularly to review student progress, identify individual student needs, and monitor the implementation of the IEP. If you have questions regarding special education programs at Hinsdale Township High School District 86 or would like to refer your child to be considered for a case study evaluation, please contact Ms. Alyssa Gunderson, Hinsdale Central Special Education Department Chair (630) 570-8291 or Ms. Anne Kairis, Hinsdale South Special Education Department Chair (630) 468-4291.

SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 of the Rehabilitation Act of 1973 was enacted to prohibit discrimination based on disability in programs or activities receiving federal funds. Students who are unable to participate in school programs or activities because of a disability that affects one of their major life activities (such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, and learning) may be eligible for accommodations through a Section 504 plan. Inquiries about 504 plans should be directed to Mrs. Pat Huebner, Hinsdale Central Director of Guidance, (630) 570-8253 or Mrs. Deborah Kirwan, Hinsdale South Director of Guidance, (630) 468-4251.

DISCLOSURE OF FEDERAL PARTICIPATION (STEVENS AMENDMENT)

Projects or programs funded in whole or in part with Federal grant money must credit the Federal government for the Federal government portion of the financial support.

This web page citation informs the public that the use of Federal dollars in Hinsdale Township High School District 86 meets the Stevens Amendment requirement. Staff development opportunities, resource purchases, and personnel have been funded in whole or in part with Federal entitlement dollars.

TITLE I

Students requiring remedial or tutorial support services that meet the guidelines established by the Federal Department of Education receive such services through the District's Title I programs. District 86 and Hinsdale South High School receive Title I funds annually to support these programs. At least once per year, Hinsdale South convenes a meeting for parents and students participating in Title I programs in order to inform parents of the program purposes, content, and requirements. The District has adopted a policy and administrative procedures to foster parent involvement in the planning, review, and improvement of Title I programs. For a copy of this policy or to discuss opportunities for parental involvement, please contact Dr. Claudia Geocaris, Assistant Superintendent for Instruction, District 86 Administrative Center, 5500 S. Grant Street, Hinsdale, IL 60521, (630) 655-6100.

TITLE IIA, IID, IVA, V

District 86 offers you the opportunity to share your ideas about student needs in the areas of skill development, learning improvement support services, innovative projects, and drug and alcohol abuse prevention efforts. From the Federal Department of Education and the Illinois State Board of Education, District 86 receives several grants through the Consolidated No Child Left Behind Grant process. Specifically for 2008-2009, District 86 received \$81,014 from the Title IIA grant for professional development of certified teachers, approximately \$2,109 from the Title IID grant

for enhancing education through integration of technology, \$10,933 from the Title IVA grant to support programs to reduce alcohol and drug use in our schools, and \$1,013 from the Title V grant for support of innovative programming to support student learning. Parent and community comments and suggestions regarding how these grant funds are used are welcomed. For additional information, please contact Dr. Claudia Geocaris, Assistant Superintendent for Instruction, District 86 Administrative Center, 5500 S. Grant Street, Hinsdale, IL 60521, (630) 655-6100.

ILLINOIS SEX OFFENDER REGISTRY

Parents of children attending schools within the District may wish to access information regarding registered sex offenders that is available to the public. The Illinois Sex Offender Registry is available through a link on the Illinois State Police website, at <http://www.isp.state.il.us/>. Individuals may search the database by name, zip code, or county; access is free.

SMOKE-FREE SCHOOLS

Students, staff, and parents are prohibited from smoking or other use of tobacco while on school property or attending a school event.

FREE AND REDUCED COST LUNCH PROGRAM/ WAIVER OF SCHOOL FEES

Families with limited financial resources may qualify for free or reduced cost lunch and/or free milk at school. Families qualify to receive free school lunches for their children if they receive food stamps or benefits through TANF (Temporary Assistance for Needy Families), or if their annual income is below a certain level. To find out whether your student may qualify for free and/or reduced cost meals and/or milk at school, please contact the **building assistant principal** to obtain a form.

The Board waives the school fees of students whose parents/guardians are unable to afford them under this policy. However, charges which result from fines for lost or damaged books or other school property, or charges for optional travel, programs, or items shall not be waived.

A student may be eligible for a fee waiver when:

1. The student is currently eligible for free lunches or breakfasts pursuant to the School Free Lunch Program Act, 105 ILCS 125/0.01 et seq., or
2. Other extenuating circumstances which may cause a student's parent/guardian to be unable to afford the cost of school fees.

Application forms for fee waivers are available from the **building assistant principal**.

PEST CONTROL PROCEDURES

The School District employs a system known as Integration Pest Management to control insects and rodents. The focus of the system is to identify and eliminate conditions in the school that could cause pests to be a problem. Applications of pest control materials are made only when necessary to eliminate a pest problem. Regular spraying inside the school building is not part of the pest program; however, occasional applications of pesticide control materials may be used to maintain the school grounds.

If it becomes necessary to use any pest control products other than traps or baits, notice will be posted two business days prior to the application. The only exception to the two-day notice would be if there was an immediate threat to health or property. Then notice will be posted as soon as practicable. If you would like to receive written notification prior to the application of any pest control materials subject to the notification requirements, please notify the **building and grounds office** at your school.

TRANSPORTATION REIMBURSEMENT

Parents of students not eligible for free transportation to and from school may be eligible for reimbursement of the cost of transporting their child if one of the following conditions is met:

1. The student resided 1½ miles or more from the school attended and free transportation was not provided; or
2. The student resided within 1½ miles of the school attended, but the Illinois Department of Transportation has determined, within the last four (4) years, that walking would constitute a serious hazard to the safety of the student, either due to vehicular traffic or other hazardous condition(s).

To submit a request for an Illinois Department of Transportation determination of a serious safety hazard that prevents your student from walking to school and/or to fill out a claim form to apply for reimbursement directly from the State Board of Education, contact Mr. Jeff Eagan, Business Manager for the District, at (630) 655-6100 on or before June 30 of each year. Parents/guardians who receive full pupil transportation reimbursement from other appropriations are not eligible to receive reimbursement under this provision.