

**LARAWAY COMMUNITY CONSOLIDATED SCHOOL DISTRICT 70-C
BOARD OF EDUCATION
POLICY MANUAL INDEX**

-A-

ADA (see Americans with Disabilities Act)	2:260, 8:70
AED (Automatic External Defibrillator).....	4:170
Staff development program.....	5:100
AIDS	2:150, 5:40, 7:100
Absences, student	7:70
Abused and Neglected Child Reporting Act (ANCRA)	2:20, 5:90, 5:100
Academic criteria.....	6:190
Acceleration policy for advanced learners	6:282
Access to and copying of district's public records	2:250
Access to, Electronic networks.....	6:235
Personnel records.....	5:150
Accident prevention.....	4:170
Accommodating individuals with disabilities.....	8:70
Accountability, school	6:15
Accounting and audits	4:80
Accreditation process	6:15
Achievement and awards.....	6:330
Activity funds	4:90
Administering medicines to students	7:270
Administration, Building principal	3:60
Chain of command	3:30
Contracts.....	3:10
Goals and objectives.....	3:10
Other than the superintendent	3:50
Succession of authority	3:70
Superintendent.....	3:40
Admissions	7:50
Advertising in the schools	8:25
Advisory committees	2:150
Age requirements for enrollment.....	7:50
Agency and police interviews.....	7:150
Agenda.....	2:220
Aides, teacher.....	5:280
Alcohol and drug testing, bus driver	5:285
Americans with Disabilities Act (ADA), Amendments Act (ADAAA).....	2:260, 5:180
Accommodating individuals with disabilities	8:70
Facilities	4:150, 8:70
Illegal drugs users	5:50
Job descriptions.....	5:30
Medical records.....	5:40
Nondiscrimination in employment	5:10, 5:20, 7:20
Physical exams	5:30
Special education	6:120
Temporary illness or temporary incapacity.....	5:180
Uniform grievance procedure	2:260
Animals, Educational program, using	6:100
Dissection of.....	6:100
Appeals, uniform grievance procedure.....	2:260
Applications, Employment	5:30
Appointing complaint managers	2:260
Architectural services	2:170
Assemblies and ceremonies.....	6:255
Assignments, Class	7:30
Personnel	5:200

Student.....	7:30
Asthma medication	7:270
At-risk students	6:110
Athletic trainers.....	5:280
Athletic Trainers Practice Act.....	5:280
Athletics	7:300
Attendance, student	7:70
Compulsory	7:50, 7:70
Part-time, by private and parochial students.....	7:40
Attorney	2:160, 2:240, 4:45
Audits	4:80
Automobile, student.....	4:170
Awards and scholarships	6:330

-B-

Bargaining representative agent	8:30
Beepers.....	7:190
Behavior intervention committee	2:150, 7:230
Behavior code, student	7:190
Bids	4:60
Bilingual education	6:160
Biometric information	7:340
Black history	6:60
Blogs, student created	7:310
Bloodborne pathogens standards.....	4:160
Board, Committees.....	2:150
Communication, staff.....	2:140
Discipline, student.....	2:240, 2:150, 7:190
District elections.....	2:30
Educational officers electoral board	2:30
Ethics and gift ban.....	2:105
Indemnification	2:20
Mandatory training.....	2:120, 2:125
Meeting procedure.....	2:220
Officers	2:110
Policy	2:240, 2:240-E1, 2:240-E2
Powers and duties	2:20
Representatives.....	2:120
Secretary	2:30, 2:110, 2:220, 2:220-E1, 2:220-E2, 2:220-E3, 2:220-E4, 2:220-E5, 2:220-E6 4:10, 5:120, 5:210
Self-evaluation.....	2:120
Semi-annual review of closed meeting minutes.....	2:220-E5
Superintendent, relationship with	2:130
Vacancies.....	2:70, 2:70-E
Board attorney, request for proposal (RFP) checklist	2:160-E
Board meetings, Abstentions.....	2:220
Adjourned	2:220
Adjourning to closed meeting	2:220-E2
Agenda.....	2:220, 2:220-E4
Audio or video, quorum	2:220
Canvassing the votes	2:30, 2:50, 2:210
Closed meeting	2:200, 2:220, 2:220-E1, 2:220-E2, 2:220-E3, 2:220-E5, 2:220-E6, 2:220-E7, 2:220-E8
Emergency	2:200
Closed meeting minutes	2:220-E1, 2:220-E3, 2:220-E5, 2:220-E6
Log of closed meeting minutes	2:220-E5, 2:220-E6
Minutes.....	2:220, 2:220-E3

PLEASE REFER TO CROSS-REFERENCES IN MATERIAL LISTED.

Community use of school facilities	8:20
Compassionate Use of Medical Cannabis Pilot Program (Medical Cannabis Act)	5:50, 8:30
Compensatory time-off	5:310
Complaint managers	2:260, 5:10, 5:20, 7:20, 8:70
Complaints about curriculum, instructional materials, programs	6:260
Compulsory attendance	7:50, 7:70
Concussions and head injuries	7:305
Conduct code for participants in extracurricular activities	7:240, 7:300
Conduct on school property	8:30
Connection to the Community	8:10
Confidentiality	2:80-E, 2:220
Conflict of interest, Board member	2:100
Employee	5:120
Congressional Medal of Honor film	6:60
Connection with the community	8:10
Consent agenda	2:220
Contracts, Administration	3:10
Notice to Contractors	4:60-E
Performance-based	3:10
Purchases	2:20, 4:60
Third party non-instructional	4:60
Voting on expenditures	2:220
Controversial issues, teaching about	6:80
Copyright compliance	5:170, 6:235
Corporal punishment	7:190
Counseling program	6:270, 7:250
Course credit for high school diploma	6:320
Court duty	5:80
Credit, release of credit information	5:150
Credit and procurement cards	4:55, 4:60
Criminal background investigation	4:175, 5:30, 5:260
Curriculum, Adoption	6:40
Content	6:60
Design	6:60
Development	6:40
Federal programs	6:40

-D-

DNR orders	7:275
Dangerous weapons	7:190
Debt	4:40
Defibrillator (See AED)	
Deficit reduction plan	4:10
Delegation of authority	7:190
Dental exams	7:100
Department of Children and Family Services (DCFS) Abused and Neglected Child Reporting Act	5:150
<i>Cybertipline</i>	5:90
Former employees	5:90
Missing and exploited children	5:90
Personnel records	5:150
Staff development program	5:100
Diabetes Screening	7:100
Disabilities, Accommodating individuals with disabilities	8:70
Communicable and chronic infectious disease	5:40
Disability rights movement	6:60
Equal education opportunities	7:10
Equal employment opportunity and minority recruitment	5:10
Facilities	8:70

Illegal drug users	5:50
Job descriptions	5:30
Medical records	5:40
Non-discrimination in employment	5:10
Physical exams	5:30
School admissions	7:50
Special education	6:120
Students	7:40
Temporary illness or incapacity	5:180
Uniform grievance procedure	2:260
Discipline, student (see Student Behavior)	
Discrimination prohibited, Equal education opportunities	7:10
Equal employment opportunity	5:10
Individuals with disabilities	8:70
Instructional materials	6:210
Military status	5:10
Misconduct by students with disabilities	7:230
Public suggestions and complaints	8:110
Sexual harassment, student	7:20, 7:180
Sexual harassment, personnel	5:20
Uniform grievance procedure	2:260
Display and distribution of Community flyers	8:25
Commercial publications	8:25
Non-school sponsored written material	7:310
Disposition of school property	4:80
District, Agreements, with organizations, operations, cooperatives	1:20
Governance	2:10
Legal status	1:10
Philosophy	1:30
Property, disposition of	4:80
Records	2:250
"Do Not Resuscitate" orders	7:275
Dress code	7:160
Drop-out students	6:110
Drug- and alcohol-free workplace; tobacco prohibition	5:50
Drug and alcohol testing, Extracurricular	7:240, 7:300
Performance enhancement drug testing	7:240, 7:300
School bus and commercial vehicle drivers	5:285

-E-

E-rate grants	6:235
Early dismissal, students	7:90
Economic interest statement	5:120
Education foundations, gifts from	8:80
Education, homeless children	6:140, 7:60
Educational philosophy and objectives	6:10
Educational Support Personnel, Athletic trainers	5:280
Compensatory time-off	5:310
Compensation	5:270
Drug and alcohol testing for school bus and commercial vehicle drivers	5:285
Duties and qualifications	5:280
Employment at-will	5:270
Endorsements	5:120-E
Evaluation	5:320
Nonlicensed personnel	5:270
Nurses	5:30
Overtime	5:35, 5:310
Reduction in force	5:270, 5:290
Schedules and employment year	5:300
Sick days, vacation, holidays, and leaves	5:330
Termination and suspensions	5:290

Please refer to cross-references in material listed.

-J-

Job descriptions 5:30
 Jury duty 5:80

-K-

Kindergarten 6:30

-L-

Land surveying services 2:170
 Lead screening 7:100
 Learning assessment 6:10, 6:15
 Learning standards 6:60
 Leaves of absence 5:180, 5:185, 5:250, 5:330
 Civil Air Patrol Leave Act 5:250, 5:330
 Family and Medical Leave Act 5:185
 National Guard Reserves 5:250, 5:330
 School Visitation Leave Act 5:250, 5:330
 Victims of Domestic or Sexual Violence 5:250, 5:330
 Liability insurance 4:100
 Library media program 6:230
 Limitations on accepting gifts 2:105, 5:120
 Line and staff relations 3:30
 Loans 4:10, 4:30
 Lunch, student 4:120, 4:130

-M-

Maintaining student discipline 5:230
 Mandated reporter 5:30, 5:90
 Media, public relations 8:10
 Media center 6:230
 Medical cannabis 5:10, 5:50, 7:190, 8:30
 Medication, administering of 7:270
 Meeting procedures 2:200, 2:220
 Migrant students 6:145
 Military recruiter access to students 7:340
 Military service 5:10, 5:250, 5:330
 National Guard Reserves 5:250
 Residence 7:60
 Minority recruitment 5:10, 7:340
 Minutes 2:110, 2:120, 2:200, 2:220
 Misconduct by students with disabilities 7:230
 Missing Children Act 7:50
 Movable Soccer Goal Safety Act 4:170
 Multi-culturalism 6:15

-N-

National School Lunch Act 4:120, 6:50
 New board member orientation 2:120
 No-pass, no-play 6:190, 7:300
 Non-certified employees (see Educational Support Personnel)
 Non-public school students, including parochial and
 home-schooled students 7:40
 Nondiscrimination coordinators 5:10, 5:20, 7:20
 Notice to parents/guardians, regarding
 Offender Community Notification Laws 5:260
 Nurses 4:170, 5:30, 5:185, 7:100, 7:250, 7:270

-O-

Offender community notification laws 4:175, 5:260
 Open Meetings Act (OMA) 2:140-E, 2:200, 2:210, 2:220
 Order of protection status 5:10, 7:10, 7:20, 7:180
 Orders to forgo life-sustaining treatment 7:275

Organization, district 1:20
 Organization of instruction 6:30
 Organizational meetings, school board 2:210
 Outside employment, personnel 5:120
 Overtime 5:35, 5:240, 5:270, 5:290, 5:310

-P-

Pandemic preparedness 4:180
 Paraprofessionals,
 Duties and qualifications 5:280
 Working in program supported
 with Title I funds 5:280
 Parent organizations and booster clubs 8:90
 Parent and family engagement,
 Non-Title I 8:95
 Parent organizations and booster clubs 8:90
 Parental Responsibility Law 7:170
 Part-time attendance by non-public school students 7:40
 Payment procedures 4:50
 Performance-based contracts 3:10, 3:40
 Performance Evaluation Reform Act (PERA) 2:120, 2:120-E2,
 5:200
 Permission to reprint or adapt 5:170
 Permits, bus driver 5:280
 Perpetually dangerous school 4:170, 7:30
 Personnel records 5:150
 Pest control 4:160
 Pesticides 4:160
 Petitions to the board 2:230
 Philosophy, school district 1:30
 Physical examinations,
 Employee 5:30
 Exemptions 7:100
 Student 7:100
 Physical Fitness Facility Medical Emergency
 Preparedness Act 4:170
 Physical restraint 7:190
 Pledge of Allegiance 6:60
 Police interviews 7:150
 Policy development 2:240
 Developing local policy 2:240-E2
 PRESS issue updates 2:240-E1
 Political activities, personnel 5:120, 8:25
 Polling places 8:20
 Posters, distribution of 8:25
 Powers and duties of the school board 2:20
 Prayer, right to 7:130
 Pregnancy Discrimination Act 5:10
 Pregnant student rights 6:150
PRESS issue updates 2:240-E1
 President, board (see Board president)
 Pre-trip and post-trip inspection; bus driving comments 4:110
 Prevailing Wage Act 2:250, 4:60-E
 Preventing bullying, intimidation, and harassment 7:180
 Principals 3:50, 3:60, 3:70
 Privacy rights,
 Internet 6:60, 6:235
 Physical exams or screenings 7:15
 Student 7:15, 7:130, 7:140, 7:150, 7:190, 7:340
 Pro-Child Act 7:190, 8:30
 Procurement of architectural, engineering, and land
 surveying services 2:170
 Procurement cards 4:55, 4:60
 Professional Personnel,
 Certificate of authorization 5:220
 Certification 5:190
 Dismissal 5:200
 Employment, terms and conditions 5:200

Please refer to cross-references in material listed.

Fingerprint-based checks	5:50
Leaves of absence.....	5:250
Maintaining student discipline	5:230
Principal evaluation plan	3:60
Professional educator license	3:40, 3:50, 3:60
Resignations	5:210
Student teachers	5:260
Substitute teachers.....	5:220
Suspension	5:240
Teacher, who does not meet State certification/licensure requirements	5:190
Teacher union leadership leave	5:250
Program for the gifted.....	6:130
Programs developed by employees.....	5:170
Promotion	6:280
Property, disposition of.....	4:80
Psychotropic and psychostimulant medication	5:100, 7:190
Public suggestions and complaints	8:110
Public participation at board meetings	2:230
Public records	2:200, 2:250, 5:130
Public relations	8:10
Publications	7:310
Purchases	4:60

-Q-

Quality assurance, schools.....	6:15
Quorum	2:220

-R-

Random drug and alcohol testing,	
Bus drivers.....	5:285
Extracurricular participants.....	7:240
Recognition for service.....	5:110
Recording secretary	2:110
Records,	
Biometric information	7:340
District	2:250
Email	2:140-E, 5:130
Notice of electronic recording.....	7:220
Personnel	5:150
Recurrent requester.....	2:250
Student.....	7:70, 7:340
Recruiting	5:10, 5:30
Reduction in force	5:200, 5:290
Re-enrollment, drop-outs.....	7:50
Rehabilitation Act of 1973, Section 504,	
Equal educational opportunity.....	7:10
Equal employment opportunity.....	5:10
Special education	6:120
Relations with other organizations and agencies	8:100
Release during school hours.....	7:90
Release of credit information	5:150
Religion, release time for instruction/observance	7:80
Religions, teaching about	6:70
Religious Freedom Restoration Act	5:10, 5:70
Religious holidays,	
Personnel	5:70
Student.....	7:80
Report card, school	6:15, 6:340
Reserves, National Guard	2:250, 5:330
Residence, student	7:60
Residency requirements, administrator.....	3:40, 3:50
Resignations.....	5:210, 5:290
Resource conservation.....	4:70
Restraint, physical	7:190
Revenue and investments	4:30
Revolving fund	4:50

Risk management	4:170
Rules of order.....	2:220

-S-

Safety,	4:170, 4:175
Internet.....	6:60, 6:235
Pandemic influenza	4:180
Sale of school property	4:80
Scholarships	6:330
School accountability.....	6:15
School annual recognition	6:15
School assignment	7:30
School climate survey.....	6:340
School construction program.....	4:150
School bus drivers.....	5:285
School bus safety.....	4:110, 7:220
School district legal status	1:10
School district philosophy	1:30
School facilities, use of.....	8:20
School property.....	8:30
School quality assurance.....	6:15
School Reform Act of 1997	
Expulsion and suspension	7:190
“No-pass, no-play”	6:190, 7:300
Nurses	5:30
Performance-based contracts.....	3:10, 3:40, 3:60
RIF notices.....	5:270
Social promotion prohibited.....	6:280
School report card.....	6:340
School safety drill plan	4:170
School safety review	4:170
School-sponsored publications	7:310
School visitors.....	8:30
School wellness.....	6:50, 6:60
Community input	6:50
Curriculum content.....	6:60
Nutrition goals, guidelines	6:50
Reimbursable school meals.....	6:50
School year, calendar and day	2:20, 5:200, 6:20
School Visitation Rights Act.....	5:250, 5:330
Schools, better accountability.....	6:340
Search and seizure	7:140
Secretary, Board	
Board member resignation	2:70
Budget notice.....	4:10
Duties.....	2:110
Employee interest statement.....	5:120
Meeting notices	2:110, 2:200
Minutes.....	2:220, 2:220-E1
Recording	2:110
Selection	2:110
Teacher resignation, notice.....	5:210
Term.....	2:110
Verbatim records	2:220, 2:220-E1
Security	4:150
Sex education.....	6:60
Sex equity.....	7:10
Sex offender registration form.....	7:340
Sex Offender and Child Murderer Community Notification Act,	2:40, 4:170, 5:30, 5:260, 8:30
Sexual bias, elimination of	6:10, 6:210
Sexual harassment,	
Personnel	5:20
Student.....	7:20, 7:180
Sexual orientation	7:20
Silent Reflection and Student Prayer Act.....	6:20
Single-gender classes and activities.....	6:40

Please refer to cross-references in material listed.

Smoking.....	7:190, 8:30
Social media.....	7:140
Social promotion.....	6:280
Solicitations by or from staff.....	5:140
Special education.....	6:120
Special programs, students at-risk of failure.....	6:110
Spectator Conduct at School Events.....	8:40
Staff development program.....	5:100
State goals for learning.....	6:15
Statement of Economic Interests.....	2:100, 5:120
Student,	
Achievement and awards.....	6:330
Activity funds.....	4:90
Admissions/transfers to/from non-district schools.....	7:50
Appearance.....	7:160
Assessment program.....	6:340
Assignment and intra-district transfer.....	7:30
At-risk of academic failure.....	6:110
Attendance and truancy.....	7:70
Bullying and cyberbullying.....	7:180, 7:190, 7:310
Bus conduct.....	7:220
Concussions and head injuries.....	5:100, 7:305
Discipline, general.....	7:190
Discipline, maintaining.....	5:230
Distribution of publications.....	7:310
Dress code/appearance.....	7:160, 7:165
Drop-outs.....	6:110
Employment.....	7:70
Extracurricular activities.....	7:300
Fee waiver.....	4:140
Fundraising.....	7:325
Gifted, students.....	6:130
Graduation incentives program.....	6:110
Harassment prohibited.....	7:20, 7:180
Health, eye, and dental exams; immunizations; and exclusion of students.....	7:100
Medications, administering.....	7:270
“No pass, no play”.....	6:190, 7:300
Non-public school.....	7:40, 7:50
Online behavior.....	6:235
Personal information.....	7:15
Privacy rights.....	7:15
Publications.....	7:310
Records.....	7:340
Release during school hours.....	7:90
Release time for religious observance.....	7:80
Residence.....	7:60
Rights and responsibilities.....	7:130
Social and emotional development.....	6:65, 7:250
Support services.....	7:250
Testing.....	6:340
Textbook, fee waiver.....	4:140
Uniforms.....	7:165
Welfare services.....	7:250
Student Behavior,	
Academic dishonesty.....	7:190
Admission to events denied.....	8:30
Bullying and school violence.....	7:180, 7:190
Bus conduct.....	7:220
Community service.....	7:190
Conduct rules.....	7:190
Electronic devices.....	7:190
Expulsion procedures.....	7:190, 7:210
Extracurricular.....	7:240
General.....	7:190
Harassment, preventing.....	7:180
Intimidation, preventing.....	7:180
Notice of electronic recording.....	7:220
Maintaining student discipline.....	5:230
No pass, no play.....	6:190, 7:300
Off-campus misconduct.....	7:190
Performance enhancement drug testing.....	7:240
Police interviews.....	7:150
Prohibited student conduct.....	7:190
Promotion.....	6:280
Re-engagement of returning students.....	7:190
Search and seizure.....	7:140
Student with disabilities.....	7:230
Student appearance.....	7:160
Student rights and responsibilities.....	7:130
Suspension procedures.....	7:190, 7:200, 7:230
Truancy.....	7:70
Truant programs.....	6:110
Vandalism.....	7:170
Video recording and live video transmission.....	7:190
Violence, teen dating.....	7:185
Vision screening.....	7:100
Student handbook,	
Biometric information.....	7:340
Code of conduct for extracurricular activities.....	7:240, 7:300
Discipline notice.....	7:190
Student records.....	7:340
Student strip search.....	7:140
Student teachers.....	5:260
Student transfers.....	7:50
Students with disabilities,	
Discipline.....	7:230
Equal education opportunity.....	7:10
Special education.....	6:120
Substitute teachers.....	5:220
Succession of authority.....	3:70
Suicide.....	5:100, 6:60
Summer school.....	6:180
Superintendent,	
Child abuse, neglect.....	5:90
Committees.....	2:150
Duties and authority.....	3:40
Evaluation.....	3:40
Governance principles.....	4:40
Line and staff relations.....	3:30
Surveys.....	7:15
Suspension,	
Compliance with FLSA.....	5:35
Educational support personnel.....	5:290
Professional personnel.....	5:240
Student.....	7:190, 7:200, 7:230
-T-	
Teacher aides (see Educational Support Personnel).....	5:280
Teachers, (see Professional Personnel)	
Teaching about controversial issues.....	6:80, 6:210
Teaching about religions.....	6:70
Television program rating.....	6:210
Tentative budget.....	4:10
Temporary illness or incapacity.....	5:180
Testing, student.....	6:340
Textbooks.....	4:140, 6:210
Third party non-instructional contracts.....	4:60
Title I Programs,	
Advisory committee.....	2:150
Basic program.....	6:170
Grievance procedure.....	2:260
Kindergarten.....	6:30
Teacher qualifications.....	5:190
Title VI of the Civil Rights Act.....	2:260, 5:10, 5:50
Title VII of the Civil Rights Act.....	2:260, 5:10, 5:20, 5:250

Please refer to cross-references in material listed.

Title IX of the Education Amendments	2:260, 5:10, 5:20, 7:10, 7:20
Tobacco-free schools	7:190, 8:30
Tobacco prohibition	5:50, 8:30
Toxic substances	4:160
Transfer of funds	4:10
Transfers to and from non-district schools	7:50
Transportation	4:110
Treasurer, board	
Duties	2:110
Investment reports	4:30
Pay bills	4:50
Request minutes	2:220
Selection	2:110
Term	2:110
Truancy	6:110, 7:70
Tuberculosis, screening requirements for students	7:50
Types of school board meetings	2:200

-U-

Uniform Dress Code	7:165
Uniform grievance procedure	2:260
Unsafe school choice option	4:170
Use of school facilities	8:20
Using animals in educational program	6:100

-V-

Vacancies, school board	2:70, 2:70-E
Vans, use of	4:110, 6:240
Vandalism	7:170
Verification	4:140
Victims' Economic Security and Safety Act	2:260, 5:10, 5:250, 5:330
Video cameras, use of on school buses	7:220
Videos, student	6:210, 7:190
Video recording of students	7:190, 7:340
Violence	
Prevention	6:60
Teen dating violence	7:185
Violent crime offenders	4:175, 5:30, 5:260, 6:250, 8:30
Visas	7:50
Vision screening	7:100
Visitation leave, school	5:250, 5:330
Visitors to and conduct on school property	8:30
Vocational academy	6:180
Volunteers,	
Community	6:250
Voting, Board	2:220

-W-

Waiver of student fees	4:140
Weapons	7:190
Websites	7:310
Workers compensation	4:100
Working cash fund bonds	4:40
Works made for hire	5:170

Please refer to cross-references in material listed.