

2016-17 Student Handbook Update

This update contains all of the student handbook changes required for the 2016-17 school year. It incorporates our previously issued January 2015 and November 2015 updates.

Note: We have added a new feature this year. For all MSH polices that have been updated (as opposed to new procedures and rewritten procedures), we have provided a redline version of the specific changes. Please click on the link under the "Status" column for this information.

Handbook Procedure Title and Number	Description	Status
MSH 1.10 Parent Handbook Acknowledgement	This procedure had been deleted and incorporated into MSH 1.20.	Deleted (Feb 2016)
MSH 1.20 Student/Parent Handbook Acknowledgement and Pledge	This procedure had been updated to full comply with PRESS and to accommodate schools that provide electronic or online access to their Student/Parent Handbook.	Rewritten (Feb 2016)
MSH 1.140 Suicide and Depression Awareness and Prevention	State law requires school districts adopt a policy on suicide and depression awareness and prevention. This policy must be included in the student handbook as required by Public Act 99-443.	New (Feb 2016)
MSH 2.40 Make-Up Work	This procedure was updated to make it applicable to K-12 and to allow students who are excused or suspended from school the opportunity to make up all missed work for equivalent academic credit. This change is required by Senate Bill 100 (Public Act 99-456).	Updated (Feb 2016)
MSH 2.90 Credit for Proficiency, Non-District Experiences and Course Substitutions	This procedure has been rewritten to match the format in PRESS.	Rewritten (Jan 2015)

MSH 2.120 High School Graduation Requirements	This procedure was rewritten in January of 2015 to match the format in PRESS. The procedure was further amended in February of 2016 to incorporate the requirement that students first entering high school in 2016-17 must complete one semester of civics for graduation.	Rewritten (Jan 2015) Updated (Feb 2016)
MSH 4.10 Bus Transportation	This procedure was updated to provide that students who are suspended from the bus and who do not have alternative transportation to school must be given the opportunity to make up all missed work for equivalent academic credit. This change is required by Senate Bill 100 (Public Act 99-456).	Updated (Feb 2016)
MSH 4.15 Bus Conduct	This procedure is new and supplements the information in MSG 4.10, Bus Transportation.	New (Feb 2016)
MSH 5.10 Immunization, Health and Dental Examination	This procedure was rewritten and updated generally to comply with PRESS. It was also updated to incorporate a reference to the Certificate of Religious Exemption.	Rewritten (Nov 2015)
MSH 5.20 Student Medication	This procedure has been somewhat updated to match the format in PRESS.	Updated (Jan 2015)
MSH 5.20-E1 Exhibit – Student Medical Authorization Form	This exhibit has been completely rewritten to match the format in PRESS.	Rewritten (Jan 2015)
MSH Procedure 6.30 Student Discipline	This procedure was updated in January of 2015 to change the definition of sexting. The procedure was again updated in February of 2016 to align with PRESS and incorporate the changes required by Senate Bill 100.	Updated (Nov 2015) Updated (Feb 2016)
MSH Procedure 6.30-E1 Student Short Term Suspension (1-3 Days) Reporting Form	This new exhibit should be used for documentation whenever a student is subject to a short term out-of-school suspension. The exhibit should not be included in the student/parent handbook.	New (Feb 2016)

MSH Procedure 6.30-E2 Student Long Term Suspension (4-10 Days) Reporting Form	This new exhibit should be used for documentation whenever a student is subject to a long term out-of-school suspension. The exhibit should not be included in the student/parent handbook.	New (Feb 2016)
MSH Procedure 6.40 Prevention of and Response to Bullying, Intimidation and Harassment	This procedure was updated to include “immigration status” as a protected class.	Updated (Nov 2015)
MSH 6.40-E1 Exhibit – Aggressive Behavior Reporting Letter and Form	This procedure has been completely rewritten to comply with PRESS	Rewritten (Feb 2016)
MSH Procedure 6.70 Access to Student Social Networking Passwords and Websites	This procedure was rewritten to fully comply with PRESS and to incorporate language requiring students to cooperate in an investigation if there is specific information about activity on the student’s social networking website that violates the school’s disciplinary rules or school district policy.	Rewritten (Feb 2016)
MSH Procedure 6.70-E1 Letter to Parents/Guardians Regarding the Right to Privacy in the School Setting	This exhibit was rewritten to fully comply with PRESS and to incorporate language requiring students to cooperate in an investigation if there is specific information about activity on the student’s social networking website that violates the school’s disciplinary rules or school district policy.	Rewritten (Feb 2016)
MSH Procedure 6.80 Student Use of Electronic Devices	This procedure was completely rewritten to: (1) incorporate language requiring students to cooperate in an investigation if there is specific information about activity on the student’s account on a social networking website that violates the school’s disciplinary rules or school district policy; and (2) update the definition of sexting.	Rewritten (Nov 2015)
MSH Procedure 7.20 Guidelines for Student Distribution of Non-School-Sponsored Publications	This procedure was updated slightly, including adding the PRESS recommended definition of “publication” and to make it applicable to K-12.	Updated (Nov 2015)

MSH 8.10 Search and Seizure	This procedure was updated to incorporate language requiring a student to cooperate in an investigation if there is specific information about activity on the student's social networking website that violates the school's disciplinary rules or school district policy.	Updated (Nov 2015)
MSH 9.10 Extracurricular Athletic Activities Code of Conduct	This procedure was rewritten generally.	Rewritten (Feb 2016)
MSH 9.20 Attendance at School-Sponsored Dances	This procedure was updated to streamline the language and to fully comply with PRESS.	Rewritten (Feb 2016)
MSH 9.30 Student Athlete Concussions and Head Injuries	This procedure was completely rewritten to comply with Illinois' Youth Sports Concussion Safety Act and Public Act 99-245.	Rewritten (Feb 2016)
MSH 10.20 Discipline of Students with Disabilities	This procedure was completely rewritten to comply with changes to PRESS.	Rewritten (Feb 2016)
MSH 10.30 SPED Exemption from PE Requirement	This procedure has been completely rewritten to match the format in PRESS.	Rewritten (Jan 2015)
MSH 12.20 Standardized Testing	This procedure was updated to remove a reference requiring students to bring number 2 pencils on the day of testing.	Updated (Nov 2015)
MSH 12.60 English Learners	Pursuant to federal law, this procedure was updated to change the definition of "English Language Learner" to "English Learner."	Updated (Nov 2015)