

# Glenbard Directions Program

## 2023-2024 Student Handbook



**301 South Swift Road, Door 5, Addison, IL 60101**  
**Phone: 630-790-5800 ~ Fax: 630-790-5802**

# Welcome to the Directions Program

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## Frequently Asked Questions- FAQ's

- 1. What are student hours?**  
Mon/Wed-Fri: 8:15 AM to 2:04 PM  
Tuesdays: 8:15 AM to 1:22 PM
- 2. Where do I call regarding an absence?**  
You may call our direct number (630) 790-5800, then press “1” for English or “2” para español.
- 3. Is there student parking available?**  
Yes, an application, valid driver license, and current insurance are required. See the front desk for more information.
- 4. How can I access my students' current progress?**  
Student progress can be monitored by logging in to Powerschool @ ps.glenbard.org.
- 5. Will students need their home school ID?**  
Yes, students need their ID each day.
- 6. How will I know if my student is on track for graduation?**  
Frequent communication will be provided by school personnel. Contact our school counselor at any time for further information.
- 7. Can students participate in sports/clubs/activities?**  
Students are strongly encouraged to participate in all sports/activities at their home schools.
- 8. Will Driver's Education be available during the school day?**  
The classroom portion ONLY will be provided in the fall semester. 18 year olds will be given first priority.

## Staff Information

**Principal-** Jordan Poll  
jordan\_poll@glenbard.org

**Administrative Assistant-** Peg McCarthy  
margaret\_mccarthy@glenbard.org

**Teachers and Staff:**  
Antonio Garcia- Social Studies  
antonio\_garcia@glenbard.org

JaVion Holman- Mathematics  
javion\_holman@glenbard.org

Sabrina Farshori- Science  
sabrina\_farshori@glenbard.org

Clayton George- P.E./Driver Education  
clayton\_george@glenbard.org

Barbara Onchuck- School Counselor  
barbara\_onchuck@glenbard.org

Carol Rodemeyer- English/Special Education  
carol\_rodemeyer@glenbard.org

Shaheen Shedbalkar- Social Worker  
shaheen\_shedbalkar@glenbard.org

Tammy Nash- Instructional Assistant  
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# **GLENBARD 87 HEALTH AND WELLNESS PLAN**

**Effective June 5, 2023**

We continue our commitment to maintaining health and wellness in school. Please review the items noted below.

- Your health and others' health is a shared responsibility.
- Vaccination resources (flu, COVID-19, chicken pox, etc.) will be publicized. Testing resources will be publicized.

To prevent and respond to illness, be aware of health recommendations from the Centers for Disease Control and Prevention (CDC), including, but not limited to:

COVID-19

Influenza (flu)

Respiratory Syncytial Virus Infection (RSV)

Prevention Reminders

- Wash hands frequently
- Be aware of symptoms/health
- Cover nose and mouth with tissue when you cough or sneeze.

Our Practices

- Glenbard online health reporting form/process will no longer exist. Our health offices are available to answer questions and support families, students, and staff.
- Facility focus on cleaning and air quality is ongoing.
- Masks available in health offices for students or staff to use.
- Masks are not required in health office. We may post a sign asking for mask to be worn if feeling ill.

**GLENBARD TOWNSHIP DISTRICT 87**  
**District Information**

**District Office      630-469-9100**  
**596 Crescent Boulevard, Glen Ellyn, IL**

**Superintendent**  
Dr. David Larson

**Administrative Assistant**  
Donna Gastel

**Assistant Superintendent  
of Student Services**  
Janet Cook

**Administrative Assistant**  
Monica Torres-Martinez



**GLENBARD TOWNSHIP DISTRICT 87**  
**School Information**

**Glenbard East      630-627-9250**  
1014 South Main Street, Lombard, IL 60148  
**Principal**  
Antoine Anderson  
**Assistant Principal of Student Services**  
Broderick Booth

**Glenbard North      630-653-7000**  
990 Kuhn Road, Carol Stream, IL 60188  
**Principal**  
Dr. John Mensik  
**Assistant Principal of Student Services**  
Erika Willis

**Glenbard South      630-469-6500**  
23W200 Butterfield Road, Glen Ellyn, IL 60137  
**Principal**  
Jessica Santee  
**Assistant Principal of Student Services**  
Marina Kosak

**Glenbard West      630-469-8600**  
670 Crescent Boulevard, Glen Ellyn, IL 60137  
**Principal**  
Ben Peterselli  
**Assistant Principal of Student Services**  
Peter Baker

# Multi-Tiered System of Support

Multi-Tiered System of Support (MTSS), is an approach for redesigning and establishing teaching and learning environments for all students that are effective, efficient, relevant, and durable for all students, families, and educators. MTSS involves an education process that matches instructional and intervention strategies and supports to student needs in an informed, ongoing approach for planning, implementing, and evaluating the effectiveness of instruction, curricular supports, and interventions.

## The Directions Compass

We are proud of the guiding spirit embodied in the Directions Compass.

- Be Successful**
- Be Involved**
- Be Respectful**

Our students pride themselves on being here **on time** every day, doing their **best work**, helping each other, **participating**, building positive **relationships**, and ensuring the Directions Program remains a **welcoming and inclusive** environment. With these shared principles, we all move forward together.



RESPECT • INVOLVEMENT • SUCCESS  
INVOLVEMENT • **BE SUCCESSFUL** • RESPECT  
SUCCESS • **BE INVOLVED** • INVOLVEMENT  
RESPECT • INVOLVEMENT • **BE RESPECTFUL**

### HOW TO EARN COMPASS CASH

1. Perfect attendance for one week
2. Completing an Imagine Learning course
3. Following the Directions Compass

**BE SUCCESSFUL • BE INVOLVED • BE RESPECTFUL**

#### COMPASS CASH RAFFLES

Enter Compass Cash into the raffle bin for a chance at prizes including snacks, gift cards, dance/activity tickets, etc. Drawings occur on the last Friday of every month.

**BE SUCCESSFUL** BE INVOLVED

### STUDENTS OF THE MONTH AWARDS

Students of the month will receive a certificate, lunch and have their picture displayed. Ceremony on the first Wednesday of every month.

- Perfect attendance for one month
- 75% or higher in all classes, including TCD
- Achieved monthly Imagine Learning goal

**BE RESPECTFUL** **BE INVOLVED**

### COMPASS CHARACTER AWARD

*Compass Character* is our largest *non-academic* award that focuses on a student's quality of character, kindness to help others, positive attitude, and going above and beyond for their school and/or community. Compass Character recipients are what makes Directions a special place to be! Ceremony on the first Wednesday of every month.

## **ATTENDANCE**

**Absent/Tardy Notification:** Parents/Guardians must notify the Directions Program main office before 9 a.m. if their student is going to be absent or tardy. Both can be reported 24 hours a day by calling (630) 790-5800 and pressing “1” for English and “2” para Espanol.

**Excused Absences:** Parents/guardians must call to excuse any absence. Examples of **excused** absences include, but are not limited to:

1. Illness or medical emergency
2. Observance of a religious holiday
3. Death in the immediate family
4. Medical and dental appointments
5. Court appearance
6. College visit- No more than three per year

**Unexcused Absences:** Examples of **unexcused** absences include, but are not limited to:

1. Babysitting for a younger sibling
2. Missing the bus/ride
3. Oversleeping
4. Staying home to complete assignments

**Tardies:** Students arriving to any class less than 15 minutes late are considered tardy. Arriving to class more than 15 minutes late is considered a class truancy.

**Excessive Excused Absences:** Students who are absent without an extreme cause for an excessive number of days within a semester may be required to produce a note from their physician to be excused.

1. Truancies or class tardies may result in disciplinary action.
2. Students who are absent to 4 or more courses in a day are considered full-day truant.
3. Students who accrue more than **6 full-day absences/truancies** over the course of a semester are at risk of removal from the Directions program.

## **BEHAVIORAL EXPECTATIONS**

Refer to the prohibited student conduct and consequences detailed in the District 87 student/parent handbook received from your respective home school.

### **Technology**

Students are expected to follow all rules, policies, and procedures regarding the use of technology. Failure to follow these rules, policies, and procedures may result in the loss of access to technology for a prescribed period of time.

### **Academic Honesty**

Academic honesty is expected of all students. The District expects students to exhibit the traits of trustworthiness, responsibility, and fairness. Students engaging in dishonesty and plagiarism steal others’ ideas and fail to think and learn for themselves. Consequences are outlined in each home school student handbook, per board policy.

### **Bus Conduct**

All students must follow the District’s School Bus Safety Guidelines. Failure to comply with these rules will not be tolerated. Consequences may include school discipline and/or loss of transportation privileges.

### **Disciplinary Consequences**

All students that violate school rules, policies, and procedures are subject to disciplinary consequences. Parents/guardians and home schools will be notified of any infractions committed by students.

### **Dress Code**

Students are expected to dress appropriately for school. Dress or appearance which presents a health or safety hazard, which materially and substantially disrupts the educational process, or which is prohibited by home school dress code requirements is not permitted.

## **GENERAL INFORMATION**

### **Fee Waivers**

All applications for fee waivers must be obtained at the student's home school. Additional information is available in the main office.

### **Free/Reduced Breakfast and Lunch Applications**

All applications for free/reduced breakfast and lunch must be submitted yearly, at the home school.

### **Lockers**

The Directions Program staff is not responsible for lost or stolen items from lockers; therefore sharing combinations, or lockers with other students is not recommended. The Directions Program administration may search lockers without notice or consent, including desks and personal effects.

### **Registration/Residency Requirements**

Each year, students and their families must register and establish residency at their home schools. Students found to live outside the district may be subject to being dropped from the Directions Program.

## **TRANSPORTATION**

### **Bus**

Bus transportation is available for students to/from their home schools at the beginning/end of each day.

### **Pick-up/Drop-off**

Students may be picked up and /or dropped off at Door 5, on the North side of the TCD building.

### **Student Parking**

If students wish to drive to Directions, a parking permit application must be completed and approved by the Directions principal. A valid driver's license and current insurance will be kept on file. Applications are available in the main office. Student parking is a privilege, not a right. Students may have their parking privileges suspended or revoked at any time for not following school and district-wide expectations. This includes but is not limited to leaving school early without permission, improper or reckless vehicle conduct, parking an unregistered vehicle, use of drugs or alcohol, excessive truancy or tardiness, frequent or major discipline, and failing to serve disciplinary consequences.

## **CAFETERIA INFORMATION**

### **Cafeteria Expectations**

To keep the cafeteria clean and enjoyable for everyone, we ask that everyone keep their area clean and respect the rights of others.

### **Breakfast and Lunch**

Breakfast and Lunch will be served in the Directions Program Café/Commons area each school day. The food service department uses a computerized point-of-sale program, which enables parents to pre-pay meals. To use the program, students will scan their ID to deduct the food cost from a pre-paid balance. Similar to a debit card, the system will not accept charges or negative balances. **IDs must be acquired from each home school during registration.** Students who qualify for free/reduced meals will use their ID card (as any other student would) to pay for their meals.

## **ACADEMIC INFORMATION**

### **Courses Offered**

All courses are delivered in the traditional classroom and with a computer-based learning platform. Students are assigned courses to complete their graduation requirements and are expected to be actively engaged in the learning process. Driver's Education classroom (only) will be offered.

### **Daily Assignment Period**

All students are assigned a daily assignment period, either before or after their lunch period, allowing them to complete coursework, catch up on missing assignments/quizzes/ tests, complete accelerated class work, and/or receive additional academic support.

### **Grade Reporting**

Progress reports are available daily in Powerschool; Final grades are posted at the end of each semester. Teachers will contact parents as needed regarding the academic and/or behavioral progress of students.

### **School Counselor**

A school counselor will be available to assist students as they reach towards their full potential in academics, personal development, and post-secondary planning.

### **PowerSchool**

An online system utilized at Glenbard campuses for students and parents to monitor academic progress and student attendance, and view the current schedule.

### **Summer School**

Summer school class information will be available from each home school counselor and course registration is strongly encouraged.

### **Technology Center of DuPage (TCD)**

TCD will provide advanced electives that simulate real-world situations and build a work skill portfolio. Students may be able to earn college credit as well as earn credits towards graduation through hands-on learning, workplace skills, and practical applications. TCD will account for three periods of a student's school day. TCD grades are accessible through an online system and log-in information will be provided at the beginning of the school year. Students can earn 1.5-2.0 credits each semester.

### **Unofficial Transcript**

Unofficial transcripts are available at the end of each semester upon request. Credits are accrued at the end of each semester.

### **Victims of Sexual Assault Information**

#### **Erin's Law Policy 4:165**

"Erin's Law" requires that all public schools in Illinois implement a prevention-oriented child sexual abuse program that teaches: Students in grades preK - 12th grade age-appropriate techniques to recognize child sexual abuse and tell a trusted adult. If you see something, tell someone! Report concerns to Deans, Counselors, Teachers, Student Services, or School Resource Officer. Additional links are provided below:

#### **Resources:**

[National Sexual Assault Hotline Confidential 24/7 Support](#)

[Warning Signs of Sexual Abuse in Teens](#)

[Warning Signs of Possible Sexual Abuse](#)

[Grooming. Know the warning signs](#)

[Preventing Child Sexual Abuse](#)

[National Domestic Violence Hotline](#)

## **Reporting Sexual Abuse**

[Reporting to Law Enforcement](#)

[Reporting Child Sexual Abuse](#)

[Reporting to the Illinois Department of Children and Family Services](#)

## **Safeguard Against Sexual Abuse in Schools- Faith's Law**

Faith's Law expands the criminal definition of grooming beyond electronic communications to include written communications and acts committed in person or by conduct through a third party. The law also makes it clear that mandated reporters must report suspected grooming to DCFS under the Abused and Neglected Child Reporting Act.

In addition to expanding the criminal definition of grooming, Faith's Law includes several new requirements for schools and educators intended to prevent sexual abuse and misconduct in schools. Faith's Law adds a completely new section to the Illinois School Code (105 ILCS 5/22-85.5) pertaining to sexual misconduct in schools. This section requires all school districts, charter schools, and nonpublic schools to develop an employee code of professional conduct policy that must be made available on the school's website and included in any staff, student, or parent handbook.

Need to report a concern or an incident? Call your child's school, state the reason for your call, and speak to the principal or a social worker.

## **The Illinois State Board of Education Sexual Abuse Response and Prevention Resource Guide**

[www.isbe.net/Documents/Faiths-Law-Resource-Guide.pdf](http://www.isbe.net/Documents/Faiths-Law-Resource-Guide.pdf)

## **Employee code of professional conduct policy**

Policy 5:120 -

[https://boardpolicyonline.com/?b=glenbard\\_87&s=271133](https://boardpolicyonline.com/?b=glenbard_87&s=271133)

## GRADUATION REQUIREMENTS

In earning the twenty-three (23) credits necessary to graduate, a student must successfully complete the following Illinois and Glenbard District #87 required courses of study. The recommended course of study for college-bound students is minimally considered to be 4 years of English, 3-4 years of math, 3 years of science, 3 years of social studies, and 2 years of a world language. Additionally, Illinois State School Code requires that all students take the SAT in order to receive a high school diploma from an Illinois public high school.

### COURSES OF STUDY

### CREDITS EARNED

<b>Communication</b> - Eight (8) semesters.....	4.0
This requirement must include seven (7) semesters of English and one (1) semester of speech.	
<b>Social Studies</b> - Six (6) semesters.....	3.0
a. Two (2) semesters of United States History.	
b. One (1) semester of civics including instruction and assessments on state and local government (U.S. Government & Politics or AP U.S. Government & Politics)	
c. Three (3) semesters of Social Studies electives	
<b>Mathematics</b> - Six (6) semesters.....	3.0
All students must pass two (2) semesters of Algebra. Additionally, students must pass two (2) semesters of Geometry based mathematics.	
<b>Science</b> - Six (6) semesters.....	3.0
Students are strongly encouraged to take Biology, Chemistry and Physics.	
<b>Cultural Arts</b> - One (1) semester.....	.5
This requirement may be met through art, music, world language, or speech arts. (Speech arts must be in addition to required speech listed in "Communication")	

**Business, Family and Consumer Sciences** - - One (1) semester..... .5  
This requirement may be met through a course in Business Education, Computer Education, Family and Consumer Sciences, Technology and Engineering, or the Technology Center of DuPage.

**Physical Education** - Six (6) semesters..... 3.0

**Health Education** - One (1) semester..... .5

**Driver Education** - One (1) semester..... .5

**Consumer Education** - One (1) semester..... .5

This requirement can be taken in one of the following programs:

- Economics or AP Economics (Social Studies).
- Consumer Management (Business, Life Studies and Technology / Family and Consumer Sciences)
- SE Consumer Education

**REQUIRED COURSES**..... 18.5

**ELECTIVES**..... 4.5

**TOTAL**..... 23.0

### Student Images

Glenbard District 87 reserves the right to use images, photographs, or likenesses of students while engaged in school activities, in digital, video, or printed form and to allow the media into the school to cover non-public events, accomplishments, and news stories and to use images, photographs or likenesses of students, in electronic, video or print form. Unless parents or guardians request in writing to the Principal within 30 days of school that identifiable images of their child not be used. Parents/guardians should understand that if they withhold consent, none of the student's information would be released. This includes examples such as information/photographs for the yearbook, award listings such as honor roll, and class project highlighted in digital or print form.

### Important Websites

- Directions Bell Schedule:  
[glenbard87.org/directions-program-bell-schedule](http://glenbard87.org/directions-program-bell-schedule)
- TCD Website: [tcdupage.org](http://tcdupage.org)
- Parent/Student PowerSchool Login: [ps.glenbard.org](http://ps.glenbard.org)

## ACKNOWLEDGEMENT OF RECEIPT

I hereby acknowledge receipt of the 2023-2024 Directions information booklet and agree to read and be familiar with its contents, and abide by the rules and regulations put forth in it.



Glenbard Directions Program  
“Forward Progress- Together”

Signature of Student \_\_\_\_\_

ID Number \_\_\_\_\_

Date \_\_\_\_\_

Thank you for your support!