

# River Valley High School



**2024 - 2025**

## **Student Handbook**

Handbook adopted in June 2024,  
River Valley Local Schools Board of Education,  
for use during the 2024 - 2025 school year.

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## **WELCOME TO RIVER VALLEY HIGH SCHOOL**

The purpose of this handbook is to serve as a quality reference for school policies, procedures, regulations, requirements, etc. It does not cover every aspect of high school, but it does address numerous important items of interest.

We believe that our students' rights should be safeguarded. However, we maintain high expectations of our students, and believe that they should contribute to the school in a positive manner through actions and conduct that reflect principles of good character.

River Valley High School is an excellent place to obtain an education that will enhance our students' future opportunities. We encourage our students to be planners, work hard, and set challenging academic and personal goals. A positive attitude from students and staff alike will lead to many fulfilling experiences and achievements.

Please read this handbook carefully, and refer to it often. It should help you find answers to your questions as they arise throughout the school year. If you find yourself lacking an understanding of any part of this handbook, please ask a member of our wonderful high school staff. Any and all of us will be pleased to help.

We wish you all the best as you navigate this year and your future as students at River Valley High School. We look forward to a productive and enjoyable school year for everyone, and are committed to providing you with a positive experience.

Go Vikes!

-Staff of River Valley High School

# 24-25 SCHOOL YEAR CALENDAR



## 2024-25 DISTRICT CALENDAR River Valley Local Schools

**4** Independence Day

July 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**1-3** Winter Break  
**6** School Resumes  
**17** 2-Hour Delay - Prime Time  
**20** M.L.King, Jr. Day  
 - No School

**9** Teacher Workday (Classroom)  
**12** Teacher Workday  
**13** All Staff Workday (1/2)  
**14** FIRST DAY OF SCHOOL  
**23** 1 Hr. Early Dismissal  
 (Viking Bash)

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

**14** All Staff Workday  
**17** Presidents' Day  
 - No School

**2** Labor Day - No School  
**18** All Staff Workday

September 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**14** End of Grading Period AND  
 2-Hour Delay - Prime Time  
**24-28** Spring Break - No School

**4** 2-Hour Delay - Prime Time  
**17** End of Grading Period  
**18** Teacher Workday

October 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**4** 2-Hour Delay - Prime Time  
**18** No School  
 - Conf. Exchange Day

**27** No School  
 - Conf. Exchange Day  
**28-29** Thanksgiving Break  
 - No School  
**15** 2-Hour Delay - Prime Time

November 2024						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**9** K, 5, 8 Orientation Day  
**22** End of Grading Period  
 1 Hr. Early Dismissal AND  
 Last Day of School  
**23** Graduation  
**23** All Staff Workday (1/2)  
**26** Memorial Day

**2** Thanksgiving Break  
 - No School  
**20** 1 Hour Early Dismissal  
 End of the First Semester  
**23-31** Winter Break

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**19** Juneteenth

BOE Approved: 1-11-2024

Grading Periods	
1st	45 Days
2nd	41 Days
3rd	47 Days
4th	43 Days

Semester Days	
1st	86
2nd	90
	8 Non-Inst.
	184 Work Days

**Calamity Days**  
 Specific make-up days, if needed, will be determined at a later date.

## BELL SCHEDULES

Regular Schedule		2-Hour Delay Schedule	
Period 1	7:45 - 8:26	Period 1	9:45 - 10:12
Period 2	8:29 - 9:10	Period 2	10:15 - 10:42
Period 3	9:13 - 9:54	Period 3	10:45 - 11:12
Period 4	9:57 - 10:38	Period 4	11:15 - 11:42
Acad. Asst. 5	10:41 - 11:22	<b>AA/Lunch 5</b>	<b>11:45 - 12:15</b>
<b>Lunch 5</b>	<b>10:41 - 11:11</b>	<b>AA/Lunch 6</b>	<b>12:18 - 12:48</b>
Acad. Asst. 6	11:14 - 11:55	Period 7	12:51 - 1:21
<b>Lunch 6</b>	<b>11:25 - 11:55</b>	Period 8	1:24 - 1:51
Period 7	11:58 - 12:39	Period 9	1:54 - 2:21
Period 8	12:42 - 1:23	Period 10	2:24 - 2:50
Period 9	1:26 - 2:07		
Period 10	2:10 - 2:50		

## **CURRICULUM AND CREDITS**

### **1. GRADUATION REQUIREMENTS**

A total of 21 credits must be attained to graduate from River Valley High School  
**The following units of credit are required for graduation:**

1. Four units of English Language Arts
2. Three units of Social Studies (American History, American Government and World Studies)
3. Three units of Science
4. Four units of Mathematics including Algebra II or the equivalent
5. One-half unit of physical education
6. One-half unit of Health
7. One credit of fine arts
8. One half credit of financial literacy
9. Four and one-half elective credits

### **2. COMPETENCY**

Students must demonstrate competency with a score of 684 in Math and English by passing the state's Algebra I and English 10 tests. Students who do not pass the test will be offered additional support and must retake the test at least once. If a student is unable to pass, competency may be shown through an alternative pathway. Please see your counselor or the Ohio Department of Education and Workforce website for more information.

### **3. COLLEGE AND CAREER READINESS**

- Earn two diploma readiness seals

We recommend you visit the Ohio Department of Education website for the most up to date information.

The link to the graduation requirements on the Ohio Department of Education website is: <http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements>

Graduation requirements may change with Ohio Legislation. RVHS will keep your student informed of changes.

### **4. HONORS DIPLOMA**

Please see your guidance counselor, the RVHS curriculum guide or the Ohio Department of Education and Workforce website.

Diploma with Honors requirements pre-suppose completion of all high school diploma requirements in Ohio Revised Code including:

- 1/2 unit physical education\*\*
- 1/2 unit health

- 1/2 unit American history
  - 1/2 unit in government
- \*\*Revised Code 3313.603 allows school districts to adopt a policy exempting students who participate in athletics, marching band or cheerleading for two full seasons from the physical education requirement.

## **GRADUATION AND HONORS REQUIREMENTS**

### **1. Class Rank**

The class rank for college prep graduates shall be completed on the basis of 8 semesters of attendance in grades 9-12. The final class rank shall be computed at the end of 8 semesters.

The final cumulative student Grade Point Average (GPA) is determined by dividing the total number of points earned in academic classes by credits attempted. The following classes are not calculated into GPA determination:

- Physical education
- Choir
- Band
- Orchestra
- Pass/Fail courses

A student who participates in the College Credit Plus Program is reminded that his/her high school GPA will reflect these college grades. Class rank may include an early graduating senior.

### **2. Non-Academic Requirements**

Only students who have completed all non-academic requirements shall receive a diploma. These non-academic requirements include:

- A. pay all fees owed to the school or any activity fund for class projects, organizational projects, fund raising projects, library fines, damage to school property or equipment.
- B. serve any disciplinary penalty or satisfy any disciplinary action as a result of a violation of the River Valley High School Code of Conduct before the day of commencement ceremonies. Any violation of the Code of Conduct at graduation may result in the denial of the diploma until any prescribed penalty has been served.
- C. return or pay for lost, damaged, or destroyed books from the classroom or library, as well as any chromebooks/technology issued by the district.

- D. return athletic department equipment or pay fees or money due for lost, damaged, or destroyed items at the school's replacement cost unless otherwise determined by the high school principal.
- E. reimburse the River Valley Board of Education for all costs and charges incurred by the River Valley Local School District when a student enrolled in College Credit Plus fails or withdraws from the program or a course(s) during the school year.
- F. reimburse the River Valley Board of Education for all costs and charges incurred by the River Valley Local School District when a student enrolled in an online course(s) fails or does not complete the course(s) by the required date.

### **3. Failures**

Any senior who fails a required subject or a subject whose credit is needed for graduation will not be allowed to participate in commencement exercises and will not receive a diploma.

### **4. Last Day**

Seniors must satisfactorily complete all coursework by the last required day of regular class attendance (for seniors) for them to participate in commencement exercises and to receive a diploma with their graduating class.

### **5. End of Course Exams**

Students may take the end of course exams in courses in which they are required, and days may be scheduled for exams. See the graduation testing requirements section above.

### **6. Early Graduation**

Students are permitted to plan for early graduation. Written requests must come from both the student and his/her parents directly to the principal by the end of the first semester of the sophomore year. An Early Graduation committee will review each request and take appropriate recommendations to the principal who will decide each case.

The student has an option whether they desire to participate in commencement exercises or receive the diploma from the high school office (during office hours) the week following commencement exercises.

### **7. Valedictorian and Salutatorian Honors**

The distinction of Valedictorian and Salutatorian will be determined after the final day for Seniors is completed and teacher grades are submitted to the office. Beginning in the 2022-23 school year, in order to be considered for Valedictorian, students must have completed their final 6 semesters of high school as River Valley Students. Exceptions to this policy may be considered by the building principal.



The students who have achieved a straight A average (4.0 Grade Point Average or above) will be considered Valedictorians of the graduating class. Those students who have achieved below a 4.0 average but possess the highest overall G.P.A. (i.e. 3 .999) will be selected to be the Salutatorian of the graduating class. Should no student in a graduating class achieve a 4.0, the student(s) with the highest Grade Point Average will be the Valedictorian and the student(s) with the second highest Grade Point Average will be the Salutatorian.

## **ACADEMIC INFORMATION**

### **Title IX**

River Valley High School complies with the provisions of Title IX and does not discriminate on the basis of sex in educational programs or activities. Contact the River Valley Administrative Office at (740) 725-5400 for further information.

### **Section 504 of the Rehabilitation Act of 1973**

River Valley High School complies with the provisions of Section 504 and does not discriminate on the basis of disability.

### **College Preparatory Course**

This course of study is available to all students and recommended to those students who wish to continue their formal education beyond high school. Most college authorities recommend that entering students should be in the upper one third of their graduation class.

### **Career/Technical Course**

Numerous programs of Career/Technical education are available to River Valley High School students at the Tri-Rivers Career Center. Agricultural Science Courses, Aviation Pathway Courses, and Construction Trade Courses are taught at River Valley High School.

### **Ohio's Credit Flexibility Plan**

State law requires the State Board of Education adopt a plan that enables "students to earn units of high school credit based on a demonstration of subject area competency, instead of or in combination with completing hours of classroom instruction." (ORC 3313.603(J).) School districts, community schools and chartered nonpublic schools "shall comply" with the provisions of the plan.

Ohio's plan for credit flexibility is designed to broaden the scope of curricular options available to students, increase the depth of study possible for a particular subject and allow tailoring of learning time and/or conditions.

Credit flexibility is intended to motivate and increase student learning by allowing:

- Access to more learning resources, especially real-world experiences.
- Customization around individual student needs.
- Use of multiple measures of learning, especially those where students demonstrate what they know and can do, apply the learning, or document performance.

River Valley High School requires advanced registration and communication with the office and student’s parents prior to enrollment in this program.

**Grading System:**

Report cards are issued at the end of the four grading periods for the school year.

The following grading system will be used.

98 – 100	A+	4.0
92 – 97	A	4.0
90 – 91	A-	3.67
88 – 89	B+	3.33
82 – 87	B	3.00
80 – 81	B-	2.67
78 – 79	C+	2.33
72 – 77	C	2.00
70 – 71	C-	1.67
68 – 69	D+	1.33
62 – 67	D	1.00
60 – 61	D-	0.67
0 – 59	F	0

When students are ranked for a grade point average (GPA) only academic subjects worth 1/2 credit or more are calculated. The only non-academic courses at River Valley High School are as follows: band, choir, orchestra, teacher assistant, physical education, and pass/fail courses.

**Course Credits:**

Grades will be determined for the semester by counting each nine week term’s grade twice, and the semester exam grade once, and then dividing by 5 to determine the average, which will be the overall semester grade. The weighting from a percentage perspective works out to 40%-40%-20% to determine a semester grade, with 20% being the semester exam. A student must have an overall final percentage grade for the semester of at least 60% (D-) to receive credit for the semester. Report cards are issued at the end of each nine week grading period during the school year.

## **Classification of Students:**

All students are required to take five units of credit each year. Minimum expected credits earned per year are as follows:

- 9th to 10th 4 credits
- 10th to 11th 8 credits
- 11th to 12th 16 credits
- Graduation 21 credits

Students will be promoted each year and given opportunities to enroll in credit recovery for credits that may not have been completed upon first attempt.

## **Release of Records:**

The Family Educational Rights and Privacy Act (20 USC § 1232g) requires that written parental permission must be obtained to release school records to any person or organization outside of the District, with limited exceptions. Forms are available in the High School office.

## **Scholastic Eligibility:**

In order to be eligible to participate in athletics, hold any class office, or serve as a representative to student council from any organization, a student must pass 5 credits, or their equivalent, in the preceding grading period and maintain a minimum G.P.A. of 1.0.

## **College/Career Visitation Days:**

Seniors and juniors are advised to limit themselves to 2 days per year to visit colleges, technical or trade schools, or other career agencies in which they have an interest. A form should be secured from the Counseling Office one week in advance. Permission must be granted in writing from the student's parent and responsibility is assumed by the parent. Teachers will be notified of the intended college visit.

Visitation days can be limited during certain parts of a school year by school administration, such as during testing season.

A verification letter signed by an official of the place visited on the letterhead of the college admissions office or personnel office of the employer visited must be brought to the attendance office within 5 school days to have this count as an officially excused absence (provided that the student is not already considered excessively absent or habitually truant).

## **National Honor Society**

The purpose of the National Honor Society is to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of our schools. In order to become a member of the National Honor Society, a student must have a 3.2 cumulative G.P.A. and have junior or senior standing. Any member of the junior or senior class is eligible for candidacy providing they have achieved the

scholarship requirements. During the application process, candidates will show evidence of their leadership, service, and character through lists of involvements, a personal essay, and faculty recommendations. Students with strong overall submissions will be admitted to the National Honor Society.

### **Honor & Merit Roll:**

At the end of each semester, recognition is given to those students who achieve academically. In order to be awarded Honor Roll status, a student must achieve a grade point average of 3.75 or better. Merit Roll status is awarded to those students who achieve an average of 3.00 to 3.749.

### **Senior Honor Awards:**

Honor medallions will be awarded at senior breakfast or commencement each year to the outstanding students in each of the following areas. Students must have completed these courses listed in each area with a 3.6 average to be considered for the honor award. The awards will be based on achievement during the four years at River Valley High School or two years of skill programs at Tri-Rivers. No student may receive more than one honor medallion.

- AGRICULTURE – 4 credits
- COMPUTER – 2 credits
- CONSTRUCTION TRADES – 2 credits
- ENGLISH – English 9, English 10, English 11 CP, English 12 (CCP courses may be substituted)
- LANGUAGES – 3 years of foreign languages.
- MATHEMATICS – Algebra, Geometry, Pre-Calculus, AP Calc, Algebra II (CCP courses may be substituted)
- MUSIC – Choir, Band, Orchestra (grades 9-12)
- SCIENCE – Biology required, along with at least two of the following: Chemistry, Physics, or Anatomy/Physiology (CCP courses may be substituted)
- SOCIAL STUDIES – American History, American Government, World Studies (CCP courses may be substituted)
- TECHNOLOGY IN AVIATION – 2 credits
- VISUAL ARTS – Minimum of 3 courses (1.5 credits)
- VOCATIONAL – Two year skill program at Tri-Rivers

### **Schedule Changes:**

Schedule changes must be completed within the first five days of the applicable term for a given class. Changes made without permission or made beyond the five day point may be considered a withdrawal-fail and marked as WF on the student's transcript. Schedule changes are only allowed for the following reasons: Student not having enough classes, adding a course needed for graduation, adding a course to eliminate study halls, adding or adjusting a CCP course, or adding more rigor to a student's schedule. Administration has the final say on schedule changes and may adjust this policy if extenuating circumstances are present.

## **Working Certificates**

State law requires that all children between six and eighteen years of age must attend school regularly unless they have secured the proper working certificate. The following information explains the requirements for work permits to be used after school and during vacation.

Students must obtain forms from the Counseling Office. They must be completed and returned for the principal's signature before they can be employed

## **Parent-Teacher Conferences:**

Parent/teacher conferences will be held two (2) evenings each semester from 4:00 P.M. until 7:00 P.M. The dates will be announced near the start of each school year. Appointments can be made by calling the high school office no sooner than two weeks prior to the conference dates. Individual conferences at other times of the year may be scheduled as concerns occur. Telephone calls about your child's academic well-being are always welcome.

## **Tri-Rivers Students**

All Tri-Rivers students are to stay in the cafeteria area while waiting for the morning Tri-Rivers bus. Those students providing their own transportation to Tri-Rivers are to go directly to Tri-Rivers. Tri-Rivers students are to follow all applicable parts of this handbook. Should students be departing RV on the midday Tri-Rivers bus should get their lunch during 5th period, and prepare to board the bus around 11:05am. Students arriving to RV from Tri-Rivers on the midday bus should proceed directly to the cafeteria, and wait to eat their lunch until 6th period lunch.

## **Cafeteria**

Lunch is provided for all students who desire to eat. The aim of the cafeteria is to serve lunches of a maximum nutritive value at a minimum cost. Lunch prices are kept at a minimum, but are subject to change based on the Federal Lunch subsidy. Students may purchase a full lunch, an a la carte offering, or carry their lunch. In order to obtain the best and quickest possible service in the cafeteria, the following regulations shall apply:

1. Pupils must take their places in order in the lunch line when directed by a staff member.
2. Teachers are requested by the administration to go ahead of pupils so that they can return to their rooms or resume their assigned duties.
3. No food may be exchanged after it has been removed from the serving counter.
4. Pupils are expected to be orderly, quiet and polite.
5. Students are responsible for any and all trash at their table. All trash should be disposed of properly. Students may be held accountable to clean tables when trash is not disposed of properly.

6. River Valley High School maintains a closed lunch period for its students. Students are not allowed to go off campus during lunch, except for doctor's appointments or family emergencies.
7. To align with our safety and security values, visitors are not permitted during the lunch periods.
8. Delivery of fast-food to the school by local restaurants, parents, or friends is prohibited unless prior permission is obtained from the administration.

## **ATTENDANCE POLICY**

### **I. Rationale**

Regular attendance by all students is very important. In many cases, irregular attendance is the major reason for poor schoolwork; therefore, all students are urged to make appointments, do personal errands, etc., outside of school hours. In accordance with House Bill 410, absences will be tracked by "hours" as opposed to "days missed."

Relevant definitions in relation to attendance policy (see section II below for further details):

#### **1. Excessive Absence** – any student absence that is parent excused OR unexcused

- A. 38 or more hours in one school month
- B. 65 or more hours in one school year

Upon reaching the excessive absence threshold, official notification will be sent to parents by the district. Parent excuses will no longer be accepted.

#### **2. Habitual Truancy** – any student absence that is unexcused:

- A. 30 or more consecutive hours
- B. 42 or more total hours in one school month
- C. 72 or more total hours in one school year

Upon reaching the habitual truancy threshold, official notification will be sent to parents by the district. Students and their parents/guardians will be required to participate in an Absence Intervention Plan (AIP) meeting.

If a student fails to improve their attendance after the AIP meeting, the school is required by Ohio Revised Code to file a complaint with the student's county of residence juvenile court system.

## **II. Officially Excused Absences**

Officially excused absences require documentation beyond a parent notification or phone call. Officially excused absences are reflected in the student's attendance record, **but do not count towards the student's excessive absence or habitually truant hours.**

Examples of officially excused absences include:

1. Letter from a doctor/physician/health care provider documenting a reason for absence.
2. Court documentation that demonstrates a student was at a court-related function.
3. Death in family - documentation may vary, will be handled case-by-case.
4. Observance of a religious holiday - documentation may vary, will be handled case-by-case.
5. Absences due to a student's placement in foster care or change in foster care placement.
6. College visitation - supporting documentation and principal approval may be required.
7. Field trips or other school-related trips/functions.
8. An emergency or a set of circumstances which under the judgment of the schools constitutes a good, sufficient cause for absence from school.

## **III. Parent Excused Absences**

Parents may excuse students from school by calling in through the normal call in procedure and providing a written and signed note upon the student's return to school. There must be a valid reason associated with the absence. A parent excused absence **ALWAYS** counts towards excessive absence hours. Once a student reaches the excessive absence threshold, any parent excused absence will be recorded as an unexcused absence.

Examples of parent excused absences include:

1. Personal illness/quarantine (without doctor visit/documentation)
2. Non-school related extracurricular activities (club sports, 4H, etc.)
3. Vacation
4. Family hardship
5. Needed at home to work for parents. Must be approved by the superintendent **in advance** of the absence. Applies to students 14 years of age or older only.
6. Other reasons deemed consistent with board policy by building administration.

## **IV. Unexcused Absences**

Any absence without documentation that is not an officially excused or parent excused absence is considered an unexcused absence. These absences count towards excessive absence and habitual truancy.

## **V. Vacations**

The student/family should notify the school at least a week before the vacation. The student then will take a vacation form around to all of their teachers and get the form signed. This vacation form allows for the student to notify and communicate with their teachers, and will serve as documentation of the student's whereabouts during the trip.

## **VI. Attendance Call In & Documentation Procedures**

Parents must notify the school by phone on the day of the absence. Parents should call the main high school office at (740) 725-5800 between the hours of 7:30am and 9:00am. All documentation for any absence (full or partial) must be turned in to the office within the first **5** school days upon the student's return to school or the absence will be recorded as unexcused.

## **VII. Attendance and Extracurricular/Activities Participation**

If a student is absent from school for more than half of their scheduled classes on River Valley's Campus, the student may not be allowed to participate in extracurricular activities that day unless an excuse is signed by the student's parent(s), and approved by the principal or assistant principal.

## **VIII. Tardiness/Partial Absences to School:**

Absence from any portion of the school day up to one full period may be considered tardiness/partial absence. Tardiness/partial absences will be documented and will contribute to the students excessive absences or habitual truancy if the reason for the tardy/partial absence is not officially excused.

- Regardless of circumstances, all students must sign in at the main office if they are arriving after the beginning of the first period of the school day. Failure to do so may result in disciplinary action.
- Regardless of circumstances, all students must sign out if they are leaving prior to the end of the final period of the school day. Failure to do so may result in disciplinary action.
- Should a student need to be dismissed early for any reason, they must turn in a note from the parent/guardian which states the nature of the absence and the desired dismissal time. Notes must be turned in to the office in advance of the dismissal.
- On the third tardy/partial absence per semester a phone call will be made home to a parent/guardian notifying them of their student's repeated tardiness, and an after school detention will be assigned.
- Further tardies beyond the third tardy/partial absence per semester may result in additional disciplinary action at the discretion of the administrative team, including but not limited to:
  - Additional Detentions
  - Saturday Schools



- Loss of driving privileges for a period of time determined by administration.
- Loss of late arrival/early dismissal privileges for a period of time determined by administration.
- Denial of participation from extracurricular activities for a period of time determined by administration.

## **VI. Tardies and Partial/Full Absences to Class Periods**

Students have three minutes between classes to get from room to room and need to move with a sense of urgency in the hallways. Students who are repeatedly tardy to individual class periods will be assigned discipline at the discretion of the classroom teacher and/or the high school administration.

It is imperative that students are in their assigned class each period of the day. Students who are found in unassigned areas or classrooms during one of their scheduled periods will be assigned discipline by the classroom teacher or the administrative team.

On the third tardy to a given class period within a semester, a phone call will be made home to a parent/guardian notifying them of their student's repeated tardiness, and an after school detention will be assigned.

Further tardies beyond the third tardy/partial absence per semester may result in additional disciplinary action at the discretion of the administrative team, including but not limited to:

- Additional Detentions
- Saturday Schools
- Loss of driving privileges for a period of time determined by administration.
- Loss of late arrival/early dismissal privileges for a period of time determined by administration.
- Denial of participation from extracurricular activities for a period of time determined by administration.

## **IX. Make-Up Work:**

It is the responsibility of the student to ask for make-up work from each of their teachers after absences. Make-up work is to be completed within a timeframe consistent with the amount of time missed, unless extenuating circumstances prevail. Homework and test grades may not be lowered if the absence is officially excused and work is made up. It is also the responsibility of the student to notify their teachers ahead of time if they are going to miss part or all of the school day due to a school-related trip/function.

## **STUDENT RESPONSIBILITIES**

### **Care of School Property**

Any school property damaged or lost by the students, including books, will be paid for by the student. School credits will be withheld until payment is made.

All textbooks are the property of the Board of Education and are loaned to the students free of charge. The following system of marking the condition of books is:

- N - New Book
- E - Excellent Condition
- G - Good Condition
- F - Fair Condition
- P - Poor Condition
- D - Damaged (cannot be used)

If the condition of the book depreciated more than one letter during the year, the student shall pay for the cost of rebinding. If the book is lost, it must be replaced with the cost of the new book.

### **School Supplies & Fees:**

Students are responsible for all workbooks and other supplies. Subjects having lab classes may have lab fees. Students who have qualified for free lunch are not responsible for the fees listed below. A partial listing of fees:

Anatomy & Physiology	25.00
Animal and Plant Science	20.00
State & National FFA Dues	17.00
Animal & Plant BioTechnology	15.00
State & National FFA Dues	17.00
Art	30.00
Band Uniform Maintenance Fee	20.00
Biology I & II	15.00
Building Foundations for Success	25.00
Building Skills 101	25.00
Business Management	15.00
Chemistry	15.00
Choir	14.00
Code HS, Computer Basics, Photo Editing, Business	8.00
English 9	16.00
English 10	16.00
Exploring Architecture and Construction	25.00
Extracurricular Fees:	
First sport fee	200.00
Second sports fee	+50.00
Third sport fee	+25.00
High School Music (one time fee)	106.00
Music & Athletics (combination fee)	325.00
Family Cap Grades 7-12 (Music & Athletics)	550.00
Food Proc. & Pres., Meat Science, Food Mar./Res.	20.00
State & National FFA Dues	17.00

Geometry	15.00
Government	13.00
Intro to Woodworking & Construction Skills	25.00
Music Theory	5.00
Orchestra Equipment Fee	20.00
Physical, Environmental, & Forensic Sciences	10.00
Physics	15.00
Science and Technology of Food	15.00
State & National FFA Dues	17.00
Tech Prep. Eng. and Drafting	20.00
Woodworking I	25.00
Woodworking II	25.00

### **Extracurricular Fees**

First half of the Pay to Participate fee is due on the closest day to the following dates: August 30th (Fall Season), December 6 (Winter Season) and April 4 (Spring Season). The second half of Pay to Participate fee is due by the first postseason contest, or last regular season contest, whichever comes later.

### **Classroom Conduct**

Students should conduct themselves properly and should be attentive in the classroom. They should come to class with the proper supplies so that no time will be wasted. Any repeated disruption of the learning environment will not be tolerated. Your classmates and teachers will appreciate the courtesy of your being quiet and cooperative while the class is in session. Students are to be on time to class. Passes will be given only when necessary.

### **School Sponsored Events**

Students, while representing the school, shall abide by school standards at all school sponsored events. All students may be classified by the conduct of one student. Let's share good publicity.

### **School Dances**

All dances are closed. Only students enrolled at River Valley High School and their guests can attend. No middle school students will be permitted. Guests must be under the age of twenty-one.

### **Study Hall Procedures**

All students assigned to study hall must report there at the beginning of each period. After attendance has been taken, students with excuses for other areas of the building may be

dismissed. Everyone must report to their assigned study hall first. Study Hall is intended to be a quiet study time.

### **Library/Media Center**

The Media Center is a place for collaborative work and study time. Students using the Media Center during study hall periods must remain there for the entire period, provided they are supervised by a teacher or media center personnel. Misbehavior may result in the loss of Media Center privileges and/or further disciplinary measures.

### **Withdrawal from School**

If a student is planning to withdraw from River Valley High School, the student must return all school textbooks, library books, and equipment to the proper person. The student should report his/her plans of withdrawal to the office as soon as possible. This will enable the office to complete the proper transcripts and reports according to the situation. Then the student will be given a check-out slip that is to be signed by each of his/her instructors, the librarian, the principal, and a parent or guardian.

### **Athletic Eligibility**

- The Athletic Director must have an OHSAA physical form on file for each student who is trying for a place on the athletic team (required yearly).
- Final Forms must be completed prior to the start of each sport's season (first practice)
- Student scholastic eligibility for participation is based on the immediate preceding grading period. The student must pass 5 credits, or their equivalent, with the exception of P.E. which is .25 credits, and does not count in the students GPA.
- Transfer students must establish eligibility by transcript from the former school.
- Each grading period students must attain the GPA established by the River Valley Board of Education in order to be eligible for the next grading period.

The eligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. Holidays and school breaks do not count towards the five-day total. Faculty in-service, calamity days, and regular school days do count. In accordance with OHSAA Bylaw 4-4-3, a student coming off of academically ineligible status may become eligible five calendar days after the end of the grading period if an administrator can verify the passing grades.

**\*EXCEPTION:** Eligibility or ineligibility for the first grading period commences with the start of the fall sports season based on the 4th 9-weeks of the previous school year.

### **GENERAL INFORMATION**

**Student Well Being:** During the school year, students may receive a vision, hearing and/or scoliosis screening per ODH state mandated requirements/recommendations. A referral letter

will be sent home if concerns arise requiring professional follow-up. If you prefer not to have your child screened, please submit a written letter to the school prior to September 1<sup>st</sup>.

**Vaccinations:** Per Ohio Revised Code Section 3313.671, all students are required to have current vaccination records or vaccination waivers on file at the school. When a vaccine is administered during an annual physical, it is the students responsibility to provide an updated vaccination record. In high school, seniors are required to have two doses of the meningococcal vaccine, or one dose if the first dose was administered on or after the 16th birthday. All newly enrolled students and seniors must provide a current vaccination record, or vaccination waiver, to the school within 14 days from the start of school. If proper documentation is not received by October 1st, students will be excluded from school until documentation is received. The absences are unexcused.

**Bulletin Boards:** Material to be posted on bulletin boards in the corridors must first be approved by the administration. Bulletin boards are for information concerning the school and school related outside events.

**Daily/General Announcements:** Time sensitive announcements will be made each morning, along with the pledge at the start of second period. All other announcements pertaining to class organizations, etc. will be covered during academic assist periods and posted online daily.

**Telephones:** Students will not be called from class to take phone calls unless in the case of an emergency. Cell phones are only to be used as outlined in the Electronic Devices section of the handbook.

**Restrooms:** Loitering in school restrooms is forbidden. Persistent violators may be assigned discipline by the high school administration. Loitering in restrooms, multiple students in the same stall, and/or cutting class in the restrooms may be considered grounds for searching students.

**Rapid Release Drills:** In the event a rapid release drill is announced, or the fire alarm sounds, the following directions will be in effect.

1. A staff member will check the hallway/exit and verify that it is the safest option to leave the room.
2. At this time students will then follow the instructions of their teacher.
3. All windows and doors should be locked. Lights turned off.
4. Students must remain quiet at all times.
5. Do not run or push.
6. Students not in their classroom will immediately join the nearest class and identify themselves and their proper class to the teacher.
7. Teachers are to check the roll outside and when they return to the building.
8. Students pulling fire alarms will be reported as prescribed by law to the local sheriff's office and parents.

**Tornado Drill:** In the event the tornado alarm is sounded, the following directions will be in effect:

- Students in the seat nearest the door should open the door and lead the students to the assigned area.
- Students shall move quickly and quietly, without running or talking.
- Group will stay together in the assigned area until authorized to return to the room by the administration.

While in assigned areas, the following instructions are in effect:

- Students squat or sit on the floor, keeping their head on knees and clasp their hands on the back of their head, held face down.
- In case of injury, notify the teacher immediately.
- Keep calm.

If there is insufficient time to reach the assigned shelter area, students should:

- Go to the inside wall of the room away from windows, squat on the floor next to the wall keeping head on knees, or get under desks or furniture, either by squatting or lying prone on the floor, face down.
- Hold a book over your head if it can be picked up easily.
- In case of injury, notify the teacher immediately.
- Keep calm.

**Illness/Injury:** Students who become ill may report to the office with the permission of the classroom teacher. Students may be permitted to sign out for illness, only after parental permission is obtained. In case of serious injury or illness, the school will render first aid and contact the parents as soon as possible. Should there be an illness or injury of a serious nature and the parents cannot be located, the school will try to secure medical aid or get the child to the hospital. The River Valley Board of Education and employees are not liable for medical service fees encountered while seeking aid for an injured or ill student.

**Emergency Medical Forms:** All students at River Valley High School must have their medical information updated on FinalForms. Students need to have their FinalForms updated in order to participate in extracurricular activities and/or field trips, as well as in cases of medical need. Failure to return the emergency medical card promptly may result in detention and/or Saturday school.

**Insurance:** Students are provided with an opportunity to apply for school insurance. Forms are available in the high school office. This is not compulsory for non-athletes. The school board, administration, and staff are not liable for injuries not covered in the policy nor expenses incurred for injuries in excess of the insurance coverage.

**Visitors:** Permission is to be granted by the principal or assistant principal for any visitor. This permission must be given in advance. All visitors must report to the office and visits must be related to an educational activity. Parents are welcome at all times.

**Cooks and Custodians:** The cooks and custodians of the school have at all times the same authority as the faculty. Students are not permitted to go into the kitchen area or furnace room without proper authorization.

## **SCHOOL DRESS STANDARDS**

Clothes shall be within limits of decency, morality, and propriety. Hygienic standards will be maintained. Clothing or personal appearance which causes distraction, or in any way interferes with the normal process of education, or may be reasonably argued to cause future distractions/disruptions, will not be permitted.

Faculty advisors and coaches of extra-curricular activities are authorized to establish any specific dress or hair requirements that they deem suitable for participation in their activity. Teachers may require additional restrictions in classes to ensure the health and safety of all students.

- Hats, headbands, hoods or any headwear that covers the head shall not be worn in the building. Violators will have their hats confiscated for the day.
- All clothing must have a sleeve, show no cleavage and be long enough to be tucked into pants.
- Clothing of sheer/see through material is not allowed.
- Shorts that do not come to mid thigh or lower may be deemed inappropriate.
- Dresses and skirts must come to the mid thigh or lower.
- Clothing containing holes or tears mid thigh or higher may be deemed inappropriate.
- All undergarments are to be covered at all times.
- Bare feet are not permitted.
- Pajamas are not permitted, unless part of a spirit week promotion.
- Jeans/clothing with excessive tears, holes, and/or frays may not be permitted.
- Blankets are not permitted to be worn or carried at school.
- Winter/bulky coats are to be stored in lockers.
- Chains and studded accessories that are deemed a safety hazard are prohibited.
- Any article of clothing or jewelry that displays or encourages the use of alcohol, drugs, the use of firearms or weapons, sex, or profane language and/or gestures, double meaning references or any other unconventional dress will not be permitted at any time.
- Sunglasses are not to be worn except under written doctor's orders.
- Confederate flag items and clothing are not to be worn or displayed.
- Gang-related clothing and the display of any clothing or paraphernalia associated with gang-related activities is prohibited.

Failure to comply with the dress code guidelines may result in disciplinary action at the discretion of administration, up to and including out-of-school suspension. Should students have religious dress requirements that are conflicting with the school's dress code, these situations will be addressed on a case-by-case basis by the administrative team.

## **CHEMICAL ABUSE PROGRAM PROCEDURES**

### **Introduction**

It is a primary objective of the River Valley Local Schools to assume that the education of all shall proceed in an efficient, orderly and non-disruptive manner. The sale, use or possession of nicotine, alcohol, intoxicants, illegal drugs or other controlled substances on school premises is an obstacle to that objective and an interference with the rights of students to receive quality academic instruction. While student drug education and referral to counseling resources will continue to be made available, such measures should be viewed as instructional or rehabilitative and will not ordinarily be considered as an alternative to the disciplinary measures.

The school reserves the right to use dogs trained and accompanied by local law enforcement officers to search for drugs.

### **Statement of Policy**

Students of the River Valley School District shall not knowingly possess, use, sell, give or otherwise transmit, or display evidence of consumption of any nicotine, alcohol, or drug of which is prohibited by law. This includes narcotic or hallucinogenic drugs, or intoxicants, of any kind, including alcohol, including the misuse of prescribed drugs, alcohol, or intoxicants of any kind.

Narcotics and drugs are defined as any narcotic, drug, medicine, or pill chemical preparation, plant, seed, or derivative thereof, of a hallucinogen, barbiturate, or amphetamine nature. The use of the same is strictly prohibited, as is the use of alcohol or nicotine products. Possession of prescription medication for personal use shall not constitute a violation if it can be shown that the same has actually been prescribed by a duly licensed physician, and this use has been communicated to the school by the parents and approved by the administrative team. This policy also applies to Counterfeit Drugs, commonly called 'look-alikes', i.e. no students shall knowingly possess, make, sell, offer to sell, give, package or deliver a counterfeit (look-alike) controlled substance.

Drug paraphernalia or instruments such as pipes, roach clips, syringes, hypodermic needles, cocaine spoons or kits, and any other items normally or actually used for the packaging, conveyance, dispensing or use of drugs will not be permitted on any school property and will be subject to confiscation.

The above applies when students are:

1. On any property owned, leased by, or under the control of the River Valley Local School District, including vehicles used for the transportation.
2. At school and/or any school sponsored or sanctioned activity or event away from or within the school district, while under school supervision.



## **Student Responsibilities**

All students are to be responsible for understanding the River Valley chemical abuse policy and counseling services available to them. The intent of this policy is to deter substance abuse among students and provide an appropriate plan of action for violators. It is not intended, however, to discourage any student with a substance abuse problem from seeking guidance and assistance from school personnel or professional counselors. A student with substance abuse concerns may voluntarily approach an administrator, counselor, teacher, or other personnel for help without fear of penalty, assuming the student is not then in violation of this policy.

## **Procedures**

A chemical assessment by a certified counselor may be recommended to be completed at any point below. A written copy of the assessment may be requested to be sent to school officials, including findings and recommendations for the student. Days spent attending an inpatient treatment facility will be applied towards the suspension period. Procedures listed below will apply to any student found to be in violation of the policy. Discipline will be handled in accordance with the following:

### **First & Subsequent Offenses Related to Possession, Selling, and/or Distribution:**

- Parent(s) will be notified immediately, and the student will be removed from school for the remainder of the day.
- The police may be notified of the incident and an investigation may be conducted.
- Formal charges may be filed.
- Penalties can include out-of-school suspension and recommendation for expulsion.
- See Section 2, Rule 18 of the Code of Conduct.
- The District may take any other appropriate action as outlined in Board policy or as authorized by state law

## **Mandatory Drug Testing**

The River Valley Board of Education has approved a mandatory drug & nicotine testing policy that will be in place for the 2024-25 school year. The goal of this policy is to create a drug free educational environment while looking out for the health and safety of our students. It is also our hope that this policy will serve as a deterrent for students if and when they are faced with the choice of taking drugs. This is a mandatory testing policy for anyone in grades 7 – 12 who plans to participate in extracurricular activities, clubs, organizations or drives/parks at school. The complete drug testing policy can be found on the school website, FinalForms, or the RV Athletic Handbook.

## **MEDICATION FOR STUDENTS**

School office personnel/school nurses will administer prescription medication only. Prescription medication must be accompanied by a physician's statement indicating dosage and the number of days the medication is to be administered. All medication must be sent to school in a pharmacy's or physician's container. All appropriate paperwork must be completed and on file in the office.

## **SOCIAL MEDIA POLICY**

River Valley Local Schools recognizes and supports our student's rights to freedom of speech, expression and association, including the use of online social networks. As a student at River Valley you represent our district and are expected to portray yourself, your athletic team and the school in a positive manner at all times. Any online postings must therefore be consistent with federal and state laws, student handbook rules, athletic guidelines, and school policies.

If you participate on a social networking site or use social media, you must keep the following guidelines in mind:

- Everything you post is public information. Any text or photo placed online is completely out of your control the moment it is placed online, even if you limit access to your site. Information (including pictures, videos, comments and posts) may be accessible even after you remove it.
- What you post may affect your future. Many employers and university admissions officers review social networking sites as part of their overall evaluation of the applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret the information you have posted to any site.
- Similar to comments made in person, River Valley Schools will not tolerate unacceptable behavior online, such as:
  - Derogatory or defamatory language that causes substantial disruption or threatens harm to the rights of others, is disruptive to the school day, or consists of behavior that may amount to or lead to instances of cyberbullying.
  - Comments that create a serious danger to the safety of another person or constitute a credible threat of serious physical or emotional harm to another person.
  - Comments or photos that describe or depict unlawful assault, abuse, hazing, harassment, or discrimination; selling, possessing, or using controlled substances; or any other illegal or prohibited conduct.
  - Any negative representation of River Valley Schools, any other school, student or staff that causes a disruption to a student or the educational process. This includes operating/contributing to unauthorized accounts that include references to RV, RVHS, River Valley Local Schools, or any other reference to the district that the administrative team deems inappropriate.

Administration will review each social media issue on a case-by-case basis and will determine if school discipline is necessary under section 2 of the code of conduct. Accordingly, discipline can be assessed if a violation of school rules via social media has occurred, or a violation of the social media policy itself has occurred, up to and including out of school suspension or out of school suspension with a recommendation for expulsion. Discipline can also be assessed by the administrative team in a manner that applies to extracurricular activities. If necessary, law enforcement may be contacted.

## **TRANSPORTATION/BUS GUIDELINES**

All students should conduct themselves in such a way as not to impair the safety of any passengers or the bus driver. The school bus driver has the authority and responsibility to maintain control of the pupils. Serious violations will be reported to the building administrator and appropriate action shall be taken. Repeated violations may result in a parent conference and/or denial of bus privileges. Refer to the school website for transportation policies.

If students wish to ride a bus other than the one to which they are assigned or get off at an alternate stop, they must bring a note detailing the request signed by their parent and turn it into the attendance secretary **before the start of school**. An administrator will sign the note and retain a copy. Bus drivers will not allow extra passengers unless these procedures are followed.

Driving to school and using the school's parking facilities is a privilege. Students must purchase a parking pass in the high school office. The parking pass must be displayed on their front rear view mirror, in their vehicle, when it is parked on school grounds.

Student driving rights will be revoked for failure to follow the established guidelines. Students should enter via the West drive off of Route 95 and must park in the designated student parking area on the northwest area of the campus. Reckless driving or improper parking may result in the loss of the driving privilege, prosecutions, detentions and/or suspension.

The driveway in front of the high school is to be used by visitors and also will serve as the drive for students to be dropped off and picked up. The buses will drop off and pick up students in the designated bus parking area on the north side of the campus.

## **CODE OF STUDENT CONDUCT**

**Preface:** Each Board of Education is required to adopt a set of rules and regulations designed to maintain order and discipline necessary for effective learning. The Board of Education's primary concern is that students who wish to learn can do so in an environment conducive to learning and that every available disciplinary and prescriptive means be employed on behalf of

those who would destroy or deny such an environment. The sole objective of this code is to ensure fair and equitable handling of disciplinary problems.

**Student Rights And Responsibilities:** Students are responsible to themselves, their parents, the local community and the school administration for their academic progress and social conduct on school property and at school functions. Students are also responsible to respect the rights of the other members of the River Valley School District (other students, teachers, staff, parents, and other persons). Students are held responsible for violation of specific rules of behavior spelled out in the Code of Student Conduct.

Disciplinary action for such violations may include detentions, Saturday School, Wednesday school, denial of privileges, assignments, reprimands, suspension, emergency removal, and expulsion. Rescheduling of detentions, Saturday School, or Wednesday School will take place at the discretion of the administration; any extenuating circumstances will be considered by the administration.

### **Detentions**

Detention is a disciplinary measure that can be assigned by a teacher or an administrator. Wednesday Schools are assigned by administration as an alternative to Saturday school. A detention will be conducted in the following manner:

- The detention period will be from 3:00 P.M. to 4:00 P.M. on Wednesday. Failure to report to assigned detention periods may result in the assignment of Saturday or Wednesday School.
- The student is responsible for finding their own transportation and bringing materials to study.

### **Saturday/Wednesday School**

Saturday School will be held on Saturdays from 8:15-11:15 am. Wednesday school will be held on Wednesdays from 3-6pm and can be used as an alternative to Saturday School. Failure to serve the assigned discipline will result in further disciplinary action. Students must bring materials to study and be occupied for the full three hours.

### **In School Reassignment**

In School Reassignment is an opportunity to keep students from being given out-of-school suspension. Students will be assigned to In School Reassignment when a student's behavior is not consistent with the educational process. Student work completed during In School Reassignment will be counted toward his/her class grade. Students must complete all assigned days and must make-up all absences occurring during the placement.

### **Out of School Suspension**

A student may be suspended from one to ten days by the principal, assistant principal or administrator because of a serious offense or repeated misbehavior. Out-of-school

suspension results in the loss of the privilege to participate in school, extracurricular and co-curricular activities during the time of suspension.

Homework missed due to a suspension can be made up within an equivalent amount of days (example: a 3 day suspension equals 3 days to make up and turn in work). Students are not permitted on school grounds during a suspension. The procedure for suspension will be in accordance with the Board of Education Policy.

In summary, the principal, assistant principal or administrator may suspend. Each suspension will not exceed ten school days.

Due process shall consist of:

1. The administrator will give written notice of the intention to suspend the student. The notice will have the reason for the action.
2. The student will have an opportunity to appear at an informal hearing, before the principal or his designee to explain the situation. The hearing may take place immediately. Due process is guaranteed to the student.
3. The student and/or his parents may, within 10 calendar days of the notice of suspension, appeal a suspension to the hearing officer of the River Valley Schools, the Superintendent.

## **Expulsion**

The procedure for expulsion will be in accordance with the Board of Education Policy regarding expulsion and state law.

## **Permanent Exclusion from School**

Any River Valley Local School District student who is 16 years of age or older and commits a violent or drug related crime on school premises may be permanently excluded from school.

The offenses for which a student may be permanently excluded include the following:

1. Conveying deadly weapons or dangerous ordnance on school property or to a school function;
2. Possessing deadly weapons or dangerous ordnance on school property at a school function;
3. Carrying a concealed weapon on school property or at a school function;
4. Trafficking in drugs on school property or at a school function;
5. Murder or aggravated murder on school property or at a school function;
6. Voluntary or involuntary manslaughter on school property or at a school function;
7. Felonious assault or aggravated assault on school grounds or at a school function;
8. Rape, gross sexual imposition, or felonious sexual penetration on school grounds, or at a school function when the victim is a school employee;

9. Complicity in any of the above offenses, regardless of location.

The law requires any building principal in a public school to report any violations of the above offenses to the district superintendent regardless of whether the student committing the offense is age 16 or older. The principals must report the offenses only if they receive knowledge of, or observe the offense while acting in an official or professional capacity.

The student cannot be permanently excluded from school until they have been convicted of the crime or have been adjudicated a delinquent child based upon the crime. The River Valley Local School District will follow all due process procedures presently in place and will use the current policy to expel the student. The law allows the expulsion of the student to be extended during the proceedings of the criminal or juvenile court.

Upon the student's conviction, the River Valley Board of Education will resolve to permanently exclude the student from school. The Board of Education will then request the State Superintendent of Public Instruction to consider its recommendation for permanent exclusion from all public schools in Ohio.

The resolution to the State Superintendent of Public Instruction will include the following information:

1. Proof of conviction;
2. A copy of the school record;
3. Any other relevant information.

The Board will also send a copy of the resolution to the student and to the student's parent or guardian. The State Superintendent has the authority to approve or reject the River Valley Board of Education's request for permanent exclusion.

Any River Valley student who has been permanently excluded may request the local superintendent to admit them on a probationary status for up to 90 school days. The River Valley Board of Education may approve or deny this request.

River Valley Local School District will not knowingly admit any student who has been permanently excluded from the public schools of Ohio. All information relating to permanent exclusion of a student must be part of their official records until the student reaches the age of 22, or his exclusion is revoked. The River Valley Local School District is then required to remove and destroy these records.

## **Section 1 - General Student Policies**

**Hallways:** The halls of River Valley High School should be clear of all students during class time. Loitering in the halls is not permissible. Students should be going to or from their destination. Pupils passing through the halls on the way to and from classes are expected to

maintain a reasonable degree of quiet. Whistling, loud talking, loud noises, screaming, running and pushing are not permitted.

**Book Bags/Duffel Bags/Gym Bags:** Must be stored in lockers and will no longer be permitted to be carried by students during the school day.

**Public Display of Affection:** Students at River Valley High School are expected to maintain appropriate relationships with their peers. Embracing and kissing will not be allowed. Failure to comply will result in disciplinary action and/or parental contact.

**Changes in Student Handbook:** Students are responsible for any additions, deletions, or changes made to the guidelines set forth in this handbook, and which are communicated to students either verbally or in writing (posted on the [rvk12.org](http://rvk12.org) website, and/or FinalForms. Copies are available in the office by request).

**Cheating:** No communicating or cheating between or among students will be permitted during or after a quiz, test, examination, and/or homework assignments. The student's quiz, test, examination, and/or homework may be taken from the student and/or a zero may be given for any of these infractions. Repeat violations of cheating may result in failure of the course. If plagiarism takes place in a dual credit course the student would be subject to the college's policies. Also, any student found to have plagiarized could be subject to discipline up to and including out-of-school suspension.

**Lockers:** Lockers, considered the property of the River Valley Board of Education, should be kept neat, clean and locked when not in use. Periodic inspection may be held. The combination of each lock is recorded in the office in case of lapse of memory and should be kept secret by the student. At the end of each school year all lockers must be cleaned or a fine will be assessed.

**Married Students:** Married students must comply with all rules adopted for River Valley High School students.

**Eighteen Years or Older Students:** Eighteen year old or older students must conform to all rules adopted for River Valley High School students.

**Substitute Teachers:** All student policies that apply to the treatment of aides/teaching staff apply to the treatment of substitute teachers.

**Personal Search Policy:** When a student is suspected of possessing illegal or potentially dangerous items on their person, a school official will ask the student to reveal the suspected item. An Administrator or School Resource Officer can also search a student & their belongings if there is reason to believe that any of the following circumstances apply:

- The student is in violation of, or suspected to be in violation of, rule 16, 18, or the nicotine/substance policy.
- The student is in possession of, or suspected to be in possession of, any illegal objects, potentially dangerous objects, substances, or instruments.

- The student is in possession of, or suspected to be in possession of, any item used in the commission of a violation(s) of any part of this handbook.
- Students can be searched for additional items if items fitting the above description are found to be concealed on a student, in a school locker, or in a student's car.

Additional Search Considerations: While conducting searches under the above circumstances, school officials may call the police to investigate, or further search the student via the use of metal detecting devices in accordance with board policies ECA-R and JFCG. These steps can be taken to determine whether there are potentially hidden items on a student's person. Should the metal detecting device indicate the possibility of a hidden item, the student will have the opportunity to remove any hidden items. Should they refuse, they are subject to disciplinary action as a presumed violation of rule 16 or 18 of the RVHS handbook.

**Locker Search:** A school locker may be searched by a school official in the presence of one other staff member. Student lockers, desks, or similar property are subject to search by school officials at any time and without notice.

**Student Vehicle Search:** When a student is suspected of possessing illegal or potentially dangerous items in a vehicle on school property, a vehicle search may be conducted. The school official may ask parents to have the vehicle removed from school premises, or the official may call the police.

**Refusal of Search:** Students who refuse searches in accordance with Personal Search Policy are subject to disciplinary action as a presumed violation of rule 16 and/or 18 of the RVHS handbook.

**Discovery of items:** When students are found in possession of any illegal or potentially dangerous substances or items, the parent(s) will be notified. The student and parent(s) will meet with appropriate school personnel for a conference regarding disciplinary action. In every case, confiscated materials may be used as evidence in legal proceedings and may not be returned to the student.

**Electronic Device Policy:** Cell phones are to be off during class, and are not to be used or visible in classrooms. Unless instructed otherwise by a teacher, cell phone usage during the school day is limited to common areas (not considered common areas: restrooms, study halls, or academic assist periods). If a parent needs to reach their child during the school day, they are encouraged to contact the HS office at 740-725-5800, and we will be happy to assist.

Wearing headphones or earbuds in the classroom or hallway is prohibited at all times for the safety of all students.

Personal laptops and iPads/tablets should not be used during the school day unless there is a specific academic reason requiring their use.

Electronics are not to be used in the restrooms, or while the student is in violation of, or is committing an act in violation of, any other rules/policies in this handbook.

Violations of this policy can result in discipline and/or confiscation of devices until the



end of the school day, and parent pickup may be required. Discipline can include up to an out-of-school suspension for offenses related to this policy.

## **Section 2 - Additional Rules/Examples of Misconduct**

These examples of misconduct will result in discipline for each offense up to and including (but not limited to) 10-day suspension along with a possible recommendation for expulsion, and/or police and court referral for more serious offenses. Escalating consequences can be assessed in a cumulative manner at the discretion of the administrative team.

### **Rule 1 - Disruption Of School**

In order to provide an appropriate climate for learning, River Valley Schools will not tolerate any disruption of school. Students will not use force, coercion, violence, threat, harassment or insubordination, which obstructs the educational process including all curricular or extracurricular activities.

### **Rule 2 - Profane, Obscene, Inappropriate, or Unauthorized: Language, Drawings, Displays, and/or Communications**

A student shall not use or display profanity, obscene and/or inappropriate language or symbols, either written, verbal, or electronically in communicating with any faculty member, other school personnel, student, or any other person. Students should not share photos or personal information pertaining to other students or staff members in any unauthorized manner. Examples would include, but not be limited to, the use of profane/inappropriate/obscene/unauthorized gestures, comments, signs, pictures, publications, social media postings, or other forms of electronic communication. Drawing or displaying of drug symbols, paraphernalia, or firearms will not be tolerated.

### **Rule 3 - Unauthorized/Unexcused Absence**

Students should not be absent from any portion of the school day without authorization or prior notice. Examples of violations include but are not limited to: cutting class, leaving class/building without permission, being in an area of the school without permission, arriving to class particularly late, and not signing in upon arrival or departure from the building.

### **Rule 4 - Unauthorized Sale, Distribution And/Or Display**

A student shall not sell, distribute, or display or attempt to sell, distribute or display any object or material which has not been authorized for sale or distribution by the principal to any person or property owned by the Board of Education.

## **Rule 5 - Loitering**

Loitering is defined as a student's presence in a restricted area at an unauthorized time. This includes the hallways, restrooms, student parking lot, etc.; no student is to be in the parking lot during school hours without an administrator's permission.

## **Rule 6 - Accumulation of Violations**

A student shall not accumulate minor offenses that, in their totality, constitute a disruption to the school program.

## **Rule 7 - Disrespect**

A student shall not intimidate, insult, or in other ways abuse verbally, symbolically, or in writing any member of the school staff, student body, or any other person.

## **Rule 8 - Hazing**

Any attempt, or act of coercing another individual to participate in any type of initiation into a student organization, or any other organization, that causes or creates a risk of mental or physical harm to any person is prohibited.

## **Rule 9 - Verbal Harassment**

Students will not be involved in verbal or cyber abuse/harassment to other students, staff, or school personnel.

## **Rule 10 - Gambling**

A student shall not gamble or engage in any type of betting activity for money or valuables on school property or at school functions.

## **Rule 11 - Use Of Flame Producing Devices**

The unauthorized use or possession of matches, lighters or other flame producing devices on school property is not permitted.

## **Rule 12 - Vandalism And/Or Destruction Of School Property**

A student shall not cause or attempt to cause damage to school property including building, grounds, equipment, vehicles, or materials by means of vandalism, arson or other ways.

## **Rule 13 - Vandalism And/Or Destruction Of Private Property**

A student shall not cause or attempt to cause damage to the private property of another while at school or at school sponsored events either home or away.

## **Rule 14 - Unauthorized Possession Of Another Person's Property**

A student shall not engage in or be a partner in any way of the taking or acquiring of property of others without their consent.

## **Rule 15 - Unauthorized or Inappropriate Touching/Bodily Contact**

A student shall not touch another student or staff member in any way deemed to be inappropriate by the administrative team, or in any manner that causes a safety hazard or disruption to the school day or learning environment.

## **Rule 16 - Dangerous Weapons And Instruments**

A student shall not possess, handle, transmit, or conceal any object or instrument capable of harming another person either on school premises or at school functions. Some examples, not intended to be exhaustive, are: guns, firecrackers, rifles, knives, ice picks, switchblades, brass knuckles, chemicals, gasses, etc.

## **Rule 17 - Insubordination**

A student shall not fail to comply with directions of teachers, teacher aides, student teachers, substitute teachers, assistant principal, principal, or other school personnel during any period of time when the student is properly under the authority of school personnel. Repeated violations of a rule, directive, or discipline procedure may constitute insubordination.

## **Rule 18 - Nicotine, Tobacco, Alcohol, Illegal Drugs**

This policy is cumulative grades 6-12. Rationale for the policy is as follows: the use of vapor producing products, alcohol, and illegal drugs, or any look-alikes by youth is a growing issue. River Valley is taking this very seriously and has created the following protocols & procedures to help discourage our students from using/possessing these products.

A student will be considered in violation of Rule 18 when:

- Caught with a nicotine product, alcohol, illegal drugs, or look-alikes while on school property or at any school function.
- There is evidence of consumption of drugs and/or alcohol while on school property or at any school function.

A student shall not possess, use, transmit, conceal or distribute alcohol, nicotine or illegal substances/drugs while on school property or at any school function.

A student that is demonstrating evidence of consumption while on school property or at any school function is subject to the following disciplinary procedures and would be referred to the procedures listed below.

Students may be searched in accordance with the personal search policy, or if any of the following circumstances apply:

- Odor of smoke or vapor is present.
- More than one person is in a restroom stall.
- Excessive loitering in a restroom or unassigned area of the school.

#### FIRST OFFENSE

- Nicotine: 10-day suspension with recommendation for expulsion.
  - Should a documented drug test occur within 48 hours of the violation, and the student completes an online VapeEducate course, the suspension may be reduced to 3 days.

#### SECOND OFFENSE

- Nicotine: 10-day suspension with recommendation for expulsion.
  - Should a documented drug test occur within 48 hours of the violation, and the student completes an in person counseling course, the suspension may be reduced to 5 days.

ADDITIONAL OFFENSES: 10 day suspension with recommendation for expulsion.

#### **Steps for Parents/Students at Point of Referral to Policy**

1. A 9-panel (minimum) urine drug screen may be required to be completed by a district-approved drug testing facility within 48 hours of the offense in order for a reduction of suspension to be considered.
2. If applicable, the release of information shall be signed by the parent/guardian of the student so that the drug testing facility may share the results of the test with the building administrators within 48 hours. The results need only indicate if the urine drug screening was positive for any illegal substance.
3. Parents also have the option to bring results to the school and drop off with an administrator or their designee.
4. The student may be required to complete a Substance Abuse Education Course to meet additional stipulations of this policy. This must be through an agency certified by the Ohio Department of Mental Health and Addiction Services or a certified Chemical Dependency Prevention Professional, or an agency approved by the River Valley Administration.
  - a. Following the assessment, the student shall be required to comply with all treatment recommendations.
  - b. Proof of completion of the assessment and recommendations for treatment may be requested to be emailed to the building administration upon completion of the Education course(s) and associated requirements.

**Illegal Drugs/Alcohol:** 10 day suspension with recommendation for expulsion.

## **Rule 19 - Bullying/Harassment Of Staff Members And/Or Students**

A student shall not vandalize a staff member's/student's property or threaten/bully either physically, verbally, or electronically a staff member or student on school grounds. This restriction applies to staff members off school grounds.

## **Rule 20 - Violation Of The Law**

A student shall not violate any law or ordinance when the student is properly under the authority of school personnel. A student shall not violate prescribed probation conditions.

## **Rule 21 - False Alarms**

A student shall not initiate a fire alarm, 911 call, or report a warning of a fire or catastrophe such as a tornado without cause.

## **Rule 22 - Threats**

A student shall not make threatening remarks in any form, and/or through the use of any means of communication to students, groups of students, any Board of Education owned building, on Board of Education owned vehicles, or at/towards a Board of Education sponsored or supervised activity.

## **Rule 23 - Fighting**

A student shall not be involved in a fight on school property, at any school function, in Board of Education owned vehicles, or in attendance at any Board of Education activity. Students who are found to be videotaping fights can be disciplined the same as those participating in a fight.

## **Rule 24 - Falsification Of Documents**

A student shall not falsify any document needed for school record keeping. No student shall sign another person's name to any excuse, bus pass, passport sheet, grade card, early dismissal request, etc. Examples are not all inclusive.

## **Rule 25 - Sexual Harassment**

All students have the right to a school environment free from sexual harassment. Sexual harassment is defined as unwanted sexual advances which may be verbal, visual, or physical. This could include propositioning; making threats or retaliating after a proposition is refused; displaying/distributing sexually suggestive objects, pictures, or cartoons; communicating sexual remarks or gestures; making frequent sexual comments; making derogatory comments or slurs based on sex; making sexual comments about a person's body; touching a person; blocking his/her passage; sexually assaulting a person; or exposing oneself.

A student who feels that he/she is being sexually harassed should see an administrator or a guidance counselor and report the behavior. Sexual harassment of another may result in discipline up to and including out-of-school suspension, and may be referred to local law enforcement.

### **Rule 26 - Abusive And/Or Disrespectful Behavior or Language**

A student shall not engage in any obscene, abusive, profane, or degrading gestures, language, or expressions; racial, ethnic, religious, prejudicial or disrespectful actions or language; disrespectful behavior or language of any kind (including but not limited to sexual, race, gender, sexual orientation, ethnicity, nationality, language, age, religion, physical appearance, physical or mental capacity) to any individual or group; or intimidation and/or threats to an individual or group. A student shall not publish or distribute materials meeting this description.

### **Rule 27 - Sexting**

Sexting is defined as the act of sending, receiving, viewing or reading any sexually explicit text messages, photo messages, video messages or voice messages. Sexting is considered inappropriate for the school setting at River Valley High School and therefore prohibited on school grounds or at school events. In some cases sexting is sexual harassment or bullying. In all cases, sexting is unacceptable behavior for a River Valley high school student.

Anyone violating this policy or involved in this violation may have his/her phone confiscated for the remainder of the school day or event with their parents notified of the incident as soon as possible. The incident may be referred to local law enforcement.

### **Rule 28 - Aiding and Abetting Others in School Offenses**

A student shall not speak or act in any way to assist or abet another in the intent to commit, the opportunity to commit, or the commission of a violation of school rules. This would include a student warning others of approaching school authorities.

### **Rule 29 - No Remaining Dates**

When a student fills all available dates for detention and Saturday School for a semester, it may become necessary to suspend the student.

### **Rule 30 - Other/New Offenses**

Because the offenses listed in this section of the handbook are not intended to be all-inclusive, the administration reserves the right to rule on any conduct situation that is not specifically covered in this handbook. Students shall be responsible to adhere to other reasonable rules, regulations, and expectations specified by school personnel either verbally or in writing, or commonly expected of the student body as a whole.

### **Section 3 - Tri-Rivers Students:**

All students from River Valley High School who attend Tri-Rivers must obey the River Valley School Code of Conduct whenever they are on the property of the River Valley Board of Education (i.e.) before school, after school, extra-curricular activities, school sponsored events (at home or away from school). Students cannot attend River Valley High School, or school sponsored activities, while under expulsion or suspension at Tri-Rivers.

### **Section 4 - Appeal Procedure:**

Should a student or a student's parent(s) choose to appeal the principal's suspension, he/she must do so within 10 calendar days of the notice of suspension. The appeal shall be in writing and made to the Board or its designee. At the request of the student or of the student's parent(s) or attorney, the meeting may be held in executive session, if heard by the Board. All witnesses are sworn and a verbatim record is kept of the hearing. If the decision is made by the Board, its decision shall be acted upon at a public meeting. The student may be excluded from school during the appeal process.