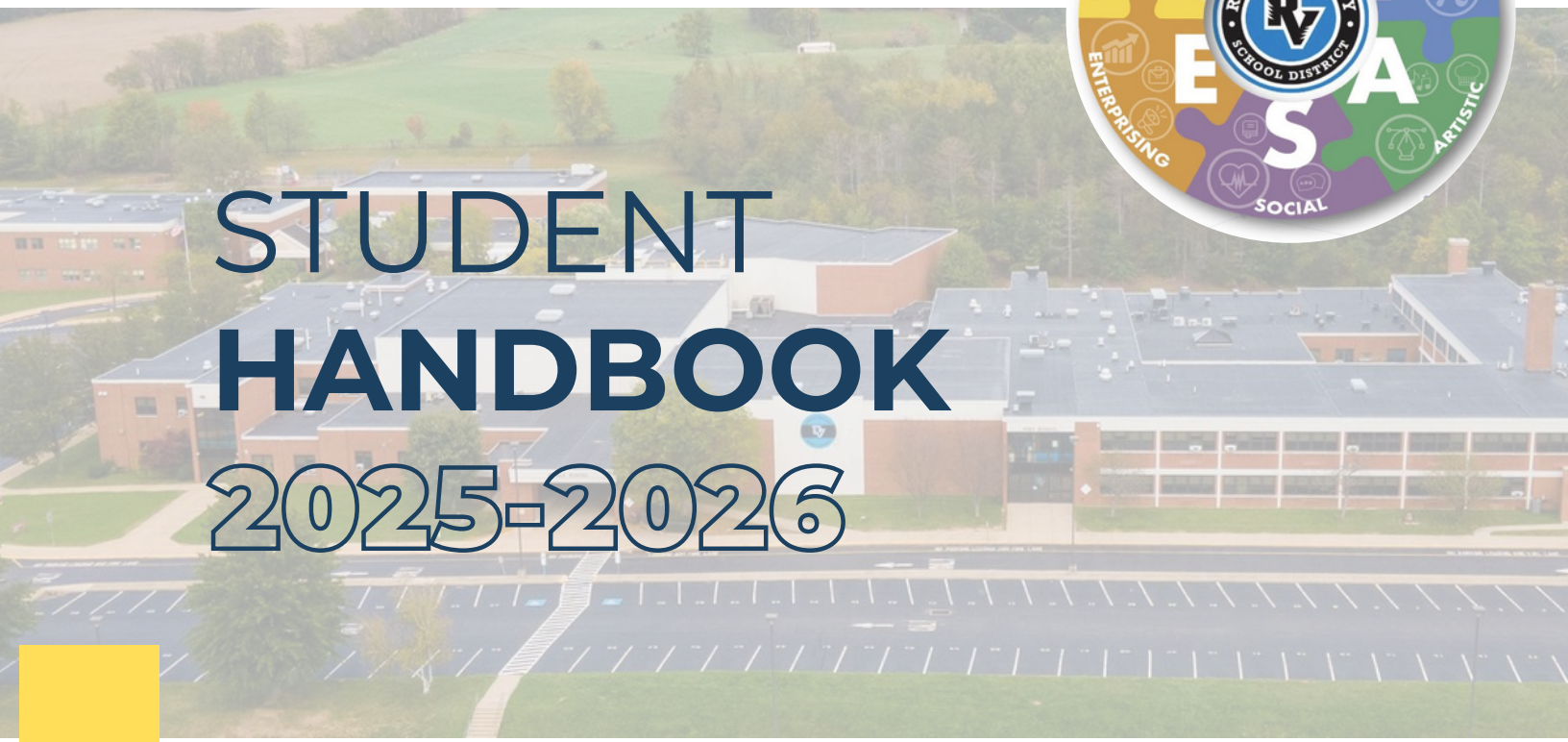

STUDENT HANDBOOK 2025-2026

RIVER VALLEY MIDDLE/HIGH SCHOOL
RIVER VALLEY STEAM ACADEMY

Updated:

July 29, 2025

Please be advised that the contents of this handbook may change as District policies are reviewed, revised, and updated.

www.rivervalleysd.org

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ABOUT
RIVER VALLEY SCHOOL DISTRICT

102 School Lane ■ Blairsville, PA 15717 ■ 724-459-5500

MISSION & VISION

River Valley is committed to creating a future-driven school district focusing on innovation, career exploration across all grades, and workforce development. Using the RIASEC language and prioritizing student identity are integral parts of our school culture, focusing on all students' strengths, interests, and workplace values so that they know there is a place for them in this world. River Valley takes a student-centered approach and understands the importance of the human process of personal development.

RIVER VALLEY SCHOOL DISTRICT COMPREHENSIVE PLAN

RIVER VALLEY SCHOOL DISTRICT BOARD OF DIRECTORS

Mr. Rick Harper, President
Mrs. Connie Constantino, Vice President
Mr. Nathan Baird
Mr. Anthony Canzano
Mrs. Beverly Kusma Caranese
Mrs. Jessica Clawson
Dr. Luke Faust
Mrs. Melanie Pantalone
Mrs. Mary Whitfield

SUPERINTENDENT OF SCHOOLS

Mr. Philip Martell

ASSISTANT SUPERINTENDENT

Mrs. Regina Geesey

The River Valley School District is an equal opportunity agency in its education programs, activities, and employment practices. River Valley School District does not discriminate on the basis of race, color, age, creed, religion, gender (including gender identity or expression), sexual orientation, ancestry, national origin, marital status, pregnancy, or disability in its programs, activities or employment and provides equal access to the Boy Scouts and other designated youth groups. Inquiries may be directed to the Assistant Superintendent, Title IX Coordinator, or the Section 504/ADA Title II Coordinator at 102 School Lane, Blairsville, PA 15717, 724-459-5500.

RIVER VALLEY MIDDLE SCHOOL

MR. ERIC WESTENDORF, MIDDLE SCHOOL PRINCIPAL

Phone
724-343-8420

Fax
724-459-0213

Address
104 School Lane
Blairsville, PA 15717

RIVER VALLEY HIGH SCHOOL

DR. JUSTIN KULIK, HIGH SCHOOL PRINCIPAL

Phone
724-343-8410

Fax
724-459-3392

Address
100 School Lane
Blairsville, PA 15717

RIVER VALLEY STEAM ACADEMY

DR. SHAWNA LITTLE, DIRECTOR

Phone
724-343-3230

Fax
724-639-0071

Address
84 Trojan Lane
Saltsburg, PA 15681

GENERAL **INFORMATION**

EMERGENCY CLOSING INFORMATION

If it becomes necessary to close or delay the start of school, the announcement will be sent via the Finalsite Notifications System via text, phone, and email. In addition, the announcement will be placed on the District website (www.rivervalleysd.org), social media (Facebook, Twitter, Instagram), as well as KDKA-TV, WPXI-TV, and WTAE-TV.

DISTRICT WEBSITE

www.rivervalleysd.org

Access the academic calendar, event calendars, sports schedules, lunch menus, online resources, School Board Policies, administrative information, and parent and student resources for all schools in the River Valley School District.

The information contained in this handbook was the best available at press time. Please watch the District website for additional information and changes.

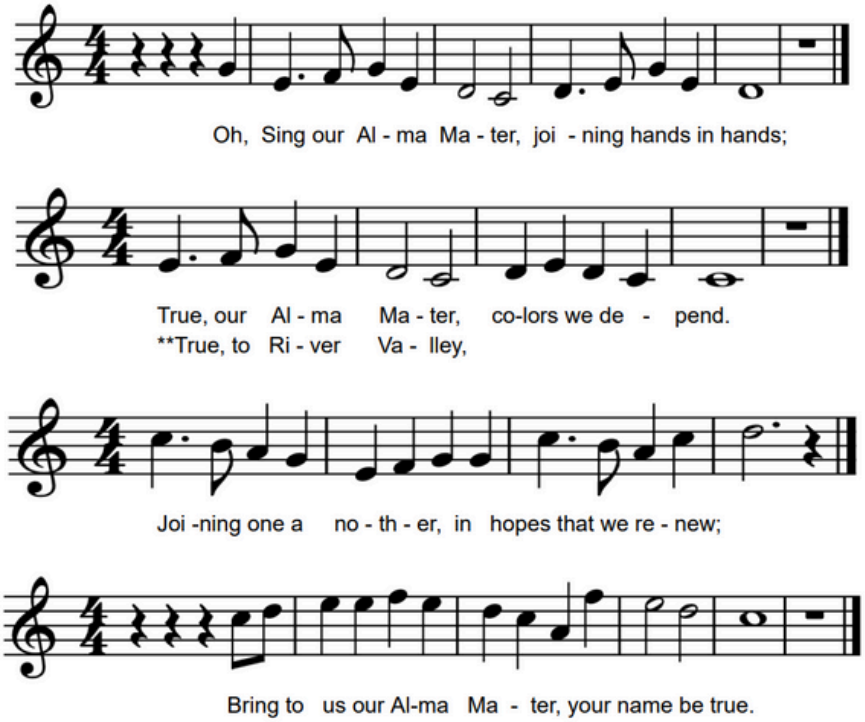
COLORS

Blue and Black

MASCOT

The Panther

ALMA MATER



FACULTY & **STAFF**

RIVER VALLEY HIGH SCHOOL
RIVER VALLEY MIDDLE SCHOOL

HIGH SCHOOL PRINCIPAL
Dr. Justin Kulik

MIDDLE SCHOOL PRINCIPAL
Mr. Eric Westendorf

BUILDING SECRETARY
Ms. Danielle Bouy

HIGH SCHOOL COUNSELOR
Ms. Chelsea Evans

MIDDLE SCHOOL COUNSELOR
Ms. Bethany Faulk

GUIDANCE SECRETARY
Ms. Nicole Prohaska

ATHLETIC DIRECTORS
Mr. Geoff Dixon & Ms. Tiara Stossel

SCHOOL NURSE
Ms. Carrie Muir

ENGLISH LANGUAGE ARTS

Mr. John Brady
Ms. Cara Coulter
Ms. Andrea DelFavero
Ms. Michele Marra
Mr. Eugene Riley
Ms. Holly Stuller
Mr. Mark Wydareny

MATHEMATICS

Ms. Trisha Aurndt
Mr. James Buckles
Ms. Amanda Faust
Ms. Samantha Glass
Mr. Phil Heinnickel
Ms. Julianne Kremer
Ms. Brittany Marshall
Ms. Lisa Shimer
Ms. Tiara Stossel

SCIENCE

Ms. Heather Droste
Ms. Rebecca Miloser
Mr. George Petree
Ms. Kara Petro
Ms. Kassidy Richards
Ms. Jolene Spadafora

SOCIAL STUDIES

Mr. Jaison Blystone
Mr. Mark Freeman
Mr. Joseph Sembrat
Mr. Neil Stone
Ms. Allison Weir

WORLD LANGUAGES/ELL

Ms. Naysa Altmeyer

HEALTH SCIENCES AND PHYSICAL EDUCATION

Mr. Richard Artley
Ms. Laura Thompson

ART

Ms. Katie Deglau

MUSIC

Mr. Adam Bukosky
Ms. Emma Firment

BUSINESS AND COMPUTER SCIENCE

Ms. Brittany Ciganko
Ms. Heather Faulk

FAMILY AND CONSUMER SCIENCE

Ms. Maureen Bell

ENGINEERING AND MANUFACTURING

Mr. Michael Funyak
Mr. Jonathan Taylor

SPECIAL EDUCATION

Ms. Tammy Buffone
Ms. Jean Ford
Ms. Kayla Gunder
Ms. Mya Hilliard
Mr. Jacob Just
Ms. Sharon Kunkle (STEAM)
Ms. Leah Lucas
Ms. Karen Magalich
Ms. Amie Olasz

PANTHER ACADEMY

Mr. Andrew Frassenei

STEAM ACADEMY

Ms. Trisha Aurndt
Ms. Jeanine Buell
Mr. Josh Cunningham
Ms. Carrie Detwiler
Mr. Christian Kampas
Ms. Sarah Kral
Mr. Kip Mack
Mr. Adam Peterson
Mr. Darren Studnicki
Mr. Matt Wilson

2025-2026 CALENDAR

River Valley School District
2025-2026 School Year

APPROVED 05/20/2025

August 2025						
S	M	T	W	R	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	**T**	**11**		**S**	**8**	

September 2025						
S	M	T	W	R	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				
	T	**21**		**S**	**21**	

October 2025						
S	M	T	W	R	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	
	T	**23**		**S**	**22**	

November 2025						
S	M	T	W	R	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	**T**	**16**		**S**	**15**	

December 2025						
S	M	T	W	R	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			
	T	**14**		**S**	**14**	

January 2026						
S	M	T	W	R	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
	T	**20**		**S**	**20**	

February 2026						
S	M	T	W	R	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
	T	**19**		**S**	**19**	

March 2026						
S	M	T	W	R	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				
	T	**22**		**S**	**22**	

April 2026						
S	M	T	W	R	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		
	T	**19**		**S**	**19**	

May 2026						
S	M	T	W	R	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	**T**	**20**		**S**	**20**	

June 2026						
S	M	T	W	R	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				

Early Dismissal
August 22, 29
September 5, 12, 19, 26
October 3, 10, 17, 24, 31
November 7, 14, 21
December 5, 12, 19
January 9, 16, 23, 30
February 6, 12, 20, 27
March 6, 13, 20, 27
April 10, 17, 24
May 1, 8, 15, 22

Student Days: 180
Teacher Days: 185

In-Service Days (No Students)
August 15, 18, 19
October 13

Student Testing
Keystone Exams
Winter - January 5-16, 2026
Spring - May 11-22, 2026

PSSA
April 20 - May 8, 2026

Important Dates
August 15: First Day for Teachers/Staff
August 20: First Day for Students
September 1: Labor Day - no school
October 13: Columbus Day **No Students**
November 10: Veterans Day Observed
November 11: Parent/Teacher Conf. K-12 **No Students**
Nov. 26-Dec. 1: Thanksgiving Break
Dec. 22-Jan.2: Winter Break - no school
February 12: Parent Conf.-**Early Dismissal**
February 13: Parent Conf.-**No Students**
February 16: Presidents Day - **no school**
April 2-6: Spring Break - **no school**
May 25: Memorial Day - **no school**
May 29: Last Day for Students/Graduation
May 29: Last Day for Teachers

Last Day of Grading Period:
October 22, 2025
January 15, 2026
March 23, 2026
May 29, 2026

Snow Make-up Days
February 16, 2026
April 2, 2026
April 6, 2026

Act 80 Day - No Students
February 13, 2026

Parent/Teacher Conferences
November 11, 2025 - **No Students**
February 13, 2026 - **No Students**

BELL **SCHEDULE**

Middle/High School Bell Schedule 25-26

Period	Start	End	Length
HR	7:15	7:30	15 min
One (1)	7:33	8:13	40 min
Two (2)	8:16	8:56	40 min
Three (3)	8:59	9:39	40 min
Four (4)	9:42	10:22	40 min

A Lunch 10th-12th Grade			Length	B Lunch 6th & 7th Grade			Length	C Lunch 8th & 9th Grade			Length
Lunch	*10:25*	*10:55*	*30 min*	Five (5)	10:25	11:05	40 min	Five (5)	10:25	11:05	40 min
Five (5)	10:58	11:38	40 min	*Lunch*	*11:08*	*11:38*	*30 min*	Six (6)	11:08	11:48	40 min
Six (6)	11:41	12:21	40 min	Six (6)	11:41	12:21	40 min	*Lunch*	*11:51*	*12:21*	*30 min*

Seven (7)	12:24	1:04	40 min
Eight (8)	1:07	1:47	40 min
Nine (9)	1:50	2:30	40 min
MS Return to HR/Lockers			*2:30*
HS Driver Dismissal			
Bus Dismissal			*2:33*
STEAM Dismissal (STEAM Academy)			*2:25*

STEAM ACADEMY ARRIVAL AND DISMISSAL TIMES

AM STEAM ACADEMY

7:15 a.m. Arrive at STEAM Academy
10:00 a.m. Dismissal from STEAM Academy.
10:30 a.m. Arrival at High School
Students will proceed to A Lunch at the High School

PM STEAM ACADEMY

11:08 a.m. Dismissal from High School
11:33 a.m. Lunch at STEAM Academy
2:25 p.m. Dimissal from STEAM Academy

FRIDAY EARLY DISMISSAL SCHEDULE

Middle/High School students will be dismissed at 12:10 p.m. each Friday.
PM STEAM Academy students will be dismissed at 12:05 p.m. each Friday.

For the complete Friday Bell Schedule, visit
https://hs.rivervalleysd.org/academics/bell-schedule

ACADEMICS

ACADEMIC STANDARDS

Students in grades 3 through 8 will participate in Pennsylvania System of School Assessment exams in the subjects of English Language Arts, Math, and Science. Secondary students will participate in Pennsylvania Keystone Exams in the subjects of Literature, Algebra I, and Biology.

ACADEMIC AWARDS PROGRAM

There may be an Awards Program held at the end of each school year for Middle and/or High School students who have demonstrated academic success. Academic letter awards may be presented to students who have maintained a 93.00% (without rounding) or better average for each of the first three grading periods. Additional awards may be presented to the top academically performing students in each department as determined by the classroom teachers, as well as those students who have performed well at academic competitions.

COLLEGE IN THE HIGH SCHOOL/DUAL ENROLLMENT

Students who will be able to complete all required credits at the home high school have the opportunity to take advantage of Dual Enrollment programs offered through area colleges and universities. Students may take college courses taught by college faculty to earn post-secondary credit while in high school. To participate in this program, students must complete an enrollment application in the Guidance Office and meet the program's eligibility criteria. Students must also be enrolled in at least four (4) courses at the home high school during their dual enrollment to remain eligible for class rank and honor roll.

The College in High School Program (CIHS) is a partnership between various colleges and universities and the River Valley School District. Students are able to earn college credit at reduced tuition while concurrently attending high school. Courses are college-level experiences taught by our qualified River Valley faculty during the regular school day and following the regular high school academic calendar within the high school setting.

GRADES

Grades are determined by assessing the student's academic achievement based on the established curriculum and individual classroom guidelines. Report cards document this level of achievement and also determine the student’s grade point average (GPA) for each marking period. Grade point averages are not rounded for reporting for honor roll, academic awards, or any other purpose.

*Passing CIHS and/or AP courses will increase a student's calculated percent average by an additional 1.3 percent for that class for the year.

GRADING **SCALE**

Letter	Percentage	Meaning
A	93-100	Outstanding
B	85-92	Above Average
C	76-84	Average
D	68-75	Poor (Not eligible for Honor Roll)
F	0-67	Failing (Not eligible for Honor Roll)
I	Incomplete	Not eligible for Honor Roll or Class Rank
P/F	Pass/Fail	

GRADE REPORTING

Grades will be issued at the conclusion of each marking period. Interim progress reports will be available through the Powerschool Parent Portal. Dates of the end of marking periods appear on the school calendar on the district website.

GRADUATION **REQUIREMENTS**

In order to participate in commencement exercises and to receive a diploma from the River Valley School District, all students must complete all of the requirements outlined below.

The River Valley School District defines graduation on the basis of the following criteria:
Completion of the courses and credits with passing grades (68% or above)
Demonstration of proficiency in Literature, Mathematics, and Biology as measured by state and/or local assessments

RIVER VALLEY REQUIREMENTS

Students must have completed a minimum of 23 credits in grades nine through twelve to graduate and receive a diploma from the River Valley School District.

The required course breakdown is as follows:

English	**4 Courses**
Social Studies	**4 Courses**
Mathematics	**3 Courses**
Science	**3 Courses**
Physical Education	**3 Courses**
Health	**1 Course**
Electives	**6 Courses**

Total Credits Needed for Graduation: 23
1 Credit = Year-long courses that meet daily
.50 Credit = Semester courses that meet daily
.25 Credit= Quarter courses

PENNSYLVANIA STATE GRADUATION REQUIREMENTS - ACT 158

Act 158 is a state requirement for graduation. Seniors must complete at least one of the five pathways in order to graduate; this will demonstrate postsecondary career preparedness. Each student will have a meeting with their school counselor to review which pathway is best for them to pursue. As the Pennsylvania Department of Education finalizes plans for future Keystone Exams or changes these graduation requirements, the High School Program of Studies will be revised to reflect the changes.

Pathway #1: Keystone Proficiency
Proficiency Pathway (Goal proficient or advanced on each exam)
*Must receive a passing grade of a 68%

- Algebra 1- must achieve at least 1500
- Biology- must achieve at least 1500
- Literature- must achieve at least 1500

Pathway #2: Keystone Composite Score
Composite Score Pathway
*Must receive a passing grade of a 68%

- Biology, Algebra 1, and Literature must have a combined score of at least 4452
- At least one of these scores is proficient or advanced, none can be below basic

Pathway #3: Career and Technical Education (CTE) Concentrator
Grade passing requirements for Keystone content areas (Algebra I, Biology, and Literature) and one of the following:
*Must receive a passing grade of a 68%

- Satisfactory completion of local requirements
- Program continuation readiness
- Industry-based assessment potential for success (NOCTI exam)

Pathway #4: Alternate Assessment
Grade Passing Requirement for Keystone Content Areas (Biology, Algebra 1, and Literature)
*Must receive a passing grade of a 68%

- Have a passing grade in Biology, Algebra 1, and Literature
- AND one of the following:
  - ACT Composite score of 21
  - ACT WorkKeys NCRC Gold Level
  - ASVAB Composite score of 31
  - PSAT/NMSQT Total Score of 970
  - SAT Composite Score (Goal 1010)
  - Transfer Student (Grad Report) Algebra Score
  - Transfer Student (Grad Report) Algebra Performance Level

Pathway #4: Continued

- Transfer Student (Grad Report) Biology Score
- Transfer Student (Grad Report) Biology Performance Level
- Transfer Student (Grad Report) Literature Score
- Transfer Student (Grad Report) Literature Performance Level
- Successfully complete concurrent enrollment course(s) related to each Keystone Exam in which less than Proficient
- Acceptance into accredited, non-proft Institution of Higher Education (IHE) 4yr program for college-level coursework Successfully complete a Pre-Apprenticeship Program

Pathway #5: Evidence-Based
Grade passing requirements for Keystone content areas (Algebra I, Biology, and Literature) AND three pieces of evidence including one of the following:
*Must receive a passing grade of a 68%

- Attainment of SAT subject test score of 630
- AP exam score of 3
- IB exam score of 3
- Attainment of Silver Level or better on ACT WorkKeys
- Postsecondary Acceptance (other than a 4-year institution)
- Industry recognized credential

Successful completion of concurrent enrollment or post-secondary course AND two of the following:

- Attainment of Proficient or Advanced on any Keystone Exam
- Satisfactory completion of service project (Listed at the bottom of the page under Act 158 Resources).
- Satisfactory completion of an internship, externship, or cooperative education program
- Documentation of full-time employment or military enlistment
- Satisfactory compliance with NCAA core courses with a minimum GPA of 2.0

pennsylvania
DEPARTMENT OF EDUCATION

Pennsylvania Pathways to Graduation

Keystone Proficiency Pathway
Numeric or Non-Numeric Scores

- **Algebra I** — Proficient or Advanced
- **Biology** — Proficient or Advanced
- **Literature** — Proficient or Advanced

Keystone Composite Pathway
Numeric Scores Only

- At least 1 Keystone Exam scaled score is **1500 or Greater**
- No Keystone Exam score is **Below Basic**
- The Keystone Exam 3-score composite is **4452 or Greater**
  The Keystone Exam 2-score composite is **2939 or Greater**
  (where eligible under§121.1)

CTE Concentrator

Meet locally established, grade-based requirements for Keystone content in which the student is less than Proficient

CTE Concentrator
1 Artifact from pathway criteria

Alternative Assessment

Meet locally established, grade-based requirements for Keystone content in which the student is less than Proficient

Alternative Assessment
1 Artifact from pathway criteria

Evidence-Based Pathways

Meet locally established, grade-based requirements for Keystone content in which the student is less than Proficient

Evidence-Based
3 Artifacts from pathway criteria

Waiver

A student in 12th grade, or experiencing extenuating circumstances, who meets locally established grade-based requirements for Keystone content area(s) in which the student is less than proficient, and is unable to satisfy the requirements of a graduation pathway, may be granted a waiver by the chief school administrator.

Individualized Education Plan

A student with a disability who is unable to satisfy pathway requirements but who satisfactorily completes a special education program is granted a diploma under Title 22 §4.24.

NOTE: Although this infographic displays a sequential progression, students may fulfill criteria under the CTE Concentrator, Alternative Assessment, or Evidence-Based Pathways prior to demonstrating proficiency in Keystone academic content through Keystone Exam scores or locally established grade-based requirements.

pennsylvania
DEPARTMENT OF EDUCATION

Pathway Criteria

CTE Concentrator

1 Artifact

- Industry-based competency certifcation
- Likelihood of industry-based competency assessment success
- Readiness for continued engagement in CTE Concentrator program of study

Alternative Assessment

1 Artifact

- Attainment of one alternative assessment score or better: ACT (21), ASVAB AFQT (31), PSAT/NMSQT (970), or SAT (1010)
- Attainment of Gold Level or better on ACT WorkKeys
- Attainment of 3 or better on AP Exam(s) related to each Keystone content area in which less than Proficient
- Attainment of 4 or better on IB Exam(s) related to each Keystone content area in which less than Proficient
- Successful completion of concurrent enrollment course(s) related to each Keystone content area in which less than Proficient
- Successful completion of a pre-apprenticeship program
- Acceptance into accredited, non-profit Institution of Higher Education (IHE) 4yr program for college-level coursework

Evidence-Based

3 Artifacts consistent w/student goals

ONE or more from Section One
No more than TWO from Section Two

Section 1

- Attainment of 630 or better on any SAT Subject Test
- Attainment of Silver Level or better on ACT WorkKeys
- Attainment of 3 or better on any AP Exam
- Attainment of 3 or better on any IB Exam
- Successful completion of any concurrent enrollment or postsecondary course
- Industry-recognized credentialization
- Acceptance into accredited, Non-profit institution of Higher Education (IHE) for college-level coursework in an other-than-4yr program

Section 2

- Attainment of Proficient or Advanced on any Keystone Exam
- Successful completion of a service-learning project
- Letter guaranteeing full-time employment or military enlistment
- Completion of an internship, externship, or cooperative education program
- Compliance with NCAA Division II academic requirements

ACADEMICS

HONOR ROLL

At the close of each marking period, the names of all students who attained the standards of school scholarship explained below will be published. The following three lists will be published:

- Distinguished Honor Roll: Students with a 95.00% or higher GPA
- High Honor Roll: Students with a 90.00% to 94.99% GPA
- Honor Roll: Students with an 85.00% to 89.99% GPA

Students with a "D", "F", "P", or "I" grade in any subject are not eligible for the honor roll. Students must also be enrolled in at least four (4) courses to be eligible for the honor roll. Grade point averages are not rounded for reporting for honor roll, academic awards, or any other purpose .

INCOMPLETE WORK

An Incomplete "I" grade will be given for work not completed by a specific time. An "I" will change to a "50%" if work is not completed at the conclusion of the following marking period or during the summer following the 4th quarter. All incompletes must be removed prior to graduation, and it is the student's responsibility to make arrangements with the classroom teacher to complete all requirements for grade changes.

WORK EXPERIENCE

Work Experience is available to students in good academic standing and meet district criteria. Students may get more information on the program in the Guidance Office.

INDEPENDENT STUDY

Independent study is available to students in good academic standing. In order to be approved, permission must be granted by the cooperating teacher and the building principal. Credit may not be awarded. Any work that a student completes as a part of an independent study will not factor into class rank and Honor Roll eligibility.

MAKE-UP WORK

Students who are excused from school for an absence of a necessary reason (medical excuse, disciplinary assignment, excused family trip, or educational visit) will be permitted to make up any work missed during the absence. The deadline will be a time period equal to the length of the absence. Students absent for unexcused reasons will not be permitted to complete make-up work for any reason.

ACADEMICS

PASS/FAIL GRADING OPTION

Pass/Fail grading may be used in cases where the student receives program modifications or adaptations that significantly affect the overall course content. Therefore, only the building principal may grant the use of Pass/Fail grading. Any student who receives a Pass/Fail grade will be excluded from class rank and Honor Roll eligibility.

PASSING/FAILING OF SUBJECTS

In order to pass a subject, a student must maintain a minimum 68.00% cumulative average in the course. The final course grade will be a weighted average of each of the four (4) marking periods (25% each).

If a student fails a required subject in grades 9-12, the student will be required to make up that credit in one of the following ways:

1. Attend an approved summer school program. (Passing summer school courses will result in a grade of "68%").
2. Repeating the subject during the following academic year.

Students at the middle school level may not fail more than one (1) core course. If a middle school student fails more than one (1) core course, that student will be required to make up those courses in one of the ways listed above to advance to the next grade.

PROMOTION/CLASSIFICATION

A student shall be promoted when s/he has successfully completed the curriculum requirements and has achieved the academic standards established for the present level, based on the professional judgement of the teachers and the results of assessments. A student shall earn the right to advance to the next grade by demonstrating mastery of the required skills and knowledge.

At the middle school level, any student failing more than one (1) core course will not be promoted to the next grade level unless approved by the building principal in consultation with the student's guidance counselor and the parent/guardian.

WITHDRAWALS FROM A COURSE

Withdrawal from a course after the second week the course has met will result in the student being assigned a grade of "50%" for all four marking periods as well as the final exam grade for that course. Permission to drop the course must be obtained by the current teacher, the guidance counselor (for credit review purposes), the parent/guardian, and the building principal.

ATTENDANCE

DISTRICT STATEMENT

Attendance for students is mandatory as required by the Pennsylvania State Public School Code of 1949 Section 1327, PA Code Title 22 Section 11, and River Valley School District Policy 204. Indiana County Schools are attempting to develop a Truancy Protocol that will lead to consistent enforcement of attendance and truancy laws throughout the county. Penalties and legal action for violation of the compulsory attendance regulation will be enforced as cited in section 1333 of the Public School Code of 1949. For more information on truancy and attendance, please visit http://www.patruancytoolkit.info.

At no time are students permitted to leave the building without permission of the building principal. Students who leave the building/campus will be considered truant, unable to return to the building that day and will be subject to disciplinary action and/or legal action.

ARRIVAL

Students are permitted in the building beginning at 7:15 a.m. Please do not drop students off prior to 7:15 a.m. At 7:15 a.m., students are expected to go to their locker to prepare themselves for the school day. Students are not permitted to congregate in the halls or otherwise interfere with student arrival. After 7:25 a.m., students are considered tardy to school and must report to the office. Repeated tardies to school may be subject to disciplinary action. Walkers and car riders should time their arrival to school so that it is no earlier than 7:15 a.m.

ABSENCES - DEFINED

The following terms and their definitions and descriptions will serve as guidelines to be utilized with regard to attendance and truancy:

Absence from School
When a student is tardy or absent from school, regardless of the length of the absence, the parent or guardian shall furnish a written explanation (excuse) for the absence of the child. The excuse must include the current date, student's full name, the dates(s) of the absence, reason for the absence, and parent/guardian signature. A written excuse should be presented immediately upon return from the absence; i.e., the day following the absence, the student is to submit his/her excuse to your school office prior to reporting to homeroom.

The student has three (3) days after his/her return from an absence to turn in the excuse to the building office. After these three days, if no excuse is submitted, the absence will automatically be marked as unexcused/illegal. Failure to provide an excuse may result in legal action as described in the Indiana County Truancy Protocol and in accordance with the PA Public School Code of 1949.

Consecutive Absences
Students who miss ten (10) consecutive school days may be dropped from the active membership roll unless the school has evidence that the absence is legal or the school has filed compulsory attendance charges with the magistrate.

ATTENDANCE

ABSENCES - DEFINED

Excused Absences
A student's absence will be recorded as excused if the absence occurred due to legitimate reasons as determined by the principal based upon review of the written excuse. The following are examples of excused absence reasons: 1) personal illness, 2) quarantine, 3) death in immediate family, 4) approved religious holidays, 5) required court attendance, 6) family educational trips (with prior approval from building principal), 7) educational tours (with prior approval of building principal), 8) school-sponsored activities, 9) athletic or extracurricular events, or 10) any event that has prior approval of the building principal. Students must use the approved form from the main office or on the school website.

Maximum Absences
A maximum of ten (10) days of cumulative lawful absences (verified with parental notification) are permitted during a school year. All absences beyond ten (10) cumulative days WILL require an excuse from a licensed physician. Parents/guardians will be notified in writing when the ten (10) day limit is reached. Failure to provide a physician's excuse for subsequent absences will result in charges being filed with the District Magistrate.

The school can, at any time, require a student to have a doctor's excuse for any absences. Failure or refusal to supply a valid doctor's excuse will result in an unlawful absence. Any altered physician's certificates will be considered illegal and may be referred to the authorities. The building principal may contact a physician at any time to verify the validity of any excuse.

Unexcused Absences
A student's absence will be recorded as unexcused if the absence occurred due to any of the following:

1. failure to provide a written excuse from the parent/guardian within three (3) school days of the absence
2. absence due to parental neglect
3. unapproved family travel
4. unapproved educational travel
5. oversleeping
6. missing the school bus
7. working at home
8. truancy
9. other reasons not sanctioned under "excused absences" or
10. parent's written excuse for a reason not valid under the PA Code.

Schoolwork missed due to an unexcused absence is not permitted to be made up.
Note regarding excused/unexcused absences: excessive absences, whether excused or unexcused, will have a negative impact on your students academic achievement.

ATTENDANCE

ABSENCES - DEFINED

Unlawful/Illegal Absences

First Offense: When a student has obtained the first unlawful absence, the parent will be notified by mail with a "Notice of First Illegal Absence" letter. This letter is to be considered a warning and will outline all possible consequences if further unlawful/illegal absences are obtained.

Third Offense: Upon obtaining the third unlawful absence, the parent/guardian will receive a "Notice of Final Illegal Absence" letter. This is to be considered the final warning in regard to unlawful/illegal absences. A copy of this letter will also be sent to Indiana County Children and Youth Services (CYS).

Fourth Offense: Upon reaching the fourth unlawful absence, a School Attendance Improvement Plan will be developed in consultation with the student and his/her parent/guardian. The purpose of the SAIP is to identify any areas of concern that are causing the student's truant behavior and to identify methods to correct that behavior.

Subsequent Offenses: Beginning with the sixth unlawful absence and for each subsequent offense, truancy charges will be filed with the district magistrate on both the student and the parent/guardian. At any time beyond the fifth unexcused absence, the district will file truancy charges with CYS.

Once a student accumulates 210 minutes of unexcused tardiness (the equivalent of a school day), he/she will be issued one (1) day of illegal absence.

NOTE: If a parent or guardian is found guilty of violating the compulsory attendance law, the parent may be fined up to $300. Students found in violation of compulsory attendance laws may be fined for truancy and may also face suspension of their driver's license or may become ineligible to apply for a driver's license.

ATTENDANCE

EARLY DISMISSALS

Students needing to be excused from school before regular dismissal time **must bring a written note/excuse** from a parent/guardian stating the time and reason for the early dismissal.

1. A written request from the parent/guardian must be submitted to the office by **7:20 am** the day of the early dismissal. This request must include the reason for the dismissal and the exact time the student is to be dismissed.
2. If the parent/guardian or a designated person is picking up the student, that person **must** come to the office and sign out the student. If the student is driving him/herself, this must be stated in the note.
3. Upon return to school, the student **must** submit a slip from the doctor, dentist, magistrate, driver's license center, etc., indicating the appointment date and time, or the **absence will be unexcused.**

Parents and students are encouraged to make personal appointments before or after school hours since being dismissed early can cause a disruption to the educational process.

STUDENTS RETURNING FROM EARLY DISMISSAL

Any student who is dismissed during the regular school day but returns during the same school day will be coded as "½ Day Absent" if the total time outside of the school building is more than 210 minutes. Students in this category will be eligible to participate in extracurricular events that evening.

A student must be present for at least 210 minutes during the regular school day in order to be eligible to participate in extracurricular events unless a medical excuse (from the day in question) is submitted to the main office during regular school hours.

Code	Time
Tardy*	**Arrival time between** 7:20 AM - 11:00 AM
1/2 Day - AM	**Arrival time after** 11:00 AM
1/2 Day - PM	**Departure time before** 11:00 AM
Early Dismissal*	**Departure time between** 11:00 AM and 2:33 PM

ATTENDANCE

EDUCATIONAL TRIPS

Educational trips are considered a legitimate excuse for being absent from school. Any educational trip request should not exceed a period of five (5) days total. Any request beyond five (5) total days will be subject to review by the building principal per Board Policy #204. Arrangements/reservations/appointments for such trips are usually made well in advance of the day of the trip, and permission to be excused from school **must be granted by the principal at least five (5) school days prior** to the intended absence of the trip to be considered excused. Students must obtain the proper "Educational Trip Request Form" from the office or the school website, complete it, and return it to the office at least five (5) days prior to the date the absence is requested. Failure to comply with this policy may result in your absence being recorded as unlawful. Please note that days of approved educational trip absences do not accumulate toward the 10 day maximum prior to the requirement of medical excuses. **Requests for educational trips will not be approved during periods of PA State standardized testing (PSSA, Keystones, etc.) or during final examination periods.**

TARDINESS TO SCHOOL

Students are considered tardy if they arrive in their homeroom after **7:25 a.m.** Tardiness is only considered "excused" for the following reasons:

1. with an excuse from a physician or dentist for an appointment they had that morning,
2. with an excuse from the magistrate or court for a required hearing or other legal proceeding,
3. with a legal paper or permit (with a date stamp) for a student going for their driver's permit or driver's license.

All other tardiness may be considered as "unexcused."

TARDINESS VIOLATIONS

- 5 unexcused tardies - written warning and parent phone call
- 6-10 unexcused tardies - after-school detention
- 11+ unexcused tardies - suspension of driving privileges (if applicable) and continued after-school detention, parent conference regarding continued participation in STEAM program

Special Note:

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

RELIGIOUS HOLIDAYS

A pupil may be excused from school for observance of bona fide religious holidays by particular religious groups, in accordance with PA School Laws, upon submission of a written request by the parent to the building principal prior to the day of absence.

WITHDRAWAL PROCEDURE

Students may withdraw from school in accordance with School Board Policy #208 following the established procedure. You may view the policy online, or see the guidance office for details.

ATHLETICS & EXTRACURRICULAR **ACTIVITIES**

ATHLETIC AWARDS

Certificates of participation and letters are awarded to eligible athletes at the end of each season of interscholastic competition according to the criteria established for each sport and on file with the Athletic Director. Letters are presented throughout the year at each sport's individual recognition event.

ATTENDANCE

Students who are unreasonably tardy (after 11:10 am, M-Th/after 9:40 am Fri.) or absent from school are not permitted to participate in or attend athletic events, including practice, that day with the exception of absence due to school-sanctioned events such as field trips, pre-approved absences, or absences due to an emergency or medical situation with approval of the building principal. Students arriving late for medical reasons must provide a valid medical excuse from a doctor upon return to school.

CLASS ABSENCES

Sometimes situations arise that students must be excused from classes during the day for athletic events. The exact times for athletic early dismissals are established by the Athletic Director. Teachers are informed of the dismissal time through the daily attendance bulletin. These absences are to be considered school-sanctioned. Students are responsible for making up all work missed during the absence, and the work must be made up during the next available class period.

CONDUCT OF SPECTATORS AT EVENTS

Students and all other spectators are expected to demonstrate good sportsmanship and appropriate social behavior during all school athletic events, both home and away. All rules of conduct described in the "Student Conduct" section of this handbook apply to all athletic/extracurricular events at home, away, or in transit. Refer to the Athletics Handbook for additional information.

ATHLETICS & EXTRACURRICULAR **ACTIVITIES**

ELIGIBILITY

Students who wish to compete for a position on any athletic team should report to all scheduled practices for that team. To be eligible for a team, a student must fulfill the requirements of the River Valley School District, the Heritage Conference, as well as those of the Pennsylvania Interscholastic Athletic Association (PIAA). The requirements of the PIAA are outlined below:

Academic: A student must pursue a full-time curriculum as certified by the building principal. A student must be passing at least four full-credit subjects, or the equivalent, as of each Friday morning during a grading period. If a student fails to meet this requirement, they will be deemed ineligible from the following Sunday through the Saturday immediately following the next Friday, of which the student next meets this requirement. The student also must have passed at least four full-credit subjects or the equivalent during the previous grading period, except that eligibility for the first grading period is based on the final grades for the preceding school year. If a student fails to meet this requirement, the student will be ineligible for at least 15 school days of the next grading period, beginning on the first day that report cards are issued.

Age: To be eligible to participate in grades 10-12, a student must not have reached age 19 by June 30 preceding the current academic year.

Attendance: A student who has been absent from school during a semester for a total of 20 or more school days shall not be eligible to participate in any athletic contest until he/she has been in attendance for a total of 45 school days following his/her 20 th day of absence. Exceptions are made only with the approval of the building principal in accordance with PA Code.

Student Conduct Eligibility: A student may, at any time, be withdrawn from competition if his/her citizenship is such as to make him/her an unworthy representative of the school. Expectations and consequences regarding student conduct are described in the “Student Conduct” section of this handbook.

EQUIPMENT

Every student participating in interscholastic athletics receives the proper, reasonable equipment, including uniforms. When joining an athletic team, students assume full responsibility for the proper care and timely return of all equipment that has been issued. If a student fails to return the equipment, the coach will issue a Debt Notice to the school office for the amount of its replacement. In addition, the student will be placed on behavior probation until the debt is paid in full. (This also means that the student will not be permitted to participate in another sport). Students with delinquent obligations at the time of graduation will not be permitted to participate in Commencement exercises or receive a diploma.

ATHLETICS & EXTRACURRICULAR **ACTIVITIES**

INTERSCHOLASTIC SPORTS

The River Valley School District is regularly represented by varsity and junior varsity teams in various sports in interscholastic competition. The school is a member of the Heritage Conference and the PIAA.

Fall Sports

Cheerleading - Boys Cross Country - Girls Cross Country - Girls Volleyball - Girls Golf - Boys Golf - Football

Winter Sports

Cheerleading - Boys Basketball - Girls Basketball - Wrestling - Indoor Track & Field - Unified Bocce

Spring Sports

Baseball - Softball - Track & Field

PHYSICAL EXAMS

A student is eligible to participate in athletics only if a comprehensive initial pre-participation physical evaluation ("CIPPE") has been completed and performed by an authorized Medical Examiner before the first sport season's first practice of that school year. If a student seeks to participate in subsequent sport(s) in the same school year, the student may be required to be re-evaluated and re-certified that the student's physical condition is satisfactory. A CIPPE may be performed no earlier than June 1 and, regardless of when performed during the school year, remains effective only until the next May 31.

RESTRICTIONS DURING DISCIPLINARY ASSIGNMENT

Students who have been assigned a disciplinary action (any form of detention, suspension, behavior probation, etc.) are prohibited from attending any practice, game (late or early), or event on the respective date(s) and are subject to any penalties that coaches or advisors exercise as a result of this absence. These restrictions include participation in athletics as well as other extra-curricular activities. Friday or last day of the week disciplinary assignments will also prohibit the student from attending any practice, game, or event over the weekend.

ATHLETICS & EXTRACURRICULAR **ACTIVITIES**

STEROIDS AND OTHER DRUGS

The Board prohibits the use of anabolic steroids by students involved in school-related athletics except for a valid medical purpose. Bodybuilding and muscle enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid. Students should be aware that steroid use is dangerous. Anabolic steroids are classified as controlled substances, and their use, unauthorized possession, purchase, or sale could subject students to suspension, expulsion, and/or criminal prosecution.

The following minimum penalties are prescribed for any student-athlete found in violation of the prohibited use of anabolic steroids:

1. For a first violation, suspension from school athletics for the remainder of the season.
2. For a second violation, suspension from school athletics for the remainder of the season and for the following season.
3. For a third violation, permanent suspension from school athletics.

No student shall be eligible to resume participation in school athletics unless a medical determination has been submitted verifying that no residual evidence of steroids exists. The Board requires participation in drug counseling, rehabilitation, testing, or other programs as a condition of reinstatement into the school athletic program. If, based on the student's behavior, medical symptoms, vital signs, or other observable factors, the building principal has reasonable suspicion that the student is under the influence of a controlled substance, the student may be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a Breathalyzer test.

While these may represent the minimum penalties based on Board Policy #227, it is understood that further action may be necessary in accordance with established Administrative Guidelines.

STUDENT MANAGERS AND STATISTICIANS

Student managers for each team are chosen from a list of students who have made an application through the coach of that athletic team. Managers and statisticians may be awarded letters according to the guidelines established by the head coach of that sport.

TEAM RULES

Individual sport team rules will be developed and enforced by the head coach of that team and filed with the Athletic Director. Students should receive a set of team rules during the first practice. Individual team rules may differ between sports.

ATHLETICS & EXTRACURRICULAR **ACTIVITIES**

BEHAVIOR PROBATION AND EXTRACURRICULAR ACTIVITIES

Participation in extracurricular activities of any nature is a privilege and not a right. Any student who is placed on behavior probation for any reason will be ineligible to participate in any activity that is covered under the "Athletics and Extracurricular Activities" section of this manual.

CLUBS/ORGANIZATIONS

Clubs and organizations provide many meaningful ways for students to get involved in groups and activities beyond the classroom. Students are encouraged to learn about and join clubs at the beginning of each academic year.

DANCES/PROM

Several different school-sponsored and school-affiliated dances are held throughout the school year. There are also other social functions that are sponsored by local community organizations. The number of dances held is based on the interest level of the student body and at the discretion of the building principal. The following describes those sponsored by the school or its organizations:

Homecoming: The Homecoming Dance in the fall is a school-wide dance held at the high school that is open to each student and his/her guest. Attendees must be District secondary students with guests no older than the age of 20.

Junior/Senior Prom: The prom is a formal dance sponsored by the junior class and held at an off-campus location in the spring. The prom is open to students classified as a junior or senior and his/her guest. Attendees must be in grades 9 through 12 or no older than the age of 20 at the time of the event. Transportation between the Grand March, Prom, and After-Prom are provided by the junior class, and no other transportation arrangements may be made.

Middle School Dances: Middle school dances are typically sponsored by a school organization, and are held at various times during the academic year. Attendees must be enrolled in the respective building in grades 6 through 8 or follow the steps to seek prior approval if residing in the district and not attending RVMS.

The Homecoming and the Junior/Senior Prom are considered "open" dances, meaning students may invite and bring a guest from another school district (with appropriate paperwork filed with the event advisor). Unless approved by the building principal, all other dances are to be considered "closed," meaning that only students from the River Valley School District may attend.

ATHLETICS & EXTRACURRICULAR **ACTIVITIES**

FUNDRAISING

According to Board Policy #229, fundraising by approved school organizations may only be permitted by the Board. All requests for fundraising activities must be submitted to the Athletic Director to be sent on for Board approval. Students may only engage in fundraising activities on behalf of an approved student organization. All money raised must be deposited into the appropriate student activity fund and used for meaningful and approved activities. All fundraising procedures and protocols are outlined in the Administrative Guidelines.

NATIONAL HONOR SOCIETY

Sponsored and supervised by the National Association of Secondary School Principals, the National Honor Society (NHS) recognizes students who demonstrate outstanding accomplishment in the areas of scholarship, character, leadership, and service. The by-laws and operation of the NHS are drawn from the NHS Constitution as well as the Board of School Directors of the River Valley School District.

NHS student membership is offered to students selected by the five-member faculty council. To be considered for the NHS, a student must have completed five (5) semesters of high school, at least one (1) of which is at the high school, have a weighted cumulative QPA of 95.00% (without rounding) or higher, and meet criteria for character, leadership, and service.

In February of each year, seniors and juniors who have a weighted cumulative QPA of 95.00% or higher are invited by letter to submit information to the faculty council including: character recommendations from faculty members, verification of leadership experiences, and verification of service experiences. An informational group meeting is held to provide students with the necessary forms and information about the NHS goals, expectations, selection process and criteria. With no exceptions, students must submit the completed information packet to the NHS Advisor by the designated date and time. When all of this information is compiled, student names are removed from the verification packet. At that time, the faculty council, under the direction of the NHS advisor, reviews each packet anonymously relative to the NHS criteria for character, leadership, and service.

Candidates who meet the criteria are inducted into NHS during a ceremony in the spring. Freshmen and sophomores who aspire to NHS selection should learn about the criteria early in their high school career in order to document their leadership and service to
the school and community.

ATHLETICS & EXTRACURRICULAR **ACTIVITIES**

MUSICAL ORGANIZATIONS

Instrumental Music: Opportunities in Instrumental Music include concert and marching bands. Participation in these programs requires students to be skilled in playing a musical instrument. Band is offered as a course for credit but is not a requirement for participation in any of these groups.

Vocal Music: Opportunities in Vocal Music may include Chorus and the Spring Musical. No requisite skills are required for any of these opportunities. Chorus is offered as a class for credit but is not a requirement for participation in any of these groups.

STUDENT COUNCIL

The Student Council may plan school-wide activities, publicize school events, and promote school spirit. The student body may participate in an election of representatives for Student Council from the freshman, sophomore, junior, and the senior class. Those elected to the Student Council will nominate and vote for the officers selected from the senior class membership.

BUILDING **PROCEDURES**

ACCIDENTS

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the person in charge and to the school nurse, who will then report it to the proper authorities. Under no circumstances are students to leave school grounds for an injury sustained at school without proper authorization.

ADDRESS/TELEPHONE NUMBER CHANGES

Any student having a temporary or permanent address change during the school year must notify the school main office or guidance office immediately. Failure to do so may result in an inability to effectively communicate with parents/guardians. **Three proofs of residency must be shown for change to occur.**

ANTI-BULLYING

The River Valley School District is committed to providing all students and employees with the right to a safe and civil educational environment, free from harassment or bullying, in accordance with state law and regulations. The district recognizes that bullying interferes with the learning process and may present an obstacle to the academic, vocational, and social/emotional development of students. All issues regarding bullying should be reported to the student's guidance counselor for further review. Guidance counselors will work in collaboration with building administration to take appropriate action.

BUILDING **PROCEDURES**

ARRIVAL

Students are permitted in the building beginning at 7:15 a.m. Please do not drop students off prior to 7:15 a.m. Students At 7:15 a.m., students are expected to go to their locker to ready themselves for the school day. Students are not permitted to "hang out" in the halls or otherwise interfere with student arrival. After 7:25 a.m., students are considered tardy to school and must report to the office. Repeated tardiness to school may be subject to disciplinary action. Walkers and car riders should time their arrival to school so that it is no earlier than 7:15 a.m.

ANNOUNCMENTS

All announcements will be made on the Morning News or PA system. Information should be delivered in writing by a club sponsor or teacher, preferably by the close of business on the previous day. Bulletin board notices and announcement signs must have the approval of the building principal. It is solely the responsibility of each student to pay attention to both morning and afternoon announcements. Faculty and staff bear no responsibility for any information missed at these times.

ASSEMBLIES

A variety of assembly-style programs may be held throughout the school year. The following rules govern behavior in assemblies:

1. Students must enter the assembly area and be seated with their class/homeroom. Attendance will be taken, and students who are marked absent will be processed for a class cut.
2. As a courtesy to speakers or performers, no distracting behaviors or conversations will be permitted.
3. Whistling, booing, hissing, and other distractions will not be tolerated.
4. When dismissed, students will leave the assembly area as quickly and quietly as possible.

BOOKBAGS

Students will be required to put bookbags in their lockers. Bookbags are not permitted to be carried at any time during the school day.

BUILDING **PROCEDURES**

CELLPHONES/ELECTRONIC DEVICES

Middle School: The possession and use of cellphones and non-district issued electronic devices is prohibited by all Middle School students during the school day in district buildings, on district property, during the time students are under the supervision of the district, and in locker rooms, bathrooms, health suites, and other changing areas at any time. Cellphones are not permitted to be in a student's physical possession during the school day. If brought to school, cellphones must be turned off and kept secured in the student's locker. Electronic devices/cellphones that are found on a student will be confiscated and result in disciplinary action against the student. If subsequent offenses occur, the device may not be returned to the student, and guardians may be asked to come in for a meeting to pick up the cell phone/electronic device. Students will always be able to communicate with guardians and/or contact home through the main office phone. All personal devices not issued by the school must be stored in the student's locker during the school day. The district shall not be liable for the loss, damage, or misuse of any electronic device.

High School: The use of cellphones and non-district-issued electronic devices is prohibited by High School students during the school day in the hallways, locker rooms, and restrooms. With the building Principal approval, teachers may grant approval for the possession and use of cellphones and/or an electronic device by High School students in the classroom for instructional-related activities or other reasons deemed appropriate by the building Principal. The district shall not be liable for the loss, damage, or misuse of any electronic device. Violations by a student shall result in disciplinary action and confiscation of the electronic device.

CAFETERIA

The school cafeteria is maintained as a vital part of the health program of the school. Students are assigned to eat lunch at designated times, generally by grade level. Students must report to the cafeteria during their assigned lunch period and remain there for the entire period. This is the time of day to relax, eat lunch, and talk to your friends at your table. It is not a time for horseplay, disruption, or inappropriate behavior. If at any time a student is found to be disrespectful, disruptive, or responsible for damages to school property, disciplinary consequences will be issued, and financial reimbursement for the repairs will become the family's responsibility.

The authority of teachers on cafeteria duty is to be respected. Directives from any staff member must be followed by all students in the cafeteria. This includes but is not limited to, cleaning an area, following staff directives, correcting inappropriate behavior, and/or providing the requested information. Failure to comply with directives may result in disciplinary action, including extended cleaning in the cafeteria and/or a change in seating.

BUILDING **PROCEDURES**

CAFETERIA

The following guidelines will help you maintain good behavior in the cafeteria:

- On the first day, students will review the cafeteria rules developed through the PBIS matrix. The behavioral expectations will be posted in the classroom.

- Respect the authority of the teacher/staff on cafeteria duty. If a student's behavior becomes disrespectful or unruly, he/she will be assigned to a special seat for a period of time. Repeated misbehavior will result in disciplinary action and possibly permanent special seating

- Middle School students should leave their belongings outside of the cafeteria. It is recommended that students leave their belongings in their lockers. The district is not responsible for lost, stolen or damaged items left in the hallways. Middle School students are NOT permitted to use iPads, cellphones, Chromebooks, or other electronic devices in the cafeteria

- Cafeteria lines should be kept orderly, and all trash be deposited in the trash receptacles. Students are not permitted to take food items from the cafeteria. All food must be eaten in the cafeteria. Throwing anything; food, paper, etc. in the cafeteria is not permitted. Students who misbehave in the cafeteria are subject to disciplinary action.

- Teachers assigned to the cafeteria have the authority to assign students to a respective seat. Students must sit at their assigned lunch table and in their assigned seat. Students are not permitted to move tables/seats unless told by a teacher/staff member to do so. Students should remain seated at all times except to obtain lunch and to dispose of waste and return trays. All students should remain seated until the bell rings at the end of the period. In addition, all students should arrive in the cafeteria by the time the late bell sounds.

- Students may not move to the serving line until the teacher on cafeteria duty instructs them to do so. Students should not push or run to the food line.

- Students are to have their feet underneath their seats/table and not be turned around in the walkway. This is to make sure the aisles are clear.

- Students are responsible for cleaning their own areas, returning their own trays, dishes, and silverware and discarding their own trash in the disposal area.

- Students must always request permission from a cafeteria proctor before leaving the cafeteria during the lunch period. Students not remaining in the cafeteria for lunch must obtain permission and present a signed pass to a teacher or administrator who is accepting responsibility for supervision of the student for this time period. The signed pass must be presented to a teacher or staff member on cafeteria duty, who will then sign the pass acknowledging they are aware of where the student is reporting. No one may leave unless they obtain permission.

BUILDING **PROCEDURES**

DISMISSAL

All students will be dismissed each afternoon at the conclusion of the last period by the bell. Student drivers will not be permitted to leave until the final bus has left the campus.

ELEVATOR

Only authorized students with physical limitations may use the school elevator. Students may obtain an elevator key in the Main Office with the proper physician's documentation.

EMERGENCY CLOSINGS

If it becomes necessary to close or delay the start of school, an announcement will be broadcast via the Finalsite messaging system. In addition, the announcement will be placed on the District website (www.rivervalleysd.org) and broadcast on the following: KDKA TV, WTAE TV, WPXI TV, WCCS (AM 1160), WDAD (AM 1450), WQMU (FM 92.5), WLCY (FM 106.3)

FIELD TRIPS

All field trips must be approved by the building Principal. Parents will be notified in writing of any planned field trips, dates of such activities, and of any special instructions. Parent permission, in the form of a permission slip, may be required for students to participate in school-sponsored field trips. All students are expected to attend curriculum-based field trips that occur during school hours. These are considered academic and are in lieu of instruction. Field trips are considered school-sanctioned absences, and students are considered present for attendance purposes. On occasion, special clothing may be desirable in the form of jeans, raincoats, etc. All students must ride the bus to and from the field trip. Students are not permitted to ride to or from the field trip with a parent or guardian. All school rules and the school discipline code apply during all field trips. Students demonstrating inappropriate conduct at school may be denied participation in field trips.

FIRE DRILLS AND EVACUATION PROCEDURES

Fire drills will be held monthly to acquaint students with emergency procedures. An evacuation plan is posted in each room. Students will be instructed regarding these plans during the first week of school, and should become familiar with these plans. Under teacher supervision, students must leave and re-enter the building in a quick, orderly, quiet fashion. Severe weather and lockdown drills are held as needed. No student is excused from participating in a drill. Any infractions will be reported to the building principal and disciplinary action will follow.

BUILDING **PROCEDURES**

FOOD AND BEVERAGES

Students must consume all food and beverages in the cafeteria (excluding breakfast which may be consumed during homeroom only), including products from the vending machines and food or beverages from home. Food or beverages that are dropped or spilled in the building create serious safety and sanitary issues. Neither students nor parents are permitted to order food and have it delivered to the school. Students are not permitted to have outside food or beverages in classrooms, hallways, gymnasiums, bathrooms, or other areas outside of the cafeteria. Any food or drink brought by a student for lunch must stay in their locker until lunchtime. The district is permitting students to carry personal clear water bottles. Bottle-filling stations will be available for student use. Chewing gum is not permitted in the Middle School. It causes damage to school property and presents a choking hazard in the classroom. Students will be asked to spit it out and may be subject to disciplinary action for multiple violations. (With permission, High School students are permitted to access and purchase from the Cool Beans Cafe. Food and drink purchased from the Cafe may only be consumed in areas where permission is granted.)

Water Bottle Guidelines:

1. A water bottle may be brought to school from home. It must be empty and filled from a school bottle filling station. Bottles cannot be shared.
2. Container must have a closable lid (screw-on, push-top, flip-top lids).
3. Water only! Bottles are to be filled between classes and should not disrupt class time.
4. The classroom teacher will determine a safe location within the room to store water bottles.
5. Students are responsible for damage to school property, technology devices, or personal injury as a result of their water bottles.

FREE AND REDUCED LUNCH PROGRAM

Breakfast and lunch will be free to all students for the 2025-2026 school year. A'la carte items will have a cost associated.

FOREIGN EXCHANGE STUDENTS

Requests must be received by the Superintendent no later than June 30 prior to the school year in which the student is to attend school in the River Valley School District. These exchange students shall be registered through the Student and Exchange Visitor Information System (SEVIS) service of the Department of Homeland Security. The Board reserves the right to limit the number of foreign exchange students admitted to the schools.

The Superintendent or designee shall be responsible for determining the eligibility of foreign exchange students applying for admission to district schools. Foreign exchange students shall comply with all immunization requirements for students. Once admitted, all exchange students shall be subject to all district policies and regulations governing students.

BUILDING **PROCEDURES**

FOREIGN EXCHANGE STUDENTS

Admissions of foreign exchange students shall be subject to the following guidelines:

1. Students shall be at least sixteen (16) years of age and shall be sufficiently fluent in English so as not to require ELL (English Language Learners) instruction.
2. Students may not be graduates of their native school system.
3. Students will be considered for admittance on a space-available basis.
4. Resident host families shall submit a statement accepting responsibility for the student and verifying they are serving as a volunteer host without personal profit.
5. Students shall be encouraged to participate in all student activities and athletics, provided eligibility criteria are met.
6. Only a high school "Certificate of Completion" shall be awarded to exchange students who successfully meet academic requirements during the year they attend. However, foreign exchange students will not be ranked or eligible for valedictorian or salutatorian honors.

HALLWAYS/HALL PASSES

Students should maintain proper hall behavior at all times. There should be no running, pushing, loitering or cellphone usage in the hallways. Students have (3) minutes to travel between classes, and should do so efficiently and quietly or risk being late to class.

A hall pass is required when leaving the classroom. If your child's behavior warrants (late to class, fighting in halls, cellphone usage, loitering in halls) he/she may be put on "hall restriction" which would limit your movement between classes. A hall pass will be required of all students who have short-term needs such as a trip to a locker, a restroom visit, a trip to the office, etc. EHALL-PASS will be used for all passes in the Middle-High School building. It is solely the responsibility of the student to obtain the hall pass before leaving the classroom. Failure to do so will result in disciplinary action.

Students who need to visit the nurse's office or guidance office MUST first report to his/her scheduled class and secure a written pass prior to going to the nurse or counselor. Students wishing to go to another classroom or the library/media center must secure a pass from that teacher prior to homeroom. Students are not to be late for a class to obtain a pass.

HEADPHONES

Students are not permitted to enter River Valley Middle and High School with headphones in their ears. They are not allowed to wear (AirPods, Earbuds, Beats, Wireless Earphones) in the hallways.

HOMESCHOOLING

Any questions or concerns regarding Homeschooling should be addressed to the Office of the Superintendent.

BUILDING **PROCEDURES**

HOMEBOUND INSTRUCTION

In the event that a student is going to be absent due to illness (with doctor verification) for an consecutive, extended period of time (typically 10 consecutive days), but not to exceed three (3) months, the District may provide homebound instruction/tutoring. Parents should apply for homebound instruction through the student's guidance counselor. Based upon the availability of instructors, arrangements will be made to schedule the instruction as soon as possible. Any decisions about homebound instruction will be made by the building principal and guidance counselor in consultation with Central Administration.

Homebound is only offered to physically ill students with a physician's recommendation. Parents who have questions about homebound should contact the student's guidance counselor. If additional assistance is necessary that cannot be answered by the counselor or building principal, the Superintendent or designee will assist.

HOMEROOM PERIOD

Students are assigned to a homeroom (HR) period to start their instructional day. Students must be prompt to HR for daily attendance and opening exercises. It is the student's individual responsibility to listen carefully during HR announcements from the HR teacher as well as PA announcements.

HOMEWORK

Students are responsible for completing all homework assignments. Work assigned during student absence must be completed and students will be granted an amount of time equal to the length of absence to complete the work. Students who miss school are encouraged to check Canvas Instances for any missed work.

LOCKERS (SCHOOL AND LOCKER ROOM)

Students are required to utilize lockers to store personal belongings. All MS students will be provided a lock to place on locker, all MS Students are required to use school-issued locks and may not use personal locks on the school lockers. HS students that request a lock will be provided one at the beginning of the year. Locks not issued by the school will be cut off and discarded. RVSD is not responsible for personal items stored in student lockers.

LOST AND FOUND

Students should check the Lost and Found area in the Main Office for missing items. Although the school is not responsible for student property that is lost or stolen in the building, students should report lost or stolen items to the Main Office. All found property should also be sent to the Main Office.

BUILDING **PROCEDURES**

LOST OR DAMAGED MATERIALS

Students who lose or damage any school property (including books, electronics, athletic equipment, uniforms, etc.) will be held financially responsible for the replacement or repair. Students are notified of their debts owed to the district through receipt of a Debt Notice/Invoice. A copy of these notices is maintained in the Main Office should the student or parent require details about the debt. Students with outstanding obligations will not be permitted to participate in commencement activities or apply for a parking permit. Students must pay the full price for a lost school-owned book that is not more than two (2) years old. If the text is more than two (2) years old, full price less than 10% per year must be paid. The minimum charge for a lost textbook is $20.00. A replacement text will not be issued, except for classroom use, until the student has paid for the lost book. Students may pay for lost books at the Main Office only. When the student has paid for lost books that are subsequently found, the district will issue a refund to the parent. Any new hardback book damaged beyond normal use, but still usable, shall be assessed a fine of $10.00. District-issued technology (i.e.Chromebooks and iPads) will be invoiced as per damage/loss. Please note that the financial responsibility rests with the student/parent to whom the item was issued.

OTHER SCHOOLS

Students are not permitted in any adjoining school unless conducting official school business (principal's office, guidance office, nurse's office, library), or the student is scheduled for a class in that school. If a student must go to an adjoining school for any reason, a pass must be obtained from the building principal.

POSTING OR DISTRIBUTION OF MATERIALS

Students need the permission of the building principal to post materials or to pass out materials on school property. Posting or distributing materials without the principal's permission may result in disciplinary action.

SCHOOL DEBTS

The student must pay for any material which belongs to the school that is lost or destroyed by the student. If a student fails to pay for the material at the time it is lost or destroyed, it will be recorded as a debt, which must be paid prior to the end of the school year. All academic, behavioral and financial obligations must be resolved one (1) week prior to graduation. Otherwise, a senior will not be permitted to participate in the commencement ceremony/activities.

BUILDING **PROCEDURES**

SEARCH AND SEIZURE

The school district acknowledges the need to provide a safe learning environment for its staff and students. In accordance with Board Policies #218 and #226, the administration may authorize a search of a student, students' lockers, students' vehicles or other belongings if there is a reasonable suspicion that there is a possible threat to the health, welfare and/or safety of any student or staff member.

Personal Searches
A student's person or personal property (i.e. purse, book bag, jacket, trousers etc.) will be searched whenever the administration has "reasonable suspicion" to believe that he/she is in possession of illegal or unauthorized materials or dangerous substances. Any item that has been brought onto school grounds is subject to search in the interest of the safety and well-being of all individuals. When necessary, a pat down search of a student may be conducted in private by the school district resource officer, school nurse and/or administrator, and another staff member. No strip searches will be conducted by school personnel.

Locker Searches
Student lockers are school property and remain at all times under the control of the school. Students shall have no expectations of privacy in their lockers, and the administration reserves the right to inspect lockers at any time by any means. However, students are expected to assume full responsibility for the contents of their lockers. Students should keep in mind that since lockers belong to the school district, a locker may be searched at any time. Any item disclosed by a search can be used for disciplinary action and may be turned over to law enforcement officials.

Each student will be assigned a locker. Students should only use their own assigned locker, and it should be kept locked (with a school-issued lock only) at all times. All personal items and books, when not in use, are to be kept in lockers. A student should not tamper with another locker or give the combination to another person. It is the student's responsibility to report to the office any broken lock or locker. Students must keep their assigned lockers secured against incursion by other students, but no student may use a locker as a depository for a substance or object that is prohibited, or that constitutes a threat to the health, safety, or welfare of the occupants of the school or the building itself. Students should understand that they have no expectation of privacy within their lockers. If there is reasonable suspicion that a student is violating the law or school regulations, then searches may be conducted. When it becomes necessary to search a student locker, the building principal or designee will conduct the search in the presence of another member of the school staff and, when necessary, in the presence of the police.

Vehicle Search
Any vehicle on school property is subject to search if the principal or his designee has established reasonable suspicion to believe that he/she is in possession of illegal or unauthorized materials or dangerous substances. A search of a student's or visitor's vehicle shall be permitted only when there is a reasonable belief that said student or visitor has in his or her vehicle items either in violation of federal, state, or local laws or in violation of school board policy. A search shall be conducted by a designated school official in the presence of another member of the school staff and may include the student/visitor as well. Any illegal materials discovered as a result of a search may be used as evidence against the student in disciplinary, juvenile, or criminal proceedings.

BUILDING **PROCEDURES**

SEARCH AND SEIZURE

Canine Sweeps
The River Valley School District reserves the right to enhance the safety and security of students and staff by using canines, such as those trained in the detection of narcotics and explosives. Such searches will be at the direction of District Administration and may be unannounced; areas to be part of such searches will be public areas (e.g., hallways and parking lots) and all areas that are the property of the School District.

The District reserves the right to request intervention from police authorities, including the use of canine units, which will have the same rights as detailed within the Search and Seizure guidelines. Police intervention shall be in accordance with School Board Policy. **Refusal to cooperate in such searches may result in disciplinary action (disorderly conduct), which may include a referral to law enforcement.**

If the school delegate finds that a student is in violation of public law, or if that student has placed himself/herself, or the staff and students on the campus at risk, then that individual will be subject to the discipline guidelines as defined in this Student Handbook.

SECURITY

All security officers are trained and hold the credentials of a Pennsylvania State Policeman. Each campus is patrolled daily by an officer and is outfitted with clothing and equipment that signifies their position. The officers do interact with the students and staff as they secure the premises. The district wants to emphasize that the security officer's role is to secure and protect students first and foremost.

STUDENT DRIVING AND PARKING

Students must register vehicles, obtain a district permit and display the permit on the vehicle's rear view mirror in order to park in the student parking lot during the school day. Permits are issued only to seniors and juniors with a valid driver's license and a completed application. Students must apply for a new permit at the beginning of each year.

Any student with delinquent obligations for lost or damaged school property will not be issued their parking permit until all obligations are satisfied. At registration, students must present a driver's license, a copy of the vehicle registration certificate and proof of insurance for the car(s) they will be driving, and their student schedule. Only one permit will be issued per student. If the student will be driving different family vehicles, each vehicle must be registered with the district and the student will be expected to transfer the parking permit for display in the vehicle in use for the day. Students without a parking permit who experience extenuating circumstances, e.g., illness or injury, may apply for a temporary parking permit through the building principal.

BUILDING **PROCEDURES**

STUDENT DRIVING AND PARKING

Parking permits are non-transferable. Only the student owning the permit may use it. Students who give their permit to others or use another student's permit will be subject to discipline, which may include temporary or permanent loss of the permit. Students may only park in the designated student parking area, which may also include designated spaces in the elementary school lot. Students may not park in the staff parking lot or non-designated spaces in the elementary lot. Violation of district parking regulations may result in the loss of driving privileges and/or discipline.

Student vehicles parked on district property are subject to search by the district and/or law enforcement authorities upon reasonable suspicion, with or without notice, depending on the situation. General and random searches (including canine sniff searches) are authorized. Students should have no expectation of privacy as to vehicles on district property. Parking is a privilege, not a right, and student parking permits will be issued only where students and/or parents consent to such searches. Refusal to cooperate in such searches will result in loss of parking privileges as well as disciplinary action.

For safety purposes, students are not permitted to leave the building/return to their vehicles after they have entered the building without permission from the main office. All traffic signs must be obeyed. The 15mph speed limit in the parking lot must be followed. The district will rescind permits from students who violate or abuse parking privileges and/or traffic regulations. Students attending the STEAM Academy and the ICTC are not permitted to drive to the ICTC without the principal's approval.

Student drivers are not permitted to leave the campus until the final bus has left the campus.

STUDY HALLS

Students are expected to come prepared to assigned study halls to engage in academic work and to comply with general school behavior guidelines.

TELEPHONE USE

Students cannot be called to the telephone during the school day, but emergency messages from parents will be taken in the Main Office and conveyed to the student as soon as possible. Students are permitted to use the office phone only during their free time, and only once permission is obtained from a classroom teacher and office staff. Students are not permitted to use cellphones or classroom phones during the school day.

VISITORS

The visitation policy of the River Valley School District is to receive only those visitors who wish to tend to school business. All visitors must enter through the secured entrance and report to the main office. Students must receive permission in advance from the principal prior to bringing visitors to school. In the event COVID-19 guidelines are necessary, parent and visitor restrictions may be implemented.

BUILDING **PROCEDURES**

WORKING PERMITS

All students between the ages of 14 and 18 who are employed are required to have an Employment Certificate. Application for the Employment Certificate must be made by the parent, guardian, or legal custodian of the minor for whom such Employment Certificate or Transferable Work Permit is requested. The parent, guardian or custodian of the minor must appear in person in the Main Office to sign the application. A birth certificate, Baptismal Certificate, or other documentary evidence of birth must be presented at the time of application for the permit.

STUDENT **CONDUCT**

ACADEMIC INTEGRITY

Our district maintains a zero-tolerance position on cheating, Examples include, but are not limited to, obtaining help from another student during examinations; knowingly giving help to another student during examinations; use of notes, books, or any source of information during examinations (unless authorized); obtaining, without authorization, an examination or any part thereof; plagiarism; providing one's work for another student to copy and submit as his/her own; altering, or causing to be altered, the record of any grade in a grade book, office, or other record. The academic penalties for cheating are:

First Offense: A zero "0" grade for the assignment.
Second Offense: A failing grade for the nine-week period.
Third Offense: A failing grade for the course.

Be advised that disciplinary penalties may also be issued as per the code of conduct.

ASSAULT/BULLYING/HARASSMENT

The River Valley School District will not tolerate any form of assault, bullying, or harassment which is defined as: engaging in a course of conduct or repeatedly committing acts which seriously alarm, harm, or annoy another person; including, but not limited to: harassment, sexual harassment, ethnic intimidation, and physical assault. To report an incident, obtain an Incident Report
Form from the respective school office. School Board policies regarding assault/bullying/harassment may be viewed on the school website.

In addition to District consequences, civil penalties for assault include: Imprisonment for a term of not more than 90 days and a maximum fine of $300.00. (See PA Cons. Stat., §2701-2719.)

CHAIN OF COMMAND

We understand that, at times, it can be confusing to know whom to contact for a discussion on particular issues. A chain of command simplifies this by clearly designating who to contact should one have a question or concern about a specific matter. Additionally, at times, an individual may not be satisfied with the answer that is given, and they need to talk to someone at the next level in order to better resolve the question or problem. What is shown below is a listing of issues that a parent or citizen may encounter and the position in our district that has responsibility for that area. One should always start with the individual or office responsible for the area at Level 1 before proceeding up the chain of command as it becomes necessary. Contact information for the specific personnel listed below can be found on the school website.

STUDENT **CONDUCT**

CHAIN OF COMMAND

Area of Concern	Level 1	Level 2	Level 3	Level 4	Level 5
Academics & Curriculum	Teacher	Principal	Assistant Superintendent	Superintendent	Board
Athletics	Coach	Athletic Director	Principal	Superintendent	Board
Athletic Facilities	Athletic Director	Buildings & Grounds Supervisor	Principal	Superintendent	Board
Attendance	Main Office Secretary	School Counselor	Principal	Superintendent	Board
Business Office	Business Manager	Superintendent	Board		
Cafeteria	Food Services	Superintendent	Board		
Discipline	Teacher	Dean of Students	Principal	Superintendent	Board

STUDENT **CONDUCT**

CHAIN OF COMMAND

Area of Concern	Level 1	Level 2	Level 3	Level 4	Level 5
Facilities	Principal	Buildings & Grounds Supervisor	Superintendent	Board	
Guidance	School Counselor	Principal	Assistant Superindent	Superintendent	Board
Special Education	Teacher	Principal	Assistant Superintendent	Superintendent	Board
Student Concern	Teacher	Principal	Assistant Superintendent	Superintendent	Board
Transportation	Main Office	Principal	Transportation Director	Superintendent	Board

AUTHORITY

There is no division of authority among members of the staff of the School District. Any River Valley School District staff member is authorized to reprimand or correct pupils who misbehave at any time or any place during the school day. Teachers, according to the school code, have authority over pupils to and from school. One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlines the whole educational structure. It is training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people. With an understanding of the purpose of discipline in school, students may form a positive attitude toward it and not only do their part in making school an effective place for learning but develop the habit of self-restraint, which will make them better people.

STUDENT **CONDUCT**

BOARD POLICY ON STUDENT DISCIPLINE

The Board acknowledges that conduct is closely related to learning; an effective instructional program requires a wholesome and orderly school environment, and the efficacy of the educational program is, in part, reflected in the behavior of students and employees.

The Board shall require each student of this District to adhere to the rules and regulations promulgated by the administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. The rules govern student conduct in school and during the time spent in travel to and from school and are published early in the student handbook. Such rules shall require that students conform to reasonable standards of socially acceptable behavior, respect the rights, person, and property of others, preserve the degree of order necessary to the educational program in which they are engaged, and obey constituted authority and respond to those who hold that authority.

CODE OF CONDUCT

The River Valley Board of School Directors adopted a Code of Conduct that provides a description of expectations and responsibilities for students, parents, and school personnel. The policy also defines disciplinary consequences and behavior modification procedures staff members may use when dealing with students who exhibit inappropriate behavior in school. The Code of Conduct defines disciplinary offenses and consequences. In order to define a clear set of expectations for students, the Administrative Team of the River Valley School District has derived a set of Recommended Disciplinary Guidelines. A copy of these guidelines is contained in this Handbook. Students and parents should spend an extensive amount of time reviewing this document. Students should ask questions if they are unsure of anything in the document.

COMPUTER AND NETWORK USE

Tampering with, vandalism to, or unauthorized use of River Valley School District computers or other electronic equipment (printers, cabling, drives, monitors, keyboards, mice, VCRs, DVD Players, televisions, etc.), software or associated documentation is prohibited. Violations of this policy by students or adults may also constitute violations of the Pennsylvania Crimes Code or other statutes, subjecting violators to serious criminal prosecution. This policy is intended to be at least as broad and encompassing as Section 3933 of the Crimes Code (as of January 1995).

Student violators may be subject to discipline. This policy includes inappropriate use of the internet, network, and e-mail capabilities that exist on school district computers. All violators will be held responsible for restitution of any damage to hardware, equipment, software, and documentation, and for any direct consequential damages.

In addition, all students who are participants in the District's 1:1 initiative will be issued disciplinary action based on the infraction committed in regard to equipment issued as part of the initiative. All disciplinary details are outlined in the Acceptable Use and Care Guidelines as well as the Student Code of Conduct.

CORPORAL PUNISHMENT

The Board of School Directors prohibits the use of corporal punishment as a form of discipline for students in the district. Please be advised that reasonable force may still be used by teachers and school authorities under any of the following circumstances: to quell a disturbance, to obtain possession of weapons or other dangerous objects, for the purpose of self-defense, and for the protection of persons or property.

STUDENT **CONDUCT**

DISCIPLINARY OPTIONS

Behavior Probation (BP)(Teacher Recommended, Principal Approved)

When behavior warrants, as indicated in the Code of Conduct, students will be placed on behavior probation. The following guidelines are in place during behavior probation:

- Behavior Probation requires restorative practices and a willingness to improve on the student's part concerning the identified behavior.
- Students may be placed on and removed from Behavior Probation following a review of the student's behavior through collaboration with the assigning teacher and the building principal. Only when evidence of improvement exists may a student be removed from Behavior Probation.
- Students may be issued a lunch detention to be served as scheduled by the principal.
- A student placed on Behavior Probation (BP) is not permitted to attend, as a participant or spectator, any school functions or extracurricular activities such as dances, sporting events, concerts, assemblies, musicals, etc.
- Students are not permitted to drive to or from school while on Behavior Probation.
- Failure to adhere to the guidelines and requirements of the behavior probation will result in placement into After School Detention (ASD), or in severe cases, OSS for a specified period of time.

After School Detention (ASD) (Teacher Recommended, Principal Assigned)

When behavior warrants, as indicated in the Code of Conduct, students will be assigned After School Detention. Teachers may make recommendations only after an unsuccessful attempt at Behavior Probation is made. Only principals may assign students this level of discipline.

- When assigned detention, students must stay after school on a Tuesday or Thursday as assigned.
- Students will have access to the activity bus for transportation purposes.
- Students must follow the specific rules that are posted within the room.
- Please read these carefully so that you fully understand your obligations when you are assigned to this area.
- Failure to attend a scheduled detention without prior permission will result in further disciplinary action, specifically:
    - If a student misses/skips their scheduled detention, they will be required to attend detention on Friday afternoon of the same week from 12:15 - 2:30.
    - A parent or guardian will be required to provide transportation.
    - If a student skips/misses a scheduled Friday detention, they will be assigned OSS the following Monday, or the next day of business, depending on the school calendar.

In School Suspension (ISS) (Principal Assigned)

When behavior warrants, as indicated in the Code of Conduct, students will be assigned to the INDEPENDENT LEARNING CENTER (ILC) or IN SCHOOL SUSPENSION (ISS)

- Only principals may assign students this level of discipline.
- When assigned, students must follow the specific rules that are posted within the room.
- Students are required to complete assigned school work during their time in ILC/ISS.
- Please read these carefully so that you fully understand your obligations when you are assigned to this area.
- Failure to adhere to the guidelines and procedures, or complete assigned school work for ILC/ISS may result in additional placement time, or in severe cases, OSS for a specified period of time.

Out of School Suspension (OSS) (Principal Assigned)

When behavior warrants, as indicated in the Code of Conduct, students will be assigned Out of School Suspension.

- During Out of School Suspension (OSS), students are removed from the educational setting for a period from one (1) day to ten (10) days.
- Cases of repeat offenders requiring OSS will be taken before the Board of School Directors for review.
- Parents are notified in writing when their child is assigned OSS.
- Students are expected to make up all work missed during a suspension.

STUDENT **CONDUCT**

DRESS CODE

River Valley School District policy #221 (Dress and Grooming) outlines appropriate clothing. River Valley School District administration reserves the right to question any mode of dress/jewelry/hairstyle that is beyond current community/school accepted standards or in any manner jeopardizing the health, welfare, or safety of a student or other students. Any clothing judged to be a disruptive influence in class or interfering with the educational rights of others is considered improper dress. Certain types of clothing and hairstyles may be required for physical education classes or for extracurricular activities such as band, athletics, etc.

The following are specifics to the Dress Code for River Valley School District.

SECTION I. GENERAL

1. Excessively baggy pants or clothing that can conceal items and/or pose a safety hazard are not permitted.
2. Undergarments should not be exposed in any way.
3. All dress and grooming should be appropriate. Students are expected to dress in accordance with good taste and personal pride. Students have the responsibility to keep themselves, their clothes, and their hair clean.
4. Backpacks are not permitted to be carried by students during instructional time.
5. Hats, hoods, and head coverings are not permitted to be worn in school. Hooded sweatshirts may be worn. However, hoods must be down and not cover heads during the school day. If any student cannot adhere to this rule, they will not be allowed to wear a hooded sweatshirt to school. All head coverings, hats, and hoods must not be worn inside school buildings with the exception of (1) a cap or hat that is part of a uniform worn at a school activity with approval from the building administrator and/or (2) for documented religious or medical purposes that have been approved by the building administrator.
6. Any clothing and/or accessories that could be considered costume wear are strictly prohibited. This includes, but is not limited to, collars, headbands depicting animal-like characteristics, tails, capes, trench coats, sunglasses, wigs, bandanas, slippers, masks, and or leashes.

SECTION II. TOPS

1. Tops may not be “low cut” or exposing. Any clothing that exposes the waist, navel, abdomen, midsection, torso, back, chest, or other areas considered private is strictly prohibited. This includes, but is not limited to crop tops, midriff tops, low-cut tops, or shirts cut off at the sides. Bare midriffs and bare backs are not permitted.
2. The following are unacceptable school attire:
   a. Spaghetti strap (less than one inch wide)/halter/strapless/mesh tops.
   b. See-through blouses or shirts.
   c. Tube tops/crop tops/half-shirts.
   d. Any top that allows the midriff, cleavage, or undergarments to be exposed is not permitted.
   e. Coats, jackets, or other garments designed to protect from the outside weather are not to be worn in school.

STUDENT **CONDUCT**

DRESS CODE

SECTION III. PANTS/SHORTS/SKIRTS

1. Pants, shorts, and skirts must be secured and worn no lower than the hip. Low riding/sag style is not permitted. All clothing must be worn in the manner for which it was intended.
2. Pajamas and/or undergarments worn as outerwear are not permitted.
3. Dresses, skirts, and/or shorts are to be fitted for both comfort and appearance, must be in good taste, and of appropriate length. Shorts/Skirts may be no shorter than fingertip length when standing with the student's arms placed at his/her side in a relaxed position.

SECTION IV. OFFENSIVE DRESS

1. Clothing, patches, buttons, pins, and jewelry, are not permitted if they:
    a. Have sexually suggestive writing/pictures.
    b. Advocate violence.
    c. Advertise or promote the use of tobacco, alcohol, or drugs.
    d. Have double-meaning wording or obscene language.
2. A tattoo (permanent or temporary) must be covered if it:
    a. Has sexually suggestive writing/pictures.
    b. Advocates violence.
    c. Advertises or promotes the use of tobacco, alcohol, or drugs.
    d. Has double-meaning wording or obscene language.
    e. Slogans or symbols are designed to be provocative or offensive to others.

SECTION V. FOOTWEAR

1. Footwear must be worn at all times.
2. Any shoe that poses a safety hazard is not permitted.

SECTION VI. JEWELRY

1. Spiked jewelry, chains, or any jewelry that could cause injury or constitute a hazard is not permitted.

SECTION VII. HEADWEAR

1. Hats, Hoods, caps, bandanas, sunglasses, visors, and sweatbands are not permitted unless an accommodation is necessary.

SECTION VIII. HEALTH AND HYGIENE

1. Any apparel that is judged to be unhealthy or unsanitary (e.g., clothing that is dirty and/or gives off a foul odor) is not permitted.
2. Each student is expected to maintain personal hygiene that does not disrupt the classroom or school environment.

STUDENT **CONDUCT**

DRESS CODE

SECTION IX. DISCIPLINE

1. Students are subject to disciplinary action for violating the dress code and will be required to change and/or call home for appropriate clothing. The building principal shall have the final say in what constitutes a violation of the dress code.
    - First offense = call home, change clothes, verbal warning
    - Second Offense = call home, change clothes, verbal warning, student meeting w/ Dean of Students
    - Third Offense = call home, change clothes, lunch detention
    - Fourth Offense = call home, change clothes, after school detention
    - Fifth Offense = call home, ILC for remainder of day
    - Sixth Offense = parent conference with Dean of Students, 3 days ILC
    - All subsequent offenses = parent conference with Dean & Principal, 1 day out of school suspension
2. Any refusal to correct dress code violations may be handled as insubordination.

The standards listed above may not cover every possible instance of appropriate or inappropriate grooming or appearance. If the principal determines that a student's grooming or clothing violates the school's dress code, the student will be given an opportunity to correct the problem at school and return to the classroom. If the problem cannot be corrected at school, the building administration will work with the student and a parent to obtain an acceptable change of clothing for the student in a way that minimizes the loss of instructional time. Repeated or severe offenses may result in more serious disciplinary action in accordance with the Student Code of Conduct.

The principal, in cooperation with the sponsor, coach, or a person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity. Students who violate dress and grooming standards established for such an activity may be removed or excluded from the activity for a period determined by the principal or sponsor and may be subject to other disciplinary action, as specified in the Student Code of Conduct.

Students in attendance as spectators are expected to dress in good taste. School activities and themed dances may provide exceptions to parts of the dress code (i.e., theme weeks) at the discretion of the building Principal.

STUDENT **CONDUCT**

DRUG AND ALCOHOL POLICY

The River Valley School District is committed to an environment free from the unlawful use of drugs and alcohol for its students. In conjunction with the Drug-Free School and Communities Act Amendments of 1989 (Public Law 101-226), the River Valley School District will annually provide a statement of standards of conduct to all students. The Drug-Free Schools and Communities Act requires that as a condition of receiving drug-free school funds, all education agencies must adopt and implement programs to prevent the unlawful possession, use or distribution of drugs and alcohol by students.

Legal Consequences of Drug/Alcohol Violations

The Board recognizes that the abuse of controlled substances is a serious problem with legal, physical, and social implications for the whole school community. As an educational institution, the schools shall strive to prevent abuse of controlled substances. The River Valley School District absolutely prohibits the unlawful manufacture, distribution, possession, or use of a controlled substance or alcohol on River Valley School District premises or while participating in or attending school-related activities of the district on or off the premises. All applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of drugs or alcohol will be applied.

Counseling, Treatment, Rehabilitation or Reentry Programs

River Valley School District students and employees may contact the ARIN Prevention Unit for resource material or the following agencies for information about counseling, treatment, rehabilitation, or reentry programs.

Treatment Resources

Armstrong/Indiana County Drug and Alcohol Commission
10829 US-422
Shelocta, PA 15774
724-354-2746

The Open Door
665 Philadelphia St., 2nd Floor, Suite 202
Indiana, PA 15701
724-465-2605

LEGAL CONSEQUENCES FOR VIOLATIONS OF THE CODE OF CONDUCT

Students can face school consequences, as well as legal consequences, for major Code of Conduct violations or repeated minor violations. Students can receive a citation or criminal charges depending on the rule violation. Examples of such behavior are, but are not limited to: disorderly conduct (vulgar language, insubordination, inappropriate behavior), fighting, assault, vandalism, theft, violation of the tobacco policy, violation of the drug and alcohol policy, harassment, truancy, leaving school property, excessive tardiness to school, and trespassing.

STUDENT **CONDUCT**

RECOMMENDED DISCIPLINARY GUIDELINES

In order to provide firm, fair, and consistent disciplinary actions for violations of the Student Code of Conduct, the Administrative Team has developed a set of Recommended Disciplinary Guidelines.

RECORDING WITHOUT PERMISSION (AUDIO/VIDEO)

No student is permitted to make an audio or video recording of another individual or a class session without the permission of the student, teacher or administrator who is being recorded. Violation may result in disciplinary action.

REPORTING UNSAFE OR DANGEROUS ACTS

Students who have knowledge that a student has or is considering a dangerous or unsafe act that could affect the health and safety of that individual or others must report it. Students should report any concerns to the principal or a school counselor immediately. Students found to have knowledge of an unsafe act or a threat of an unsafe act, and not report it immediately, could be subject to school and legal consequences.

STUDENT **SERVICES**

GUIDANCE OFFICE

School counseling services are available for every student through a comprehensive school counseling program. Guidance services are available for any student to discuss school or personal problems. Students may request a conference with the guidance counselor by stopping in the office, requesting permission from a teacher or emailing their guidance counselor directly. Parents are also welcome to speak to the guidance counselor by calling or emailing the guidance office to arrange an appointment. The role of the counselor is to act as an advocate for students as they move through their secondary school years and beyond. Counselors work with students concerning many issues such as self-awareness, educational planning, test interpretation, career choice, post high-school plans, home, school and/or social concerns, or any matter the student feels should be discussed with a counselor.

Confidentiality

All information gathered about your child is subject to the confidentiality provisions contained in federal and state law. The District has policies and procedures in effect governing the collection, maintenance, destruction, and disclosure to third parties of this information. For information about these policies and procedures as well as rights of confidentiality and access to educational records, you may contact in writing your child's guidance counselor or building principal.

STUDENT **SERVICES**

GUIDANCE OFFICE

Schedule Changes
Scheduling changes must be requested in writing via the approved District form, approved through the guidance office, and are to be completed no later than the communicated timeframes. It is important to realize that completion of a "Schedule ChangeRequest Form" does not guarantee that a schedule change will be authorized. Typically, schedule changes are only authorized for the following reasons: scheduling error, previous failure, and/or summer school. Permission for schedule changes may only be granted by the building principal.

Please Note: Withdrawal from a course after the second week the course has met will result in the student being assigned a grade of "50%" for all four marking periods as well as the final exam grade for that course. Permission to drop the course must be obtained by the current teacher, the school counselor (for credit review purposes), parent/guardian, and the principal.

Testing (Admissions/College Board)
CEEB Code: 390355
Registration materials are available in the guidance office. Testing dates are also available in the guidance office, or by visiting the College Board website (www.collegeboard.com) or contacting the admissions office of the College or University to which the student is applying to. The following is a suggested timeline for testing:

9th Grade No Testing
10th Grade PSAT (October)
11th Grade PSAT, SAT I, SAT II, or ACT
12 th Grade SAT I, SAT II, or ACT

On testing day, you will need: Your Admission Ticket, a valid photo ID, two (2) #2 pencils, and a calculator.

Testing (ASVAB)
All students will be administered the Armed Services Vocational Aptitude Battery (ASVAB) during the fall of the Sophomore year. This test is highly recommended due to its ability to measure developed abilities and helps to predict future academic and occupational success in the military as well as civilian occupations. ASVAB scores are used primarily to aid students in career exploration.

Testing (PSSA and Keystone Exams)
The Pennsylvania Department of Education requires that all school districts participate in the Pennsylvania System of School Assessment. All 6th through 8th grade students will be required to take the PSSA assessments. All students enrolled in Keystone Eligible courses (Algebra I, Biology, and English Literature) as well as those who have not met proficiency through their respective junior year will be required to take the appropriate assessment. Listed below is the schedule for the administration of the PSSA and Keystone Exams for the 2025-2026 school year.

ASSESSMENT CALENDAR

It is imperative that you understand the importance of these examinations. Please be aware that no educational trips will be approved during testing windows.

2025-2026 Testing Calendar Under Review. 2024-2025 Calendar Provided for Reference.

Testing Window		Grades	Assessment	Notes	Description/Purpose
August/October	August 26 -September 20, 2024	K - 8	Acadience (Math & Reading)		Assesses core literacy (K-8) and math (K-5) skills; universal screener
	September 3 - 13, 2024	K - 11	NWEA MAP Assessment *(Math & Reading)*		An adaptive standardized test that measures a student's reading, language usage, and math skills
	September 16 - 20, 2024	6 - 11	CDT Testing (Science)		Monitor student growth and proficiency in content
	October 16, 2024	10 & 11	PSATs		Aptitude test to show college readiness; Practice exam
	September 30 - October 4, 2024	10	ASVAB Testing	11 & 12 As Needed	Aptitude test to assess a candidate's strengths, weaknesses, and potential for future success in various military occupations
January/February	January 6 - 17, 2025	9 - 11	Keystone Exams *(Winter 2nd Wave)*	As Needed	State graduation requirement; measures proficiency on the end of course standards
	January 8 - 24, 2025	K - 8	Acadience (Math & Reading)		Assesses core literacy (K-8) and math (K-5) skills
	January 13 - 24, 2025 & January 20 - 31, 2025	K - 5 & 6-12	NWEA MAP Assessment *(Math & Reading)*		An adaptive standardized test that measures a student's reading, language usage, and math skills
	January 27 - February 7, 2025	3-5	Coach Reading/Math		Monitor student growth and proficiency in content
	February 3 - 7, 2025	6 - 11	CDT Testing (Science)		Monitor student growth and proficiency in content
April/May	April 22 – May 16, 2025	K - 11	Acadience (Math & Reading)		Assesses core literacy (K-8) and math (K-5) skills
	April 22 – May 16, 2025	K - 8	NWEA MAP Assessment *(Math & Reading)*		An adaptive standardized test that measures a student's reading, language usage, and math skills
	April 22 – 25, 2025	3 - 8	PSSA English Language Arts		Measures proficiency on grade level standards
	April 28 – May 2, 2025	3 - 8	PSSA Math		Measures proficiency on grade level standards
	April 28 – May 2, 2025	4 & 8	PSSA Science		Measures proficiency on grade level standards
	May 5 – 9, 2025	3 - 8	ALL Testing Make-Ups	Early Reporting Deadline May 2, 2025	Measures proficiency on grade level standards
	May 12 – 23, 2025	7 - 11	Keystone Exams *(Spring)*	First-time Testers & Retesters	State graduation requirement; measures proficiency on the end of course standards

Revised 1/29/24

STUDENT **SERVICES**

GUIDANCE OFFICE

Transcripts and Letters of Reference

Students who need letters of recommendation from their teachers as part of the college application process are encouraged to ask teachers with whom they have developed a strong rapport and/or a teacher in which they have a strong record of academic performance. For any students seeking a recommendation from a counselor, or seeking help with the application process, students must provide the Guidance Office with a minimum of two weeks notice. This is especially important when requesting transcripts to be sent to prospective colleges, employers, or the military. A transcript request form must be completed. Official transcripts will only be sent directly from the high school.

HEALTH SERVICE

The nurse's office is located in the Middle/High School and is staffed by our school nurse. Students must have a pass from their teacher to visit the nurse's office.

- Only the nurse can determine whether or not a student should go home ill. Students are not permitted to contact home and/or request a ride home due to illness. Students that use their cellphone or other electronic device to contact home will be subject to disciplinary action.
- Health Screenings: Each student shall receive a comprehensive health examination upon original entry in 6th grade. Also, each student will receive a comprehensive dental exam upon original entry in 7th grade. Each student shall receive, from the school nurse or medical technician, vision tests, hearing tests, height and weight measurements, and other tests deemed advisable at intervals established by the district.
- Use of Medications: For purposes of this policy, medication shall include all medicines prescribed by a physician and any over-the-counter medicines.
- Possession/Use of Asthma Inhalers: Asthma inhaler shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack. Self-administration shall mean a student's use of medication in accordance with a prescription or written instructions from a physician, certified registered nurse practitioner or physician assistant.
    - A written request from the parent/guardian that the school complies with the order of the physician, certified registered nurse practitioner or physician assistant.
    - A statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the district and its employees of responsibility for the benefits or consequences of the prescribed medication.

STUDENT **SERVICES**

LOCKERS

Lockers are the property of the school district and are on loan to students for use. Although school lockers are temporarily assigned to individual students, they remain the property of the school district at all times. The school district has a reasonable and valid interest in ensuring that the lockers are properly maintained. For this reason, periodic inspections of lockers are permissible to check for cleanliness, safety, contraband and/or vandalism. School authorities may conduct general maintenance inspections at any time without notice, without the student's consent, and without a search warrant. Any contraband discovered during these inspections will be confiscated by the administration and subject to disciplinary action. Only school-issued locks are permitted on lockers. All students will be issued a lock for their assigned locker by the school through their homerooms. Lockers and their contents, including school-issued materials, are the responsibilities of the students. Because lockers may be subject to search and because students will be held responsible for anything found in their lockers, lockers and lock combinations should not be shared. This rule is designed to protect students. Locks that are damaged, lost or removed from the lockers will have to be replaced by the students to whom they are issued at a cost of $5.00.

LIBRARY/MEDIA CENTER

The library will be open only during the Homeroom period. Students may checkout and return books during this time only. Teachers may bring students to the center during the school day. At no time should a student be in the center unsupervised. Students may check out books from the Media Center. Books are checked out for two (2) weeks. The due date is stamped on the due date slip inside the book(s). Some materials go out overnight only and should be returned during homeroom period the following day. Fines are 10 cents per school day on each overdue book. Books and magazines are to be used with care. Students are held financially responsible for lost and/or damaged materials. Students will be charged the replacement price of the item. College Hub will be located in the Media Center. Students will take online dual enrollment classes in this room. Current magazines, some reference books, and encyclopedias are to be used only in the Media Center.

MAIN OFFICE

The school's Main Office handles telephone calls, visitors, and any student questions. Since it is essentially a business area, the use of the office phone by students will be permitted for emergency reasons only. Disciplinary matters, as well as student requests and problems, will be handled by the principal/dean of students/counselor in a timely manner. Since the Main Office handles a wide variety of issues throughout the normal school day, it may be necessary to schedule a meeting if you wish to speak with the building principal.

STUDENT **SERVICES**

NURSE

Health services are available in the building, staffed by a healthcare professional. These individuals provide first aid care, administer prescribed medication to a student in accordance with the written directions of a licensed prescriber, and monitor the health, safety and immunization status of all of our students. In compliance with the Pennsylvania School Health Code, the River Valley School District mandates the following schedule of examinations:

- Physical Examination Grades K, 6 and 11
- Dental Examination Grades K, 3 and 7
- Vision Check Annually, All Grades
- Hearing Test Grades K, 1, 2, 3, 7 and 11
- Scoliosis Screening Grades 6 and 7
- Height, Weight and Body Mass Index Annually, all grades

*All examinations and screenings will be conducted in the nurse's office.

Immunizations

The law requires that a parent or guardian show duly-certified evidence of specific immunization shots for all children entering school. This is in accordance with District Policy #203.

All students, kindergarten through twelfth grade, must provide proof of immunization prior to being admitted to school:

- 4 doses of tetanus, diphtheria and acellular pertussis (One dose shall be administered on or after the 4th birthday.)
- 4 doses of polio (4th dose on or after the 4th birthday and at least 6 months after the previous dose given.)
- 3 doses of Hepatitis B
- 2 doses Measles Vaccine
- 2 doses Rubella Vaccine
- 2 doses Mumps Vaccine
- 2 Varicella (Chicken Pox)

All students entering seventh grade, must provide proof of immunization prior to being admitted to school:

- 1 dose of tetanus, diphtheria and acellular pertussis on the first day of 7th grade
- 1 dose of meningococcal conjugate vaccine on the first day of 7th grade

All students entering twelfth grade, must provide proof of immunization prior to being admitted to school:

1 dose of meningococcal conjugate vaccine on the first day of 7th grade (If one dose was given at 16 years of age or older, that shall count as the twelfth grade dose.)

If your child has not received the proper shots, please make arrangements with your family physician to have this done as soon as possible. If there is any medical reason why your child should not be fully immunized, please bring a certificate from your physician stating the reason. If you object to immunizations for religious reasons, the State requires that you sign a form to this effect at school.

STUDENT **SERVICES**

NURSE

Administering Medications to Students
Before any medication can be administered to any student during school hours, a written order from the prescribing physician and a written request of the parent/guardian (which shall give permission for such administration and relieve the Board and its employees of liability for the administration of medication) must be obtained by the school nurse.

Prescription Medications: Prescription medications will be administered to the student as pre-approved in writing by the parent/guardian and with a written order from the prescribing physician. The written order of the prescribing physician should include the student's name, the name and purpose of the medication, the dosage, the time at which or special circumstances under which medication shall be administered, the length of period for which medication is prescribed, and possible side effects of medication. Prescription medications must be in the pharmacy-labeled container.

Emergency Medication: In special situations, such as allergic reaction to bee sting, asthma attacks or severe hypoglycemia, where an antidote must be administered, written approval will be required in advance from the parent/guardian along with a physician's written order. In the event that written pre-approval has not been obtained in advance from the parent/guardian, emergency medication can be administered upon diagnosis and instruction from the school physician or the student's private physician.

Non-Prescription Medications: Non-prescription medications, such as but not limited to, acetaminophen, ibuprofen, ointments and throat lozenges, will be administered to students as pre-approved in writing by the parent/guardian and authorized by the school physician in standing orders. Lacking pre-approval, and when, in the opinion of the school nurse, a student needs a non-prescription medication, the school may seek approval by phone from one of the following, in order: parent/guardian and the school physician. Failing to secure such approval, no non-prescription medications will be given.

First Aid
When accidents occur, first aid is administered. First aid is defined as immediate, temporary care given in case of accident or sudden illness. Usually, first aid is administered by one of the following school personnel: nurse, nurse's aide, and/or principal. Further decisions and actions concerning the accident are the responsibility of the parent. The parent completes an Emergency Card for each child authorizing the school as to who should be contacted in the event emergency care is needed. Parents should keep this card up-to-date and inform the school of changes of phone numbers or persons listed.

STUDENT **SERVICES**

NURSE

Use of Medication

Prescription and non-prescription medications will be administered to students by the nurse. A written note signed by the parent/guardian indicating the exact time(s) and dosage of the medication must be presented to the nurse with the medication. All medications shall be securely stored in the school office/health room and kept in the original labeled container. This includes aspirin and Tylenol. A STUDENT MAY NOT CARRY HIS/HER OWN MEDICATION, including over-the-counter medicines. If caught, they could be subject to discipline under Article IV of the River Valley Drug and Alcohol Policy.

Wellness Policy

The River Valley School District recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development, and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.

To ensure the health and well-being of all students, the Board establishes that the District shall provide to students:

- A comprehensive nutrition program consistent with federal and state requirements.
- Access at reasonable cost to foods and beverages that meet established nutritional guidelines.
- Physical education courses and opportunities for developmentally appropriate physical activity during the school day.
- Curriculum and programs for grades K-12 that are designed to educate students about proper nutrition and lifelong physical activity in accordance with State Board of Education curriculum regulations and academic standards.

STUDENT ASSISTANCE PROGRAM (SAP)

The Student Assistance Program is mandated throughout all public secondary schools in PA. It is designed to assist school personnel to identify student issues, including alcohol and other drugs, which pose a barrier to their learning and school success. The mission of the SAP program is to help students and their families, encourage healthy coping skills, and to increase school success. Students' health, safety, and welfare are always of utmost importance. The team includes teachers, counselors, administrative staff, etc. These individuals are specially trained to identify problems, determine whether or not the presenting problem lies within the responsibility of the school, and offer resources to assist the student and parent. It is neither the mission of the school nor its responsibility to resolve all problems that impact upon school performance. Involvement of parents in all phases of the SAP underscores the parents' role and responsibility in the decision making process affecting their children's education and is the key to successful resolution of problems. School personnel, peers, students themselves, or family members may refer students to SAP. Any person who is concerned about a student is encouraged to refer that student by contacting one of the school counselors.

STUDENT **SERVICES**

STUDENT ASSISTANCE PROGRAM (SAP)

Some signs and symptoms of students who may be referred to the Student Support are: decline in grades/academic performance; poor attendance; change in friends, behavior, or attitude; school phobia; violation of school rules; health problems; alcohol and other drug use; family issues/stress/violence; being at risk for suicide or other mental problems including anxiety/fear, withdrawal, isolation, risk-taking or self-abusive behavior, eating/sleeping/grooming problems or peer relationship problems; being a victim of violence/abuse; eating, sleeping or grooming changes.

STUDENT TRANSPORTATION

Busing

Bus transportation and bus routes have been arranged through the collaborative efforts of the Smith Bus Company and River Valley School District for the safety and convenience of our students. Any concerns regarding bussing should be directed to the Director of Transportation.

Bus Safety Guidelines

Conduct of students on the school bus is an important factor in the safe transportation of school students. Acceptable behavior is to be practiced at the bus stop and on the bus. Misconduct will not be tolerated and can result in the loss of transportation privileges and/or suspension. Please be aware the School District will exercise their right to file disorderly conduct charges for certain student actions.

In order to establish a safe and efficient school bus transportation program, the following rules and regulations have been established:

1. Students are not permitted to ride a bus other than his/her assigned bus without written permission from the school office. Students are required to bring in a written request from the parent/guardian to receive permission to ride another bus. The request should be followed up with a phone call to the office to confirm validity. A Boarding Pass will be issued to the student from the office. Permission to ride another bus will be reserved for emergencies.
2. Students should board the bus and remain seated throughout the bus ride. Students will receive assigned seating and must sit in that seat for the entire school year or until the bus driver reassigns seats.
3. Students are not permitted to throw anything out the windows or within the bus. Keep hands, arms, and head inside the bus at all times.
4. Listen to the bus driver and follow his/her directions. Talk quietly so the driver is not distracted. Students are not permitted to use vulgarity on the bus.
5. Students must remain seated until the bus comes to a complete stop before making an attempt to get off the bus. DO NOT walk in the aisle way while the bus is still moving.
6. No food or drink is to be consumed on the school bus.

STUDENT **SERVICES**

STUDENT TRANSPORTATION

Bus Safety Guidelines

Failure of students to comply with the above will cause disciplinary actions:

- **1st notice:** Student may be given a warning, and a copy of the Bus Conduct Report will be sent home.
- **2nd notice**: Student will be given three (3) days suspension of bus privileges and a copy of the Bus Conduct Report will be sent home. Out-of-school suspension (OSS) may also be assigned.
- **3rd notice**: Student will be given five (5) days suspension of bus privileges and a copy of the Bus Conduct Report will be sent home. Students attending ICTC may lose the privilege of attending ICTC and will have to remain at their respective buildings for instruction. Parents will be required to meet with the Principal prior to the child getting back on the bus. Out-of-school suspension (OSS) may also be assigned.
- **4th notice**: Student will be given ten (10) days suspension of bus privileges with a possibility of suspension of privileges for the remainder of the year. Out-of-school suspension (OSS) may also be assigned.

The River Valley School District reserves the right to use cameras on the school buses and utilize video and audio recording as a method of determining student discipline. Furthermore, in severe cases, disorderly conduct charges may be filed as outlined in the Student Transportation Guidelines.

Student Drivers

Students who wish to drive to school must:

1. Complete an Application. Forms are available in the office.
2. Purchase a Parking Permit. Permits may be purchased in the Main Office for a non-refundable $5.00 fee.
3. Hang Parking Permit on mirror. Vehicles without permits may be removed from the parking lot at owner's expense.
4. Park in Assigned Spot Only. Parking spots will be numbered and assigned.
5. Temporary permits will be issued ONLY WHEN NECESSARY to students who do not drive to school on a regular basis (i.e., for doctor appointments, etc.). This must be arranged in advance with the building principal.

Driving to school with an authorized parking permit is a privilege. Students who are given a permit are bound by the rules of the school. The permit may be revoked at the principal's discretion. Reckless driving or failure to comply with the established procedure may result in loss of driving privileges and/or towing of the vehicle at the owner's expense. Permits may also be revoked due to violations of the Student Code of Conduct.

For safety purposes, student drivers are not permitted to go to their vehicles or leave the building once they have entered the building. Student drivers are not permitted to leave the campus until the last bus has left the campus. Vehicles on school property may be searched if reasonable suspicion exists.

REQUIRED **NOTICES**

SCHOOL BOARD POLICIES

All policies that govern the functioning of the River Valley School District, its students, parents, faculty, staff, and parents/guardians are written and adopted by the Board of School Directors of the River Valley School District. All policies are available for public review in the Central Office or online at the District Website: http://www.rivervalleysd.org.

REQUIRED POLICY NOTES

In compliance with River Valley School District Board Policy, information regarding the following School Board Policies are required to be mentioned in student handbooks:

103.1 Nondiscrimination of Qualified Students with Disabilities
113 Special Education
114 Gifted Education
200 Enrollment of Students
204 Attendance
220 Student Expression in Distribution and Posting of Materials
222 Tobacco Use
238 Academic Integrity
247 Hazing
249 Bullying/Cyberbullying
833 Naloxone

The appropriate sections of this Student Handbook outline specific procedures regarding these topics. The full text of each policy is available on the District website (http://www.rivervalleysd.org) or in the school office.

NONDISCRIMINATION POLICY

The River Valley School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex and handicap in its activities, programs or employment practices in accordance with federal and state statutes and regulations. For information regarding civil rights, grievance procedures or services, activities, and person, contact your building Principal.

USDA NONDISCRIMINATION STATEMENT AND COMPLAINT PROCEDURE

The U.S Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or if all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

REQUIRED **NOTICES**

USDA NONDISCRIMINATION STATEMENT AND COMPLAINT PROCEDURE

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

HOMELESS CHILDREN AND YOUTH

Who is considered homeless? Under the McKinney-Vento Act, the term "homeless children and youths" means individuals who lack a fixed, regular, and adequate nighttime residence and includes children and youths: who are sharing the housing of others due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals; who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and who are migratory children who live in one of the above circumstances. ix. Contact Kathy Monko at monko.k@rvsdpa.org with any questions.

STUDENT RIGHTS AND RESPONSIBILITIES

All students' rights and responsibilities are governed by the Pennsylvania School Code (Title 22 – Education) and River Valley School Board Policy. Links to the PA Code and River Valley School Board Policies can be found by visiting our website: http://www.rivervalleysd.org.

CHAPTER 15 ANNUAL NOTICE TO PARENTS

In compliance with state and federal law, the River Valley School District will provide to each student with a disability without discrimination or cost to the student or family, those related aids, services or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a student with a disability, the child must be of school age with a physical or mental disability, which substantially limits or prohibits participation in or access to an aspect of the school program. These services and protections for "protected handicapped students" are distinct from those applicable to all eligible or exceptional students enrolled (or seeking enrollment) in special education programs. For further information on the evaluation procedures and provision of services to protected handicapped students, contact your building Principal.

REQUIRED **NOTICES**

WEAPONS POLICY

Section 1317.2 to the Public School Code provides that school districts must expel for a period of at least one year "any student who is determined to have brought a weapon onto any school property, any school sponsored activity or any conveyance providing transportation to a school or school sponsored activity". 24 P.S. §13-1317.2(a). The Act defines "weapon" to include, but not be limited to, "any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle and any other tool, instrument or implement capable of inflicting bodily injury."

LOCKERS

Lockers are the property of the school district and are on loan to students for use. Only school-issued locks are permitted on lockers. All Middle School Students will be issued a lock for the locker, High School Students will be provided a lock by request. Lockers and their contents, including school-issued materials, are the responsibilities of the students. Because lockers may be subject to search and because students will be held responsible for anything found in their lockers, lockers or lock combinations should not be shared. This rule is designed to protect students. Locks that are damaged or removed from the lockers will have to be replaced by the students to whom they are issued at a cost of $5.00.

USE OF AUDIO/VIDEO SURVEILLANCE EQUIPMENT

The safety and security of students and staff are of primary importance to the River Valley School District. The School District employs audio/video surveillance equipment for security purposes. Audio/video surveillance equipment will be in use in the school hallways, outside of school buildings, in certain school areas, the cafeteria and on the buses. This equipment may or may not be monitored at any time. These cameras have the ability to record both what is said and done. The audio/video cameras will be used to monitor student behavior and to maintain order and a safe environment. Students and parents are hereby notified that the content of the recordings may be used in student disciplinary proceedings. The contents of the recordings are confidential student records and will be safeguarded. Recordings will be retained only if necessary for use in a student disciplinary proceeding or other matter as determined necessary by the administration.

APPENDIX

Narcan/Naloxone Guidelines

The River Valley School District has adopted a policy regarding the procurement, maintenance, and administration of an opioid antagonist (Naloxone) for emergency use to assist a student, staff member, or other individuals believed or suspected to be experiencing an opioid overdose. Refer to district policy #833.

Use Of Nasal Narcan/Naloxone For Suspected or Known Opioid Drug Overdose

1. Narcan Nasal Spray will be available in the River Valley Middle/High School Nurse's Office. Narcan Nasal Spray is an opioid antagonist indicated for the emergency treatment of known or suspected opioid overdose, as presented by respiratory and/or central nervous system depression. Narcan Nasal Spray is intended for immediate administration as emergency therapy.
2. Symptoms of an opioid overdose include: slow breathing, small pinpoint pupils, confusion, being tired, nodding off, or passing out, dizziness, weakness, apathy, cold and clammy skin, nausea, vomiting, seizures.
3. Students and staff should report suspected overdoses to the School Nurse, School Resource Officer, and Principal.
4. The protection from criminal prosecution is provided by law for persons who report a suspected overdose using their real name and remain with the overdosing person until EMS or law enforcement arrive, as well as for the person whose overdose they report.
5. The protection from civil liability is provided by law for persons who report overdoses or administer Narcan in overdose emergencies.
6. Administration of Narcan shall not be required in circumstances of unavailability of Narcan, unavailability of a qualified Narcan administrator, and /or uncertainty as to whether an opioid overdose is occurring. The Naloxone policy shall not create a duty on the part of the River Valley School District and/or its personnel to administer Narcan.

APPENDIX

GIFTED SERVICES

ANNUAL PUBLIC NOTICE OF SPECIAL EDUCATION PROGRAM AND SERVICES FOR SCHOOL-AGE CHILDREN WITH EXCEPTIONALITIES

Screening and Eligibility Determination Procedures
The River Valley School District is committed to working in partnership with school staff, families, and the community to serve the needs of our high-achieving learners. We advocate for students with outstanding gifts or talents and align our services with the established Pennsylvania State Guidelines provided in Chapter 16. Highly trained, gifted instructional coaches support classroom teachers in the development of differentiated instructional activities and assignments. This adds intensity, rigor, relevant, and dynamic, authentic assessments to meet the continuous growth model for every student.

Parent Request for a Gifted Evaluation:
Parents/Guardian(s) may request a district evaluation to determine if their child is gifted and in need of specially designed instruction to meet his/her unique learning needs. The performance data will be reviewed at a multidisciplinary team meeting.

The Gifted Screening & Eligibility Determination Procedures can be found on the district website under the Gifted Services tab or by contacting your school counselor.

SPECIAL EDUCATION

ANNUAL PUBLIC NOTICE OF SPECIAL EDUCATION SERVICES AND PROGRAMS, SERVICES FOR GIFTED STUDENTS, AND SERVICES FOR PROTECTED STUDENTS WITH DISABILITIES

Notice to Parents

It is the responsibility of the Pennsylvania Department of Education to ensure that all children with disabilities residing in the Commonwealth (including children with disabilities attending private schools, regardless of the severity of their disabilities) and who are in need of special education or related services, are identified, located, and evaluated. This responsibility is required by a federal law called the Individuals with Disabilities Education Act, Amendments of 2004 (IDEA '04).

According to state and federal special education regulations, annual public notice to parents of children who reside within a school district is required regarding child find responsibilities. School districts and intermediate units are required to conduct child find activities for children who may be eligible for services via Section 504 of the Rehabilitation Act of 1973. For additional information related to Section 504/Chapter 15 services, the parent may refer to Section 504, Chapter 15, and the Basic Education Circular entitled Implementation of Chapter 15. Also, school districts are required to conduct child find activities for children who may be eligible for gifted services via 22 PA Code Chapter 16. If a student is both gifted and eligible for Special Education, the procedures in IDEA and Chapter 14 shall take precedence. All of this information can be found on the Pennsylvania Department of Education website: www.pde.state.pa.us.

This notice shall inform parents throughout the school district and intermediate unit of the child identification activities and of the procedures followed to ensure confidentiality of information pertaining to students with disabilities or eligible young children. In addition to this public notice, each school district and intermediate unit shall publish written information in the handbook and on the website. Children ages three through twenty-one can be eligible for special education programs and services. If parents believe that their child may be eligible for special education, the parent should contact their district of residence.

Children age three through the age of admission to first grade are also eligible if they have developmental delays and, as a result, need Special Education and related services. Developmental delay is defined as a child who is less than the age of beginners and at least three years of age and is considered to have a developmental delay when one of the following exists: (i) The child's score, on a developmental assessment device, on an assessment instrument which yields a score in months, indicates that the child is delayed by 25% of the child's chronological age in one or more developmental areas, or (ii) The child is delayed in one or more of the developmental areas, as documented by test performance of 1.5 standard deviations below the mean on standardized tests. Developmental areas include cognitive, communicative, physical, social/emotional and self-help. For additional information contact the intermediate unit.

Evaluation Process

Each school district and/or intermediate unit has a procedure in place by which parents can request an evaluation. For information about procedures applicable to your child, contact the school which your child attends. Parents of preschool age children, age three through five, may request an evaluation in writing by addressing a letter to the Early Intervention Program Supervisor, ARIN Intermediate Unit 28, 2895 W Pike, Indiana, PA 15701.

Consent

School entities cannot proceed with an evaluation or with the initial provision of special education and related services without the written consent of the parents. For additional information related to consent, please refer to the Procedural Safeguards Notice which can be found at the PaTTAN website at www.pattan.net. Once written parental consent is obtained, the school district or intermediate unit will proceed with the evaluation process. If the parent disagrees with the evaluation, the parent can request an independent educational evaluation at public expense.

Program Development

Once the evaluation process is completed, a team of qualified professionals and the parents determine whether the child is eligible. If the child is eligible, the individualized education program (IEP) team meets, develops the program, and determines the educational placement. Once the IEP team develops the program and determines the educational placement, school district staff or intermediate unit staff will issue a notice of recommended educational placement/prior written notice. Your written consent is required before initial services can be provided. The parent has the right to revoke consent after initial placement.

Confidentiality of Information

The school districts and to some extent the intermediate unit maintain records concerning children enrolled in the school, including students with disabilities. All records are maintained in the strictest confidentiality. Your consent, or consent of an eligible child who has reached the age of majority under State law, must be obtained before personally identifiable information is released, except as permitted under the Family Education Rights and Privacy Act (FERPA). The age of majority in Pennsylvania is 21. Each participating agency must protect the confidentiality of personally identifiable information at collection, storage, disclosure, and destruction states. One official at each participating agency must assume responsibility for ensuring the confidentiality of any personally identifiable information. Each participating agency must maintain, for public inspection, a current listing of the names and positions of those employees within the agency who have access to personally identifiable information.

APPENDIX

In accordance with 34 CFR § 300.624, please be advised of the following retention/destruction schedule for the Pennsylvania Alternate System of Assessment (PASA), Pennsylvania System of School Assessment (PSSA), and Keystone Exam related materials:

- PSSA, Keystone Exam, and PASA test booklets will be destroyed one year after student reports are delivered for the administration associated with the test booklets.
- PSSA and Keystone Exam answer booklets and PASA media recordings will be destroyed three years after completion of the assessment.

For additional information related to student records, the parent can refer to the FERPA at the following URL: http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

This notice is only a summary of the special education services, evaluation and screening activities, and rights and protections pertaining to children with disabilities, children thought to be disabled, and their parents. For more information or to request evaluation or screening of a public or private school child, contact the responsible entity listed below. For preschool age children, information, screenings and evaluations requested, may be obtained by contacting the intermediate unit.

2025-2026 STUDENT HANDBOOK ACKNOWLEDGEMENT

Student Name _____

Homeroom # and Teacher _____

The River Valley School District promotes cooperation and communication between home and school. When students know what is expected of them, they can be more successful. When parents know these same expectations, they can better guide their children and help them to be successful in the school environment. The students have been informed of the importance of the contents of this Student Handbook, as well as the Discipline and Attendance policies and the Computer Policy & Security Agreement.

As a student in the River Valley School District, I have been given the opportunity to examine and review the contents of this handbook. I also understand that I am assumed to be a user of district technology and am accountable to the district's computer policy and security agreement terms unless permission to access network computer services is denied by my parent/guardian. I agree to abide by all terms and conditions stated within this handbook. I also understand that any changes to the content of this handbook may be made by the administration with reasonable notice.

Student Signature _____ **Date** _____

As a parent/guardian in the River Valley School District, I have been given the opportunity to examine and review the contents of this handbook. I understand that my child is assumed to be a user of District technology and is subject to terms of the District's computer policy and security agreement unless I request, in writing, that he/she not have access to network computer services.

I understand that my child may be filmed or photographed in the classroom environment unless I request, in writing, that s/he may not be filmed/photographed for any reason. This can be done by completing a form that is located on the school website and is titled River Valley Photo Opt-out form.

Parent/Guardian Signature _____ **Date** _____

If you are unable to access the handbook electronically from the District website, you may contact the school office for a paper copy. All students will still be responsible for all information contained in the Student Handbook.

This signed Handbook Acknowledgment form is due back to your homeroom teacher by FRIDAY, SEPTEMBER 12, 2025

RIVER VALLEY SCHOOL DISTRICT

102 School Lane
Blairsville, PA 15717
T: 724-459-5500
F: 724-459-9209

STUDENT DEVICE GUIDELINES/RESPONSIBILITIES ACKNOWLEDGEMENT AND CONSENT FORM

The following signoff represents acknowledgement and an agreement to abide by guidelines in this documentation and Policy 815 that includes but is not limited to Device Guidelines, Responsibilities, Security, and Pricing for damaged/missing parts on a device.

General Guidelines

- Student devices are issued as a loaned educational device that is owned by the River Valley School District
- Students and Families are to assume all financial responsibility for damaged/lost hardware
- Signatures apply for the duration of attendance at the River Valley School District

Security

- Student password confidentiality must be maintained at all times
- Students are not permitted to change their login credentials or password at any time
- Any attempt to remove tracking information from the device will be flagged as an attempt to steal the districts device
    - If tracking information is deliberately torn off of the device, you will be invoiced for the entire device as it is now unusable and must be replaced

Responsibilities

- If the device is missing or has been stolen, it should be reported to the office immediately
- Students are responsible for bringing their charged device to school on a daily basis
- Defacing the device in any way will result in an invoice for the affected parts, entire device, or any other hardware that cannot be restored.
    - Defacing includes but is not limited to placing stickers on the device, drawing on the device with a writing utensil, peeling off identification tags including the Serial Number and Asset Management Tag, and the removal of trim/rubber bezels on the device
- It is the students responsibility to use the device for educational purposes only
- Any attempt to bypass content filtering mechanisms will result in disciplinary action

Device damage assessment is determined at the discretion of the technology staff at the River Valley School District

(keep this portion)

RIVER VALLEY SCHOOL DISTRICT
102 School Lane
Blairsville, PA 15717
T: 724-459-5500
F: 724-459-9209

STUDENT DEVICE GUIDELINES/RESPONSIBILITIES ACKNOWLEDGEMENT AND CONSENT FORM

The following signoff represents acknowledgement of an agreement to accept the terms of the RVSD Responsible Use Policy and Student Device Guidelines listed on the Student Device Guidelines and Responsibilities form.

Student

I, _____, have read and understand that using any school technology is a privilege I must earn. If I do not keep my part of this agreement, I understand that privileges may be removed for a time and that I may face additional consequences. My parent/guardian has also reviewed it with me. In addition, I have been given the opportunity to obtain information from the School District and my parent(s) about anything I do not understand, and I have received the information I requested. If I have further questions, I will ask a teacher or administrator. Additionally, I understand that if I violate the policy, I am subject to the School District's discipline and could be subject to District, local, state and Federal legal recourse.

_____ _____
Student Signature Date

Parent

I, _____, as the parent/guardian of a student in the River Valley School District, have read and understand the Acceptable Use of Internet, Computers and Network Resources Policy #815. In addition, I reviewed this policy with my child and answered questions he or she asked. If either my child or I have further questions, I will contact the school. I agree to have my child abide by the requirements of the policy. Additionally, I understand that if my child is found in violation of the policy, my student and/or I may be subject to the School District's discipline and could be subject to District, local, state and Federal legal recourse.

_____ _____
Parent Signature Date

If you do not have access to this Policy information online, please contact the school main office to request a hard copy of all information. Also, if you wish to change your acceptance marked above at any time, a new form must be requested and completed by the parent/guardian.

Building: _____
Date of Enrollment (if new):_____
Graduation Year: _____

For Office Use Only Grade: _____
Student ID Number: _____
Homeroom:_____

(return this portion)

RIVER VALLEY SCHOOL DISTRICT
102 School Lane
Blairsville, PA 15717
T: 724-459-5500
F: 724-459-9209

OPTIONAL DEVICE INSURANCE PROGRAM

The River Valley School District utilizes Chromebook devices as part of our Technology Plan. This gives every person an opportunity to thrive in this ever-changing 21st-century learning environment. Our commitment to offering affordable and accessible technology to everyone will be demonstrated through our Optional Device Insurance Program.

This Insurance Program applies to all students and faculty in the district who have agreed to abide by the River Valley School District's 815 Acceptable Use Policy, the student device guidelines, and have been issued a Chromebook device.

Optional Device Insurance Program Guidelines
Device insurance is available for purchase through the River Valley School District.
If device insurance has been purchased through the River Valley School District, the person in which the insurance has been purchased for is entitled to a **ONE-TIME REPAIR UP TO SCREEN REPLACEMENT. INSURANCE CANNOT BE USED TO REPLACE A DESTROYED DEVICE.**

The policy applies to the student/faculty member and their issued device. Insurance can not be used on another individual's device. Insurance **MAY NOT** be purchased after the enrollment dates.

Once a device has been repaired under a device insurance policy, the policy is exhausted for the school year. You will not be able to purchase device insurance until the next school year. The prices on the Student Device Guidelines/Employee Policy 815 Consent Form documentation will apply after the policy has been exhausted.

Optional Insurance Form:
This table outlines the replacement costs for any hardware that's used throughout the district. By signing below, you agree to the costs of replacement hardware.

*** Prices differ on this form by model ***

Model Type:	Device:	Keyboard:	Screen:	Top Case:	Charger:
S330, 100e Gen 1&2	$199.00	$40.00	$75.00	$40.00	$25.00
300e Gen 1&2	$265.00	$50.00	$100.00	$40.00	$25.00
300e Gen 3&4	$350.00	$60.00	$125.00	$50.00	$25.00

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102 School Lane
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OPTIONAL DEVICE INSURANCE PROGRAM

Chromebook Insurance

Open enrollment for device insurance will last from **July 28, 2025 - September 12, 2025.**

The optional device insurance program can be purchased with a check or cash at the main office or by scanning the QR code below for online payments.

Here are the current costs of the River Valley School District's device insurance:

One Person- $60
Two People - $80
Three or More People - $120

Please make checks payable to:

River Valley School District
Attn: Joy Watt
102 School Lane
Blairsville, PA 15717

Scan for Online Payment

☐ **I am choosing the insurance and have enclosed a check made out to the River Valley School District or have paid using the online payment portal.**

☐ **I do not wish to purchase insurance and understand that I am financially obligated for any and all repairs to my student(s) device.**

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Parent Signature: _____

*** PLEASE RETURN THIS PORTION ***