SENECA VALLEY

RGMS

RYAN GLOYER MIDDLE SCHOOL

STUDENT HANDBOOK

Ryan Gloyer Middle School
122 Seneca School Road
Harmony, PA 16037
724-452-6043
WWW. SVSD. NET/GLOYER

SCHOOL YEAR 2026-2027

TABLE OF CONTENTS

Principal's Welcome 4
Annual Events 5-6
2026- 2027 Student Calendar 7
Upper Floor Map 8
Bottom Floor Map 9
Ryan Gloyer Middle School and District Information
Amendments 10
Emergency Information/School Closings/Delays/ and Early Dismissals (School Messenger) 10
Visitor Procedure 11
Student Services
School Counseling Program 12
Seneca Valley Academy of Choice 12
Therapy Dogs 12
Student Assistance Program 12
Student Information
Announcements 13
Attendance 13-14
Cafeteria 14-15
Care of School Materials 15
Closed Campus 15
Educational Trip Forms 15
Field Trips 16
Fire Drills and Emergency Preparedness. 16
Fundraisers 16
Grading 16
Grading Advancing Procedure 17
Library 17
Lockers 17
Lost and Found 17
Media Release 17
Monitoring Devices 17
Obligations 18
One-to-One Initiative 18
Sale or Transactions 18
SmartPass Hall Pass System 18
Staying After School 18
Student Identification Cards 18
Transportation 19-20
Withdrawal and Transfer 20
Discipline
Student Discipline 21
Academic Integrity 21
Class Cuts/Truancy 21
Classroom Disruptions 21
Detention 21
Discipline Notification 21
Discipline Records 21
Late Arrivals to School/Class 21
Leaving Building without Permission 22
Saturday School 22
Suspension In-School 22

Policies
Anti-Bullying....23
Cafeteria....23
Child Abuse....23
Dangerous Items/Weapons....23
Discrimination/Title IX Sexual Harassment....23-24
Dress Code....24-25
Homelessness, Foster Care, & Other Educational Instability....26
Responsible Use of Personal Technology....27-28
Lockers and Personal Property....28
Smoking and Tobacco Use....29
Substance Use/ Abuse....29
Health Services
Comprehensive Allergy Management Plan....30
Health Office....30
Health Examinations....30
Prescription Medicines and Over-The-Counter Medications....31
School Sports/Activities/Clubs
Activity Bus Schedule....32
Clubs and Intramurals....32
Drug Testing Program/ Random Drug Testing....32
Hazing....32
Interscholastic Sports....32
Guidelines for Student Activities....33
Extra-Curricular Activities/ Attendance/ Student Behavior....33
Special Event Guidelines....34
Computer Use/Technology
SV Portal....35
Electronic Grade Book....35
Computer and Network Use/Acceptable Use....35

Principal’s Welcome

Dear Ryan Gloyer Middle School Students and Families,

Welcome to the 2026–2027 school year at Ryan Gloyer Middle School! Whether you are returning to RGMS or joining us for the very first time, we are excited to welcome you to our school community.

The middle school years are an exciting and important time in a young person's life. Early adolescence is marked by tremendous growth and change: academically, socially, emotionally, and physically. As students develop greater independence and begin to discover who they are, their needs continue to evolve. At Ryan Gloyer Middle School, we recognize these changing needs and are committed to providing a learning environment that supports the whole child. Our dedicated staff strives to challenge students academically while also nurturing their social and emotional well-being in a safe, healthy, and supportive environment.

We are especially excited to partner with you in your child's educational journey. We firmly believe strong relationships among students, families, and school staff are essential to student success. By working together, we can ensure every student is supported, encouraged, and empowered to reach their fullest potential.

At Ryan Gloyer Middle School, we are proud to honor our school's namesake, Sergeant First Class Ryan Gloyer. Throughout the school year, students will have opportunities to learn about Sgt. Gloyer's life, service, and extraordinary character. His commitment to others, courage, leadership, selflessness, and perseverance serve as an inspiration to us all. Our goal is not only to teach students about Sgt. Gloyer's legacy, but also to help develop these same admirable qualities within each of our students.

Our school community is grounded in three core values: Responsibility, Resilience, and Respect. We believe that by intentionally teaching and modeling these values, we prepare students not only for success in school, but also for success in life. We also recognize that Ryan Gloyer Middle School represents a unique milestone within the Seneca Valley School District. For the first time, all our students come together in one school community. We understand that joining a school of this size can feel overwhelming, which is why we intentionally work to make a "big" school feel "small." Through our team structure, students are connected with a smaller community of peers and caring adults who know them well and support their growth throughout the year.

Our teachers and staff are passionate about creating meaningful learning experiences while ensuring every child feels known, valued, and connected. We encourage all students and families to become active members of the RGMS community by participating in school events, activities, and opportunities throughout the year.

Thank you for entrusting us with your child each day. We look forward to working alongside you and warmly welcome you to the Ryan Gloyer Middle School family.

Sincerely,

Trisha Butschle
Principal
Ryan Gloyer Middle School

Annual Events at RGMS

RGMS School Counselor Visits

- Prior to student scheduling, the counselors from RGMS visit both Haine and Ehrman Crest Middle Schools to talk to 6th grade students about what it is like to be a 7th grader and all the academic and extra-curricular opportunities that can be found at RGMS.

RGMS Meet the Teacher/Open Visitation

- All 7th & 8th grade students and their families are encouraged to attend the RGMS Meet the Teacher/Open Visitation held in August prior to the start of the school year. During this event, students will receive locker assignments, access their class schedules, and can locate classrooms and become familiar with the building.

- We encourage all families to attend as a way to ease the transition into the new school year and begin building strong home-school connections.

Ryan Gloyer Assembly

- Our annual visit from Mr. Dick Gloyer (father of Ryan Gloyer) along with classmates and others who knew Ryan is designed to teach students about "Who" Ryan Gloyer was, the legacy he left behind, and "Why" the building was named for him.

RGMS Student Council Activity Fair

- Typically held during the first few weeks of the school year, the RGMS Student Council Activity Fair provides students with an opportunity to learn about the many clubs, activities, and extracurricular opportunities available at Ryan Gloyer Middle School.

- At RGMS, we believe that involvement beyond the classroom is an important component of the middle school experience. Participation in clubs and activities helps students build relationships, explore interests, develop leadership skills, and strengthen their connection to the school community. We encourage all students to become actively involved and find opportunities that align with their interests and passions.

Annual Events at RGMS (continued)

RGMS Pajama Rama

- Typically held in September, this event provides seventh-grade female students with an opportunity to connect with peers and build relationships in a welcoming and supportive environment. Led by school counselors and staff, the evening includes games, crafts, and team-building activities designed to foster a sense of belonging and ease the transition to middle school.

RGMS Main Event

- Typically held during the first few weeks of October, Main Event provides seventh-grade male students with an opportunity to connect with peers and build positive relationships in a welcoming and supportive environment. Facilitated by school counselors and staff, the evening features games, team-building activities, and opportunities for students to strengthen their sense of belonging as they transition to middle school.

RGMS Fright Night Event

- Student Council coordinates a night of music, costumes, and games for all RGMS students.

RGMS Community Grown

- Community Grown is Ryan Gloyer Middle School's building-wide service-learning initiative. Teams partner with one of the nine municipalities within the Seneca Valley School District to identify a community need, develop and implement a plan to address that need, and engage in meaningful service.

RGMS 8th Grade Party

- RGMS celebrates our 8th graders at the end of the school year by hosting a send-off to high school celebration during the school day.

RGMS Finale Fun Day

- Held during the final week of the school year, teams organize a variety of engaging and celebratory activities for students to recognize and reflect on a successful school year.

Seneca Valley SD 2026-27 Student/Teacher Calendar

APPROVED FEBRUARY 2026

August 2026

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	IS	15
16	IS	IS	IS	FD	21	22
23	24	25	26	27	28	29
30	31					

Aug. 20 - First Student Day
12 Staff Days; 8 Student Days

September 2026

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

21 Staff Days; 20 Student Days
Sept. 21 - In-Service Day

October 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	A80	24
25	26	27	28	29	30	31

22 Staff Days; 21 Student Days (22 w/ A80)

November 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	IS	12	13	14
15	16	17	18	19	20	21
22	23	24	H	H	H	28
29	H					

17 Staff Days; 16 Student Days
Nov. 11 - In-Service Day

December 2026

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

16 Days

January 2027

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

20 Staff Days; 18 Student Days
Jan. 15 - In-Service Day
Jan. 18 - In-Service Day

February 2027

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

19 Staff Days; 18 Student Days
Feb. 15 - In-Service Day

March 2027

S	M	T	W	T	F	S
	1	2	3	4	SM	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	H	H	H	27
28	H	A80	31			

18 Staff Days; 17 Student Days (18 w/ A80)

April 2027

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

21 Days

May 2027

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

20 Staff Days; 19 Student Days
May 14 - In-Service Day

June 2027

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

5 Staff Days; 4 Student Days
June 3 - Last Day for Seniors (Grad. Day)
June 4 - Last Day for K-11 Students
June 7 - In-Service Day

191 Work Days for Teachers

In the event of an inclement weather closure, SV may call for either a traditional "Snow Day," or a Remote Learning Day. If it is a traditional "Snow Day," the following are three makeup days that will be utilized.

Feb. 12, 2027
March 5, 2027
April 16, 2027

District Local Holidays:

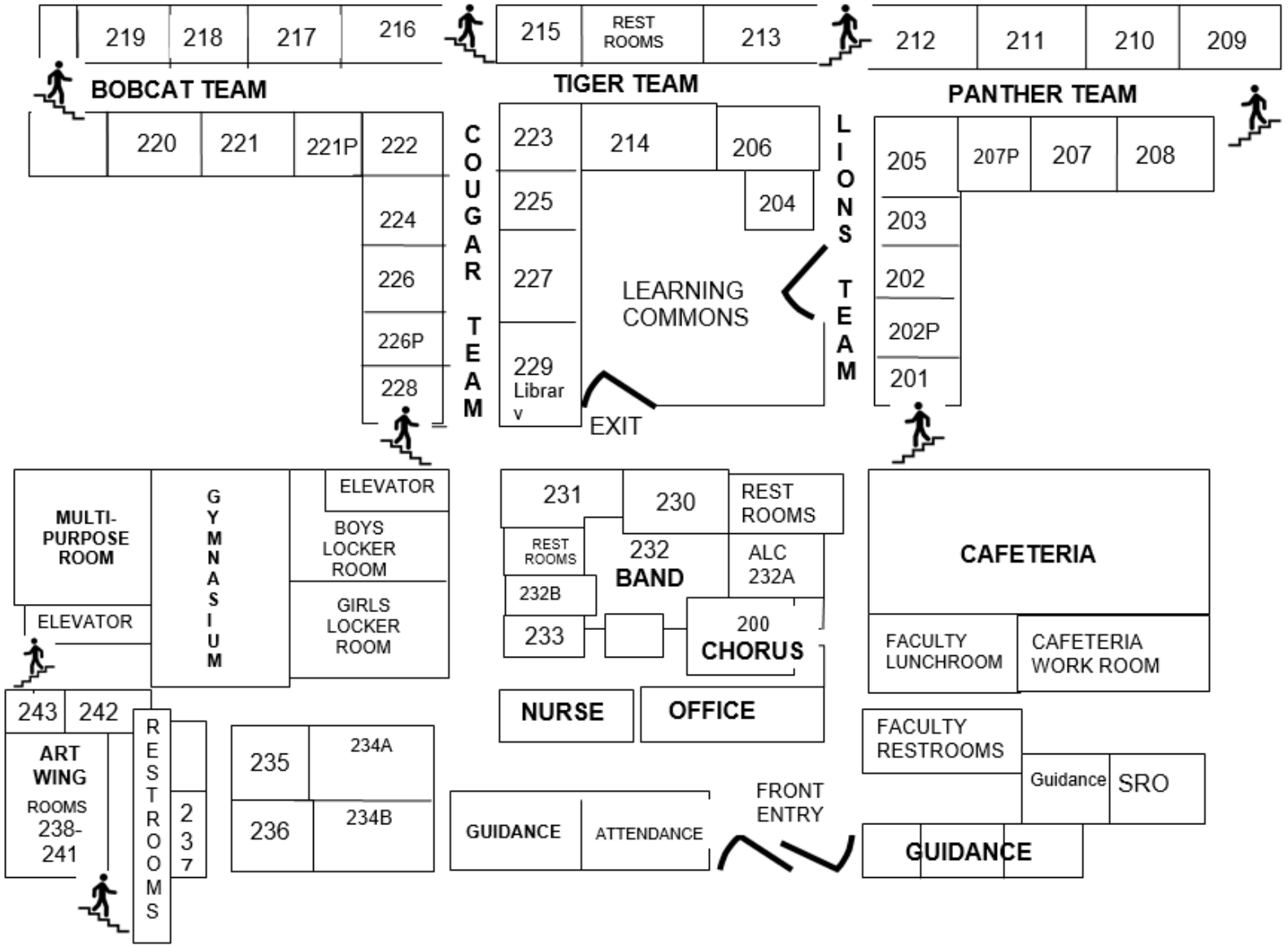
Nov. 25, 2026
Nov. 30, 2026
Dec. 24, 2026
Dec. 31, 2026
March 26, 2027

KEY

A80 - Act 80-Prof. Develop. Day (No school for students)
H - Holiday (No school)
IS - In-Service Day (No school for students)
FD, LD & LD-S - First Student Day, Last Student Day & Last Day/Graduation Day for Seniors
SM - Snow Makeup Day (this day becomes a holiday if no snow make-up days are needed)
Remote Learning - Flexible Instructional Day/Students engage in remote learning from home

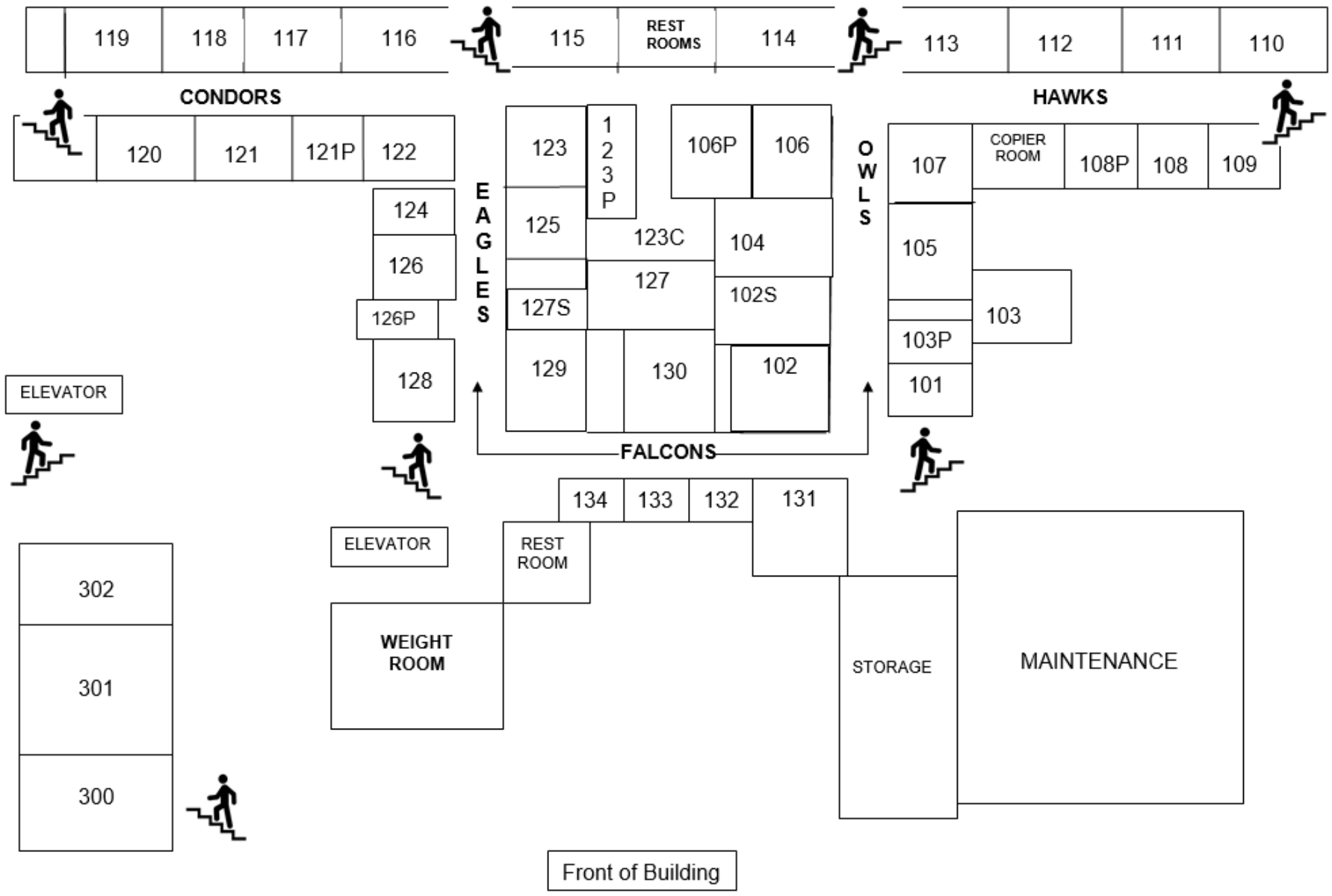
Please note all dates are subject to change

RYAN GLOYER MIDDLE SCHOOL – UPPER FLOOR



Front of Building

RYAN GLOYER MIDDLE SCHOOL – BOTTOM FLOOR



Ryan Gloyer Middle School and District Information

AMENDMENTS TO THE HANDBOOK

The information contained in this handbook is subject to revision throughout the school year. Although every effort has been made to ensure the accuracy of the information at the time of publication, corrections, additions, or changes may become necessary. Students are expected to adhere to the most current version of the handbook and all school rules, policies, and procedures contained therein. Students and families will be notified of any substantive amendments, and the most current version of the handbook will be maintained and available on the Ryan Gloyer Middle School website.

EMERGENCY INFORMATION- SCHOOL CLOSING/ DELAYS/ EARLY DISMISSALS/ SCHOOL MESSENGER

When Seneca Valley has a closing or delay, the SVSD App will be updated and then the district will utilize School Messenger, the district's school community notification system, which is programmed to call the primary phone number as listed for each child. In the case of an emergency or if the district goes from a two- hour delay to a closure, an updated emergency message will be sent to all provided numbers for each student, including the primary number and up to two additional numbers provided per child, so that the information reaches all school community members affected by the emergency or change in status. School Messenger information is collected and updated at the beginning of every school year, and parents can go the SV Portal throughout the year to provide updates, as necessary.

Please note the following regarding a two-hour delay:

*NO Vo-Tech classes
*Afternoon and evening activities will be determined on a case-by- case basis

Please note the following regarding early dismissals/cancellations:

*NO after school activities
*NO home or away evening activities
*NO groups are permitted to assemble at any school facility
*NO transportation of any kind will be provided after the regular school bus runs
*NO facilities will be used by rental groups

**When an early dismissal is called, all students are expected to board their regular buses to return home.*

WEATHER and EMERGENCIES

The following is a complete list of the channels you can watch and the stations you can listen to for up-to-date information on delay/closure/early dismissal/emergencies:

TV and RADIO STATIONS

KDKA - TV 2 and KDKA 1020 AM
WTAE - TV 4
WPXI - TV 11
SVTV Channel 50
SVTV (Digital Channel 208, TV Channel 407 for Consolidated Communications customers)

RECORDED and ONLINE MESSAGES
Seneca Valley Central Office:
(724) 452-6040
www.svsd.net

The Seneca Valley School District will make every effort to close or delay school by 5:30 a.m. of the affected day. Delays that turn into closures will be made by 7:30 a.m. of the affected day. Please know that early dismissals will be avoided whenever possible, but, if necessary, will be made by 11 a.m. of the affected day.

Ryan Gloyer Middle School and District Information (continued)

VISITOR PROCEDURE

Access to district buildings is restricted to visitors during the school day. Anyone wishing to enter the building is required to use the captured entrance. Please note that video cameras record the entrance to the building and movement throughout the building. Metal Detectors are also a part of the screening process for any visitors entering the building.

All visitors are required to sign in and to identify the person/ location they are visiting. Visitors need to provide their driver's license or passport, which will be scanned into the RAPTOR system. Visitors will be provided with a visitor badge that must be worn and visible while in the building. When leaving the building, visitors are asked to return the visitor badge. Thank you for following these procedures for the safety of our students and staff.

STUDENT SERVICES

SCHOOL COUNSELING PROGRAM

Our counseling program in Ryan Gloyer Middle School is concerned with all phases of a student's development. Counselors assist students with personal and social issues that arise during the school day. Additionally, counselors are available to help students with scheduling, academic issues, and future educational and career planning. Emphasis is placed on each student's personal and academic growth to prepare students as they transition to high school and into adult life. Utilizing individual data identifying ability, aptitude, and skill, the school counseling staff employs the online career program to support students as they investigate options beyond high school. School links will be made available to access these programs.

Counselors are an integral part of the Core team of teachers. They regularly attend team meetings and act as a liaison for parents, teachers, and students.

Any parent or guardian who has a question or concern about his or her child's progress in school is encouraged to contact the school counselors at 724- 452-6040, ext. 3075.

SENECA VALLEY ACADEMY OF CHOICE

The Academy of Choice provides students with a world-class virtual and performing arts education with opportunities to participate in a wide range of district activities and individualized instruction and support by certified and highly qualified members of the Seneca Valley School District professional teaching staff. Benefits include flexibility of scheduling, travel experiences, and exploration of career options. Please visit the Seneca Valley School District website for more information.

THERAPY DOGS

There are numerous educational benefits for trained therapy dogs to support education. A human handler always accompanies therapy dogs. Periodically, therapy dogs will visit school buildings to support learning. If you have any concerns about therapy dogs relating to your child(ren), please contact the school office.

STUDENT ASSISTANCE PROGRAM

(as per policy #236)

Student Assistance is the Commonwealth's vehicle to identify barriers to a student's learning and to provide programs to address these barriers thereby enhancing a student's academic and personal development. Barriers to a student's learning can be complex and may include things such as a recent move or relocation, sudden grief and loss, attendance issues, use of substances, being the victim of violence or harassment, poor coping skills, depression and anxiety, poor organization/ study skills, sudden changes in academic achievement, and strained relationships.

The goal of is two-fold. First – the student assistance program provides intervention and referral services via existing school programs, the school mental health liaison, and/or outside community resources. Existing school programs may include school-based support groups, individual counseling, and mentoring. Second --it has a prevention component which promotes healthy lifestyles through student education, leadership programs, and alternative activities. The student assistance program also provides support services and education to school personnel and parents regarding those issues which affect a student's personal growth and ability to learn.

The Core Team consists of a coordinator, teachers, counselors, a school nurse, administrators, and liaisons from the community. The Core Team is specially trained and certified by state student assistance providers to work with students.

The student assistance program provides ongoing information and resources to students, parents, school personnel and the community. Additional information can be found on the middle school webpage under "Services."

STUDENT INFORMATION

ANNOUNCEMENTS

All posters and announcements must be approved by the building principal or an administrator. Posters or signs that are not approved may not be displayed and will be removed. This procedure also applies to any sign or flyer posted outside the school by a student group or organization. It is the responsibility of the sponsor of the student activity to remove all signs or flyers the day after the advertised event or function.

ATTENDANCE

(as per policy #204)

Each student's attendance record at school is very important. To achieve one's best in the classroom and to develop a responsible approach to work habits which carry over to adult life, regular school attendance is necessary. Moreover, the state of Pennsylvania has attendance laws that we are obligated to enforce.

The Pennsylvania Compulsory Attendance Law states that a child between the ages of 8 and 17 must attend school daily. **Absences that are considered excused are for illness/ injury, doctor's appointments, family emergency, funerals, authorized religious holidays, absence approved in advance by the principal, impassable roads as determined by the Director of Transportation, inclement weather, and suspensions.** Ryan Gloyer Middle School is obligated to enforce Pennsylvania compulsory attendance laws regarding students classified as "truant' and "habitually truant."

Students are more successful academically when they are present for instruction. We appreciate your support in promoting your child's daily attendance.

STUDENT ABSENCE:

For an absence to be considered excused by law, the parent/ guardian must supply a note (handwritten note or enter an electronic note in the SV Parent Portal under attendance) including the date, the student's name, date of absence, the reason for the absence, and must contain the signature of the parent/ guardian. Additionally, students should make plans with their teachers to make up all work missed during the absence. This is the student's responsibility.

The fact that a parent/guardian provides a written excuse for the student's absence does not make the absence excused. The absence must be for legal reasons according to law. ***Under no circumstances should a student write his/her own excuse, even if signed by a parent/ guardian. Such absences are recorded as unexcused.***

When a student is absent, parents/ guardians are notified during the school day.

Illness/injury (be specific) may be verified by a medical doctor's excuse or parental note indicating the nature of the illness or injury. A written excuse from a parent will be accepted to excuse up to five (5) consecutive days and/or twenty (20) days during the school year. After this time, the district will send notification to require parents/guardians to verify any future illness/injury with a specific written excuse from a medical doctor. Note: After ten (10) parent/guardian notes have been presented to verify chronic illness/injury, the parent/ guardian may be required to verify each future illness/ injury with a specific excuse from a medical doctor. An excuse may be provided by the student's doctor that states he/she may miss school due to a specific illness and parent must refer to that specified illness when writing an excuse for each subsequent absence. These absences will then be excused. A new excuse/letter from a doctor must be provided every ninety (90) days.

STUDENT INFORMATION (continued)

EARLY DISMISSAL:

Early dismissal from school requires a written or electronic request in the SV Parent Portal from the parent/ guardian. Please try to submit the request before 10:00 AM. If approved, his/her name will appear on the Daily Attendance Bulletin. When the person retrieving the student arrives, the student will be called out of class at that time. If someone other than a parent/guardian is picking up a student, parents must inform the office prior to the dismissal. Acceptable reasons for early dismissal are medical appointments and family emergencies. **Parent/ Guardian or the authorized person picking up a student must provide photo identification (driver's license/passport) to sign out a student for an early dismissal.**

STUDENT TARDINESS*:*

Each tardy to school is documented. Students arriving to school after the official start time must enter through the captured entrance and will receive a late pass. Late arrivals to class/school are registered as unexcused unless the student presents a valid written excuse when they arrive in the attendance office.

A student is late for class if they are not present when the bell rings. Staff members will keep student tardy records. An administrator will meet with students who continue to be late to school &/or class. Repeated tardiness either to school &/or class will result in disciplinary action. Please refer to the disciplinary guidelines.

CAFETERIA

A child with any food-related allergy requiring food other than what the cafeteria normally provides must fill out the special dietary form and return it to the Health Office.

Breakfast: Breakfast is available in the cafeteria or students may purchase a hot or cold Grab-N-Go starting at 7:30am. On days with a two-hour delay, breakfast is available.

Lunch: The current lunch menu is always available on our homepage by clicking on the Menus link in the upper right-hand corner of the district homepage. Please note – the daily menu may change without notice.

Students can access their account balance after every transaction. Funds may be added to student accounts at any time by registering at myschoolbucks.com orbysending cash or a check in a deposit envelope to the student's school. Envelopes will be available in the office and checks should be made payable to SVSD RGMS Cafeteria Account.

To ensure that all students conduct themselves in respectful fashion, these cafeteria rules and procedures will be enforced.

- Report directly to the cafeteria.
- Arrive on time and in an orderly fashion.
- Line up single file.
- Do not cut into the lunch line.
- Sit one person to a seat.
- Remain in your chosen seat. Do not loiter or move around the cafeteria.
- Request permission to use the hall pass.
- Do not bring open bottles/ cans into the cafeteria. Do not leave with open bottles/ cans.
- Do not solicit funds or sell fundraising items (candy etc.) during lunch.
- Clean up your area.
- Remain seated until dismissed.
- **Celebratory food items/ large quantities of food for sharing are not permitted to be brought in by students or dropped off by parents. No Door Dash/UBER-EATS or other app orders will be accepted**.
- Do not bother other students for lunch money or lunch items.

Students who fail to follow these rules face consequences including cafeteria clean-up duty, lunch detention, after-school detention, or suspension, depending on the severity of the offense.

Theft of cafeteria items will not be tolerated. Violators are subject to disciplinary action and/or criminal penalties if applicable.

STUDENT INFORMATION (continued)

MYSCHOOLBUCKS.COM

The Seneca Valley School District is pleased to provide a cafeteria payment service over the internet. Seneca Valley now accepts payments for school meals through the mySchoolBucks.com online payment service. There is no fee to use the mySchoolBucks service to setup an account and view your child's meal purchases, balances and to set up automated email notices when your child's meal account falls below a dollar amount you specify. There is a fee for using mySchoolBucks service to make an online payment; they accept Visa and MasterCard. Please visit www.mySchoolBucks.com for more information.

COMPASS

For students with financial need, free and reduced lunch applications may be submitted online to the PA website at www.compass.state.pa.us, printed from the Seneca Valley website or picked up in the school office. A new application must be completed each school year to qualify for benefits.

POS

The cafeteria uses a point-of-sale system. Students must use their ID number when purchasing food items in the cafeteria. The system tracks items purchased and allows students or parents to apply money to their cafeteria accounts. Cash or checks can be applied to student accounts. Students are permitted to pay cash daily for their purchases, but they MUST scan their ID badge.

CARE OF SCHOOL MATERIALS

Each student is entrusted with various supplies to support academic study. These supplies may include textbooks, paperbacks, supplemental reading materials, lab manuals etc. Because these materials represent a major investment for the school district, lost, stolen or damaged books should be reported immediately. If books or supplemental materials are damaged, lost or not returned, students will be charged a replacement fee or rebinding fee.

CLOSED CAMPUS

To ensure the safety of our students and staff, Ryan Gloyer Middle School maintains a closed campus. All building exterior entrance doors, including the main lobby doors, are locked from the outside during school hours. Students must remain in areas assigned to them according to their schedules. No student is permitted to be in the building unsupervised or unauthorized. Visitors to the building must report to the main office. Violation of this policy is a serious offense that may require the assistance of local law enforcement.

To ensure the safety of our students and staff, report any unsafe conditions or accidents in the school building, on school grounds, or at a school event to the main office or person in charge of the event.

EDUCATIONAL TRIP FORMS

The Seneca Valley School District recognizes that students may have the opportunity to participate in pre- planned trips and educational experiences during the regular school year. A Seneca Valley Educational Trip Request Form must be received prior to the actual trip. These forms are available in the school office or on the SVSD website. The determination of each request is based on prior attendance records, current grades, previous requests, frequency of such requests, and the educational value of the experience

It is the student's responsibility to obtain all classroom assignments before he/she departs. It is further understood that all assignments are due on the day the student returns from the trip unless a teacher indicates otherwise.

STUDENT INFORMATION (continued)

FIELD TRIPS

A student with excessive absences may not be permitted to attend school-sponsored field trips or activities if the activities require additional absences from regularly scheduled classes. A specific dress code may be required for participation in certain field trips. The school dress code always applies.

Any field trip participant who is suspended or assigned to the ALC the day of a field trip is not permitted to attend the trip. Refunds are typically not given.

FIRE DRILLS and EMERGENCY PREPAREDNESS

The safety of our students is always a high priority for all of us here at the Ryan Gloyer Middle School. One of the best ways that we can ensure a safe school environment is to practice our emergency procedures. As required by state law, our school must conduct fire, severe weather, and lockdown drills throughout the school year.

Fire exits have been posted throughout the building. When the fire alarm is sounded, students should follow the signs. Once outside the building, keep moving to an area designated by your teacher so that attendance may be taken. Follow any additional directions. Return to your classroom when directed by a teacher or principal.

FUNDRAISERS

All school-related fundraisers must be approved by the administration using the designated form found in the school office. Only approved fundraising can take place at Ryan Gloyer Middle School. Any sale not associated with a school-sponsored group is prohibited in school, on school grounds, or on school buses.

GRADING

Report cards are issued every nine weeks.
GRADING SCALE:
90% - 100% = A
80% - 89% = B
70% - 79% = C
60% - 69% = D
59% and below = F
A student's final grade will be an average of nine-week percentages.

HONOR ROLL
Grade point average is determined according to a formula that calculates a letter grade value with the frequency of class meetings.

The following guidelines are in effect:
Highest Honors 4.0
High Honor Roll 3.75-3.99
Honor Roll 3.20-3.74

No individual who has "D", "F", or an "I" at the end of the grading period will be eligible for the honor roll.

STUDENT INFORMATION (continued)

GRADE ADVANCING PROCEDURES

To graduate from Seneca Valley School District, you must earn 24 credits in specific areas outlined in Policy #217: Graduation Requirements.

1. To become a sophomore, you must obtain 4 credits
2. To become a junior, you must obtain 10 credits
3. To become a senior, you must obtain 16 credits

Students who have obtained less than the recommended amount should be guided to the Seneca Valley credit recovery process to obtain the recommended amount and advance to the next grade level throughout the summer.

LIBRARY

The Seneca Valley library program provides both digital and print materials to meet the needs of our students. RGMS has comprehensive, up-to-date library facilities and technology resources for instruction and practice. These resources help to create information-literate students who use data ethically and effectively to support learning. By promoting literacy, we encourage students to value reading as a lifelong skill.

The library is open daily from 7:30am to 2:55pm. Students may visit the library at any time with a pass from a classroom teacher. A current student photo ID is required for students to check out library books and to use computers. It is our goal in the library to meet the 21st century information and curriculum needs of our students and faculty.

LOCKERS

Each student is assigned a locker to store personal and school-related items. Use your assigned locker only. Do not set the combination for easy access or tell other students your combination. The school does not assume responsibility for articles taken from any lockers. You are responsible for items found in the locker assigned to you. Each student is responsible for keeping his or her locker clean. Any material (picture, flag, symbol etc.) that violates district policy or school rules cannot be displayed inside or outside the locker. Be aware that lockers are the property of the district and subject to search for reasonable suspicion. Students are encouraged to use locks on their gym lockers during physical education classes or practice sessions. All locks must be removed at the end of the semester or athletic season. Any locks left on the lockers will be removed.

Individual & gym lockers are the property of the Seneca Valley School District and are subject to the same regulations outlined under Policies/Lockers on page 28 of this handbook. School officials may conduct searches of gym lockers if there is reasonable suspicion.

LOST AND FOUND

Any person finding a lost or misplaced item should take the item to the main office. A lost article may be reclaimed after proper identification of the article has been established. Unclaimed items will be discarded after a reasonable length of time. Lost or misplaced books will be returned to the appropriate teacher. Lost or misplaced computers &/or chargers will be returned to the school help desk.

MEDIA RELEASE

As part of an ongoing process to generate good news about our schools, the Seneca Valley School District often invites the media inside classrooms to learn about our outstanding academic programs and events. If you do not want to appear in a photograph or to be interviewed for a story, please have your parents/guardians provide written notification to the principal.

MONITORING DEVICES

A variety of monitoring devices (including cameras and metal detectors) may be used during the school year to ensure the safety and well-being of all students and staff of Ryan Gloyer Middle School.

STUDENT INFORMATION (continued)

OBLIGATIONS

Students are responsible for the satisfactory settlement of costs for lost or damaged books and other school property, unpaid fees, school equipment not returned etc. Satisfy any obligations by the end of the school year. Debt records move with students to the next grade level and/ or building.

ONE-TO-ONE INITIATIVE

Students will receive their school-issued personal device with charger at the start of the school year. Students are expected to bring a fully charged device to school daily to be used for educational purposes. Students are responsible for the care and security of their device. Report a lost or stolen device to the main office. Additional information regarding this initiative is located under the Academics link at www.svsd.net.

SALE OR TRANSACTIONS

The selling or purchasing of items in school between students is not permitted without permission from the principal. Examples include clothing, electronic devices, jewelry etc.

SMARTPASS ELECTRONIC HALL PASS SYSTEM

To promote a safe, secure, and accountable learning environment, our secondary campus utilizes an electronic hall pass system, SmartPass. Students are required to obtain and activate a SmartPass whenever they leave the classroom during instructional time, including trips to the restroom, nurse, counselor, office, or any other approved destination.

Students must receive teacher approval and sign out through SmartPass before leaving class and are expected to sign back in upon their return. The use of SmartPass allows staff to monitor student movement throughout the building and helps ensure the safety and security of all students and staff.

Failure to follow SmartPass procedures may result in disciplinary action.

STAYING AFTER SCHOOL

There are occasions why students may stay after school – a club or group activity, a rehearsal or a sports practice. Students staying after school must remain in the location of the activity until dismissal from the activity. **Students are not permitted to be anywhere else in the building but the scheduled activity.**

To ensure the safety and well-being of all students, students who wish to remain after school to attend or supervise a school-sponsored athletic event must be under the direct supervision of a parent, guardian, or other responsible adult family member. Students may not remain on campus unsupervised between the end of the school day and the start of an athletic event.

Students who are not under the supervision of a family member will be escorted to the main office. Parents/guardians may be contacted to arrange transportation home, or students may remain in the school's supervised detention area until they are able to depart on the activity bus.

Student safety is our highest priority, and we appreciate families' support in ensuring appropriate supervision at all after-school events.

STUDENT IDENTIFICATION CARDS

The school district issues each student a photo ID card. Students are not permitted to alter or deface their ID cards. Students must have the ID card in their possession while on campus. If an ID card is lost or damaged, students are required to purchase a replacement card at a cost of $5.00 per card (cash only).

STUDENT INFORMATION (continued)

TRANSPORTATION

(as per policy #810)

BUS TRANSPORTATION:

Riding the school bus is a privilege, not a right. To ensure the safety and well-being of all passengers, students are expected to demonstrate respectful and responsible behavior at all times.

- Safety First: Unsafe behavior will not be tolerated. Be courteous to others and follow all bus rules.
- Prohibited Items: Eating, drinking, and the use of tobacco or vaping products are strictly forbidden on the bus.
- Seating Assignments: Seats may be assigned by the bus driver or school administration.
- Misconduct: Students who engage in inappropriate behavior may lose their bus privileges. Suspension from the bus does not excuse a student from attending school.
- Arrival Time: Students should arrive at their designated bus stop at least five (5) minutes before the scheduled pickup time.

Emergencies: For bus-related emergencies before 8:00 AM or after 4:00 PM, please contact First Student (contact information available on the district website).

Please contact the school regarding any bus issues between students. A school administrator will address the incident. If you have a concern about your child's bus or the bus driver, please contact Dr. Anthony Babusci at 724-631-1758.

TEMPORARY CHANGE OF ASSIGNMENT

In accordance with School Board Policy 810, transportation will not be provided for personal activities such as:

- Employment
- Music or dance lessons
- Gymnastics
- Visiting friends
- Attending events where a parent is unable to provide transportation

Approved exceptions include:

- A death in the family
- Hospitalization of an immediate family member
- Temporary guardianship due to a parent/guardian's absence

To request a temporary change, contact the Transportation Department at 724-452-6040 ext. 1758.

- No additional buses, stops, or route changes will be made for individual requests.
- Approval is subject to space availability on the requested bus.

For bus emergencies before 8:00am and after 4:00pm, please contact First Student at 724-248-1530.

STUDENT INFORMATION (continued)

ALTERNATE STOPS

Parents/guardians may request an alternative stop for the following reasons:

- Shared custody arrangements
- Daycare needs before or after school

Important Guidelines:

- Only one alternative stop may be requested.
- The schedule must be consistent each week (e.g., no alternating Fridays).
- All alternative stops are reset annually. A new request must be submitted each school year.
- The deadline for submitting alternative stop requests for the 2026–2027 school year is July 17, 2026.
- No requests will be accepted during the first few weeks of school. Late requests will be processed starting September 15, and families will be responsible for transportation until then.

BUS BEHAVIOR EXPECTATIONS

Bus behavior should reflect the same standards as classroom conduct. The bus driver has the authority to enforce rules and maintain order.

Student Responsibilities:

- Arrive at the bus stop five minutes early.
- Wait safely away from the road. No pushing, shoving, or horseplay.
- Board the bus calmly and go directly to your assigned seat.
- Remain seated until the bus comes to a complete stop.
- Speak quietly and respectfully. Loud or disruptive behavior is not allowed.
- Keep all body parts inside the bus. Ask permission before opening windows.
- Do not eat, drink, or throw objects on or from the bus.
- Exit the bus in an orderly manner and proceed directly to your destination.

Disciplinary Actions:
Drivers will document misconduct using bus conduct forms, which are reviewed by school administrators.
Students are expected to comply with all driver instructions to maintain a safe environment.

REPORTING CONCERNS

Reporting Concerns for student behavior issues, contact your child's school administrator.
For concerns about the bus vehicle or driver, contact the Transportation Department at 724-452-6040 ext. 1758.

WITHDRAWAL AND TRANSFER

If you are moving to another area or permanently withdrawing from school, you must first officially notify personnel in the school counseling office and sign a withdrawal form. Any school issued books &/or computers/equipment will need to be returned prior to the students' last day of enrollment.

DISCIPLINE

STUDENT DISCIPLINE

(as per policy #218)

The Seneca Valley School District has adopted a district-wide unified discipline code (policy #218). We encourage all students to familiarize themselves with this policy so that an effective and consistent learning environment may be created and maintained in every classroom and throughout our school. Policy #218 establishes disciplinary guidelines that may result in the withdrawal of privileges, detention, suspension, and/ or expulsion from school.

If learning is to prevail, discipline policies and procedures aim to protect and nurture the physical, social, intellectual, and emotional health and growth of our students and staff. In addition, these regulations specifically must limit the opportunity of any individual to interrupt another student's educational growth.

ACADEMIC INTEGRITY

Plagiarism is defined as taking or imitating the ideas, thoughts, or language of another to represent them as one's original work. It is imperative that all work submitted by the student be representative of his/her own ideas, thoughts, and language capability. Therefore, plagiarism is strictly prohibited. If the ideas, thoughts, or language from another source must be used in academic work, it is the student's responsibility to cite the information appropriately. Academic dishonesty also includes cheating on tests, quizzes or homework, the electronic transfer of academic material from one student to another and taking any curricular or testing materials from a classroom. Teachers determine the academic consequence. Additional consequences may be assigned by an administrator.

CLASS CUTS/ TRUANCY

Being absent from a class, multiple classes, or being absent from the building without permission are offenses that warrant disciplinary action as stated in the disciplinary code. Disciplinary action will be taken when a student cuts a class, multiple classes, or is absent from the building without permission. Repeated offenses will result in additional consequences.

CLASSROOM DISRUPTIONS

When a student is removed from class for disruption, he or she must report directly to the main office.

DETENTION

Detention sessions are held after school every Tuesday, Wednesday, and Thursday from 2:45pm to 5:05pm. Students must report on time and with the necessary materials. Failure to attend detention will result in additional disciplinary action. **Students are permitted to ride the 5:15pm activity bus after detention.**

DISCIPLINE NOTIFICATION

If disciplinary consequences are issued to a student, a school administrator will contact a parent or guardian by phone and/or email communication.

DISCIPLINE RECORDS

Records and verified reports of students involved in recurrent or serious infractions are maintained beyond the end of the school year. These records may be referenced in determining future disciplinary consequences for a student.

LATE ARRIVALS TO CLASS

Students are late if they are not in their assigned classroom when the tardy bell rings. Staff members will keep student tardy records. On the 1st set of three late notices, the teacher will meet with the student and notify parents/guardian. After the 4th late, an administrator will meet with the student, and additional consequences may be assigned.

DISCIPLINE (continued)

LEAVING BUILDING WITHOUT PERMISSION

Students are not permitted to leave the school premises without consent of a principal. Students who leave the school building during regular school hours or fail to report to classes are in violation of school regulations and will receive disciplinary action. Parents will be notified as soon as possible. If applicable, the SRO will be contacted.

SATURDAY SCHOOL

Saturday School may be assigned by a building administrator as an alternative to suspension. Saturday School operates in the Intermediate High School from 9:00-11:00am. Students must be on time, must have educational work, and must provide their own transportation. Failure to attend an assigned Saturday School will result in further disciplinary action.

SUSPENSION IN-SCHOOL (ALC)

Students who are suspended may, at the discretion of the Administration, be assigned to the Alternative Learning Center during their suspension. During this time, supervised schoolwork will be done. Failure to do assigned work will result in further disciplinary action. Parents will be notified of all suspension(s) and, should it become necessary, a parent conference will be requested. Students who have received in- school suspension will not be permitted to participate in after- school activities on the day or days of the suspension.

POLICIES

ANTI-BULLYING

(Policy #249)

The Seneca Valley School District is committed to providing all students and employees with a safe and civil educational environment, free from threat, harassment, or bullying. Any student who feels as though he or she has been bullied shall report the incident immediately to a teacher, guidance counselor, or building administrator. As per board policy, bullying is defined as an intentional electronic, written, verbal, or physical act or series of acts directed at another student or students; which occurs in or relates to a school setting; that is severe, persistent, or pervasive; and that has the effect of doing any of the following:

- Substantially interfering with the education of another student
- Creating a threatening environment
- Substantially disrupting the orderly operation of the school

For more detailed information about Seneca Valley's anti-bullying policies, please refer to District Policy #249.

CAFETERIA

(Policy #246, #808, #809)

Seneca 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. The district's Wellness Policy complies with the Pennsylvania School Nutritional and Food Standards. You may find this policy in its entirety on our website under School Board Policies.

CHILD ABUSE

Child Abuse (Policy #806)

All district employees are identified as Mandated Reporters of child abuse. If abuse of any kind is suspected of occurring to a child in our care, district employees are required to comply with the reporting requirements for suspected child abuse. School employees shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse.

DANGEROUS ITEMS/WEAPONS

(Policy #218.1)

The Seneca Valley School District acknowledges that the possession of weapons/ dangerous items is a threat to the safety of students and staff. Weapons/ dangerous items include but are not limited to any knife, cutting instrument, cutting tool, firearm, rifle, straight razor, explosive, irritating or poisonous gas, poison, drug, exploding devices of any kind (firecrackers, smoke bombs), or replica of a weapon. No student is permitted to have these items on his/her person, in his/her locker, in the building, on school property, at school-sponsored activities, or on school buses. Possession or use of these items, including the replica, will result in substantial disciplinary action including possible expulsion and/or referral to the appropriate law enforcement agencies in accordance with district policy #218 and Act 26, the Gun Free School Act.

DISCRIMINATION/TITLE IX SEXUAL HARRASSMENT

(Policy #103)

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools regardless of race, color, age, creed, religion, sex, gender, sexual orientation, genetic information, ancestry, national origin, marital status, pregnancy, or handicap/disability. The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the district may be referred to Mr. Ashley Porter or to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

POLICIES (continued)

DISCRIMINATION/TITLE IX SEXUAL HARRASSMENT (continued)

For more information please contact the district's Director of Federal Programs & School Engagement Mr. Ashley Porter, by mail: 124 Seneca School Road, Harmony, PA 16037, by phone: 724-452-6040, ext. 1016, or by email: porterad@svsd.net. The district is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students course offerings, counseling, assistance, employment, athletics and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the district and is prohibited at or, in the course of, district-sponsored programs or activities, including transportation to or from school or school-sponsored activities. Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

DRESS CODE

(Policy #221)

The Seneca Valley School Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The dress code aims to provide a consistent standard for all students. The policy also encourages students to project themselves to other students, staff and visiting guests in a manner that honors the atmosphere of learning in a school environment.

The following are the important points within the updated policy, specific to **inappropriate items** for the school day, which include but are not exclusive of, the following:

1. Clothing, apparel, or jewelry that by words, signs, pictures, or any other combinations thereof, advocates or promotes sexual activity, violence, death, suicide or the use of alcohol or drugs, or demeans, degrades or intimidates another because of race, sexual orientation, sex, gender identity, religious persuasions, national origin or disability.

2. Students are required to avoid clothing that excessively exposes the chest or buttocks when standing, sitting or moving. Undergarments may not be exposed. Items of clothing cannot mimic the appearance, style or coverage of undergarments.

3. Any clothing that is of transparent material, see- through material or has sexually suggestive signs, symbols or phrases.

In addition:

4. Footwear must be worn at all times.

5. JROTC uniforms are considered standardized dress on designated days.

6. Activity-specific dress such as cheerleading uniforms or other athletic uniforms are only permitted on days designated as school spirit days by the building principal or his/her designee.

7. Where hats are permitted (see Frequently Asked Questions #5 below), they must be worn to allow the face to be visible to staff and not interfere with the line of sight of any student or staff. Hoodies will be worn down so that the face and ears will be visible to school staff.

The policy describes the district's minimum dress code requirements. Each building has a student handbook, which may contain additional requirements associated with that building. Students and parents/guardians should make themselves aware of the requirements of each building which serves their student.

POLICIES (continued)

DRESS CODE (continued)

Dress Code Frequently Asked Questions (FAQs):

1. Can I wear a shirt with spaghetti/tank straps?
    a. Spaghetti/tank strap tops are permissible so long as they do not excessively expose chest, expose undergarments or mimic the coverage of undergarments.
2. Can my bandeau be exposed, or may I wear a tube top?
    a. No, no undergarments may be exposed; tube tops on their own are not permissible.
3. Can I have holes in my jeans?
    a. Holes in jeans are permissible so long as they do not expose buttocks when standing, sitting or moving. Undergarments may not be exposed.
4. Can I show any midriff?
    a. Some midriff is permissible so long as the top does not mimic the appearance, style or coverage of undergarments. Furthermore, so long as the top does not excessively expose chest while standing, sitting or moving.
5. Can hats been worn in all grades?
    a. Hats are permitted in grades 9-12; they are not permitted in grades K-8.
6. What will the consequences look like for dress code violations?
    a. Disciplinary action will be as follows:
        i. First Offense: warning and documented
        ii. Second Offense: required to change, call home and documented
        iii. Third Offense: after school detention assigned, required to change, call home and documented
        iv. All subsequent offenses: progressive discipline

Not all situations and conditions can be covered by the district policy; therefore, the administration reserves the right to evaluate all items and situations regarding the dress code.

Students Experiencing Homelessness, Foster Care and Other Educational Instability

(Policy #251)

Any student who has experienced one or more changes in school enrollment during a school year due to: homelessness, dependency related to children youth and family involvement, or foster care is eligible for support services through the school.

Homelessness encompasses individuals lacking a fixed, regular and adequate nighttime residence, including: those that are sharing the housing of other persons due to loss of housing, economic hardship, or similar reasons; living in motels, hotels, trailer parks or camping grounds; living in emergency, transitional or domestic violence shelters; and those who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation. Also, children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and migratory children living in circumstances listed above. Additionally, unaccompanied homeless youth are eligible for services. They include any child who is "not in the physical custody of a parent or guardian." This includes young people who have run away from home, been kicked out, or been abandoned by their parents or guardians.

Local agencies, including the school, will collaborate to ensure school stability and continuity. Collaborative decisions including all team members will ensure that each student is served effectively. The federal McKinney-Vento Homeless Assistance Act and in the document linked below provide details. Every youth has a right to a free, appropriate education. The school will keep a homeless student enrolled in their original school, if possible, while considering the student's best interests.

Students living in shelters in the district will be enrolled to attend at Seneca Valley. Homeless families are not required to verify their residency to enroll. The district has a staff person who serves as liaison to help homeless children and youth. Their responsibilities include identifying students who qualify as homeless, informing parents about their rights, distributing information to the public, mediating conflicts, and informing families of transportation options. Furthermore, the liaison helps with immediate enrollment of homeless children, referrals for human needs such as health care, food, and shelter, special education needs, and preschool needs, all while maintaining the privacy and dignity of all involved.

The school will continue the youth's education in the school of origin while they are homelessness and for the remainder of the school year once they are no longer homeless. During homelessness, school nurses will collaborate with previous schools to obtain immunizations and other health records, but enrollment will not be delayed for a homeless child. Each homeless student is eligible for free meals through the National School Lunch Program. Additionally, the school enrolling the student is to arrange reasonable transportation to the school of enrollment and may work with other school districts to coordinate services. The district will also transport a homeless student to their school of origin within the district. The homeless student is eligible for support services, the same as a non-homeless student. Furthermore, the school must provide written explanations and the right to appeal decisions made by the school. The whole dispute resolution process is explained in the Basic Education Circular, which is linked below.

If you need assistance or have questions, please contact the district office at (724) 452-6040 and request to speak to the homeless liaison.

More information can be found in the Pennsylvania Department of Education Basic Education Circular

POLICIES (continued)

RESPONSIBLE USE OF PERSONAL TECHNOLOGY

(Policy #237)

The Board, while recognizing that technology is an essential element of 21st century education, adopts this policy to establish guidelines for the use of personal technology resources in order to minimize disruptions to and maintain a safe educational environment. This policy aims to ensure a productive learning environment while emphasizing use of technology through the teaching of digital citizenship at every grade level.

Personal Technology Resources shall be defined as any device capable of capturing, storing, and/ or transmitting information including text, audio, and/ or video data. **Personal Technology Resources** include, but are not limited to, such devices as cellular devices (those devices that receive and send messages electronically), digital cameras, personal digital assistants (PDAs), laptop computers, portable media players, mobile devices, ear buds, headphones and smartwatches.

The Board permits students to bring smartphones and other personal technology resources to school but they must be stowed on your person and out of sight or stored in a locker or backpack. These devices should be turned off, placed on silent or vibrate mode during the school hours.

Exceptions may be made for students with specific medical needs as determined by the student's health plan.

In addition:

In addition:

1. For grades K-12, devices may not be used during the school day.

2. For extracurricular activities, device use would be left to the discretion of the coach or sponsor.

The Board prohibits the possession of laser pointers and attachments on school grounds, on buses and school vehicles or at school-sponsored activities.

ELECTRONIC IMAGES AND PROCEDURES

The taking, storing, accessing, disseminating, transferring, viewing or sharing of violent, obscene, pornographic or lewd images, photographs, or messages, whether by electronic data transfer or other means, including, but not limited to, texting and emailing, is prohibited and constitutes a Level III violation of the district's Student Discipline policy. Because such violations also may constitute a crime under state and/or federal law, the district may report such conduct to the law enforcement authorities.

Violations of this policy may result in disciplinary action and may result in confiscation of personal technology resources for an extended period of time.

POLICIES (continued)

RESPONSIBLE USE OF PERSONAL TECHNOLOGY (continued)

RGMS administration will follow these steps regarding cell phone violations.

- **First offense** – Devices will be sent to the main office for student to pick up at the end of the school day. The parent/guardian will be notified.
- **Second offense** - Devices will be sent to the main office for student to pick up at the end of the school day. The parent/guardian will be notified. Additionally, students will be seen in the main office to review the policy.
- **Third offense** – Parent/Guardian will be required to pick up the device from the main office. Additional discipline may be assigned and can result in consequences which range from detention to in-school suspension.
- **Each subsequent offense or refusal to surrender personal device** – This will result in parent pick up of the device and a review of the policy with the student. Progressive discipline will take place at this level and depend on the scope and number of policy violations.

Communication to Parents and Guardians

- Students cell phones will be tagged with their name and locked up in our captured entrance office
- Parents and Guardians will receive the email below to inform them of the cell phone violation:

Hello,
This email is to inform you that in response to a cell phone violation, your child's cell phone has been taken for the day and will be held in our office.
Your child is aware that they can and should pick up their phone at dismissal today before boarding the bus or leaving for a school-sponsored after school event.
If you need to communicate something to your student, please call 724-452-6043 and we will deliver the message.
If you have questions about the violation, please discuss the situation with your student this evening. If questions remain, please contact the teacher or administrator who turned in the violation. If your student is unsure of who the teacher was and you have questions, please call Dr. Samantha Flanhofer, Assistant Principal, or Mr. Tom Donati, Dean of Students.

Sincerely,

Ryan Gloyer Middle School Administration

LOCKERS AND PERSONAL PROPERTY

(Policy #224 and #226)

A locker to store personal items and school supplies is assigned at the beginning of the year. Please use the locker assigned to you only. Keep your locker locked and do not share your combination with others. The school will not assume responsibility for lost or stolen personal items.

Please be aware that the lockers are the property of the Seneca Valley School District and are provided to you for storing school-related items and personal items. The school has an obligation to ensure that all lockers are properly used and that no item placed in the lockers jeopardizes the health, safety and welfare of our students, faculty, school property or the educational process. To fulfill this obligation, school officials are empowered to conduct reasonable searches of students, their personal property (including backpacks, purses, gym bags etc.) and school property where reasonable suspicion exists that the student may be in possession of drugs, weapons, alcohol or other materials in violation of school policy or state law or any materials that pose a threat to the health, safety and welfare of that student or other school community members. In case of emergency, blanket searches may be made. The district reserves the right to conduct periodic searches including random bag searches and the use of drug- or bomb- detecting dogs.

POLICIES (continued)

SMOKING AND TOBACCO POLICY

(Policy #222)

The Board recognizes that tobacco use by students presents a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.

Possession or use of tobacco products including matches, lighters, electronic cigarettes and vape pens on school property, school transportation, or at school-sponsored events is prohibited. Smoking or possession of tobacco products is a level two violation of District Policy #218.

- First Offense- 2 afterschool detentions to be scheduled for the end of the month so that students can attend the Keystone Wellness Program.
- Second Offense- 2 Saturday detentions, completion of Smokeless Saturday Virtual Class ($50.00 cost), referral to the magistrate.
- Third Offense- Progressive discipline and referral to the magistrate.

SUBSTANCE USE/ ABUSE POLICY

(Policy #227)

The Seneca Valley School Board recognizes and affirms the individual value and potential of each member of its school community. We recognize that substance use/abuse and dependency seriously impairs the ability of individuals to develop their full academic and social potential and adversely impacts the educational environment. The Board shall endeavor to use curriculum, classroom activities, administrative and faculty efforts and disciplinary procedures to prevent and intervene in the misuse and abuse of drug/alcohol substances. It is the goal of the district to protect the health, safety and welfare of students and staff of the Seneca Valley School District.

The Seneca Valley School District prohibits the possession, use, misuse, being under the influence, or the distribution by students of drugs (controlled, non- controlled or mood-altering substances), look-alikes, designer drugs, drug paraphernalia, health endangering substances, medication not registered with the health office, or alcohol on school district property, at any school-sponsored event, or during activities under school jurisdiction, or in any conveyance providing transportation to or from school or school-sponsored events. Students in violation of this policy will be subjected to the appropriate disciplinary action and procedures as defined in the District's Substance Use/Abuse Policy. Students suspected of any illegal activities will be referred to the proper law enforcement agency.

RYAN GLOYER MIDDLE SCHOOL

HEALTH SERVICES

COMPREHENSIVE ALLERGY MANAGEMENT PLAN

(Policy #210.2)

The Seneca Valley School District has established a Comprehensive Allergy Management Plan to support students who suffer from severe allergies. The plan provides a procedural guide for the management of allergies in our schools and includes educational information, specific guidelines for all stakeholders, and supplemental resources to support administrators, teachers, parents, and students.

The plan establishes clear procedures for food products that can be brought into the classroom for daily snacks and/or special events. Food for these activities is controlled by the classroom teacher. This approved food list is available under Food Serviceson the district website. The plan also establishes that classroom celebrations may not include food. The plan, however, provides a list of possible activities for celebrations.

HEALTH OFFICE

Students who are not feeling well or who have been injured at school should report to the health office to be evaluated. If the nurse is not available, report to the main office. Reporting anywhere else will be considered a class cut. Students must obtain a pass from their teacher before reporting to the health office. Only for an emergency will a student without a pass be seen.

Any student who has a temporary mobility problem (crutches, knee brace etc.) should report to the health office on arrival to school to obtain a travel pass or permission to use the elevator. A parent or physician note must accompany the student to explain the injury or condition and specify the expected duration that accommodations are needed.

Please notify us of any change in emergency contact, your phone number, or work number and update your emergency contacts in the SV Parent Portal.

Please follow Pennsylvania Department of Health guidance, or other physician's instructions, for your child's return to school following any illness. Students with a temperature >100.4 must be fever free for 24 hours, with the use of medications, prior to returning to school. Students who experience vomiting should be able to tolerate a regular diet prior to returning to school.

All calls to parents/guardians for illnesses and/ or injuries must be made from the health office.

HEALTH EXAMINATIONS

(Policy #209)

In compliance with the school code, the Board shall require that district students submit to health examinations. These screening programs areconducted annually at Ryan Gloyer Middle School:

- 7th Grade - height, weight, vision, hearing & scoliosis
- 8th Grade - height, weight, vision

HEALTH SERVICES (continued)

*PRESCRIPTION MEDICINES AND OVER-THE-**COUNTER MEDICATIONS***

(Policy#210)

With written parental permission, the school nurse may administer Ibuprofen (i.e. Advil, Motrin) or Acetaminophen (i.e. Tylenol) or an Antacid (TUMS) from a standing order written by our school doctor. This request can be satisfied with the completion of the annual emergency health form on the parent portal. An age/ weight- appropriate dose will be given. Any dose exceeding the recommended dose will need to be ordered by a student's personal physician. These medications may be administered for the occasional relief of mild pain or discomfort from headaches, orthodontic pain, menstrual cramps, or an upset stomach/indigestion. Students will not be given these medications to reduce a fever.

Students are not permitted to carry or self-administer the above noted medications or any other medications. Special accommodations may be made for rescue medications (epi-pens and inhalers) with physician and school nurse approval. The school nurse will not administer any prescription or over-the-counter medication (except acetaminophen and ibuprofen as stated above) without the specific order of a health care professional and written parental permission.

See additional Health Services information on the district Health Services page
https://www.svsd.net/Page/12781

SCHOOL SPORTS/ACTIVITIES/CLUBS

ACTIVITY BUS SCHEDULE

* The daily 5:15pm activity bus is for students in clubs/ activities, athletes, and sport spectators.
* All students not involved in supervised after-school activities must leave on the 2:41pm bus.

ACTIVITY BUS – 7TH THROUGH 12TH GRADE

The secondary activity bus provides transportation home for students in supervised after-school activities. The secondary activity bus does not go into housing developments but rather stays on main roads within the district. These buses depart Seneca Valley secondary schools on Monday through Friday at 5:15pm. Students must ride their assigned activity bus. Copies of bus stops are available in the secondary building offices. For more information on activity bus schedules, please contact the transportation department at www.svsd.net.

Click on departments and from the drop-down menu click on Transportation. The links to "Activity Buses" will be on the left of the web page. The transportation phone number is 724-452-6040 ext. 1758. Bus emergency (after 4pm only): First Student Bus Company- 724-248-1530. The company name is on the side of the vehicle. Please note there are no activity runs on Act 80 Days, in-service days, or half-days on the secondary campus.

CLUBS AND INTRAMURALS

(Policy #122)

Ryan Gloyer Middle School has a school club program for interested students. The type of clubs offered varies, depending on student interest and availability of sponsors. A listing of all clubs is available in the front office. School clubs meet after school on designated days. Transportation home is provided via an activity bus for those participating in the club program. Pay to Participate fee information can be found on the district website at www.svsd.net.

DRUG TESTING PROGRAM and RANDOM DRUG TESTING

(Policy #227.1)

A drug testing program was initiated in the Seneca Valley School District to help deter student athletes, student drivers and students involved in activities from drug usage. After an initial testing, students will be placed in a random testing pool for the remainder of the school year. A weekly random list, generated by the testing contractor, is provided to school administration and those students listed will be asked to provide a urine sample. Compliance with this policy is mandatory for students to continue to participate in their sport or activity. Applications are available in the front office. Additional information can be found at www.svsd.net on the Athletics' web page.

RANDOM DRUG TESTING

All students participating in athletics and extra- curricular activities are subject to School Board Policy #227.1, which is an extension of policy #227. This policy outlines the drug-testing requirements of students who participate in the district's athletic programs and extra-curricular activities. If a student withdraws from his/her sport or extra-curricular activity and wishes to be removed from the random drug testing pool, a parent/guardian must submit a written request to the principal. Fee information can be found on the district website at www.svsd.net.

HAZING

(Policy #247)

Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health, or safety of a student for the purpose of initiation or membership affiliation with any organization recognized by the board. Administrative investigation will determine consequences for any violations of the policy.

INTERSCHOLASTIC SPORTS

(Policy #123)

Numerous sports are available to all Ryan Gloyer Middle School students including, but not limited to, intramural sports, basketball, cheerleading, cross- country, football, soccer, softball, track, volleyball, and wrestling. A 2.0 grade point average must be maintained, or the student athlete will be assigned to a mandatory after-school study hall. Pay-to-Participate fee information can be found on the district's website at www.svsd.net.

SCHOOL SPORTS/ACTIVITIES/CLUBS (continued)

GUIDELINES FOR STUDENT ACTIVITIES

1. All student activities held in the name of the school must be approved by the Administration and chaperoned by faculty members or approved chaperones.
2. All student activities should be held in the school building or on the school grounds unless otherwise approved by the Administration.
3. Students in attendance are liable for the care of the facilities.
4. Guests are not permitted to attend unless approved by the school administration.
5. All school policies including those relating to drugs and alcohol are in effect at all school activities.
6. Students must be drug tested (see drug testing information below) to participate in extra- curricular activities.
7. Students must pay the appropriate activity fee prior to participating. Information about participation fees is available on the district website.

EXTRA-CURRICULAR ACTIVITIES

(Policy #122 and Policy #204.2)

ATTENDANCE

All students are to attend school on the day of any activity. Students who are absent from school or tardy after **11:01 AM** will not be eligible to participate in any extra-curricular activities, practices, or games on that day without prior approval from the principal. If the activity or game occurs on a Saturday or during a school holiday, the student must be in attendance by **11:01 AM** on Friday prior to the event or activity. Students who have early dismissals are ineligible to participate in practice or games unless they have prior approval from the building principal to do so. Students who do not receive prior permission from the principal to participate following an early dismissal must return to school prior to the start of eighth period to be eligible for competition or practice on that day. While serving suspensions (in-school or out-of-school), students are not permitted to participate in any after-school activities.

STUDENT BEHAVIOR

Students are expected to demonstrate appropriate behavior at all extra-curricular activities. All expectations in effect during school hours apply to students attending extra-curricular activities. Any misbehavior at a school event will result inappropriate consequences at school, and students may be removed from the activity without a refund.

Any behavior that endangers the health, safety or welfare of others may additionally result in suspension from school and/or extra-curricular activities and may result in police involvement. Suspension from activities includes participation and spectating at athletic events, club participation and attending social events.

This behavior expectation also applies to those students who will be staying after school as a spectator of an after-school sporting or extra-curricular event. As a spectator, students are expected to act in a responsible manner as they support their classmates. Once the school day has ended, student spectators are to report directly to the event location, or a location designated by the school administration. Students are expected to remain at the event location until leaving to ride the activity bus or to be picked up by a parent/ guardian.

Ryan Gloyer Middle School offers a wide range of extra-curricular student activities. The complete list is available on the school website. Please remember that when you participate in athletics or any other extra-curricular activity, you represent our school, your home, and our community. All actions by students and the school district regarding athletics, club sports, and extracurricular activities are governed by school board policies and departmental rules.

SCHOOL SPORTS/ACTIVITIES/CLUBS (continued)

STUDENT SPECIAL EVENT GUIDELINES

EVENT RULES FOR STUDENT BEHAVIOR
Regular school rules are in effect for school events. Students are expected to be courteous to each other and to the adults as well as to respect school property. Once a student arrives at the event, he or she is not permitted to leave until the end of the event. A parent/ guardian may pick up a child early but must meet with the event sponsor to sign out the child.

Ticket Sales
Students may purchase one event ticket for a set fee. Tickets will be sold during school lunches and in the main office. There are no refunds for tickets for any reason. **Only students of Ryan Gloyer Middle School are permitted to attend these events.**

COMPUTER USE/TECHNOLOGY

SV PORTAL

The SV Portal provides secure central access to all personalized resources available to Seneca Valley parents/guardians and students. Grades, contact/emergency information, health information, classroom calendar, sports forms and other items are available at this site for viewing.

To access the portal information, please utilize the SV Portal wallet card that was mailed to you. Multiple children within one family can be viewed with one card.

Individual cards are not needed for each child. If you need a replacement wallet card, please contact the Central Office Front Desk at 724-452-6040, ext. 1675, and one will be provided to you via U.S. Mail. Usernames and passwords cannot be supplied by phone. This procedure is necessary due to the sensitive nature of the information being requested.

The parent portal can be found on the district homepage at www.svsd.net or by going to https://portal.svsd.net/

ELECTRONIC GRADEBOOK

Teachers update grades each week in **SV Gradebook**, our online grade-reporting program. Parents and students can view grades by accessing the portal on the district website. If you experience problems using the system, please call or email our building technology facilitator.

COMPUTER and NETWORK USE/ ACCEPTABLE USE

(Policy #815)

There are numerous computers available throughout the building for student use. Students are permitted to use these computers for educational purposes. Enrolled students have an account on the network system for file storage and software access. Once logged in, students must indicate that they agree to use the computer in accordance with the district **Acceptable Use Policy**. Individual files are not considered to be personal property. These files may be accessed at any time by teachers, administrators, or the system manager. Students are responsible for what appears in their accounts and on media in their possession. Students are not permitted access to other students' files. Tampering with files, copying of copyrighted software, downloading, or installing games, password tampering, accessing unauthorized directories or removing equipment or software will be considered theft. Tampering with any hardware or equipment or violating policies and/or guidelines governing the use of networks, Internet or software programs are also considered offenses and will be dealt with per District Policy #218. Violators may also be prosecuted under applicable local, state, or federal civil or criminal law. The **Acceptable Use Policy** is available online.

Learning – Individual – Future – Society – Environment

Through a learning partnership with family and community, Ryan Gloyer Middle School will provide young adolescents with a positive, integrated, educational experience in a nurturing environment, developing responsible, life-long learners.

Community – Parents – Students – Teachers - Administrators