River Valley Middle School
2026-2027 Student Handbook

River Valley Middle School
4334 Marion - Mt. Gilead Rd.
Caledonia, OH 43314
(740) 725 - 5700

Handbook adopted by the River Valley Local Schools Board of Education for the

2026-2027 school year, May 2026.

Our mission is to provide a quality education in a safe learning environment for all students through a high performing organization committed to continuous improvement.

In order to be successful with our mission, we focus on the following goals:

- Safe Learning Environment
- High Student Achievement
- Effective and Efficient Operation
- High Performing Workforce

www.rvk12.org

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WELCOME TO RIVER VALLEY MIDDLE SCHOOL

Our mission is to continue the process of student academic achievement and the development of social skills, in a safe environment, with the support of the parents and community by creating tomorrow's leaders. The successful education of our students requires a partnership between school and home. Our handbook is one of many resources designed to provide support and information for our families. We expect our students to promote and contribute to the common good of the school and community through personal action and conduct that reflect principles of good character. We are committed to introduce, teach, and exemplify principles related to respect, concern, and appreciation for self and others, notwithstanding circumstance or situation.

River Valley Middle School is an excellent place to obtain an education that will enhance the chances for success in the future. We encourage young people to plan, work hard, and meet academic and personal goals. We believe good attitudes and honest efforts will lead to many fulfilling experiences and achievements.

We are excited for the 2026-2027 school year and the opportunity that awaits our students. Together we can ensure that your child has a successful school experience. Our best to you as you prepare for this year and your future. We look forward to a productive, successful, and enjoyable school year.

Faculty and Staff
River Valley Middle School

26-27 SCHOOL YEAR CALENDAR

Middle School Open House:	**Conferences:**
August 17 4:00 - 5:30	TBD

BELL SCHEDULES

6th GRADE			
REGULAR		2 HOUR DELAY	
1st:	7:45 - 8:26	1st:	9:45 - 10:12
2nd	8:29 - 9:10	2nd	10:15 - 10:42
3rd	9:13 - 9:54	3rd	10:45 - 11:12
4th	9:57 - 10:38	4th	11:15 - 11:42
5th - Lunch	10:41 - 11:11	5th - Lunch	11:45 - 12:15
6th	11:14 - 11:55	6th	12:18 - 12:48
7th	11:58 - 12:39	7th	12:51 - 1:21
8th	12:42 - 1:23	8th	1:24 - 1:51
9th	1:26 - 2:07	9th	1:54 - 2:21
10th Viking	2:10 - 2:50	10th Viking	2:24 - 2:50

7th GRADE			
REGULAR		2 HOUR DELAY	
1st:	7:45 - 8:26	1st:	9:45 - 10:12
2nd	8:29 - 9:10	2nd	10:15 - 10:42
3rd	9:13 - 9:54	3rd	10:45 - 11:12
4th	9:57 - 10:38	4th	11:15 - 11:42
5th	10:41 - 11:22	5th	11:45 - 12:15
6th	11:25 - 12:06	6th	12:18 - 12:48
7th - Lunch	12:09 - 12:39	7th - Lunch	12:51 - 1:21
8th	12:42 - 1:23	8th	1:24 - 1:51
9th	1:26 - 2:07	9th	1:54 - 2:21
10th Viking	2:10 - 2:50	10th Viking	2:24 - 2:50

8th GRADE			
REGULAR		2 HOUR DELAY	
1st:	7:45 - 8:26	1st:	9:45 - 10:12
2nd	8:29 - 9:10	2nd	10:15 - 10:42
3rd	9:13 - 9:54	3rd	10:45 - 11:12
4th	9:57 - 10:38	4th	11:15 - 11:42
5th	10:41 - 11:22	5th	11:45 - 12:15
6th - Lunch	11:25 - 11:55	6th - Lunch	12:18 - 12:48
7th	11:58 - 12:39	7th	12:51 - 1:21
8th	12:42 - 1:23	8th	1:24 - 1:51
9th	1:26 - 2:07	9th	1:54 - 2:21
10th Viking	2:10 - 2:50	10th Viking	2:24 - 2:50

Core Beliefs

At River Valley Middle School, we believe:

1. Our work is student-focused
2. We show compassion, empathy, kindness and respect
3. We honor a tradition of excellence, hard work and resilience
4. We are an inclusive community that embraces diversity and opportunity for every student
5. Our communication is collaborative, relevant and transparent
6. We are driven to provide high quality education through rigor, creativity, innovation and continuous improvement.

ACADEMIC INFORMATION

Title IX

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

Section 504 of the Rehabilitation Act of 1973

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

Grading Philosophy

Grades should represent, as accurately as possible, what students have learned based on their level of mastery of the designated curriculum. Grades should be used to promote learning, achievement and academic growth and not used as a means of punishment. Grades will be shared with parents/guardians and students via PowerSchool.

Letter grades will be given in most subjects. Teachers may also indicate a student's effort through comments, which may appear on the grade card. There will be four nine-week grading periods. Grade cards will be issued at the end of each grading period.

Report Cards are issued at the end of the four grading periods for the school year. The following system is in effect:

A	90-100	4 points
B	80-89	3 points
C	70-79	2 points
D	60-69	1 point
F	0-59	0 points

Promotion and Retention

Promotion to the next grade is based on, but not limited to, the following criteria:

- Current level of achievement. A student must pass all four academic courses: Math, Science, Social Studies, and ELA;
- Potential for success at the next level; and
- Emotional, physical, and/or social maturity.

Depending on extenuating circumstances, a student may be promoted to the next grade level if the Principal and teachers of the classes that the student failed agree that the student is academically capable.

Honor Roll/Merit Roll

Students who receive A's and B's in all subjects will be named to the Merit Roll. Honor Roll status is given to students who earn all A's. These lists are posted at the end of each grading period.

High School Accredited Courses

Students taking courses that are High School accredited courses will operate under the High School grading scale.

Release of Records:

20 U.S.C. § 1232g requires that written parental permission must be obtained to release school records to any person or organization outside of the School District, with limited exceptions. Forms are available in the Middle School office.

Athletic Eligibility

All members of our athletic teams and cheerleading squads must maintain the academic standards set by the Ohio High School Athletic Association (OHSAA) in order to be eligible to participate. A student enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of the previous academic achievement. Thereafter, in order to be eligible, a student in grade 7 or 8 must be currently enrolled in, and have been enrolled in school the immediately preceding grading period and must have received passing grades at the conclusion of that grading period in <u>a minimum of four</u> of those subjects in which the student received grades. Summer school and other educational options may not be used to substitute for failure to meet the academic standards specified in OHSAA bylaws during the last grading period of the school year. The eligibility or ineligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.

A physical is required before a student may try out for and practice with an athletic team.

Extracurricular Attendance Policy

Students must be present ½ day to participate in practices or games, and after school activities. This requirement may be waived by the principal for extenuating circumstances.

Parent Conferences

Parents are encouraged to contact teachers whenever a concern arises. Conference days are scheduled by the administration. Notice will be given prior to these days. Conferences may be scheduled at other times as needed.

Cafeteria

Students eat in the cafeteria and can choose to bring a lunch, purchase a full lunch, or buy a la carte items. Students are expected to follow the rules of the cafeteria listed below. No food is to be consumed outside the cafeteria. Free lunch and reduced lunch forms will be sent home with all students. Students are not permitted to purchase food from an outside vendor during lunch.

Discipline may be issued for students not following directions or students who fail to meet the following expectations:

- Students are to stay in their seats as assigned at the discretion of the cafeteria monitors.
- Students are to use their “inside voice”.
- Students are to ask for permission to leave the cafeteria.
- Students are not to leave their table at the end of lunch until dismissed by an adult. This will be done when the table and floor in your area is clean.

ATTENDANCE POLICY

I. Rationale

Attendance and engagement are key to success in school. Students who attend school regularly have a greater opportunity to develop well academically and socially. Research shows that Ohio students who are never chronically absent are much more likely to read and perform on grade level and graduate on time. It is the policy of the district to support removing barriers to full participation in learning. Relevant definitions in relation to attendance policy (see sections II - V below for further details):

1. Chronic Absenteeism – Missing at least 10% (100 hours) of instructional time for *any reason* in the school year. Student absences from school, whether excused, medically excused, unexcused, or out-of-school suspensions, take away from instructional time and have an adverse effect on student learning.

Upon reaching 35 hours of excused absences, an early warning notification will be sent to parents by the district. Upon reaching 75 hours of excused absences, official notification will be sent to parents by the district and the student as well as their parents/guardians will be required to participate in an Absence Intervention Plan (AIP) meeting. Once the 10% (100 hours) of excused absences is met parent excuses will no longer be accepted.

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

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

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

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

II. Officially Excused Absences

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

Examples of officially excused absences include:

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

III. Parent Excused Absences

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

Examples of parent excused absences include:

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

IV. Unexcused Absences

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

V. Vacations

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

VI. Attendance Call In & Documentation / Parent Note Requirement

Parents must notify the school by phone on the day of the absence. Parents should call the main middle school office at (740) 725-5700 between the hours of 7:30am and 9:00am. All documentation for any absence (full or partial) must be turned in to the office within the first **5** school days upon the student's return to school or the absence will be recorded as unexcused.

VII. Attendance and Extracurricular/Activities Participation

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

VIII. Tardiness/Partial Absences to School:

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

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

VI. Tardies and Partial/Full Absences to Class Periods

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

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

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

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

- Additional Detentions
- Saturday Schools
- Denial of participation from extracurricular activities for a period of time determined by administration.

IX. Make-Up Work:

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

STUDENT RESPONSIBILITIES

Textbooks

The Board of Education furnishes each student with textbooks. Students are responsible for the books assigned to them and are to return them in good condition at the end of the school year. Students are encouraged to cover their books to help protect them and should write their name in the books' inside covers in case they are misplaced. Fines will be collected for damaged and lost books.

Fees

All students - $40
Optional Chromebook Insurance - $35
Athletic Fees - $95 first sport, $25 second sport, $10 third

Classroom Conduct

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

School Dances

All students are encouraged to attend school dances, which are sponsored by the Student Council, PTO, and other school organizations. All school rules apply at dances including the dress code, and students who are not cooperative may lose the right to attend future dances and other special school activities. Students must be in attendance at least ½ day to attend after school functions. Only RVMS students may attend school dances.

Withdrawal From School

If a student is planning to withdraw from River Valley Middle School, the student must return all school textbooks, library books, and equipment to the proper person. The student should report his/her plans of withdrawal to the office as soon as possible. This will enable the office to complete the proper processes and reports according to the situation.

Viking Strength Center

This facility is a point of pride for our school and community, and we expect all users to treat it with respect and care. Our goal is to maintain a safe, clean, and high-quality environment where everyone can train effectively and responsibly.

I. General Expectations

- Treat all equipment and flooring with care. This space represents our school and our athletic programs.
- Re-rack all weights, return equipment to its proper place, and wipe down machines and benches after use.
- Only water is permitted inside the weight room.
- Athletic shoes and appropriate workout clothing must be worn at all times. No cleats, sandals, or open-toed shoes. Shirts and closed-toed shoes must be worn at all times. Cleats are not permitted on turf.
- The weight room is not a place for roughhousing or unsafe behavior. No athletic balls are permitted in the weight room other than equipment that is already in the weight room OR if it is permitted by a teacher, coach, Coach Lang, Mr. Stout, or Ms. Brannon.
- Students may only use the weight room when supervised by a coach, teacher, or authorized staff member.

II. Equipment Care

- Only use machines, weights, and racks as intended. If you're unsure, ask a coach or staff member for help.
- Always control weights through the full range of motion. Dropping or slamming weights damages equipment and flooring.
- Report any damaged or malfunctioning equipment immediately to a coach or staff member.
- Do not lean/store weights, bars, or plates against walls.

III. Organization & Safety

- Return dumbbells, plates, & bars to designated spots before leaving the room.
- Keep walkways & lifting areas free of clutter & tripping hazards.
- Always use a spotter when performing heavy lifts such as bench press, squat, or overhead press.
- Allow others to work in between sets, and share equipment courteously during busy times.

IV. Pride and Accountability

- This facility reflects the pride we take in our programs and community. Every user is responsible for maintaining the high standards that make this space safe, functional, and welcoming for all.
- Remember — how we treat our weight room says a lot about who we are.

GENERAL INFORMATION

Outside Food and Drinks

Outside food and drink is not permitted in the building, aside from food intended for consumption during a student's designated lunch period. If students pack their own lunch, it is to be stored in a lunchbox in their locker, except when transitioning to and from the cafeteria, and while eating lunch during their designated lunch period. Open drinks are not to be brought in during student arrival, and energy drinks are not permitted at any time.

Lockers

All lockers are the property of the River Valley Schools and are subject to search at any time by the administration.

Book Bags

Students in the middle school are not to carry book bags, backpacks, purses, etc., during the school day. These items are to be used to transport schoolbooks, and supplies to and from school and must be stored in a student's locker ***AT ALL TIMES*** during the day. A student may not pack their book bag, back pack, etc., for the end of the day and take it to their last period class.

Telephones, Telephone Calls

Students are reminded that the office telephone is for emergency use. Students will not be called from classes for phone calls; however, emergency messages may be taken in the office.

Students are not permitted to call/text parents/guardians using cell phones. If students need to speak with a parent, they may request to call home in the front office.

Cell phones should be turned off and kept secured in a student's locker. Using a cellular phone or an electronic device to film/record/take pictures of any student or staff member is prohibited.

In an effort to stop incidents of misuse, damage, loss or stolen tablets, cell phones, earbuds and/or listening devices, we will strictly enforce this policy. RVMS will not be responsible for damage, loss or stolen tablets, cell phones, earbuds and/or listening devices.

Any student who chooses not to follow this policy may be subject to the following sanctions:

- First offense: phone confiscated and returned at the end of the school day to the student.
- Second and future offenses: phone confiscated, parent picks it up, and student is assigned disciplinary consequences.

The possession, taking, disseminating, transferring or sharing of nude, obscene, pornographic, lewd or otherwise illegal images, whether by electronic data transfers or otherwise (commonly called texting, emailing or sexting, etc.) may constitute a crime under state and/or federal law. Any person possessing, taking, disseminating or sharing nude, obscene, pornographic, lewd or otherwise illegal images or photographs may be punished under this Code of Conduct and may be reported to the appropriate law enforcement agencies.

Students are not permitted to access or communicate via social networking sites (Facebook, Twitter, Instagram, etc.) at any time during the school day.

NOTE: Administration reserves the right to make changes to this policy.

Immunizations

Each student shall have all the immunizations required by the Ohio Revised Code 3313.671 or have an authorized waiver on file in the school office. If a student does not have the required immunizations or a waiver on file in the school office, the principal may remove the student or

require compliance with the set deadline of October 1st. Any questions about immunizations or waivers should be directed to the school nurse. All middle school students must have proof of the following immunizations on file in the middle school office by the 14th school day: Diphtheria, Tetanus, Pertussis, **Tdap (7th grade),** Measles, Mumps, Rubella, Polio, Hepatitis B, Varicella and meningococcal.

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

Visitors

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

I. Raptor Visitor Management System:

Upon arrival at the main office, all guests must be scanned into our Raptor System. This is a standard safety protocol for all visitors entering the building.

- Visitors must present a Valid Driver's License or government-issued photo ID.
- Identification will be scanned to print a customized visitor badge.
    - Visitors must wear their badge at all times.

II. CEIA Opengate Weapons Detection:

During school hours, CEIA Opengate weapons detectors are in place at student/visitor entrances. These detectors are designed for high-speed screening.

- Visitors generally do not need to remove keys, coins, or phones from their person.
- Bags or outside items/materials are subject to search.
- Visitors should notify staff of any medical implants (pacemakers, etc.)
- Should the detectors alert for a visitor multiple times, handheld wands may be used to pinpoint any metal items.

Restrooms:
Loitering in school restrooms is forbidden. Persistent violators will be assigned detentions and/or Saturday School. Loitering in restrooms may be considered grounds for searching students. Two students in the same stall may be considered grounds for searching students.

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

1. Students are to stop what they are doing and go immediately in single file with their class to the nearest exit.
2. All windows and doors should be locked. Lights turned off.
3. Students must remain quiet at all times.
4. Do not run or push.
5. The building is to be cleared by at least 150 feet.

6. Students not in their classroom will immediately join the nearest class and identify themselves and their proper class to the teacher.
7. Teachers are to check the roll outside and when they return to the building.
8. Students pulling fire alarms will be reported as prescribed by law to the local sheriff's office and parents.

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

- Windows should be closed.
- Personal articles shall not be carried (possible exceptions are purse or handbag, sweater or coat, if they are at desk and can be picked up without delaying the movement in the line).
- Students in the seat nearest the door should open the door and lead the students to the assigned area.
- Students shall move quickly and quietly, without running or talking.
- Groups will stay together in the assigned area until authorized to return to the room by the administration.

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

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

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

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

MS Chromebook Policy

Chromebooks will be used by all students at the middle school to support their classroom instruction. Students will keep the device with them all day. Students will not take these devices to lunch. Students will be issued a loaner device for normal wear and tear issues. If the device is lost or stolen, this must be reported to the classroom teacher immediately. However, please note, students are responsible for damage deemed to be irresponsible, malicious or purposeful and will be charged fees. Repeat offenders may receive disciplinary action and/or loss of privilege using technology.

Field Trips

Field trips are arranged by the classroom teacher and approved by the principal and superintendent. Permission slips signed by parents/guardians are required prior to the trip. Failure to meet deadlines set by the teacher may result in exclusion from the trip. All school rules are to be followed on field trips. Students may be denied participation in field trips if prior school behavior is such that the smooth operation of the trip or safety of other students might be jeopardized. Students may also be denied participation in field trips if any of the following disciplinary actions have occurred:

- In-school reassignment
- Out of school suspension

- Saturday school
- Repeated classroom misbehavior

Principal discretion and academic performance may also be used to determine eligibility for field trips on a case-by-case basis.

Lost And Found Articles

All articles that are found should be turned in to the main office. Students should make inquiries there. Unclaimed items are periodically donated to charity.

Cooks and Custodians

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

SCHOOL DRESS STANDARDS

Clothes shall be within limits of decency, morality, and propriety. Hygienic standards will be maintained. Clothing or personal appearance which causes distraction, or in any way interferes with the normal process of education, will not be permitted.

Coats should only be worn in the building before and after school, and should be appropriate for the weather and time of year. Students are encouraged to wear sweaters or sweatshirts during the winter months or when they are cold.

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

- Hats, headbands, hoods or any headwear that covers the head shall not be worn in the building. Violators will have their hats confiscated for the day.
- All clothing must have a sleeve, show no cleavage and be long enough to be tucked into pants.
- Clothing of sheer/see through material is not allowed.
- Shorts that do not come to mid-thigh while standing or lower may be deemed inappropriate.
- Dresses and skirts must come to the mid-thigh or lower.
- Clothing containing holes or tears mid-thigh or higher may be deemed inappropriate.
- All undergarments are to be covered at all times.
- Bare feet are not permitted.
- Pajamas are not permitted, unless part of a spirit week promotion.
- Jeans/clothing with excessive tears, holes, and/or frays may not be permitted.
- Blankets should not be worn.
- Bulky/winter coats may be required to be stored in student lockers.
- Chains and studded accessories that are deemed a safety hazard are prohibited.
- Any article of clothing or jewelry that displays or encourages the use of alcohol, drugs, sex, or profane language and/or gestures, double meaning references or any other unconventional dress will not be permitted at any time.

- Sunglasses are not to be worn except under written doctor's orders.
- Confederate flag items and clothing are not permitted.
- Gang-related clothing and the display of any clothing or paraphernalia associated with gang-related activities are not permitted
- Students are prohibited from using any writing utensil (e.g. marker, pen, pencil) to write or draw on themselves or others.

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

CHEMICAL ABUSE PROGRAM PROCEDURES

Introduction

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

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

Statement of Policy

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

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

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

The above applies when students are:

1. On any property owned, leased by, or under the control of the River Valley Local School District, including vehicles used for transportation.

2. At school and/or any school sponsored or sanctioned activity or event away from or within the school district, while under school supervision

Student Responsibilities

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

Procedures

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

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

- Parent(s) will be notified immediately, and the student will be removed from school for the remainder of the day.
- The police shall be notified of the incident and an investigation may be conducted. Formal charges may be filed.
- Penalties can include out-of-school suspension and recommendation for expulsion. See section 2, rule 18 of the Code of Conduct.

Mandatory Drug Testing

The River Valley Board of Education has approved a mandatory drug & nicotine testing policy that will be in place for the 2023-24 school year. The goal of this policy is to create a drug free educational environment while looking out for the health and safety of our students. It is also our hope that this policy will serve as a deterrent for students if and when they are faced with the choice of taking drugs. This is a mandatory testing policy for anyone in grades 7 – 12 who plans to participate in extracurricular activities, clubs, or organizations at school. The complete drug testing policy can be found on the school website, FinalForms, or the RV Athletic Handbook.

MEDICATION FOR STUDENTS

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

SOCIAL MEDIA POLICY

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

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

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

Administration will review each social media issue on a case by case basis and will determine if school discipline is necessary. Discipline can be assessed if a violation of the social media policy occurred, up to and including out of school suspension. Discipline can be assessed by the administrative team in a manner that applies to extracurricular activities. If necessary, law enforcement may be contacted.

TRANSPORTATION/BUS GUIDELINES

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

Students are required to wear seatbelts properly when they are available. Failure to comply with seatbelt safety requirements may result in disciplinary action in accordance with the Student Code of Conduct.

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

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

GUIDANCE COUNSELING & SPECIAL SERVICES FOR STUDENTS

School Counselors

The school has a full time school counselor. The counselor conducts individual and group counseling, coordinates testing, and confers with teachers, parents/guardians and students.

Schedule Changes

Schedule changes will be made only when absolutely necessary. The principal may make the final decision regarding all schedule changes.

Special Education

Students with disabilities may require an Individualized Education Plan. If a student has a disability that substantially impacts his educational performance and requires specialized instruction, the educational team meets to determine the needs and services that the district must provide. Services may be provided within the regular classroom, resource room, specialized skill unit or a separate facility. Specialized instruction may include reading intervention, math intervention, organizational support, behavioral support/programming, etc.

Individuals With Disabilities

The Americans with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act provide that no individual will be discriminated against on the basis of a disability. This protection applies not just to the student, but to all individuals who have access to the District's programs and facilities. If you know of any individual with a disability who is in need of accommodations to enable them to attend a function in our district, please contact our Director of Special Education.

CODE OF STUDENT CONDUCT

Preface: Each Board of Education is required to adopt a set of rules and regulations designed to maintain order and discipline necessary for effective learning. The Board of Education's primary concern is that students who wish to learn can do so in an environment conducive to learning and that every available disciplinary and prescriptive means be employed on behalf of those who would destroy or deny such an environment. The sole objective of this code is to ensure fair and equitable handling of disciplinary problems.

Student Rights And Responsibilities: Students are responsible to themselves, their parents, the local community and the school administration for their academic progress and social conduct on school property and at school functions. Students are also responsible to respect the rights of the other members of the River Valley School District (other students, teachers, staff, parents, and other persons). Students are held responsible for violation of specific rules of behavior spelled out in the Code of Student Conduct. Disciplinary action for such violations may include detentions, Friday School, Saturday School, denial of privileges, assignments, reprimands, suspension, emergency removal, and expulsion. Rescheduling of detentions, Friday School or Saturday School will take place at the discretion of the administration; any extenuating circumstances will be considered by the administration.

Detentions

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

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

Saturday/Wednesday School

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

In School Reassignment

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

Out-of-School Suspension

A student may be suspended from one to ten days by the principal, assistant principal or administrator because of a serious offense or repeated misbehavior. Out-of-school suspension results in the loss of the privilege to participate in school, extracurricular and co-curricular activities during the time of suspension.

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

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

Due process shall consist of:

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

Expulsion

The procedure for expulsion will be in accordance with the Board of Education Policy regarding expulsion and state law, including applicable threat assessment procedures.

Permanent Exclusion from School

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

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

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

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

The student cannot be permanently excluded from school until they have been convicted of the crime or have been adjudicated a delinquent child based upon the crime. The River Valley Local

School District will follow all due process procedures presently in place and will use the current policy to expel the student. The law allows the expulsion of the student to be extended during the proceedings of the criminal or juvenile court.

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

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

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

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

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

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

SECTION 1 - General Student Policies

Hallways: The halls of River Valley Middle School should be clear of all students during class time. Loitering in the halls is not permissible. Students should be going to or from their destination. Pupils passing through the halls on the way to and from classes are expected to maintain a reasonable degree of quiet. Whistling, loud talking, loud noises, screaming, running and pushing are not permitted.

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

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

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

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

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

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

- The student is in violation of, or suspected to be in violation of, rule 16, 18, or the nicotine/substance policy.
- The student is in possession of, or suspected to be in possession of, any illegal objects, potentially dangerous objects, substances, or instruments.
- The student is in possession of, or suspected to be in possession of, any item used in the commission of a violation(s) of any part of this handbook.
- Students can be searched for additional items if items fitting the above description are found to be concealed on a student, in a school locker, or in a student's car.

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

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

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

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

Electronic Device Policy: Electronic devices should remain in a student's locker. Electronics are not to be used in the restrooms, or while the student is in violation of, or is committing an act in violation of, any other rules/policies in this handbook.

Violations of this policy can result in discipline and/or confiscation of devices until the end of the school day, and parent pickup may be required. Discipline can include up to an out-of-school suspension for offenses related to this policy.

Section 2 - Additional Rules/Examples of Misconduct

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

Rule 1 - Disruption Of School

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

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

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

Rule 3 - Unauthorized/Unexcused Absence

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

Rule 4 - Unauthorized Sale, Distribution And/Or Display

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

Rule 5 - Loitering

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

Rule 6 - Accumulation of Violations

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

Rule 7 - Disrespect

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

Rule 8 - Hazing

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

Rule 9 - Verbal Harassment

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

Rule 10 - Gambling

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

Rule 11 - Use Of Flame Producing Devices

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

Rule 12 - Vandalism And/Or Destruction Of School Property

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

Rule 13 - Vandalism And/Or Destruction Of Private Property

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

Rule 14 - Unauthorized Possession Of Another Person's Property

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

Rule 15 - Unauthorized or Inappropriate Touching/Bodily Contact

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

Rule 16 - Dangerous Weapons And Instruments

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

Rule 17 - Insubordination

A student shall not fail to comply with directions of teachers, teacher aides, student teachers, substitute teachers, assistant principal, principal, or other school personnel during any period of time when the student is properly under the authority of school personnel. Engaging in off-task behavior such as the unauthorized use of electronic devices, disrupting the educational process, falling asleep, or failing to work on assigned materials may be considered a failure to follow established directives. Repeated violations of any rule, directive, or discipline procedure shall also constitute insubordination.

Rule 18 - Nicotine, Tobacco, Alcohol, Illegal Drugs

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

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

- Caught with a nicotine product, alcohol, illegal drugs, or look-alikes while on school property or at any school function.
- They are suspected to be under the influence of drugs and/or alcohol while on school property or at any school function.

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

A student that is suspected to be under the influence while on school property or at any school function is subject to the following disciplinary procedures and would be referred to the procedures listed below.

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

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

FIRST OFFENSE

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

SECOND OFFENSE

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

ADDITIONAL OFFENSES: 10 day suspension with recommendation for expulsion.

Steps for Parents/Students at Point of Referral to Policy

1. A 9-panel (minimum) urine drug screen may be required to be completed by a district-approved drug testing facility within 48 hours of the offense in order for a reduction of suspension to be considered.
2. If applicable, the release of information shall be signed by the parent/guardian of the student so that the drug testing facility may share the results of the test with the building administrators within 48 hours. The results need only indicate if the urine drug screening was positive for any illegal substance.
3. Parents also have the option to bring results to the school and drop off with an administrator or their designee.

4. The student may be required to complete a Substance Abuse Education Course to meet additional stipulations of this policy. This must be through an agency certified by the Ohio Department of Mental Health and Addiction Services or a certified Chemical Dependency Prevention Professional, or an agency approved by the River Valley Administration.

    a. Following the assessment, the student shall be required to comply with all treatment recommendations.

    b. Proof of completion of the assessment and recommendations for treatment may be requested to be emailed to the building administration upon completion of the Education course(s) and associated requirements.

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

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

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

Rule 20 - Violation Of The Law

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

Rule 21 - False Alarms

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

Rule 22 - Threats

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

Rule 23 - Fighting

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

Rule 24 - Falsification Of Documents

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

Rule 25 - Sexual Harassment

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

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

Rule 26 - Abusive And/Or Disrespectful Behavior

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

Rule 27 - Sexting

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

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

Rule 28 - Aiding and Abetting Others in School Offenses

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

Rule 29 - No Remaining Dates

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

Rule 30 - Other/New Offenses

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

Section 3 - Appeal Procedure:

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

VIKING P.R.I.D.E. RUBRIC

	Positive	Respectful	Live with Integrity	Make a Difference	Expect Excellence
Classrooms	• Come ready to work with a great attitude	• Work quietly • Follow Directions	• Do your own work • Be on time and ready to work	• Help others when needed	• Follow Directions • Study and Achieve
Assembly	• Keep your hands to yourself	• Listen attentively	• Sit quietly	• Take necessary materials • Remain seated	• Apply what you learned • Create a positive impression
Hallways and Walkways	• Keep hands and feet to yourself • Clear the hallways BEFORE class starts • Follow rules for drills	• Use appropriate voice, language, and behavior	• Walk on the appropriate side of the hall	• Hold a door for someone • Say good morning or hello • Pick up loose trash	• Go directly to your destination
Cafeteria	• Manage emotions	• Be polite • Wait your turn • Clean up your mess	• Sit in the appropriate seat • Pay for all food and extras	• Push in chairs • Clean up messes • Say Please and Thank you	• Eat a balanced meal
Bus	• Keep hands and feet to yourself	• Speak quietly • Recognize the authority of the bus driver	• Sit in the appropriate seat	• Keep aisles clear • Arrive at bus stop on time	• Promote bus safety
Restrooms	• Use personal hygiene	• Flush • Throw away paper towels in the trash can	• Notify staff of custodial issues	• Plan ahead and use time wisely	• Maintain a clean and healthy environment
All Settings	• Attend school daily • Manage emotions • Use time wisely • Model good behavior	• Show respect for self, others, and property • Follow directions • Use appropriate school language	• Follow the Viking PRIDE Matrix	• Be on time • Be in assigned areas	• Give maximum effort • Work until dismissal • Encourage good behavior in others

E + R = O
(Event + Response = Outcome)

The E + R = O **Mindset** is built on three simple and direct understandings.

- I DON'T control events.
- I DO control my response.
- I create outcomes but I don't control them.

Things we **CAN** control	Things we **CANNOT** control
• Our Words • Our Choices • Our Routine • What we read • What we do • Self-care • Forgiving others • Our Actions • Evaluating our priorities • What we say to ourselves	• What others say • What others do • What others think • Other people's feelings • Changing past experiences • Having all the answers • Other people's mistakes • Other people's ideas • External situations & what happens around us