

RBMS HANDBOOK INDEX

River Bend Middle School Information	1	• Drugs/Alcohol Tobacco	10
• Accidents.....	2	• Absence from School on Day of Activity	10
• Administrative Responsibility	2	• Travel	10
• Animals on School Property	2	• Student Athlete Concussions & Head Injuries	10
• Asbestos.....	2	• Athletic Fees.....	10-11
Attendance	2-3	Field Trips	11
• Student Absences.....	3	Flower/Balloon Deliveries.....	11
Excused Absences.....	3	Grading & Promotion.....	11
• Pre-Excused Absences.....	3	• Grading Scale	11
• Pre-Arranged Vacations	3	• Grades.....	11-12
• Tardy	3	Grievance Procedure	12
• Release Time for Religious Instruction/Observance	3	Guidance & Counseling.....	12
• Home and Hospital Instruction	3	Harassment of Student Prohibited	12
Unexcused Absences	4	Health & Medical	12
• Truancy.....	4	• Immunizations	12
• Extra-Curricular Activities.....	4	• Required Extra-Curricular Health Exam	12
• Make-Up Work.....	4	• Student Medication	12
• Attendance and Athletics.....	4	Honor Roll	12
• Attendance at School-Sponsored Activities	4	Instructional Material	12
Bicycles	4	Interview by Law Enforcement.....	12
Building Conduct/Arrival to School	5	Invitations & Gifts	12
Bullying, Intimidation, & Harassment (Prevention & Response To)	5	Lockers & Locks.....	13
Bus Transportation	5	Mandated Reporters	13
• Bus Conduct	5	Parking	13
• Instruction to School Bus Riders/Parents & Guardians	5-7	Pesticide Application	13
Campus Video Surveillance	7	Pledge/Moment of Silence	13
Cell Phone Policy (RBMS).....	7	Recess	13
Discipline – Student Behavior.....	7	Residence.....	13
• Middle School Expectations.....	7-8	Rtl	13-14
• Homework	7	School Breakfast/Lunch	14
• Grades.....	7	• Free Reduced Food Services	15
• Art, P.E., & Health	7-8	• Cafeteria Rules.....	15
• Exemption from Physical Education Requirement	8	Search and Seizure.....	15
• Retention/Promotion	8	School Dress Code & Student Appearance.....	15
Disaster Drills (Fire/Tornado)	8	Suicide and Depression Awareness	15-16
Distribution of Non-School-Sponsored Publications	8	Surveys by Third Parties	16
Education of Homeless Children.....	8	Surveys Requesting Personal Information.....	16
Education of Children with Disabilities.....	9	Sex Education & Instruction	16
Education of Individuals with Disabilities	9	Sex Offender Information	16
• Misconduct by Students with Disabilities	14	Standardized Testing	17
• Annual Notification	14	Statement of Philosophy	17
English Language Learners	9	Student Accident Insurance.....	17
Equal Educational Opportunities.....	9	Student Biometric.....	17
Extra-curricular Activities	9	Student Records	17
• Code of Conduct	9	Teacher Qualifications	17
• No-Cut Policy	9	Technology Policy	17-19
• Eligibility.....	9	Teen Dating Violence.....	19
• Requirements for Participation	9	Treats & Snacks.....	19
• Behavior/Conduct.....	10	Visitors/Volunteers.....	19
		Waiver of Student Fees	19
		Weather Procedure	19

GENERAL SCHOOL INFORMATION

This handbook is a summary of the school's rules and expectations, and is not a comprehensive statement of school procedures. The Board's comprehensive policy manual is available for public inspection through the District's website www.riverbendschools.org or at the Board office, located at:

River Bend Community Unit School District #2
1110 3rd Street
Fulton, IL 61252

The School Board governs the school district, and is elected by the community. Current School Board members are:

Dan Portz, President
M. Jane Orman-Luker, Vice-President
Eric Fish, Secretary
Chris Barnett, Member
Nick Crosthwaite, Member
Jay Ritchie, Member
Mary Simmons, Member

RBMS Administrative Staff:

Mr. Darryl Hogue, Superintendent
Kathleen Schipper, Principal

The school is located and may be contacted at:

River Bend Middle School
415-12th Street
Fulton, IL 61252
815-589-2611
815-589-3031 (fax)
www.riverbendschools.org

ACCIDENTS

In the event of an accident involving a student, every precaution will be taken to administer the proper first-aid and to request the assistance of a medical professional, if it is deemed necessary. If the accident is of a serious nature, the school authorities will notify the parents, who then shall assume responsibility. If they are unable to reach the parent, the student will be taken for medical treatment or examination by ambulance, if deemed necessary.

ADMINISTRATIVE RESPONSIBILITY

To provide the educational leadership and the administrative skills to build a trusting community through which the total development of each student is promoted.

- To provide encouragement and understanding to the faculty and students, recognizing each as an unique individual.
- To strive for harmony with the school community, providing an opportunity for honest, open communication.

ANIMALS ON SCHOOL PROPERTY

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principals in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

ASBESTOS

The River Bend CUSD #2 conducts surveillance inspections for asbestos containing materials every six months.

The Asbestos Management Plans and Inspection Reports may be examined at the individual school offices and at the Superintendent's office. Questions regarding any asbestos concerns may be answered by contacting the Superintendent at (815) 589-2711.

This is to inform you of the status of River Bend CUSD #2 Asbestos Management Plan (s). It has been determined by the Illinois Department of Public Health and the federal Environmental Protection Agency that asbestos is a potential health hazard and precautions should be taken to avoid disturbing any asbestos containing materials.

As required, our building(s) were initially inspected for asbestos on August 9, 1988. The AHERA law requires that a visual surveillance of asbestos containing areas be completed every six months, and a re-inspection conducted every three years. Any evidence of disturbance or change in condition will be documented in the Management Plan as required.

The Inspection/Management Plan is available for public review in the principal's office in each building.

ATTENDANCE

The goal of the RBMS attendance policies and procedures is to support and improve the regular attendance and performance of our students. The River Bend School District recognizes that regular attendance is crucial to a student's success in school. In order to take full advantage of the educational opportunities provided by teachers and school personnel, students must attend school on a daily basis. Regular attendance and parental support tied with student effort are critical factors of learning and being successful in school. A student who is frequently absent misses valuable instruction and discussion that is important for academic success, even though written work is made up.

Illinois law requires that whoever has custody or control of any child between seven and seventeen years of age shall assure that the child attends school in the district in which he or she resides, during the entire time school is

in session. Illinois law also requires that whoever has custody or control of a child who is enrolled in the school, regardless of the child's age, shall assure that the child attends school during the entire time school is in session.

There are certain exceptions to the attendance requirement for children who: attend private school, are physically or mentally unable to attend school, are between the ages of 12 and 14 while in confirmation classes, or have a religious reason requiring absence.

STUDENT ABSENCES

In the event of any absence, the student's parent or guardian is required to call the school at (815) 589-2611. If a call has not been made to the school by 9:00 a.m. on the day of a student's absence, a school official will call the home to inquire why the student is not at school. If the parent or guardian cannot be contacted, the student will be required to submit a signed note from the parent or guardian explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent or guardian, the reason for an absence will be kept confidential.

Personal illness or other medically related reason: After (3) consecutive days or an accumulation of 10 days in a year, a medical excuse from a medical doctor will be required in order for the absence to be excused.

There are two types of absences: excused and unexcused. Excused absences include: illness, observance of a religious holiday, death in the immediate family, family emergency, situations beyond the control of the student, circumstances that cause reasonable concern to the parent/guardian for the student's safety or health, or other reason as approved by the principal.

EXCUSED ABSENCES

PRE-EXCUSED ABSENCES are any absences in which parents or guardians have prior knowledge of their child's absence. These absences must be approved by the principal prior to the day of absence(s). A pre-arranged absence form is required to be completed prior to the absence. Pre-arranged absence forms are available in the school office. The school may require documentation explaining the reason for the student's absence.

PRE-ARRANGED VACATIONS This must be arranged by bringing a note from a parent explaining the trip in advance of the absence. A maximum of five (5) days may be used per school year; any more days will be considered unexcused absences. In order for the five (5) days to be considered an excused absence, the student must be passing in all of his/her classes, and the trip must be such that it cannot be taken during a regularly scheduled school break. Assignments may be turned in prior to vacation. Additional work may be required. Approval of additional days will be determined by the building administrator.

The building Principal is the final determiner in excusing absences. Any unusual circumstances or emergency situations must be approved by an administrative order to be considered as an excused absence.

TARDY

Students will receive an office detention after two unexcused tardies.

RELEASE TIME FOR RELIGIOUS INSTRUCTION/OBSERVANCE

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the building principal prior to the student's anticipated absence(s). Students excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement.

HOME AND HOSPITAL INSTRUCTION

A student who is absent or whose physician anticipates his or her absence from school for an extended period of time, or has ongoing intermittent absences because of a medical condition, may be eligible for instruction in the student's home or hospital.

For information on home or hospital instruction, contact the building administrator.

UNEXCUSED ABSENCES

Any absence which is not within the school board definition of an excused absence will be considered unexcused, even if parental permission was received. Final determination will be made by the school principal and/or his/her designated person. Examples of unexcused absences include: oversleeping, obtaining a driver's license, job interviews, running errands, senior pictures, shopping trips, haircuts, etc. Any student who has an unexcused absence will receive less than full credit for the periods missed. Parental contact must be made within 24 hours of the absence or the student will be considered truant.

Once a student has missed 10 cumulative school days, the parent or guardian is required to submit a signed doctor's excuse in order for the student absence to be excused.

Students will not receive credit for homework when their absence is unexcused.

TRUANCY

A parent or guardian who knowingly and willfully permits a child to be truant may be convicted of a Class C misdemeanor, which carries a maximum penalty of thirty days in jail and/or a fine of up to \$1500.00 according to state law.

EXTRA-CURRICULAR ACTIVITIES

A student must be in attendance by 12: 00 p.m. on the day of an activity to be eligible for any activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the coach or administrator: 1) for a medical absence pre-arranged with the coach or 2) for a death in the athlete's family. A student who has one or more truancies or who has been suspended from school may be suspended from participation in athletic activities by administration beyond the school suspension.

MAKE-UP WORK

If a student's absence is excused, he/she will be permitted to make up any missed work, including homework and tests. The student will be permitted the same number of days as he/she was absent to turn in the make-up work. The student is responsible for obtaining assignments from his/her teachers. Students who are unexcused from school will not be allowed to make up missed work.

ATTENDANCE AND ATHLETICS

An athlete who is absent from school after 12 p.m. on the day of an activity is ineligible for any activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the coach: 1) for a medical absence pre-arranged with the coach or 2) for a death in the athlete's family. An athlete who has one or more truancies or who has been suspended from school may be suspended from participation in athletic activities by administration. An athlete who is absent from school on a Friday before a Saturday event may be withheld from Saturday activities at the sole discretion of the coach.

ATTENDANCE AT SCHOOL-SPONSORED ACTIVITIES

Attendance at school-sponsored dances is a privilege. Only students who attend the school may attend school-sponsored dances, unless the principal or designee approves a student's guest in advance of the event.

All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately and the student's parent/guardian will be contacted. The school may also impose other discipline as outlined in the school's discipline code.

BICYCLES

Bicycles must be placed in the proper racks on the school grounds. Riding bicycles on sidewalks or on blacktops is a safety hazard and therefore is not permitted. LOCKS ARE HIGHLY RECOMMENDED. THE SCHOOL CANNOT BE HELD RESPONSIBLE FOR LOST OR STOLEN BICYCLES.

BUILDING CONDUCT / ARRIVAL AT SCHOOL

Staff supervision begins every morning at 7:45 a.m. Supervision will occur at three doors (one north and two south) at the middle school and students will gather according to their grade level. Students may enter the building at 8:00 a.m. while classes begin at 8:06 a.m.

The following rules shall apply, and failure to abide by the rules may result in discipline:

- Students will remain outside unless the temperature outside is below 15 degrees or it is raining.
- Students that enter the building to eat breakfast are to enter and leave via the front (west) doors. After students are finished eating breakfast, they are to leave the school building and wait outside with their classmates. Students are not to hide in the restroom.
- Students are not to be in the hallways before 8 a.m. If students need to come into the school early to work on homework or get extra help, they are to check in with the office first.
- Hats/hoods and bandanas shall not be worn in the building. Any hat brought to school shall be removed before entering with the exemption to head pieces as a part of religious beliefs or those who are suffering from a medical illness.
- Students shall not run, talk loudly or yell in the hallways nor shall they push, shove or hit others.
- Students shall not write on walls, desks or deface or destroy school property.
- Chewing of gum is not permitted in the school building without permission from teacher or administration.
- Skateboards are not to be used on school property.
- Water guns, play guns, and/or real guns are not permitted at school.

BULLYING, INTIMIDATION, & HARASSMENT (Prevention of & Response To) [\(See Board Policy 7:180\)](#)

BUS TRANSPORTATION [\(See Board Policy 4:110\)](#)

A student who is suspended from riding the school bus and who does not have alternative transportation to school shall be allowed the opportunity to make up all missed work for equivalent academic credit. It is the responsibility of the student's parent or guardian to notify the school that the student does not have alternative transportation to school.

BUS CONDUCT [\(See Board Policy 7:220\)](#)

INSTRUCTIONS TO SCHOOL BUS RIDERS/PARENT AND GUARDIANS

The district provides bus transportation to and from school for all students living 1.5 miles or more from the school. A list of bus stops will be published at the beginning of the school year.

- a. Regular transportation route shall consist of District-approved pick-up and drop-off points. These will vary from year to year depending on enrollment and exit of students.
- b. A single babysitter option will be considered for a pick-up or drop-off point provided said babysitter's residence is on an existing route and after inspection by the Transportation Director, said stop point is both safe and practical. A single babysitter option is defined as only one standard babysitter that provides for a consistent pick-up or drop-off point. An example of a baby sitter option that is **not** acceptable would be a M-W-F request for one babysitter drop-off and T-Th request for another babysitter drop-off.
- c. All parent transportation requests/options shall be submitted in writing and shall be approved only by the Transportation Director and District Administration. Individual bus drivers shall not unilaterally make changes in route stops.

d. School bus riders are under the jurisdiction of the school bus driver. Respect your driver, do what he/she tells you, it's for your safety. Remember that unnecessary confusion diverts the driver's attention and could result in a serious accident.

In the interest of the student's safety and in compliance with State law, students are expected to observe the following rules:

Bus Stop/Entering the Bus:

1. Be on time at the designated school bus stop, help keep the bus on schedule. Parents are responsible for the child's safety getting on and off the bus.
2. Be careful in approaching the place where the bus stops. Do not move toward the bus until the bus has been brought to a complete stop.
3. Stay off the road at all times while waiting for the bus.
4. Observe safety precautions at bus stops. Where it is necessary to cross the highway, proceed to a point at least 10 feet in front of the bus on the right shoulder of the highway where traffic may be observed in both directions. Wait for a signal from the bus driver permitting you to cross.
5. Choose a seat and sit in it immediately upon entering the bus. Sit quietly in your seat and do not leave your seat while the bus is in motion. Do not stand in the entrance or in the aisle.

Conduct on the Bus:

1. Good behavior and behavior that will not distract the bus driver from operating the bus safely is required. Crowding, pushing, scuffling, and other needless commotion are grounds for disciplinary action.
2. Do not talk to the bus driver while the bus is in motion except in emergencies.
3. Do not ask the driver to stop at places other than regular bus stops. The driver is not permitted to do so.
4. Be absolutely quiet when approaching a railroad crossing.
5. Get permission before opening the windows and do not lower them below the line on the bus.
6. Keep all parts of the body and all objects inside the bus.
7. Keep book bags, books, packages, coats and other objects out of the aisles. Keep all body parts clear of the aisles when seated.
8. Eating or drinking is not permitted on the bus.
9. No animals allowed on the bus.
10. Athletic footwear with cleats or spikes is not allowed on the bus.
11. Loud conversation, singing, boisterous conduct, unnecessary noise, or profanity is not allowed. Visiting quietly with your neighbor is acceptable.
12. Electronic devices (such as CD player, cell phones, etc.) are allowed, provided they are in silent mode or headphones/earbuds are worn and are not disruptive to the driver.
13. Never tamper with, damage, or deface anything in or on the bus, or any of the bus or school equipment. Parent/Guardians will be liable for any defacing or damage students do to the bus.
14. Keep the bus neat and clean.

In an Emergency:

1. In the event of an emergency, stay on the bus and await instructions from the bus driver.
2. Use the emergency door only in an emergency.

Disciplinary Action:

1. All school rules will apply while on the bus, at a stop, or waiting for the bus.
2. Inappropriate behavior will be reported to school authorities and failure to observe safety rules may result in suspension from bus services.
3. Parent/Guardians will be notified with a bus conduct report which requires a signature. The Student must return the signed parent/guardian copy of the report to the driver in order to ride the bus.
4. Students may be suspended from riding the school bus for up to ten (10) consecutive school days for engaging in gross disobedience or misconduct. If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the school board may suspend the student from riding the school bus in excess of ten (10) days for safety reasons. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

5. Video and audio cameras may be active on busses to record student conduct and may be used for the purposes of investigation into misconduct or accidents on the bus.

CAMPUS VIDEO SURVEILLANCE

RBMS operates and maintains its own video surveillance system covering hallways and doors. Since these cameras only monitor public use areas, there is no compromising of student/public privacy. The captured video is viewed by RBMS administration and may be viewed by Fulton Police to aid in the discipline and/or arrest of individuals involved in school infractions and/or criminal activity. If a student is disciplined as a result of this video, parents/guardians may view captured video in the presence of the administration. Any requests to view captured video used for discipline must be made in writing and submitted to RBMS Administration.

RBMS CELL PHONE POLICY:

1. Student receives a verbal warning from office personnel or administrator. The cell phone is kept in the office until the end of the school day.
2. Student's cell phone is confiscated and returned to them at the end of the day. An after school detention is given.
3. Student's cell phone is confiscated and an after school detention is given. A parent or guardian will be required to pick up the student's cell phone in the school office.

DISCIPLINE - STUDENT BEHAVIOR [\(See Board Policy 7:190\)](#)

In addition to the Student Behavior Policy, above, RIVER BEND MIDDLE SCHOOL require the following:

MIDDLE SCHOOL EXPECTATIONS

HOMEWORK

Homework is used as a way for students to practice what they have learned in the classroom. The time requirements and the frequency of homework will vary depending on a student's teacher, ability and grade level. Students are expected to turn in their homework in a timely manner. Teachers will explain their late work policy to their classes at the beginning of the school year.

The assignment notebook should be checked daily to help encourage students to finish their homework and to help them prepare for quizzes and tests.

When a student is absent, it is his/her responsibility to see the teacher regarding missing work. The office will collect work for students that are absent if requested.

Students that are caught cheating will be disciplined. Students that willingly give answers to another student are considered to have cheated and will also be disciplined. Discipline may include a detention and/or a zero on the academic work. Students caught cheating will be removed from that quarter's honor roll.

GRADES

Parents are encouraged to check their students' grades by using the Power School website weekly. Grades will be updated on Power School on a regular basis. For questions regarding grades, please contact the classroom teacher. Students and parents have different logins that allows them to see the most updated grades.

RBMS will not print report cards at the end of each nine weeks unless a parent requests a report card. Those requests are made through the middle school office

ART, P.E. & HEALTH

Students rotate every three weeks between Art, P.E. and Health classes. Grades are updated weekly in Power School. Extra credit opportunities are available at the discretion of the teacher.

EXEMPTION FROM PHYSICAL EDUCATION REQUIREMENT

Students who are unable to participate in P.E. will be excused from one day of physical participation with a written note from a parent or guardian. Students who are unable to participate in P.E. exceeding one day must have a written physician's note providing the dates of the exemption. Students will be required to complete a written assignment for their participation.

RETENTION/PROMOTION

Students will be retained from their current grade level if they have failed two or more core subjects (History, Language Arts, Literature, Math and Science) for the academic school year. A student will fail a core subject and be retained under these circumstances:

1. 3 out of 4 nine week grades are "F's" – in one core class,
2. Both semester grades are "F's", or
3. Student does not show improvement during the fourth nine weeks.
 - a. A second "F" in the fourth quarter or an "F" second semester grade would not show improvement and thus, mean failing the core subject for the year.
 - b. Regardless of past grades, a student who earns 2 or more "F's" during fourth quarter will be considered for retention.

The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reason not related to academic performance.

DISASTER DRILLS (FIRE/TORNADO)

In case of severe weather, students will be alerted from the office by alarm and voice instruction over the loudspeaker. Teachers will direct you to the areas designated for severe weather protection. These areas are posted in the classroom and other areas. Students should not go outside the building. A series of drills will be held throughout the year to acquaint students with "safe areas".

DISTRIBUTION OF NON-SCHOOL-SPONSORED PUBLICATIONS [\(See Board Policy 7:315\)](#)

EDUCATION OF HOMELESS CHILDREN

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, as provided to other children and youths, including a public pre-school education. A "homeless child" is defined as provided in the McKinney Homeless Assistance Act and State law. The Superintendent shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation.

A homeless child may attend the District school that the child attended when permanently housed or in which the child was last enrolled. A homeless child living in any District school's attendance area may attend that school.

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Transportation shall be provided in accordance with the McKinney Homeless Assistance Act and State law. The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school. If a child is denied enrollment or transportation under this policy, the Liaison for Homeless Children shall immediately refer the child or his or her parent/guardian to the ombudsperson appointed by the Regional Superintendent and provide the child or his or her parent/guardian with a written explanation for the denial. Whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing, the Liaison for Homeless Children shall, after the

passage of 18 months and annually thereafter, conduct a review as to whether such hardship continues to exist in accordance with State law.

EDUCATION OF CHILDREN WITH DISABILITIES ([See Board Policy 6:120](#))

EDUCATION INDIVIDUALS WITH DISABILITIES ([See Board Policy 8:70](#))

ENGLISH LANGUAGE LEARNERS ([See Board Policy 6:160](#))

EQUAL EDUCATIONAL OPPORTUNITIES ([See Board Policy 7:10](#))

EXTRACURRICULAR ACTIVITIES

EXTRACURRICULAR RULES & CODE OF CONDUCT

The Extracurricular Code applies to all students who want to participate in additional school activities. Extracurricular activities include: competitive sports, scholastic bowl, student council and cheerleading. This code applies in addition to other rules and regulations concerning student conduct and imposes additional requirements on student athletes and cheerleaders.

Participation in extracurricular activities is a privilege. Those who participate in additional activities have a responsibility to favorably represent the school and community. Student participants are expected to conduct themselves both in and out of school in a manner appropriate to their responsibilities as representatives of the school and district. If a student fails to comply with the terms of this code, the privilege to participate in extracurricular activities may be lost in accordance with the terms of this Extracurricular Code.

NO-CUT POLICY

The position of the River Bend District in regard to middle school extra-curricular activities is that participation in and enjoyment of the activity is the basis for the event. The emphasis is directed toward skill building, team play, sportsmanship and an appreciation for the effort needed to succeed in sports and activities. The emphasis on participation carries no formula for minutes, quarters, or games to be played. It does involve empathy on the part of the coach and an understanding on the part of parents and participants that all students can contribute and all need an opportunity. Participation can take many forms and still not jeopardize the fun or the success of the activity. These could include extra games, extra quarters, or substitutions. The District realizes that with large numbers of players that wish to play, not all will be equal. However, the District also realizes that at the middle school level playing the same children all the time is counter-productive to the overall success of the program and is contrary to the philosophy of the school. The building Principal and Athletic Director are to insure that team work, winning, participation and fun are all synonymous terms in middle school activities.

ELIGIBILITY

In order to remain eligible, the student must be passing all classes (No F's) during the sport or activity in which he/she is participating. The grades are based on a weekly quarter average of all classes calculated each Monday. Ineligible students will not participate in games or travel to games for one (1) week or until the grade is passing. Participation in practice is at the discretion of the coach based on the best interest of the student. Students are not allowed to dress during ineligibility.

REQUIREMENTS FOR PARTICIPATIONS

An athlete must have the following fully executed documents on file at the school office before the athlete's first participation in any activity:

1. A current physical examination report completed by a physician licensed in Illinois to practice medicine in all its branches which finds the athlete is physically able to participate; and
2. Proof the athlete is covered by medical insurance. Insurance forms are available in the school office. Insurance coverage is available for each athlete through the school at a minimal fee. Contact the building secretary for further information.

BEHAVIORAL CONDUCT

Misconduct by student-athletes will not be tolerated. Misconduct shall include but shall not be limited to:

1. Insubordination; or
2. Any behavior or action which is negligently or intentionally injurious to a person or property or which places a person or property at risk of injury or damage; or
3. Any behavior which disrupts the appropriate conduct of a school program or activity; or
4. Hazing, bullying, or harassment of any kind; or
5. Use of profanity; or
6. Exhibition of bad sportsmanship; or
7. Violation of any school rules or regulations or law.

Coaches and school officials will impose disciplinary measures appropriate to the offenses committed. The discipline imposed for any particular offense shall be at the sole and exclusive discretion of the coaching staff and school officials.

DRUGS, ALCOHOL AND TOBACCO

Except with respect to prescription drugs used by the person for whom such drugs were prescribed in the manner intended by the prescribing medical doctor, the possession, use, distribution, purchase or sale of any alcoholic beverage, drug, drug paraphernalia, controlled substance, look alike, tobacco or tobacco product or any other substance which, when taken into the human body is intended to enhance performance or alter mood or mental state, including any item or substance which is represented by a student to be, or is believed by a student to be any of the foregoing, regardless of the true nature or appearance of the substance, is prohibited in school buildings, on school buses and on all other school property or school related events at any time. This prohibition shall include all school sponsored or school related activities, whether held before or after school, evenings or weekends and shall additionally include a prohibition of use by a student athlete in any instance where the school can demonstrate a reasonable connection to the school program or school athletic program. For purposes of this procedure, students who are under the influence of prohibited substances shall be treated in the same manner as though they had prohibited substances in their possession.

ABSENCE FROM SCHOOL ON DAY OF ACTIVITY

An athlete who is absent from school after 12 p.m. on the day of an activity is ineligible for any activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the coach: 1) for a medical absence pre-arranged with the coach or 2) for a death in the athlete's family. An athlete who has one or more trancies or who has been suspended from school may be suspended from participation in athletic activities by administration. An athlete who is absent from school on a Friday before a Saturday event may be withheld from Saturday activities at the sole discretion of the coach.

TRAVEL

All athletes shall travel to athletic events and return home from athletic events with the team on which the athlete competes by use of school approved means of transportation. A written waiver or parent's signature on a sign-out sheet provided by the coach will excuse an athlete from riding home with his or her team. Oral requests shall not be honored and oral permissions shall not be valid. Signed documentation must be submitted. An athlete riding home with another parent, MUST have prior approval from the district athletic office; permission will not be permitted at the athletic event unless it is an emergency.

Any student athlete found to be in violation of this policy shall be subject to discipline in accordance with the school district's athletic discipline policies, rules and regulations as provided herein.

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES [\(See Board Policy 7:305\)](#)

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition.

A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.

ATHLETIC FEES

Student extracurricular participants **must** pay the activity fee for the sport/activity they are involved in prior to the first event/meeting of the organization or they should make alternate arrangements for a payment schedule with the principal prior to the first practice/meeting. Fees for activities **will not** be waived. Participants may receive a refund of the activity fee prior to the first contest of the season only in cases where the participant voluntarily withdraws/quits the activity. No refunds or prorating of fees will be made after the first contest of the season and no refunds or prorating of fees will be made at any time, to any participant who is removed from an activity by a coach or administrator for violating team or River Bend rules or Behavior Code. Payment of an activity fee does not ensure a minimum of participation time in athletic events or other extracurricular activities.

River Bend Middle School Activities fees: A fee will be assessed per student, per school year, for participation in the following activities: Volleyball, Cheerleading, Boys' Basketball, Girls' Basketball, Wrestling, Scholastic Bowl, and Track.

FIELD TRIPS

Field trips are a privilege for students. Students must abide by all school policies during transportation and during field-trip activities, and shall treat all field trip locations as though they are school grounds. Failure to abide by school rules and/or location rules during a field trip may subject the student to discipline. All students who wish to attend a field trip must receive written permission from a parent or guardian with authority to give permission. Students may be prohibited from attending field trips for any of the following reasons:

- Having been suspended from school or received an in school suspension
- Failure to receive appropriate permission from parent/guardian or teacher;
- Failure to complete appropriate coursework;
- Behavioral or safety concerns;
- Denial of permission from administration;
- Other reasons as determined by the school.

FLOWER/BALLOON DELIVERIES

Flower/Balloon deliveries at school will NOT be accepted at any schools. They are a distraction in the classroom.

GRADING AND PROMOTIONGRADING SCALE

96.5 – 100 = A+	GPA 4.0
92.5 - 96.4 = A	GPA 4.0
89.5 - 92.4 = A-	GPA 3.75
86.5 - 89.4 = B+	GPA 3.25
82.5 - 86.4 = B	GPA 3.0
79.5 – 82.4 = B-	GPA 2.75
76.5 – 79.4 = C+	GPA 2.25
72.5 – 76.4 = C	GPA 2.0
69.5 – 72.4 = C-	GPA 1.75
66.5 – 69.4 = D+	GPA 1.25
62.5 – 66.5 = D	GPA 1.0
59.5 - 62.4 = D-	GPA .75
59.4 and below = F	GPA 0.0

Semester grades will be determined using the following criteria:

Each Quarter is worth 40% of the final grade, the final exam is worth 20% of the final grade.

GRADES (A – B – C – D – F)

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A district administrator cannot change the final grade assigned by the teacher without notifying the teacher. Should a grade change be made, the administrator making the change must sign the changed record.

GRIEVANCE PROCEDURE (See Board Policy 2:260)

GUIDANCE AND COUNSELING

The school provides a guidance and counseling program for students. The school counselor is available to those students who require additional assistance.

A guidance counselor is available to work with students and parents. Students or parents may consult the counselor about any problem or concern. Parents should call the office to schedule an appointment with the counselor. Counselors assist students with social/emotional issues such as changing families, friendship, anger management, and loss. Counselors are also available to help those students who are struggling academically.

HARASSMENT OF STUDENTS PROHIBITED (See Board Policy 7:20)

HEALTH AND MEDICAL

EXTRA-CURRICULAR HEALTH EXAMINATION

All athletes participating in extra-curricular activities must have a current physical by a licensed physician prior to first practice. Students who do not have a physical will not be allowed to participate in practice or games. A current yearly physical is considered to be one within the last year. Example: A student who receives a physical on May 6, 2016 will be considered to have a valid physical until May 6, 2017.

IMMUNIZATION, HEALTH, EYE AND DENTAL EXAMINATIONS (See Board Policy 7:100)

STUDENT MEDICATION (See Board Policy 7:270)

HONOR ROLL REQUIREMENTS

Students qualifying for the A honor roll must have an A+, A or A- in all core classes.

Students qualifying for the B honor roll must have a 3.000 grade point average with no D's or F's in all core classes.

INSTRUCTIONAL MATERIAL

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

INTERVIEW BY LAW ENFORCEMENT

Law enforcement officers will be permitted to interview students at school in the presence of a school official. In any criminal investigation of a student who is a minor, school officials will make every reasonable effort to notify the parent and/or legal guardian of the requested interview by telephone. If the student is taken into custody, school officials must be notified and the parents will be informed by telephone. All reasonable attempts to reach the parents will be used.

INVITATIONS & GIFTS

Party invitations or gifts for classmates should not be brought to school to be distributed unless invitations are given to an entire homeroom, entire grade, all boys or all girls in their homeroom/grade. Items such as these are of a personal nature and should be handled outside of the school building. The office is unable to release addresses and phone numbers of students.

LOCKERS AND LOCKS

All students will be assigned to a locker with a padlock. The padlock should be left on the locker at all times. Please keep your locker locked and in order. RBMS will not resume responsibility for stolen property. You are not to share a locker with another student. Do not give your padlock combination to friends or acquaintances. Relationships tend to change, and you will not be issued another lock if that should happen. All unauthorized locks will be cut off of the lockers. Only school padlocks are appropriate. All backpacks and purses should fit in your locker. Students are not allowed to carry these items with them throughout the day. If you have any mechanical difficulty with your locker, report it to the office immediately. A locker that does not function properly is of no use to you. P.E. lockers should also be locked at all times. Inappropriate decorations and pictures on student lockers are not permitted.

MANDATED REPORTERS

All school personnel, including teachers and administrators, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

PARKING

Visitor parking is available in front of the building and on the north end of the building. Handicap parking is available on the north and northeast sides of the building. Those dropping off and picking up children may do so in front of the building during the following hours: 7:45 a.m. to 3:15 p.m.

Vehicles MAY NOT be parked or located in the bus lanes or fire lanes at ANY TIME. Bus lanes and fire lanes are clearly marked. Vehicles located in these locations may be ticketed and/or towed by the police.

PESTICIDES AND LAWN CARE APPLICATIONS ([SEE BOARD POLICY 4:160](#))PLEDGE AND MOMENT OF SILENCE

During the morning announcements each day, students and staff say the Pledge of Allegiance. Participation in the pledge is voluntary. However, students that do not participate must wait politely and not disrupt others. The Pledge of Allegiance is as follows:

I PLEDGE ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA AND TO THE REPUBLIC FOR WHICH IT STANDS, ONE NATION UNDER GOD, INDIVISIBLE WITH LIBERTY AND JUSTICE FOR ALL.

RECESS

Students will have a recess. When weather permits, recesses are outside. Students do not go out when it is extremely cold, or raining. If a parent feels because of illness that their child should not go outside at recess, a doctor's note is required.

RESIDENCE ([See Board Policy 7:60](#))RESPONSE TO INTERVENTION (RtI)

Response to Intervention (RtI) is a general education initiative in place in each school. It is a process which includes the provision of systematic, research-based, common core standards-based instruction/intervention that is matched to the students' academic, social-emotional, and behavioral needs and assumes that the monitoring of progress is continuous. Furthermore, RtI is designed as an early intervention to prevent long term academic failure. As such, RtI can replace and augment the I.Q. discrepancy model in the identification of learning disabilities. RtI is considered a general education initiative, but can also be implemented in special education settings. RtI is a three Tier Model. As a guide, Tier I instruction should be successful with 80-90% of the students, Tier II represents 5-10% of the students, and Tier III should only represent 1-5% of the student population. Tier I – the provision of general screening and group interventions that usually represents the common core standards, 80-90% of the students will respond and achieve in this Tier, and assessments are administered 3-4 times a year. Tier II - if students do not make adequate progress, more intensive interventions are targeted in smaller groups along with the general education. Progress is monitored at least bi-weekly, and research based interventions could last 6-10 weeks. Tier III - for students who do not adequately respond to the targeted interventions of Tier II,

eligibility for special education under IDEA would be considered. Additional testing may be warranted and students would receive individualized, intensive interventions targeted to their needs as assessed in progress monitoring.

MISCONDUCT BY STUDENTS WITH DISABILITIES [\(See Board Policy 7:230\)](#)

ANNUAL NOTIFICATION OF PARENT/GUARDIAN RIGHTS AND PROTECTIONS

RIVER BEND SCHOOL DISTRICT currently provides necessary school-based IEP services to your child at no cost to you, the parent/guardian. The School District is participating in the Illinois Department of Healthcare and Family Service's (HFS) program through which Federal Medicaid funds are made available to school districts in the State to help cover the costs of providing necessary school-based health services to students. By participating in this program, the School District is allowed to seek Federal Medicaid funds to help cover the costs of the IEP services the School District provides to your child. In order to seek the Federal funds, the School District must disclose information from your child's education records which may include your child's name, birth date, and Medicaid number to the Illinois Department of Healthcare and Family Services (HFS) regarding the IEP services the School District provided to your child.

As required by Federal law, the School District must: obtain your written consent prior to disclosing your child's health information to the Illinois Department of Healthcare and Family Services (HFS), may not require you to sign up for or enroll in any public benefits or insurance programs, may not require you to pay any out-of-pocket expenses such as a deductible or co-payment for the costs of the health services the School District provides to your child, and may not use your child's Medicaid or other public benefits if that use would decrease available lifetime coverage or any other insured benefit, result in you or your family paying for services that would otherwise be covered by Medicaid or other public insurance program and that are required for your child outside of the time that your child is in school, increase your insurance premiums or lead to the discontinuation of any public benefits or insurance, or risk the loss of your eligibility for home and community-based waivers, based on aggregate health-related costs.

You may withdraw your consent at any time. Whether or not you give your consent or if you withdraw your consent for the school district to disclose your child's IEP service information to the Illinois Department of Healthcare and Family Services (HFS) in order to seek Federal Funds to help the School District to cover the cost of your child's IEP services, the School District will continue to provide services to your child at no cost to you, the parent/guardian.

SCHOOL BREAKFAST

School breakfast is available to students when they arrive at school. Students are offered 8 ounces of milk, 1/2 cup fruit, vegetable, or juice, and two (2) servings of bread or meat or one (1) of each. The breakfast menus provide the nourishment your child needs to perform in morning classes.

Breakfast is served every school day from 7:30 a.m. to 8 a.m. Lunch is served every school day from 11:30 a.m. to 12 p.m., except when there is an 11 a.m. or earlier dismissal.

A student may purchase breakfast for \$1.40.

SCHOOL LUNCH

A student may bring a sack lunch from home or may purchase a school lunch for \$2.80 and/or milk for \$0.40.

A student who is overdrawn will be given a peanut butter and/or jelly sandwich and may purchase a carton of milk for \$.40. No ala carte will be sold to students with a negative balance.

FREE AND REDUCED-PRICE FOOD SERVICES [\(See Board Policy 4:130\)](#)

CAFETERIA RULES

- Students shall not save seats for other students.
- Students shall walk to lunch and shall be orderly and quiet during lunch.
- Trays shall be stacked neatly after placing silverware in its proper container. No food shall leave the cafeteria.
- Loud talking, yelling, screaming, and other disruptions are prohibited.
- Students shall not throw food, milk cartons or other items.
- Students shall not trade food.
- Students shall follow the instructions of the lunchroom aides and show proper respect toward all cafeteria personnel.
- Students shall remain seated while in the cafeteria except to return to the lunch line or return trays.
- Students shall immediately become silent when staff or presenters make announcements in the cafeteria.
- Students shall report spills and broken containers to cafeteria staff immediately.
- Students shall be dismissed from the cafeteria by the lunch room supervisor.

SCHOOL DRESS CODE & STUDENT APPEARANCE [\(See Board Policy 7:160\)](#)

Students are expected to wear clothing in a neat, clean, and well fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment.

- Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.
- Hats, coats, bandannas, sweat bands, hoods up, and sun glasses will not be worn in the building.
- Hair styles, dress, and accessories that pose a safety hazard are not permitted in science laboratories or during physical education.
- Clothing with holes revealing pockets, excessive rips, excessive tears, showing skin and/or undergarments may not be worn at school. Students may wear leggings under ripped clothes.
- Clothing that inappropriately reveals areas of the skin will not be worn to school. Halter tops, spaghetti straps (straps must be at least 1" thick) and shirts that display bare backs or stomachs are not allowed.
- The length of shorts or skirts must be appropriate for the school environment; Shorts must have at least a 2" inseam.
- Appropriate footwear must be worn at all times.
- Student whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject discipline.
- A student's hair shall be cut to expose the student's eyes, or otherwise fastened back so that the student's eyes are not covered.
- If there is any doubt about dress and appearance, the building principal will make the final decision.

Students, who violate the dress code, will be asked to call home for a replacement set of clothes. Repeat offenders will be disciplined.

SEARCH AND SEIZURE [\(See Board Policy 7:140\)](#)

SUICIDE AND DEPRESSION AWARENESS AND PREVENTION [\(See Board Policy 7:290\)](#)

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the school district.

The school district maintains student and parent resources on suicide and depression awareness and prevention. Much of this information, including a copy of school district's policy, is posted on the school district website. Information can also be obtained from the school office.

SURVEYS BY THIRD PARTIES

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the building principal.

SURVEYS REQUESTIONS PERSONAL INFORMATION

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian.
2. Mental or psychological problems of the student or the student's family.
3. Sexual behaviors or attitudes.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine program eligibility.

The student's parent/guardian may inspect the survey or evaluation upon, and refuse to allow their child to participate in the survey. The school will not penalize any student whose parent/guardian exercised this option.

SEX EDUCATION INSTRUCTION

Students will not be required to take or participate in any class or course in comprehensive sex education if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology.

Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

SEX OFFENDER INFORMATION

Sex Offender Notification Law

To: Parents/Guardians

Re: Offender Community Notification Laws

State law requires schools to notify parents/guardians during school registration or parent-teacher conferences that information about sex offenders and violent offenders against youth is available to the public on the Illinois State Police's website. The Illinois State Police website contains the following:

Illinois Sex Offender Registry, www.isp.state.il.us/sor/

Illinois Murderer and Violent Offender Against Youth Registry, www.isp.state.il.us/cmvo/

Frequently Asked Questions Concerning Sex Offenders, www.isp.state.il.us/sor/faq.cfm

STANDARDIZED TESTING

Students and parents/guardians should be aware that students in grades 6-8 will take standardized tests. Parents are encouraged to cooperate in preparing students for the standardized testing, because the quality of the education the school can provide is partially dependent upon the school's ability to continue to prove its success in the state's standardized tests. Parents can assist their students achieve their best performance by doing the following:

1. Encourage students to work hard and study throughout the year;
2. Ensure students get a good night's sleep the night before exams;
3. Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein;
4. Remind and emphasize for students the importance of good performance on standardized testing;
5. Ensure students are on time and prepared for tests, with appropriate materials;
6. Teach students the importance of honesty and ethics during the performance of these and other tests;
7. Encourage students to relax on testing day.

STATEMENT OF PHILOSOPHY [\(See Board Policy 1:30\)](#)

STUDENT ACCIDENT INSURANCE

Optional accident insurance is available for River Bend pupils. The insurance rates this year are:

GRADE	DURING SCHOOL HOURS	24-HR. COVERAGE
Pre K-8	contact DO for prices	contact DO for prices

Forms will be available at the school at registration time. Return completed forms & payment to the school or District Office. Accident insurance is required of all football players. Families having full-coverage under another policy may waive this requirement.

STUDENT BIOMETRIC INFORMATION (7:340)

Before collecting biometric information from students, the school must seek the permission of the student's parent/guardian or the student, if over the age of 18. Biometric information means information that is collected from students based on their unique characters, such as a fingerprint, voice recognition or retinal scan.

STUDENT RECORDS (See Board Policy 7:340-AP1,E1)

TEACHER QUALIFICATIONS

Parents/guardians may request information about the qualifications of their child's teachers and paraprofessionals, including:

- Whether the teacher has met State certification requirements;
- Whether the teacher is teaching under an emergency permit or other provisional status by which State licensing criteria have been waived;
- The teacher's college major;
- Whether the teacher has any advanced degrees and, if so, the subject of the degrees; and
- Whether any instructional aides or paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact the school office.

TECHNOLOGY POLICY [\(See Board Policy 6:235-AP1\)](#)

The goal of technology at River Bend School District is to enhance, extend, and enrich the learning process and create new opportunities for teaching and learning. The Administration, staff, and students are encouraged to make use of all technology in order to accomplish these goals and to facilitate diversity and personal academic growth.

TECHNOLOGY 1:1 POLICY

All students are to follow the policies as outlined in the technology use policy stated above.

Specific issues that will have specific consequences:

1. If a student leaves his/her Chromebook at home:
 - a. First offense – warning and borrow one or call home to have someone bring it in – still responsible for missing assignment
 - b. Second offense – parents contacted by the school and notified this is 2nd offense
 - c. Third offense – detention and borrow a Chromebook
2. If a student does not have his/her Chromebook charged (meaning the Chromebook dies at school or has to be plugged in during the school day) – starts over each quarter:
 - a. First offense – warning
 - b. Second offense – parent contact and future consequences discussed with the student
 - c. Third offense – detention
3. If a student is caught using non approved activities such as google pictures, playing games, listening to music, etc. without teacher permission:
 - a. First offense – warning
 - b. Second offense – penalty box for one week/parent contact
 - c. Third offense – detention
4. If a student downloads extensions or music or any other app without teacher permission:
 - a. First offense – detention, Chromebook cleared, and penalty box one week
 - b. Second offense – half-day in-school suspension with reflection page

The above issues are circumstances that have specifically come up as we have implemented 1:1. As technology changes, we are aware that more issues may arise. Students with habitual computer issues can be subject to any of the following consequences: Detentions, In-school suspensions, Loss of cell phone privileges, Loss of the ability to take the school provided Chromebook home, Having their Chromebook reduced to limited web access, and Suspension

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TEEN DATING VIOLENCE PROHIBITED ([See Board Policy 7:185](#) and [7:185-E](#))

TREATS & SNACKS

Due to health concerns and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought and prepackaged in individual servings. We strongly encourage you to select a treat or snack with nutritional value. This rule may be temporarily waived by the building principal in the case of an educational opportunity, provided that arrangements are appropriately made by the teacher.

VISITORS TO THE SCHOOLS ([See Board Policy 8:30](#))

WAIVER OF STUDENT FEES ([See Board Policy 4:140](#))

WEATHER PROCEDURE

In cases of bad weather and other local emergencies, a global message will be sent to all who have subscribed to the service. Parents may also listen to any local radio or television station to be advised of school closings or early dismissals. If bad weather or other emergency occurs during the day, the district's global communication system will inform guardians of announcements or listen to local media stations for possible early dismissal information.

Early dismissals are sometimes advisable because of hazardous weather conditions changing after school has started for the day. Radio stations and notified **AND A INFORMATIONAL MESSAGE IS SENT OUT** as soon as possible via email, direct phone or text message. For your child's safety, make certain your child knows ahead of time where to go in case of an early dismissal.