Redbank Valley JR. / Sr. High School

2025-2026

Parent/Student Handbook

****BULLDOGS****

CIVIL RIGHTS POLICY (Title VI, Title IX, and Section 504)

The Redbank Valley School District is an equal opportunity education institution and will not discriminate on the basis of race color, national origin, sex, nor handicap in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Redbank Valley School District Superintendent's Office at (814) 275-2426.

This handbook is provided to acquaint parents and students with important information about our school and an understanding of the rules, regulations, and policy guidelines which govern the day-to-day operation of the school. It is the obligation of both students and parents to familiarize themselves with the contents of this handbook. Knowing the contents of this handbook and respecting school rules will go far toward enabling every student to become an outstanding citizen of both our school and our community.

We encourage you to take advantage of every educational opportunity and activity offered by Redbank Valley High School. We look forward to this school year with great excitement and hope all of our students will have a rewarding and successful year.

SCHOOL COLORS: Red & White

MISSION STATEMENT

The mission of the Redbank Valley School District community is to instill the knowledge, attitudes, and skills needed for each student to achieve at his or her highest potential while providing a safe, disciplined and inviting environment.

VISION STATEMENT

The Redbank Valley School District is committed to forging strong, positive connections with students so that they can achieve independence, build confidence, and gain academic knowledge while becoming well-rounded individuals prepared to succeed in our community and global society.

We are BULLDOGS:

Believe, Unite, Learn, Lead, Develop, Overcome, Grow, and Serve

RVHS Alma Mater

We rise to cheer Redbank High
Where our hearts are found
Loving ties will always be, for
Friendships here are bound.
Alma Mater, Alma Mater
Faith is here with you.
We will ever sing thy praise,
To thee we'll ere be true.

SCHOOL PERSONNEL

BOARD OF EDUCATION

Dr. John Kimmel (President)
Heidi Byers
William Reddiger
Matt Confer
William Reddiger

John Sayers (Vice-Pres.)
Chris Merwin
Brent Wile
Chris Adams

Kevin Johnson

DISTRICT ADMINISTRATION & SUPPORT STAFF

Telephone (814) 275-2426 · FAX (814) 275-2428

Superintendent ……..……Dr. Michael Guidice

Business Manager/Board Secretary……...…Rochelle Reitz

Accounts Payable / Payroll…….....Dawn Davis

Business Operations and Transportation Administrator……..Laura Neiswonger

Assistant to the Business Manager…… Joni Ehrhart

Special Education Supervisor.....Kelly Ripple

Elementary Principal ……...……...Sandy Shirey

Cafeteria Director.....David Reitz

Maintenance Supervisor……...……..…….…….Eugene Rapp

Technology Specialist..... Nick Horner

School Psychologist……...……Pam Criner

Special Education Secretary.....Courtney Harman

JUNIOR-SENIOR HIGH SCHOOL ADMINISTRATION & SUPPORT STAFF

Telephone: Main Office 814-275-2424 · Attendance/Guidance 814-275-2421 · Attendance/Guidance FAX 814-275-2652

Principal.....Roddy Hartle

Athletic Director.....Matt Darr

Guidance/Attendance Secretary ……...Wendy Edmonds

Athletic & Activities Secretary/Bookkeeper.....Collen Mogus

FACULTY & STAFF

Julie Aaron – English
Corbin Anderson – Science
Dianna Bain – Special Ed.
Michael Bauer – Science
Stephanie Bergman - JH Guidance
Tracie Bonfardine – Computer/Yearbook
Jill Boyles - Gifted
Greg Campbell – Science
Brady Carrier – Social Studies
Ruben Carrillo – Math
Karen Crawford - Life Skills
Patrick Craig – Social Studies
Sandor Cserr – Tech. Assist.
Matt Hutchinson – English
Michael Fricko – English
Blane Gold – Social Studies
Joe Harmon – Social Studies
Megan Harmon – Health/P.E.
Lauren Smith - Nurse
Jacqueline Hunt– Art
Pam Hawk – Reading
Dave Hepler - Math
Kyle Hicks - SH Guidance
Craig Hibell – P.E.
Nick Horner - Tech. Supervisor
Rachelle Kirkpatrick – 6th Grade
Kate Kronen – Ag. Science
Deven Laird – Science
Science Teacher – Science
Taylor Medsger – Learning Support
Carrie McIntire – Choir/Music
Holly McNaughton – Special Ed.
Barbie Mitchell – Special Ed.
Keegan McLean - Band
Barb Orange – Family Consumer Sc.
Andrew Rex – Health/P.E.
Kelly Ripple – Special Ed.
Lila Rummell – 6th Grade
Sare Scalice - Special Ed.
Greg Smith – Math
Wendy Smith - Speech
Angie Stewart - English Language
Eli Terwilliger – Band/Music
Kira Voris - Math
Kevin Watkins - Ind./Business Tech.
Brittany Weaver – Math
Dana Housley - Foreign Language
Kristin Young – Special Ed./Reading

2025 - 2026

BELL SCHEDULE

7:30	Teacher Arrival
7:35-7:45	Student Arrival / Report to Cafeteria (***Breakfast offered 7:35-8am***)
7:45-8:00	Report to Homeroom
8:00 – 8:25	Homeroom / Activity Period (Pd 1 for Career Center) (25)
	8:25 – depart for career center; return for C lunch
8:29 – 9:16 –	Period 1 (45)
9:20 – 10:02 –	Period 2 (42)
10:06 – 10:48 –	Period 3 (42)

A Lunch	B Lunch	C Lunch
10:52 - 11:22 – Lunch	10:52 – 11:34 – Period 4 (42)	10:52 – 11:34 – Period 4 (42)
11:25 – 12:07 – Period 4 (42)	**11:37 – 12:07 – Lunch**	11:37 – 12:19 – Period 5 (42)
12:10 – 12:52 – Period 5 (42)	12:10 – 12:52 – Period 5 (42)	**12:22 – 12:52 – Lunch**

12:56 – 1:37 –	Period 6 (41)
1:41 – 2:22 –	Period 7 (41)
2:26 – 3:07 –	Period 8 (41)
3:07 –	Student Dismissal
3:15 –	Teacher Dismissal

***NOTE**: The school day operates on a two-day cycle ("A" and "B" days). The letter day is announced each morning and is posted on the Main Office door

*Career Center students will have their first period at Redbank during homeroom.

TWO-HOUR DELAY SCHEDULE

<u>Career Center students will still attend the Career Center</u>

9:30 –	Teacher Arrival
9:35- 9:45 –	Student Arrival / Report to Cafeteria (***Breakfast offered 7:35-8am***)
9:45 - 10:00 -	Report to Homeroom
10:00 - 10:05 -	Homeroom/Attendance - Career Center students dismissed at 10:05am.
10:09 – 10:41 –	Period 1 (32)
10:45 – 11:14 –	Period 2 (29)
11:18 – 11:47 –	Period 3 (29)

A Lunch	**B Lunch**	**C Lunch**
11:51 – 12:21 – Lunch	11:51 – 12:20 – Pd 4 (29)	11:51 – 12:20 – Pd 4 (29)
12:25 – 12:54 – Pd 4 (29)	**12:24 – 12:54 – LUNCH**	12:24 – 12:53 – Pd 5 (29)
12:58 – 1:27 – Pd 5 (29)	12:58 – 1:27 – Pd 5 (29)	**12:57 – 1:27 – LUNCH**

1:31 – 1:59 – Period 6 (29)
2:03 – 2:32 – Period 7 (29)
2:36 – 3:07 – Period 8 (31)
3:07 – Student Dismissal
3:15 – Teacher Dismissal

12:15pm Early Dismissal Schedule

7:30 -	Teacher Arrival
7:35-7:45 -	Student Arrival / Report to Cafeteria (***Breakfast offered 7:35-8am)***
7:45-8:00 -	Report to Homeroom
8:00 - 8:05 -	Homeroom/Attendance
8:09 - 8:32 -	Period 1 (C. C. students report to Cafe SH and dismiss at 8:25am) (23)
8:36 - 8:59 -	Period 2 (23)
9:03 - 9:26 -	Period 3 (23)
9:30 - 9:53 -	Period 6 (23)
9:57 - 10:20 -	Period 7 (23)

A Lunch	**B Lunch**	**C Lunch**
10:24 - 10:54 – **LUNCH**	10:24 - 10:54 – Pd 4 (30)	10:24 - 10:54 – Pd 4 (30)
10:58 - 11:28 – Pd 4 (30)	10:58 - 11:28 – **LUNCH**	10:58 - 11:28 – Pd 5 (30)
11:32 - 12:02 – Pd 5 (30)	11:32 - 12:02 – Pd 5 (30)	11:32 - 12:02 –**LUNCH**

12:06 - 12:15 - Period 8 (9)
12:15 – Student Dismissal
12:30 – Teacher Dismissal

SCHOOL CANCELLATIONS

School may be canceled in the event of inclement weather or other emergencies. The local media will be contacted as quickly as possible to provide important information. The following is a list of the media who will be contacted in the event such emergencies arise:

KDKA TV / WJAC TV / WPXI TV / WTAE TV /

KDKA Radio AM 1020/

Clarion Radio FM 92.7/ AM 1300

Brookville Radio FM 95.9

DuBois Radio FM 107.3

ONE CALL NOW

Keeping parents informed is a top priority at Redbank Valley. That is why we have adopted the ONE CALL NOW Notification Service which will allow us to send a telephone message to parents providing important information about school events or emergencies. In the event of an emergency at school, you will be informed immediately by phone.

The successful delivery of information is dependent upon accurate contact information for each student, so please make certain that the school has your most current phone numbers. If this information changes during the year, let us know immediately by sending an email to wedmonds@redbankvalley.net. If your email changes throughout the year, please email your updated address to emailchanges@redbankvalley.net.

What you need to know about receiving calls through ONE CALL NOW:

Be sure to say "Hello" when you answer the phone. The technology must hear a voice to deliver.

ONE CALL NOW will leave a message on any answering machine or voicemail. If any problems occur, or part of a message is missed, press any number between 1-9 to restart the message.

STUDENT RIGHTS & RESPONSIBILITIES

The Board has authority and responsibility to establish reasonable rules and regulations for the conduct and deportment of students of the district. At the same time, no student shall be deprived of equal treatment and equal access to the educational program, due process, a presumption of innocence, and free expression and association in accordance with these guidelines.

Attendant upon the rights established for each student are certain responsibilities which include respect for the rights of others, obedience to properly constituted school authority, and compliance with the rules and regulations of this district.

According the Pennsylvania School Code (22 PA Code 12.2):

(a) Student responsibilities include regular school attendance, conscientious effort in classroom work, and conformance to school rules and regulations. Most of all, students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living.

(b) No student has the right to interfere with the education of his fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators, and all others who are involved in the educational process.

(c) Students should express their ideas and opinions in a respectful manner.

(d) It is the responsibility of the students to conform with the following:

1. Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them. Students should assume that, until a rule is waived, altered or repealed in writing, it is in effect.

2. Volunteer information in matters relating to the health, safety, and welfare of the school community and the protection of school property.

3. Dress and groom so as to meet fair standards of safety and health, and not to cause substantial disruption to the educational processes.

4. Assist the school staff in operating a safe school for all students enrolled therein.

5. Comply with Commonwealth and local laws.

6. Exercise proper care when using public facilities and equipment.

7. Attend school daily and be on time at all classes and other school functions.

8. Make up work when absent from school.

9. Pursue and attempt to complete satisfactorily the courses of study prescribed by Commonwealth and local school authorities.

10. Report accurately and not use indecent or obscene language in student newspapers or publications.

Parent RIGHTS for instructional materials and student surveys

In accordance with Redbank Valley School District Policy 235, parents have the right to inspect all instructional materials. In addition, parents have the right to inspect, upon request, any survey created by a third party prior to administration or distribution to a student. Such requests are to be in writing and submitted to the building principal prior to distribution.

ATTENDANCE POLICY

The Board requires that school age students enrolled in district schools attend school regularly, in accordance with state laws. The educational program offered by the district is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress. Attendance shall be required of all students enrolled in district schools during the days and hours that school is in session, except that the principal may excuse a student for temporary absences when receiving satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance. The Board considers the following conditions to constitute reasonable cause for absence from school: Title 22 Sec. 11.26

1. Illness.
2. Quarantine.
3. Recovery from accident.
4. Required court attendance.
5. Death in family.
6. Family educational trips. (see Educational Tours And Trips)
7. Educational tours and trips. (see Educational Tours And Trips)

Absences shall be treated as unlawful until the district receives a written excuse explaining the absence, to be submitted within three **(3) days of the absence**. A maximum of ten (10) days of cumulative lawful absences verified by parental notification or a doctor's note will be permitted during a school year. All absences beyond ten (10) cumulative days or (3) cumulative illegal days shall require an excuse from a licensed physician. **This includes tardies and early dismissals.**

The Board may report to appropriate authorities infractions of the law regarding the attendance of students below the age of eighteen (18). The Board shall issue notice to those parents/guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.

Attendance need not always be within school facilities. A student will be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction.

Title 22 Sec. 11.21 All absences occasioned by observance of the student's religion on a day approved by the Board as a religious holiday shall be excused. A penalty shall not be attached to an absence for a religious holiday. The Board shall, upon written request of the parents/guardians, release from attendance a student participating in a religious instruction program acknowledged by the Board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must inform the Board of the child's attendance record. The Board shall not provide transportation to religious instruction. A penalty shall not be attached to an absence for religious instruction.

SC 1329 Title 22 Sec. 11.41 The Board shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event.

Title 22 Sec. 11.23, 11.25 The Board will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearances, and/or family emergencies.

The Board shall excuse the following students from the requirements of attendance at the schools of this district: SC 1330 1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.

Title 22 Sec. 11.5, 11.32 Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught, except that such students and students attending college who are also enrolled part-time in the district schools shall be counted as being in part-time attendance in this district. SC 1327 3. Students fifteen (15) or sixteen (16) years of age

whose enrollment in private trade or business schools has been approved. SC 1330 4. Students fifteen (15) years of age, and fourteen (14) years of age who have completed sixth grade, who are engaged in farm work or private domestic service under duly issued permits. SC 1330

Title 22 Sec. 11.28 Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate. The Board may excuse the following students from the requirements of attendance at district schools: Title 22 Sec. 11.22 1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies. Title 22 Sec. 11.34 2. Homebound children unable to attend school on the recommendation of the school physician and the school psychologist or a psychiatrist and approval of the Secretary of Education. SC 1327 3. Students enrolled in special schools conducted by the Intermediate Unit or the Department of Education.

There is a correlation between regular school attendance and achievement. Therefore, students are strongly urged to avoid being absent from school.

The following regulations govern student absences:

Please note the following as it pertains to attendance:

Unlawful or Illegal = absences by students 17 years of age and younger that are not accompanied by an approved excuse

Unexcused = absences by students 18 years of age and older that are not accompanied by an approved excuse

1. **All illegal absences will result in the following discipline**:

   a) First offense- written reprimand and parental notification.
   b) Second offense- one hour detention.
   c) Third offense- two hour detention.
   d) Subsequent illegal absences will result in In-School Suspension.

When three illegal absences have accumulated, the parents or guardians will be notified that additional illegal absences will result in legal action being taken in accordance with the Pennsylvania School Code. Such legal action may result in fines up to $300.00 per illegal day **and may also include a suspension of driver's license or a delay of receiving a driver's license. Likewise, school privileges can be suspended such as extra-curricular activities, parking passes, and other activities like dances, proms and graduation ceremonies.**

2. Students aged 17 or less who miss school illegally four times or more will be reported to the District Magistrate.

3. Students aged 18 and over missing school without a legal excuse will be placed in the school's disciplinary procedures, which could lead to expulsion from school **and/or loss of**

entrance into prom, school field trips and release time, parking privileges, and/or participation in graduation commencement ceremonies.

4. Student attendance will be taken at the beginning of homeroom and class attendance will be taken prior to the start of each period.

5. Students reporting to **homeroom** after 8:00 A.M. will be considered tardy to school and must report directly to the Attendance Office, and obtain an admittance pass. The student should bring his/her tardy excuse signed by his/her parent/guardian with them.

6. Any student who is absent the school day before should bring his/her excuse signed by his/her parent or guardian/doctor on the day he/she returns to school.

7. Being late to school due to car trouble when busing is available is unexcused.

8. Excuses not acceptable under the Pennsylvania Compulsory School Laws, although signed by their parent/guardian and brought to school within three days following the absence or tardy, will be considered unexcused and/or illegal.

9. The administrative office will make the final determination on whether an absence or tardy will be considered legal.

10. Any student failing to submit an excuse within three days upon return to school will be counted as unexcused / illegal, regardless of the reason for the absence. **Excuses submitted after the 3-day limit will not be accepted, and the dates will remain unexcused/illegal.**

11. In compliance with the Compulsory Attendance Laws, the principal has the right to require students to present a doctor's or school nurse's excuse for each absence. The parent/guardian will be notified when such excuses are required. These will be sent to the parent/guardian for the following reasons:

    a. Student has missed five or more days during any marking period of the school year;
    b. Student has accumulated 10 absences

12. Students participating in extracurricular activities, including athletics, band, choir, school plays, color guard, etc. ***must be in attendance by the end of the first period in order to participate in that day's activity*.** Only the building principal may waive this rule in extenuating circumstances, such as a funeral, or Doctor/Dentist appointment.

13. After an accumulation of five (5) unexcused tardies or three (3) unexcused absences, students participating in extra-curricular activities will lose the privilege to participate in that activity or any other activity for up to the remainder of the year.

14. Tardiness to school or absence following late night activities may result in the student being denied the privilege of participating in the next scheduled practice, competition or performance.

15. **A student who has 45 or more unexcused absences from any scheduled class will received no credit for that class.** This total includes both unexcused and illegal absences.

TARDINESS TO CLASS

The following guidelines will govern students who are tardy to class:

1. No late passes between classes will be issued by the Main or Guidance Office;
2. If a student is late to class without written excuse, the teacher will record the lateness and report the infraction in Synergy according to the disciplinary code;
3. Any student detained in the office or by a teacher should ask for an excuse from the person detaining the student before going to class. Such tardiness should be marked excused and should not count against the student; and
4. Repeated tardiness will result in penalties as described in the disciplinary code and may include legal action (fines) being taken.

MAKING-UP WORK

Students are responsible for any and all work missed while absent from school. The following guidelines govern make-up work for absences:

1. Credit for make-up work will be limited to those days the pupil was legally absent.

2. Class work missed by a student on the day, or class period, of an unexcused or illegal absence cannot be made up. Zeros will be given for all graded work missed.

3. If it is known that a student is going to be absent for a minimum of two school days, the Guidance Office will collect assignments from the student's teachers. The parent or student should call 275-2424 on the second day of absence between the hours of 7:30 AM and 8:00 AM in order to request homework. Most teachers post assignments to Google Classroom, so homework assignments are readily available online.

4. For an absence of less than two days, assignments should be obtained from the teacher's Google Classroom.

5. When a student returns from an absence, he/she has two (2) days to make arrangements with the teachers regarding make-up.

6. All make-up work should be completed within one (1) day for each absence after arrangements have been made unless the absence was extended or there exists other mitigating circumstances rendering this impractical. Exceptions must have the approval of the principal.

7. In the event of OSS (Out of School Suspension) or ISS (In School Suspension), the student is responsible for all work missed in the classroom. Teachers will provide daily work electronically through Google Classroom and/or district email. This work needs to be completed and submitted each day. It is the student's responsibility to submit all work electronically to the teachers each day. If work is not submitted by 3:07 each day, the assignment will be graded as a zero. The public library may be utilized for Internet if needed.

REQUEST FOR EARLY DISMISSAL

Early dismissal from school will be granted for the same reasons allowable for legal absences (see ATTENDANCE POLICY #204). A written request from a parent/guardian for early dismissal should be presented to the attendance officer in the morning. The early dismissal time is when the student will leave the school, not the appointment time. If the excuse is accepted, the student's name will appear on the absentee sheet. The student must sign-out in the main office when leaving the building for an early dismissal and sign back in upon his/her return.

Parents are encouraged to schedule doctor and dentist appointments after school hours. Students returning to school after appointments are required to submit to the attendance officer the doctor's professional / appointment card, signed by the doctor or his/her staff.

Early dismissal requests for hair appointments, work, shopping, concerts, professional sports, etc., will be considered unexcused. Students leaving for these reasons will receive a failing grade for all school work missed due to this being an unexcused absence.

Educational Tours And Trips

A student may legally make a trip of an educational nature with their parents or guardians. **However, the school does not encourage such trips and such absences are limited to (5) school days per year.** The Board may excuse a student from school attendance to participate in an educational tour or trip not sponsored by the district if the following conditions are met. Parents/Guardians who request to have a child or children excused from school for an educational trip will be bound by the following requirements:

1. Parents/Guardians must accept full responsibility for requesting the absence of a student(s) from school

2. The request must be submitted on a Student Educational Trip Form, supplied by the district, and presented to the high school office ten (10) days prior to the trip.

3. Educational trip requests must be limited to five (5) school days per school year.

4. Requests must list educational activities to be covered during the trip. A follow up Google assignment (Google Slides presentation- (1) slide per day that includes pictures and captions, 1 slide at end to explain in written form the educational experience) will be due to the school office no later than 10 days upon return. This will be sent to the principal via email.

5. Parents/Guardians are responsible to see that school work is made up within one (1) week following the student's or students' return to school. It is the student's responsibility to gather missed work.

6. Failure to follow these procedures will result in all absences due to the trip being marked unexcused/illegal.

Redbank Valley Cyber School

Redbank Valley partners with Titusville School District to offer the GO ROCKETS Cyber School for students in the Redbank Valley School District.

The Rockets Online Campus (ROC) offers students choices to guide their educational experience. The ROC is superior to other cyber schools in the following ways:

- Locally created and supported curriculum.
- Live teachers available on a daily basis.
- Consistent and easy-to-use format for each lesson in all courses.
- All educational and technology resources provided to you.

The ROC prides itself in providing support to the students and their families. Their team will work to support students and families as they navigate their online educational journey. Any parent interested in this model of education should contact their child's school and speak to the principal.

Enrollment in the ROC program enables the student to participate in Redbank Valley sports, activities, dances, prom, and graduation.

***IMPORTANT - All students in the Go Rockets program will need to follow the guidelines stated in the RVHS Online Handbook to be eligible to participate in this program**.

GUIDANCE COUNSELOR SERVICES

Each student has been assigned a counselor (Junior High or Senior High) to see for counseling and assistance. Guidance counselors provide the following services:

1. Individual scheduling to prepare for next year's class schedule;
2. Assistance in post-secondary planning;
3. Assistance in vocational planning;
4. Individual meetings with students who are struggling with Academic, Social/Personal, and Career Development;
5. SAP referrals
6. Collaboration with staff, parents/guardians, and students regarding grades and/or behavior
7. Parental conferences regarding student progress; and
8. Referrals to outside agencies.
9. Transcript requests are fulfilled through the guidance office - please allow up to 48 hours for processing.

Students may make an appointment to see the counselor during their study hall or they may "drop in" to see the counselor. When counselors are not in their offices, students may leave a note for the counselor or send an email to set up a time to stop back in.

Conferences are designed to help students make wise decisions regarding high school and post-secondary plans. Students are encouraged to visit the Guidance Department for assistance regarding college selections, national testing programs, academic problems, registration for the coming year and vocational and career information.

Counselors may require students to come for an appointment when it appears that achievement or behavior is such that there may be problems of adjustment or placement. **Students desiring to meet with the mental health specialist or behavior specialist, must be referred by the guidance department.**

School Counselor - Mr. Kyle Hicks khicks@redbankvalley.net

School Counselor – Ms. Stephanie Bergman sbergman@redbankvalley.net

HOMELESS/FOSTER CARE SERVICES

Homeless students may reside in shelters, hotels, motels, cars, tents or be temporarily doubled-up with a resident family because of lack of housing. In the case of homeless students, traditional concepts of "residence" and "domicile" do not apply. Homeless children and youth lack a fixed, regular, and adequate nighttime residence.

It is the responsibility of the Redbank Valley School District to identify children and youth experiencing homelessness. In order to fully assist students who are experiencing homelessness, the following methods of identification will be utilized:

- Identification can be through self-referral and/or parent/guardian referral
    - Once this information is received, it is the homeless liaisons responsibility to ensure the student(s) have access to education resources, transportation, free meals, hygiene supplies, and support as needed
- Outside agencies, school districts, staff members and community members can assist in the identification of students who are experiencing homelessness
    - Homeless liaisons between districts will communicate regarding the best interest of the student
    - Once the liaison receives this information, it is the responsibility of the liaison to contact the student and/or parent(s)/guardian to follow up with the family and get the appropriate supports in place
- A Residency Questionnaire is completed when enrolling into the district to help identify homeless students and unaccompanied youth
    - Students/guardians may utilize this form to declare homelessness
    - The homeless liaison is responsible for contacting the family once they have been identified on the questionnaire as homeless to being the identification process

The Redbank Valley School Board recognizes the need to **promptly identify** homeless children and youths within the district, facilitate their immediate enrollment, and eliminate existing barriers to their attendance and education, in compliance with federal and state laws and regulations.

The Redbank Valley School Board shall ensure that homeless children and youths have **equal access** to the same educational programs and services provided to other district students, including but not limited to:

- Transportation Services

- School Nutrition Programs
- Career and Technical Education
- Preschool Programs
- Educational programs for which the homeless student meets eligibility criteria

The Redbank Valley School Board, authorizes the Superintendent to **waive district policies**, procedures and administrative regulations **that create barriers** to the identification, enrollment, attendance, transportation, school stability and success in school of homeless children and youths.

It is the policy of the Redbank Valley School Board that **no student** shall be **discriminated against, segregated, or stigmatized based on his/her homeless status**.

Under the McKinney-Vento Act, eligible students have the following rights:

- Receive a free and appropriate education
- Immediate enrollment in school, even if lacking documents are required:
    - Birth Certificate
    - Immunization Records
    - Proof of Residence
    - School Records
- The school district must provide the student/family with a written explanation of its position and inform the student/family of their right to appeal the decision if they believe attending the school of origin is NOT in the best interest of the child
- Receive transportation to and from the school of origin if necessary
- Receive educational services comparable to those provided to other students similar needs

Unaccompanied Homeless Youth

Included within the definition of homeless children and youth are those who are "unaccompanied homeless youth." Unaccompanied homeless youth may enroll without documents and without the help of an adult. Unaccompanied homeless youth includes any child who is "not in the physical custody of a parent or guardian." Falling within this definition are students who have run away from home, been thrown out of their home, or been abandoned or separated from their parents or guardians.

PARENT CONFERENCES

Parents/guardians are encouraged to contact the school about any questions regarding their child's schooling. It is suggested that parents/guardians reach out to teachers, via email, with concerns about the classroom. Conferences with teachers or counselors may also be set-up by emailing the teacher, guidance counselors, or principal. Staff email is the first initial of first name plus last name @redbankvalley.net. Appointments must be set up in advance for in-person conferences. Appointments can be scheduled by calling the Main Office (814-275-2424).

HOMEBOUND INSTRUCTION

Whenever a student has an injury or extended illness of more than ten days, a parent may request homebound instruction through the principal. (A minimum of five (5) hours per week.)

In order for the school district to obtain approval from the state for homebound instruction, certain information must be submitted relative to each individual case. In cases where children have physical disabilities the following information is necessary from a medical doctor:

1. A specific diagnosis of the physical disability.
2. A statement to the effect that while the child is not physically able to attend he/she is able to receive one hour per day of homebound instruction.
3. The approximate length of time (in months) the child should be confined to his/her home.

Requests for homebound instruction on the basis of emotional, nervous, or mental disorders will be accepted only when a licensed psychiatrist or psychologist issues the statement supporting the request. The guidance counselor and/or principal will review each request for homebound instruction. Those meeting the above criteria will be forwarded to the superintendent for approval.

DROP/ADD GUIDELINES

The scheduling of classes for the upcoming year generally begins at the beginning of the second semester. Students have an opportunity to meet with their Counselor on an individual basis and plan an appropriate schedule of classes based upon State and District guidelines, and individual needs. We urge all students to discuss course selections with their current teachers.

Students having conflicts will be able to request changes during designated summer days. These will be considered by administration and guidance. All changes must have their request phoned in by or signed by a parent.

The administration reserves the right to make schedule changes deemed to be in the best interest of the student(s), to meet graduation requirements, or as an attempt to balance class sizes. Due to the number of electives offered at the High School, some classes will be offered one time during the school day. Not all schedule requests are guaranteed.

Classes will not be changed to accommodate requests to be in specific periods or rooms, with friends, to be instructed by a specific teacher, or to change lunch periods.

The following are valid reasons for schedule changes:

1. Approved and choosing to go to the Career Center.
2. Choosing to return from the Career Center to the home school.
3. Choosing an academic course in lieu of an applied course (if available)

4. Student has more than seven classes per day scheduled and needs a study hall. (Senior High ONLY.)
5. The Guidance Office has chosen a class that the student did not pick. *This would apply only if the student returned a schedule request signed by the parent by the established deadline and credits are needed towards graduation requirements with no other options.*

Requests to drop/add a course must be completed during the designated summer course change window. Any change beyond the first week of school will be recorded on the final transcript as Drop/Fail.

CAREER CENTER STUDENTS

Students wishing to attend the Career Center must pass all required subjects during the previous school year. Career Center students failing a required course must successfully complete the course prior to the beginning of the next school year through independent credit recovery which must be approved through the Guidance Office or principal.

WITHDRAWAL / TRANSFER FROM SCHOOL

Students planning to withdraw from school or to transfer to another school should time the withdrawal at or near the conclusion of a grading period. The Guidance Office should be notified at least one (1) day in advance of the withdrawal. At this time the proper procedures will be explained to the student and he/she will be provided with the necessary forms from the Attendance Secretary. **All students planning to withdraw must be 18 years of age and accompanied by a parent/guardian before being permitted to do so**.

The return of a properly completed withdrawal form to the office, return of all books/materials, and payment of all fines and obligations will officially withdraw the student and permit us to forward transcripts and records to the new school.

STUDENT RECORD ACCESS

Students and their legal parent/guardian may have access to all of the student's records. To view records, an appointment must be made with the principal or guidance counselor. A signed statement to view records will be required. School district personnel may view student records only if they have a legitimate educational reason to do so.

Redbank Valley High School must provide, upon request by military recruiters, student names, addresses and telephone numbers unless a secondary student or the parent of a student opts out and requests in writing that this information not be released.

ACADEMIC PROGRESS REPORT

The purpose of this report is to inform the parents/guardians of the student's present status in his/her subjects. Any student earning an F (59% or lower) in any class will receive an academic progress report between quarterly report cards. The student's progress will be reported in the following categories: ability, attitude, and performance. Parents should not assume that no report implies a passing grade or that the report card will reflect a passing grade. Grades may be checked throughout the year on the online gradebook. The link to the gradebook can be found online at a link at www.redbankvalley.net. Teachers will contact the parent/guardian at the end of each quarter if their student is earning a D (69%) or lower in their class. A parent may request to speak with a teacher by contacting them directly through email.

COURSE GRADING POLICIES

The following grades are used at Redbank Valley High School:

A = Outstanding, shows excellence in meeting all course requirements;
B = Clearly surpasses stated standards and shows above average success;
C = Meets stated requirements with average success;
D = Achieves minimum standards;
F = Fails to achieve minimum standards; and
I = Incomplete Grade

The letter grade is determined by calculating the grade percentage using the following scale:

A = 90-100% **B = 80-89%** **C = 70-79%** **D = 60-69%** **F = 0-59%**

An "I" grade may only be given when a student has failed to complete work due to legitimate reasons. An "I" must be made up within two weeks from the end of the marking period. Failure to submit missed work within two weeks will result in the missing work being graded as 0% by the teacher before calculating the letter grade for the marking period.

For each course, the final grade is calculated as follows: 25% for each of the four marking periods.

Honors and High Honors standards are followed at both the Junior High and Senior High Levels.

Honors: 3.5 – 3.999999 – no I's, WF's, or any grade 79 or below

High Honors – 4.0 – no I's or WF's.

ADVANCED CREDIT/HONOR COURSES

Students in grades 6-8 with gifted identification may take senior high courses prior to their 9th grade year. These courses will count towards credit accumulation and their senior high GPA accumulation.

The following courses are weighted in value. Unlike a traditional course (worth a QPA of 4.0) these courses are worth more towards the final grade point average.

Weighted Courses/College in HS Courses

(1) = 5.0 quality points
(2) = 5.1 quality points

Math
Aca. Problem Solving/Prob. and Stats (1)
Academic Calculus (1)
Academic Trig/Pre-Calc (1)
AP Statistics (2)

Science
Academic Chemistry 2 and Lab (1)
Academic Organic Chemistry (1)
Academic Biology 2 and Lab (1)
Academic Biology 2B (1)
Aca. Anatomy and Physiology and Lab (1)
Academic Physics 2 and Lab (1)

English
Honors English 11 (1)
AP English Literature & Composition (2)

Foreign Languages
Spanish III (1)
Spanish IV (1)

History
AP Government & Politics/Economics(2)
Honors U.S. History 10 (1)

DUAL ENROLLMENT

Redbank Valley High School partners with PennWest University to offer a Dual Enrollment Program for eligible students. This program allows qualified high school students to enroll in college-level courses while completing their high school education.

Eligibility

- Dual enrollment is open to students in grades 11 and 12.
- 10th-grade students may be eligible on a conditional basis, as determined by PennWest University Admissions.
- Students should maintain a minimum cumulative GPA of 3.0 to be considered. Students who fall below this threshold may still be eligible based on a holistic review by PennWest.

Academic Credit

- College credits earned through dual enrollment may be applied toward high school graduation requirements if the course is transfer-appropriate and approved in advance by the Redbank Valley LEA. Approved dual enrollment credits will be documented on the student's high school transcript if a transfer request is accepted.
- College credit will be displayed on a student's official college transcript issued by PennWest University.

Course Information

- Dual enrollment courses are available during the fall, spring, and summer semesters.
- Students may enroll in unlimited courses per term, depending on PennWest's policies and student readiness.

- All courses are taught by qualified PennWest University faculty and follow university-level expectations.

Costs and Support

- All costs associated with dual enrollment (tuition, fees, books, etc.) are the responsibility of the student and their family.
- Redbank Valley High School will provide application support and assist with high school credit approval.
- All academic and instructional support is provided directly through PennWest University.

Student Responsibility

- Students are expected to meet all university deadlines and course requirements.
- Students and families should communicate with the school counselor prior to enrollment to ensure proper planning and credit approval.

College in High School Courses

Students earn both **high school** and **college credit** by passing the class. This is optional for each student and costs for the college credit is covered by the student/family.

Mount Aloysius College Approved Courses:

- AP English Literature and Composition (2)
- Academic Biology 2 and Lab (1)
- Academic Chemistry 2 and Lab (1)
- AP Government & Politics/Economics (2)
- Academic Anatomy and Physiology & Lab (1)
- Holocaust Studies (1)
- AP Statistics (2)

Seton Hill University Approved Courses:

- Spanish III (1)
- Spanish IV (1)

REPORT CARDS

After each of four nine-week marking periods, a report card is prepared for each student through the ParentVue and StudentVue via Synergy and the student information system. A hard copy of a student's report card may be requested and picked up in the main high school office upon request. The final report card will be uploaded to Synergy following the last day of school.

In addition to letter grades, this report includes attendance and occasionally teacher comments. Parents should pay particular attention to any major fluctuations in grades.

*GRADUATION REQUIREMENTS

A total of 25 credits are required for graduation from Redbank Valley. These credits must be earned in grades 9, 10, 11 & 12 and in the following curriculum areas:

English	4 credits
Social Studies	4 credits
Science	3 credits
Math	4 credits
Physical Education	2 credits (½ per year)
Google Suite	½ credit (Grade 9)
Health	½ credit (Grade 11)
Electives:	7 credits

Act 158 Pathway Graphic

Keystone Proficiency Pathway

Proficient or Advanced in Algebra I	**Proficient or Advanced** in Biology	**Proficient or Advanced** in Literature

Keystone Composite Pathway

At least 1 Keystone score is **Proficient or Advanced**	No score is **Below Basic**	Composite Keystone Score is **4452 or Greater**

CTE Concentrator, Alternative Assessment, and Evidence Based Pathways

Meet local grade-based requirements for Keystone content in which student is **less than Proficient**	***Satisfy additional requirements from ONE of the following...***

Career & Technical Education
•1 Piece of Evidence

- Industry-based competency certification
- Likelihood of industry-based competency assessment success
- Readiness for continued engagement in Career and Technical Education (CTE) Concentrator program of study

Alternative Assessment
•1 Piece of Evidence

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

Evidence Based
•3 Pieces of Evidence
consistent w/student goals

ONE or more from the first seven
No more than TWO from the last five

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

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

CAREER CENTER REQUIREMENTS

Due to the time restrictions associated with attendance at Career Center, the following sequence of courses will be enforced strictly for Career Center students. Course failures must be made up in the summer months prior to return to school so that the student can remain on-track for graduation. **Continued enrollment in the Career Center is dependent upon successful completion of credits at Redbank Valley.** In addition, **Career Center students who receive 5 or more Level 2 disciplinary referrals or miss more than 10 unexcused days of school could result in termination of Career Center attendance. Enrollment at the Career Center is a privilege and can be revoked at any time due to grades and/or discipline.**

Career Center Course Requirements:

Grade 9:

English	1
Math	1
Science	1
Social Studies	1
Google Suite	½
Phys Ed	½
Elective	1
TOTAL	**6**

Grade 10:

English	1
Math	1
Science	1
Phys Ed	½
Ecology	½
CCCC	3.5
TOTAL	**7.5**

Grade 11:

English	1
Math	1
Social Studies	1
Phys Ed	½
Health 11	½
CCCC	3.5
TOTAL	**7.5**

Grade 12:

English	1
Science	1
Social Studies	1
Phys Ed	½
CCCC	3.5
TOTAL	**7**

Standardized Testing

Students at Redbank Valley High School participate in mandated state standardized testing. The results of these tests provide a continuing record of each child's academic progress in comparison with national norms. They are also an invaluable aid to your child's teachers, counselor, principal, and other professional staff in diagnosing individual strengths and weaknesses in order to provide more effective instruction. The following tests may be administered to your child as part the testing program:

Grade 6: PSSA Math and English-Language Arts

Grade 7: PSSA Math and English-Language Arts

Grade 8 : PSSA Math and English-Language Arts and Science

Grade 9: Keystone Literature Exam and Keystone Algebra 1 Exam (taken in the spring of the year that the course is taken- it could be in an earlier grade)

Grade 10 – Keystone Biology Exam (taken in the spring of the year that the course is taken- it could be in an earlier grade)

Your child's scores on these tests will be checked carefully and maintained in the school record as long as your child attends school in this District. The results of these tests are sent home during the school year. Students who do not score proficient or higher on their Keystone Exams will be assigned remediation courses.

PARENTAL/PUBLIC RIGHTS

Parents and the public have the right to review PSSA and Keystone assessment instruments and data reports. High School students take the PSSAs and the Keystones in the spring, including Keystone retakes. Parents have the right to opt their child out of PSSA testing by submitting a written request to the school two weeks prior to the testing window. Parents must also set up an appointment to view the test and provide additional notification of their desire to opt out following the review. (PA Code 4.4(4))

Parents of students in the Redbank Valley School District have the right to know the professional qualifications of the classroom teachers and paraprofessionals who instruct their children. Federal law allows parents to ask for the following information about each of their child's classroom teachers:

- Whether the Pennsylvania Department of Education has licensed or qualified the teacher for the grades and subjects he/she teaches
- Whether the Pennsylvania Department of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances
- The teacher's college major; whether the teacher has any advance degree and, if so, the subject of the degrees
- Whether any teacher's aides or similar paraprofessionals provide services and, if they do, their qualifications

Parents will be provided notification if their child is taught for four or more consecutive weeks by a teacher who is not highly qualified.

Parents who would like to receive any of this information may contact the district office or Dr. Amy Rupp, Superintendent, at (814) 275-2426.

FAILURES - RETENTIONS

As a general guideline, students in grades 6, 7 and 8 will be retained for failing two or more major subjects. Students in grades 6, 7 and 8 may retake the failed courses over the summer at the parents' expense in order to be eligible to move to the next grade level. Major subjects are those subjects that meet every day for the entire school year. Those major subjects that are eligible to retake in summer courses are the following: English, Reading, Math, and Science. If a student is failing multiple subjects consisting in the areas of English, Reading, Math and/or Science, the student must retake each of these courses to be considered for advancement to the next grade level.

Examples:

Student fails social studies and Reading - Reading must be retaken for advancement

Student fails English and Math - Both English and Math must be retaken for advancement

Student fails Civics, Reading, and Math - Both Reading and Math must be retaken for advancement.

Students in Grades 9 through 12 failing two or more required subjects will be retained in the current grade level if the courses are not successfully completed by the start of the following school year. Students who failed courses are able to take these courses during summer as credit recovery to stay on track for graduation. The cost of summer school is the responsibility of the student and guardian. Contact the Guidance Office for details.

In accordance with Redbank Valley School District Policy Number 215, "The building principal shall be assigned the final responsibility for determining the promotion or retention of each student." In the case of mitigating circumstances, this decision will only take place after consultation with a student's guidance counselor and classroom teachers.

COMMENCEMENT CEREMONY

Participation in the commencement (graduation) ceremony is available to all qualified graduating seniors. Seniors participating in commencement are required to attend all rehearsals unless previously excused by the principal. Requests to be excused from rehearsals must be presented in writing to the principal prior to the absence. Requests should be only for extraordinary reasons and not for routine business or employment. Seniors absent from scheduled rehearsals without prior approval may not be permitted to participate in the commencement ceremony. If a student has earned a diploma but does not participate in commencement for whatever reason, he or she will be issued the diploma any day after the commencement ceremony.

VALEDICTORIAN/SALUTATORIAN

The member of the senior class having the highest GPA (Grade Point Average) will be declared Valedictorian; the second highest GPA will be declared Salutatorian. Each will present a speech

at commencement. The Valedictorian and Salutatorian will be declared using final grades compiled from Grades 9-12. The GPA will be computed and rounded to the 4th decimal place in order to determine one (1) Valedictorian and one (1) Salutatorian for each graduating class. Should the GPA be identical to the 4th decimal place, co-valedictorians or co-salutatorians will be named. (All grades through the end of the senior year will be used to determine Valedictorian and Salutatorian.)

NATIONAL HONOR SOCIETY

Recognition and membership into the National Honor Society may be granted to students in grades 10, 11 and 12. Criteria for the National Honor Society is a 3.5 or higher GPA at the end of the second nine weeks. Any senior with a GPA of 4.0 or higher at the end of the fourth nine weeks will be awarded a High Honors medal at graduation ceremony. Any senior with a GPA of 3.5 to 3.99 at the end of the fourth nine weeks will be awarded an Honors medal at the Commencement Ceremony.

PARENT/GUARDIAN SIGNATURE FORMS

Parents/guardians will be required to sign/agree to acknowledgement and return four forms at the beginning of the school year. These include an Emergency Information Card, a Computer Ethics Form/Chromebook Insurance, Media Release Form, and a Signature Form sign/agree to acknowledgement by both parent/guardian and student after reading the Student Handbook and agreeing to comply with all aspects of the Handbook. Not turning these forms in will result in a delay in enrollment or disciplinary action. For convenience, forms are available to be filled out online through the Synergy ParentVue.

POSTERS AND SIGNS

The principal must approve all posters and signs. Generally these are restricted to school functions. Persons posting signs and posters are responsible for their removal and cleanup.

FUNDRAISING

All fundraising must be pre-approved by the principal and will be limited to (2) activities per semester per club or organization. Fundraising in addition to this established maximum may be allowed at the principal's discretion for special circumstances and must also be approved. Request forms are available in the Main Office. Nothing can be sold on school district grounds or at school-sponsored activities without prior administrative approval. No food items may be sold in or near the cafeteria immediately prior to or during lunch periods.

PHYSICAL EDUCATION

Students are required to participate in physical education classes. Students unable to participate in physical education classes for physical, psychological or other compelling reasons will be assigned to adapted physical education. To be enrolled in adapted physical education, students must obtain a form from the nurse for their doctor to complete. The doctor must indicate which activities the student may not participate in.

If an illness or injury prohibits a student from participating in physical education classes for an extended period of time, a doctor's excuse must be submitted to the Nurse's Office. This excuse should indicate the nature of the injury or illness and the length of time necessary to be excused from physical education classes. The nurse will give this to the teacher.

A change of clothes is required when participating in physical education classes. Since there is no standard uniform required for physical education, the following dress is required: tennis shoes or sneakers (no black soled shoes, including hiking boots and any non-sneaker type shoe), and gym shorts (no cut-offs or swim trunks). It is recommended that proper foundation garments for girls and athletic supporters for boys are worn during class.

Valuables should either be locked in a gym locker or given to the physical education teacher prior to the start of class and collected at the end of class. The school is not responsible for missing articles missing from the locker room.

CAFETERIA CONDUCT

Students will use the cafeteria facilities in a mature manner and will meet the following standards of responsible behavior:

1. Report promptly to the lunch hall and remain there until dismissed by the teacher on duty.
2. Follow procedures as instructed by the cafeteria staff and teachers on duty.
3. Obtain permission from a teacher on duty before leaving the cafeteria for any reason, such as using restrooms or the telephone in the high school office. **Students will not be permitted to go to their lockers during lunch.**
4. Talk in a conversational tone - do not make excessive noise (yelling, pounding on tables, talking in a loud voice, etc.).
5. Clean up all litter/food on or around your table.
6. No food or drink (other than drinks that conform to the school rules) is to be consumed outside of the cafeteria unless approved by administration.
7. Failure to report to lunch is a class-cut and will be dealt with according to the disciplinary code. Misconduct may result in lunch detention or other disciplinary action.

SCHOOL LUNCH / BREAKFAST PROGRAM

The School District cafeteria program is a not for profit self- operating enterprise that complies with U.S.D.A. standards for nutrition and healthy living.

FREE & Reduced Meals: Starting the week before school begins, you can apply online at www.schoolcafe.com or visit the PA Department of Human Services website at www.compass.state.pa.us Or, if you need, you can also obtain a paper application from the cafeteria office by calling the Food Service Director at 275-2424. This application needs turned in as soon as possible. Once your application has been reviewed, the school will notify the parent/guardians in writing of the results (free, reduced price, or denied). You may use last year's meal eligibility for the first 15 days in the new school year. A new application must be submitted and approved to continue to receive meal benefits.

Student Accounts: Each student has their own personal meal account. Students may use their account money for lunches or use the money to purchase snack items. Change will not be given at the register. Any money left in the account at the end of the school year will be carried over to the following year. Parents, if you would like a print-out of your child's account activity, contact the cafeteria director at 814-275-2424, or e-mail dreitz@redbankvalley.net. To be able to monitor your child's account activity online, or make online payments, you can sign up at www.myschoolbucks.com for free. The account is free, but there is a small fee for online payments. We highly recommend you sign up for this great service.

Breakfast: Served daily from 7:35 to 7:55 a.m, except on delay days in which breakfast will be served 2 hours later. Breakfast is free of charge to all of our students. Students having breakfast must leave the cafeteria by 7:55 a.m. in order to make it to homeroom prior to the tardy bell. Students must report directly to breakfast upon arrival to school and will not be permitted to leave homeroom to go to the cafeteria. Breakfast menus can be found in the local newspaper or at www.redbankvalley.net. Menus are subject to change without notice.

Lunch: Regular lunch price for students in grades 6-8 is $2.75, grades 9-12 is $3.00; reduced lunch price is set by the state and will be determined over the summer. Payment can be made in the form of cash or check made out to "RV Cafeteria." Lunch menus can be found in the local newspaper or at www.redbankvalley.net. Menus are subject to change without notice.

Meal charging: If a student forgot or lost their lunch money, they may be able to charge a lunch. Students have a credit limit not to exceed the price of 3 meals for the sole purpose of charging a U.S.D.A. reimbursable meal only. There is NO charging of snack items or extra food items. There will be no charging of any kind during the last 10 days of school.

STUDENT DRIVERS

The Board of Education encourages all students to utilize the transportation provided by the school district. The Board also recognizes that students have legitimate reasons to drive to school. Approval to drive to school must be secured from the Principal and students must follow any rules the Principal may set forth. Driving to school is a privilege not a right. Students can lose this privilege for improper conduct and violations of school district policies.

The following student driver and parking lot rules apply:

1. Each student driver must register his/her vehicle each school year. Parking permits may be obtained in the office. All applications must be signed by a parent or guardian. Parking permits are issued to students on a first come, first serve, basis. A number will be assigned to match the numbered parking spot assigned. Permits will be issued starting with #1; students may not request a certain numbered spot. A parking space will be designated for a student during the entire school year.

2. There will be no fees associated with parking passes for the 2025-26 school year.

3. Students **MUST** display their current parking tag on the rearview mirror to enter the student parking area. Vehicles not displaying a valid permit may be towed off school property at the owner's expense.

4. Occasional drivers will be allowed three (3) temporary permits per school year, arranged by the office prior to parking in dedicated temporary parking spots. A temporary permit will be issued and must be displayed. The temporary permit must be returned to the office during the next school day.

5. **PARKING TAGS ARE NOT TRANSFERABLE** A student may use the tag on more than one car, if that car is also registered to the student on the parking permit form.

6. Students must park in the student parking lot in their assigned space. There is to be no parking in the grassy area or outside of the painted lines. Violators may be towed away at the owner's expense. The parking area from the cafeteria to the maintenance garage is a no parking zone for students.

7. Cars parked in the wrong lots or parked without a valid parking tag may be towed at owner's expense or referred to the local police.

10. Students are not permitted to loiter in their cars before, after, or during school hours.

11. Sitting in a vehicle during the school day is prohibited.

12. Students are not permitted to go to the parking lot during the school day unless accompanied by an administrator or designee.

13. Student vehicles may be searched by school officials if there is a reasonable suspicion that there is a violation of the law or rules, regulations or policies of the Redbank Valley School District while the automobile is parked on school grounds.

14. Driving from the school grounds during school hours without permission from an administrator or designee is prohibited.

15. Permission to drive to and from the Career Center must be secured from the Principal and the Career Center Principal.

16. Pedestrians have the right of way in the parking lot and anywhere on school grounds.

17. Speeding **(in excess of 10 mph)** or careless driving on the school grounds is not permitted.

18. All students leaving the school grounds from the 8th grade exit need to turn right between 2:45 PM and 3:07 PM.

19. Driving to school while your driving privileges have been suspended or revoked may result in your vehicle being towed off school property at owner's expense.

Attendance regulations apply and may result in loss of driving privileges.. (Example: Cutting class, third unexcused tardy to school, unexcused absence according to Pennsylvania Compulsory Education Laws.)

You are responsible and liable for your vehicle and passengers under PA Vehicle Code Laws.

1st Offense - loss of driving privileges from five to twenty school days

2nd Offense - permanently revoked

NOTE: The student's driving privileges may be revoked for serious driving violations and/or other appropriate disciplinary actions may be taken, as outlined in the disciplinary code and recommended by the Principal.

22. Parking tags and parking privileges may be revoked for one or more suspensions, multiple detentions, irregular attendance, or unsafe driving habits on school property. Any violations of District policy related to weapons, drugs, alcohol and/or any controlled substances/paraphernalia will result in the revocation of parking privileges for the remainder of the corresponding school year.

Violation of the stated regulations and driving behavior on Redbank Valley School District property that presents a hazardous situation will result in automatic loss of driving privileges. In addition, a traffic citation may be issued. ***No refunds for revoked permits will be issued.***

CAREER CENTER TRANSPORTATION

The bus transporting the Clarion County Career Center students to the area career center will leave the high school at 8:25 a.m. The buses will load from the gym area doors.

It is the policy of Redbank Valley School District and the Clarion County Career Center that students attending the Clarion County Career Center will be transported by bus to and from the Clarion County Career Center unless those students have received written permission from the Career Center principal and our principal to drive. Parents/guardians will be given notification of behavior problems of students riding the Career Center bus. Discipline offenses may result in suspension from the bus, resulting in the student bearing the responsibility of their transportation to the Career Center.

CELL PHONE/TECHNOLOGY USAGE

Redbank Valley High School's cell phone and technology guidelines are to foster a focused and respectful learning environment by limiting cell phone distractions during instructional hours.

General Rules

1. By the 7:45am bell all cell phones (ear buds, smartwatches) are off/silent and not visual during classes including homeroom.

- Cell phones must be powered off or on silent mode and kept out of sight (e.g., in lockers, backpacks, or phone caddies) during all class periods. If a phone is visually seen, the teacher may require that it be placed in the cell phone caddie in their room until the end of class or can have it turned into the may office. Teachers may get approval from administration to use cell phones in their classroom for instructional purposes on rare occasions and students will be made aware of, in advance, if cell phones will be needed for class..

2. Use Allowed During Non-Instructional Times

- Students may use cell phones before school prior to 7:45am, during lunch (B and C Lunches ONLY), and after dismissal at 3:07pm, unless otherwise informed.

3. No Use in Restrooms or Locker Rooms

- For privacy and safety, phones may not be used in bathrooms or locker rooms at any time. Any staff member may take a student's cell phone if seen being used in the restrooms or locker rooms. If students are seen visually in possession of a cell phone prior to asking permission to use the restroom, they will be required to leave the phone in the classroom prior to being permitted to use the restroom.

4. Earbuds/Headphones/Smartwatches

- Follow all the same restrictions as cell phones.

Prohibited Use- Cell phones in the building will be confiscated if used inappropriately during the available times. This includes, but is not limited to:

• Recording or photographing students or staff without permission.
• Posting or sharing content related to school without authorization.
• Using devices to cheat, bully, or harass.
• Accessing inappropriate content or social media during the school day.

Consequences for Any Cell Phone Violations:

1st - Verbal warning and reminder of policy
2nd - Phone confiscated for the period/day; student picks up from the classroom/office
3rd - Phone confiscated and Parent/guardian must pick up phone; conference may be required
4th+ - Phone banned during school day; behavior plan or discipline referral issued
Chronic misuse may result in further disciplinary action per the student code of conduct.

Teacher Discretion with Cell Phones in Classrooms:

Teachers may incorporate phones for academic activities (e.g., polls, calculators, research) but must clearly define expectations and must have prior approval from administration to utilize.

Parent Communication:

Parents are asked to contact the main office for urgent communication with their child during the school day. Students will continue to have the opportunity to go to the main office to contact their parents. This can include texting or calling their parents on their personal cell phones in the office on a as needed basis and without abuse of the privilege.

BOOK BAGS, BACKPACKS & GYM BAGS

Students may bring book bags, backpacks and/or gym bags to and from school in order to transport personal and curricular items. The book bags, backpacks and gym bags must be placed in the lockers upon arrival in the morning and kept there until dismissal except for gym class. Students may seek permission from teachers to store larger bags that do not fit in a standard locker. Students are reminded that school officials have the right to inspect these items upon request at any time.

LOCKERS

Lockers are the property of the Redbank Valley School District and are provided to the student for storing curriculum-related items and clothing.

The school has an obligation to insure that the locker is properly used and that no item placed in the locker jeopardizes the protection of the health, safety, and welfare of the students, faculty, school property, and the educational process. To fulfill this obligation school officials have the right to conduct locker searches. Students are not to expect privacy from school searches of lockers outlined in the following section, Right to Search. Locker searches will be conducted without regard to any individualized suspicion.

Each student is assigned his or her own locker. Students are not permitted to share lockers with other students. It is recommended that lockers be used infrequently during the school day to prevent being late to class.

It is recommended that students not bring large sums of money or valuables to school. Students are responsible and encouraged to use locks to safeguard their possessions in their lockers. Combination locks are available for the student's use for $5.00 in the office.

The District urges students to keep their lockers locked. To help maintain a "safe school" environment, only school-issued locks may be used on school lockers, including hallway and gym lockers. All other locks will be cut off at the owner's expense.

The school is not responsible for materials left in the locker or for items or money removed by other individuals.

Should any of the following items be found in a locker, they will be confiscated and appropriate disciplinary proceedings instituted against the student in accordance with the Discipline Policy:

1. Knives, firearms, ammunition/casings, firecrackers, smoke bombs, or any other incendiary or explosive devices;
2. Tobacco products, "look-alikes", vaping supplies and paraphernalia;
3. Drugs (controlled substances) or "look-alikes" in any form;
4. Alcohol (in any form);
5. Obscene material;
6. Stolen property;
7. Drug use paraphernalia; and
8. Noxious materials including body sprays.

RIGHT TO SEARCH

At no time does the Redbank Valley School District relinquish control of hallways, lockers, physical education lockers, or any other part of the school building or property. School officials reserve the right to and will randomly search any and all school property at any time there exists an immediate danger to the health, safety and welfare of others. These searches may encompass any and all items stored in lockers or in any other area of school property. In addition, school officials have the right to search students, their direct possessions, and automobiles parked on school property if there is reasonable suspicion that the student is in violation of any school rule or policy, or poses a threat to themselves or others while on school property. Searches may include, but are not limited to, the utilization of a certified police drug detection dog, metal detection units, or any other device deemed useful in protecting the health, safety, and welfare of the school population.

SCHOOL BUS REGULATIONS

In an ongoing effort to provide the safest transportation possible for your child/children, please note the following Redbank Valley School District bus regulations.

1. **Beginning of Year Bus Changes** – If a bus change is requested, the parent/guardian must fill out a Bussing Request Form and arrangements will be made to honor the request as soon as possible after school begins. Until the change goes into effect, the parent/guardian must provide transportation or make other arrangements.

2. **Bus Requests** –Students will be assigned one morning bus and one afternoon bus to provide daily transportation to and from school. The District does not accept requests to allow students to switch buses on different days of the week, unless an emergency arises. Because of the large number of students transported by the District and safe schools concerns, requests such as the following will **NOT** be honored: One bus on Monday, Wednesday and Friday pick-up/drop-off and another bus for Tuesday and Thursday pick-up/drop off. An exception will be permitted for court defined guardianship requiring student alternate residence during the school week. It is your responsibility to make arrangements for pick-up or drop-off of your child when you do not want him/her to ride their assigned bus.

3. **Bus Passes –** Due to bus safety regulations, minimal changes will occur in daily bus transportation. **In extenuating circumstances**, a Bus Pass Request will be considered for Principal approval. The Bus Pass Request Form are to be obtained and submitted through the Transportation Director in the Superintendent's office. Extenuating circumstances **DO NOT** include travel to the home of a friend. If a permanent bus change is necessary, please contact the school and request a Bussing Request Form.

BUS SAFETY RULES

State Law provides that all buses must carry an accurate listing of the students that are transported on the bus. An orderly bus ride allows the driver to track ridership and provide a safe ride to school. Therefore, it is the responsibility of the parent/guardian to reinforce bus safety

rules and stress the importance of your child remaining in his/her assigned seat at all times. Refer to the Parent/Student Handbook that your child will receive the first day of school to learn more about expected bus behavior.

Listed below are the responsibilities of the students on the bus.

1. Arrive at the bus stop five minutes prior to the expected arrival of the bus. The driver is responsible for the maintenance of the schedule and cannot wait for pupils who are late. Please understand that the bus times may have to be adjusted throughout the year due to unforeseen circumstances, such as construction, addition/deletion of students, etc.
2. Display good behavior at the bus stop. Do not push or shove students.
3. Cross the road after the driver signals.
4. Sit in the seat that is assigned by the driver.
5. Remain seated at all times while the bus is in motion and as directed by the driver.
6. Keep arms, head, and all objects inside the bus at all times.
7. Use school-appropriate language. Vulgar or abusive language is not permitted.
8. Eating and/or drinking are not permitted on the bus.
9. Fighting, serious arguing, threatening, excessive mischief, pushing and shoving are all behaviors prohibited on the bus and are subject to serious consequences.
10. Unwanted illegal items are prohibited on the school bus.
11. Compensation for any damage to the school bus is the responsibility of the parent/guardian.
12. While on the school bus, follow the directions of the school bus driver.

Bus Discipline Procedures

Students engaging in serious discipline problems on the bus, such as fighting or any other activity that endangers the health or safety of other passengers, may have riding privileges suspended by the Principal. The parent/guardian of suspended students is then responsible for transporting his/her children to and from the school safely. The bus driver will report the incident to the Principal on the "Bus Conduct Report".

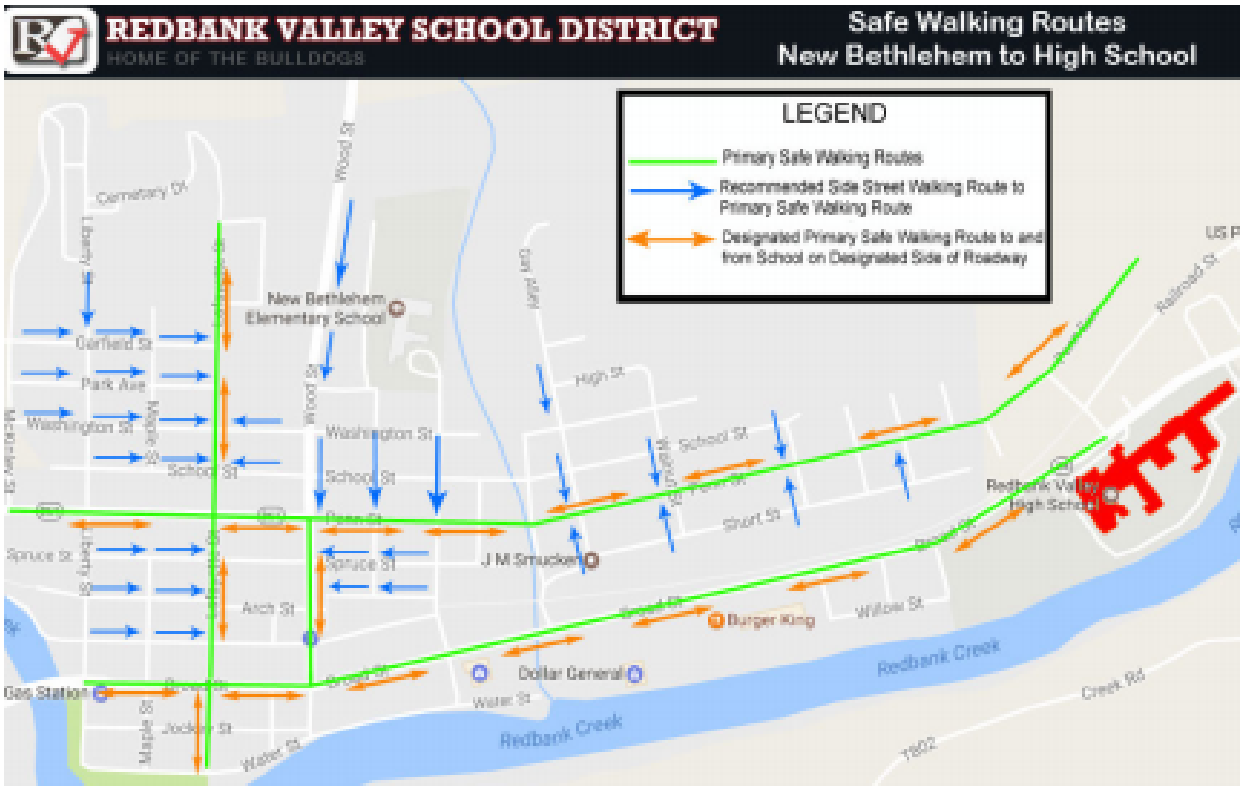
1st Offense:	Written warning by the driver
2nd Offense:	3-day bus suspension of riding privileges and a minimum of one hour detention.
3rd Offense:	10-day bus suspension of riding privileges and one day of In School Suspension
4th Offense:	Minimum of 30-day suspension of riding privileges up to loss of riding privileges for remainder of school year.

Note: Students disobeying these rules may also face other appropriate disciplinary action

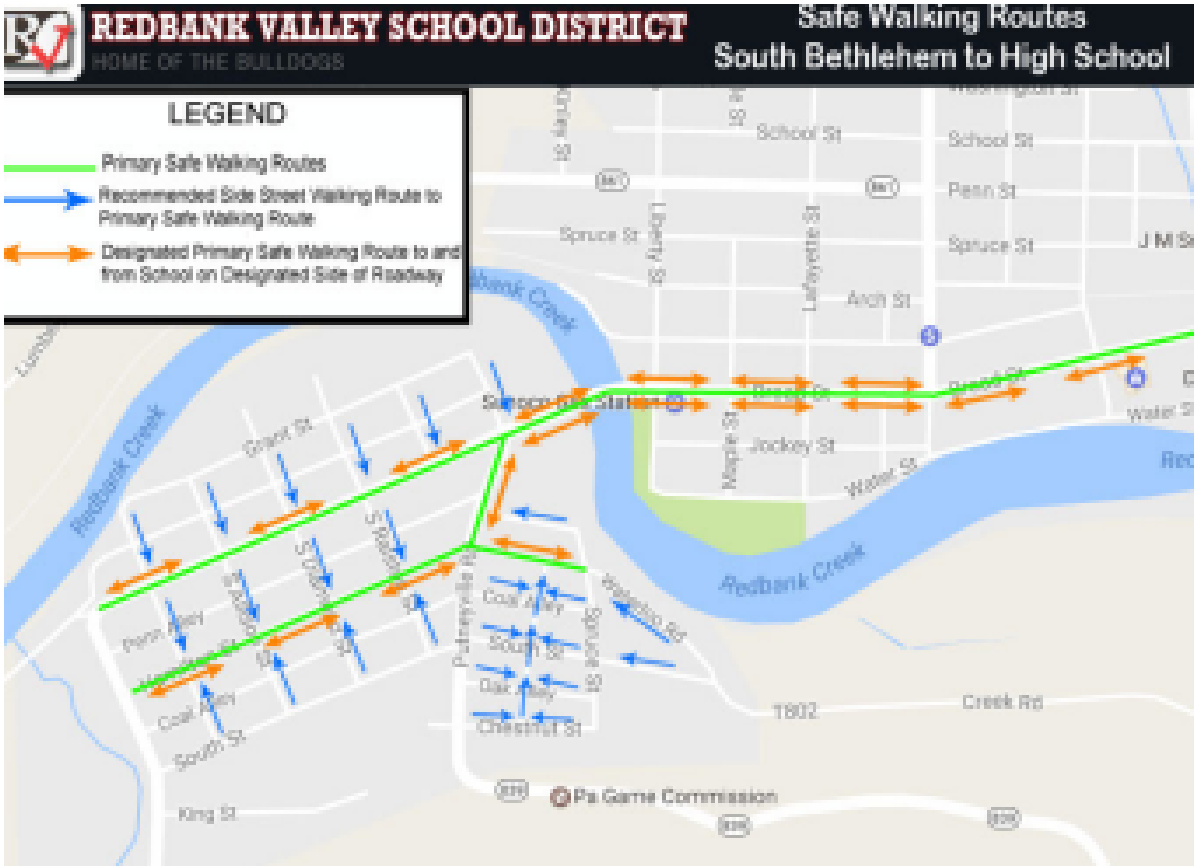
SAFE WALKING ROUTES

Redbank Valley School District has created Safe Walking Routes for students to utilize when walking to and from Redbank Valley High School. You will find these routes at http://redbankvalley.net/parent-resources/safe-walking-routes.html. Each route can be downloaded and printed. In addition to the maps, there is a handy PDF guide full of tips for parents and caregivers who are interested in letting their children walk to school. The routes are also pictured below.

From New Bethlehem:



From South Bethlehem:



Should students choose *not* to follow the safe walking routes, all main roads need to be crossed at a crosswalk according to Penn Dot recommendations.

CARE OF SCHOOL PROPERTY

Students are responsible for the proper care of all books, supplies, equipment (including computers/software and other computer equipment) and furniture supplied by the school.

Damage or unauthorized use of software on the computer system could result in students being asked to pay for the cost of correcting the system. Students should only be using the software provided by the school. Students shall not mark school furniture, walls, ceilings, floors or equipment with pen, pencil, paint or other instrument. Students shall not tamper with fire alarms, fire extinguishers, or any electrical systems.

Anyone who willfully destroys school property through vandalism, arson, or larceny, or who creates a hazard to the safety of our students will be referred to the proper law enforcement agency.

NOTE: Students, who deface property, break windows or do other damage to school property or equipment will be required to pay for the damage incurred and disciplined according to the disciplinary code.

TEXTBOOKS

Students must assume full responsibility for the care of the textbooks assigned to them. Books are issued by the subject teacher and must be returned to the same teacher upon completion of the course or withdrawal from school. If the book is not returned, the student will be assessed a prorated cost for its replacement. The student will be required to pay full price for books less than one year old. The cost of the replacement book will be determined by the lowest cost found online for the same used book. Responsibility for textbooks rests with the student to whom the textbook is issued. The loss of books due to theft or other circumstances will not be accepted as an excuse for non-payment.

If a student pays for a lost book and it is found and returned, a refund will be made to the student. If books are damaged, the student is required to pay damage charges up to the original price of the book, depending on the degree of damage and the condition of the book when it was issued. Students will be assessed $15.00 for each book assigned to them that requires it be rebound in order to be used the next year. If a textbook is lost, the student will pay the current cost of replacing the same textbook.

RESTROOM PRIVILEGES

Students are to use the restroom nearest their classroom. **No one is to be excused from class except in case of emergency.** It is recommended that one person is to be excused from a room at a time. Students must carry a hall pass any time they are in the halls during class periods.

Restrooms are to be used only for the purpose intended. Any other usage such as smoking, vaping/juuling, loitering, unpurposeful meeting, or hiding from school personnel will be subject to disciplinary action as defined in the disciplinary code.

A. Students are to go to the restrooms between periods. If an emergency necessitates using the restroom during a class, the following procedures should be observed:
    1. Ask the teacher's permission.
    2. Follow procedure established by the teacher.
B. Students should not assume that a teacher must honor every request. In cases where a student takes advantage, a request may be denied.
C. Restrooms are there for your convenience. Report immediately any restroom damage or malfunction to any staff member.

ELECTRONIC HALL PASSES

Students will utilize the electronic hall pass process in making requests to leave the classroom. The request will be able to be made on the student's chromebook in which the teacher must approve online and verbally prior to the student leaving the classroom. The electronic pass may have a waitlist due to the specific area being in use (Example: restroom). The teacher will have the student wait until the pass is approved to let the student leave. The student will still be required to carry a physical pass with them in the hallway.

VISITORS

All visitors must obtain a visitor's pass from the Security Desk. A driver's license is required to obtain a pass. Passes are only issued to those who are visiting specifically to contribute to the academic program or extracurricular program. All visitors must enter through the main entrance. For reasons of safety and the smooth operation of the school, those not obtaining a pass, those who are on school grounds without permission, and those who have been denied permission to be on school grounds will be considered to be criminally trespassing and may be prosecuted.

At least one day before bringing a visitor to the school, you must inquire at the office to see that the visitation will be permitted. If permitted, the visitor will be given a special pass from the office. Visitors of school age should reside 30 miles from the school district or further.

Visitors will not be allowed to disturb teachers during classes.

EMERGENCY INFORMATION

Emergency contact information is maintained for all students. Please inform the Guidance Office immediately of a change of guardianship, address, phone number, e-mail or other information required on the emergency card.

LOST AND FOUND

Students who find lost articles are asked to take them to the office where the owner can claim them. Items left for more than thirty (30) days will be discarded.

BULLETINS AND ANNOUNCEMENTS

Student announcements for the day are made during Period 1 live on youtube and a writing document available online through the RV Live Broadcast team.

If a student wishes to have an announcement made regarding a school activity, he/she must have the announcement initiated by the advisor.

EMERGENCY DRILLS

An effective fire drill is governed by these few fundamental rules:

1. When an alarm is heard, the students are to move quickly and quietly without talking, running, or pushing. This may be to proceed to the nearest emergency exit or to go to a designated safety place within the building.
3. During a fire drill, an exit may be closed to simulate a condition which could happen during an actual fire,

4. During an intruder drill, sounds may be simulated to prepare students in the event of an intruder.
4. The exit or lockdown procedure will be posted near the door of each room.
5. An "All Clear" announcement must be made before students may resume classes.

DRESS AND GROOMING

NOTE: Because fashions change quickly and unpredictably, we cannot list all acceptable and unacceptable attire. The principal reserves the right to determine if a student's attire meet the acceptable school dress code.

The dress code is established to provide a safe and conducive learning environment

As per the District Code of Conduct, the following dress code applies:

- Students must always wear apparel consisting of a top, bottom, (or combination) and shoes that are sized appropriately and fit properly. Sleepwear (pajamas) will NOT be permitted.
- Apparel needs to **conceal** all private parts and undergarments.
- Shirts must cover the midriff area without being held in position to do so.
- Tops need to have two inch straps over both shoulders. Fabric must cover the front, back, and sides meeting the bottoms. Shirts with no sleeves must not gap open to show sides of the body.
- Bottoms need to be at fingertip length. No skin showing above fingertip length is permitted including holes in fabric.
- Shoes that may damage school property or create a safety hazard are not permitted. Flip flops are not acceptable in science and shop classes as requested.
- No clothing or accessories containing messages or pictures that disrupt the educational process including those containing vulgarity, sexuality, racism, or alluding to alcohol/ illegal substances, tobacco, etc.
- No piercings that would cause harm to self or others.
- No hats/hoods, heavy coats, head coverings (unless for religious purposes), sweatbands, bandanas covering the entire head, blankets, or non-prescription sunglasses are to be worn during the school hours. Hair control devices may be permitted. Hats MUST be taken off upon entering the building and placed in lockers. Students will not be permitted to carry their hat from class to class. Hats will be confiscated if continued to be seen outside the students locker and turned into the office where the student can pick up at the end of the day. Career students may carry their hat to their homeroom, prior to leaving for the career center.
- Dress code may be waived on special days. The student body will be notified as to what is permitted on those days through the announcements.

NOTE: The preceding information is not all inclusive and any questionable apparel, footwear, and/or piercings will be subject to a final decision by administration.

Homeroom teachers will check for dress code violations. Career Center students will be checked upon their arrival to the high school. **Teachers throughout the day will continue to report dress code violations.**

Dress Code Violations will result in the following discipline:

a. 1st offense – Written warning (teacher submits through Synergy). Student corrects dress code violation OR student is assigned In-School Suspension.
b. 2nd offense – One hour detention and student corrects dress code violation or student is assigned In-School Suspension.
c. 3rd offense – Two hour detention and student corrects dress code violation or student is assigned In-School Suspension.
d. Subsequent dress code violations will result in Out of-School Suspension

Dress code violators will remain in In-School suspension until the dress code violation has been corrected. Clothing may either be brought in by a parent/guardian or obtained from the school's clothing closet. Students will not be allowed to continue their school day when in violation of the dress code. Their missed class will be unexcused. Refusal to comply with the dress code will be considered as insubordination – Level III, and will result in additional disciplinary action.

NURSE'S OFFICE

A student becoming ill during the school day should report to the nurse after first reporting to his assigned area. All students reporting to the nurse **MUST** have a pass. When the nurse deems it necessary, she will inform the parent/guardian of the problem. If a student leaves school without the consent of the nurse or administration, the absence will be considered unexcused unless the student returns with a doctor's note. When the nurse is not available, students who are ill should report to the office. Students returning to class must have a pass signed by the nurse or by the office. No student is to be found loitering in the nurse's office or leaving the building without written permission. The nurse is not permitted to administer any medication other than that prescribed by a physician or approved in writing by a parent/guardian; however, students taking medication in school must register with the nurse.

All medications, short term, as well as daily medications, must be left in the nurse's office.

Any student who contacts a parent/guardian during school hours without permission will be considered in violation of the electronic school policy. Appropriate disciplinary action will be assigned.

STUDY HALLS

Study halls are for study; therefore, all students must have study or appropriate reading/studying materials. Disruptive behavior will not be tolerated. Group work is only allowed per teacher's discretion. Students desiring to see a teacher other than their study hall teacher must have previously obtained a pass from that teacher. Students who are late because they are obtaining a pass will be marked late, and the study hall teacher may choose not to honor the pass.

A pass from another teacher will excuse the student from the study hall for the entire period. The pass must be filled out completely. The student must deliver the pass to his/her study hall teacher at the beginning of the study hall period.

ACADEMIC INTEGRITY

PLAGIARISM

The Redbank Valley School District is committed to strict standards of academic integrity and to helping students develop intellectually, creatively, and ethically. Honesty in all assignments is essential to the maintenance of such standards.

Definitions

Plagiarism is the presenting of ideas or statements of another writer without crediting the original source. Plagiarism is theft, even when it is unintentional. Plagiarism can occur in several ways. A writer commits plagiarism if s/he quotes a source without using quotation marks, or paraphrases a source without giving credit. Plagiarism also occurs when a writer summarizes a source's ideas or observations without giving credit to the source.

Examples of various types of plagiarism include but are not limited to the following:

1. Stealing, borrowing, buying, copying or

   taking credit for another person's work (i.e.

   Homework, reports, take-home exams,

   tests and research papers, music, art, etc.)
2. Failure to cite a direct quotation.
3. Failure to cite a paraphrased passage.
4. Failure to provide a bibliography that

   reflects the research.

Substituting a few words of a direct quotation and calling this "paraphrasing" still constitutes plagiarism because most of the words remain the words of the source.

Any student suspected of plagiarism may be required to produce the sources in question.

Consequences – refer to Code of Student Behavior Level II Violations

EXTRA-CURRICULAR RULES & REGULATIONS

All students involved in extracurricular activities must not only follow the rules and regulations printed in this handbook but also those in the Extra-Curricular Handbook and any additional guidelines and regulations established for their particular activity.

FIELD TRIPS

All field trips must be pre-approved through the administration. The sponsor must complete and submit the Redbank Valley School District

Pre-approval Request.

The student must submit a permission form, rules acknowledgement form and a medical release form signed by their parents, before participating.

Participating students and parents/guardians must understand the Board of Education has the authority to cancel any trip should an emergency arise. Students and parents/guardians should understand the acceptance of financial obligation should the emergency arise.

All parent chaperones must have a current record of child abuse, state police and FBI clearances on file in the office.

Arrangements for make-up work for club sponsored field trips should be made in advance and initiated by the student. Teachers will determine due dates for missing assignments.

STUDENT INSURANCE

The Redbank Valley School District annually selects one insurance company to make available to interested students an accident insurance policy. The selection of this company does not represent the district's endorsement of the company's product, but rather makes available the purchase of group accident insurance at group-discounted rates.

It is required that any student who participates in athletics carry some form of accident insurance. The current student plan does not cover participation in football.

1. Enrollment packets are given to students during the first week of school.
2. Students wanting to purchase this insurance must follow the instructions in the enrollment packet and return the packet to their homeroom teacher.
3. Upon notification from the insurance company, a letter acknowledging acceptance of enrollment will be mailed to the parent of the student applying for the insurance. If notification is not received within a reasonable period of time, parents should call the District Business Office at 275-2426 to inquire into the status of their child's enrollment.

DANCE REGULATIONS

Any student organization planning a dance must clear it through the faculty advisor. Then the representative students, together with the advisor, will submit a request to sponsor a dance to the principal for final approval.

The organization is responsible for working out all details, including chaperones, police, etc. This must be accomplished at least two weeks prior to the anticipated date of the dance.

There must be approved adult chaperones at each school-sponsored dance. The activity advisor must be in attendance and may have parents and/or other teachers assist. Any non-faculty or staff adults must have clearances on file in the office.

Student guests are only permitted for senior high dances. Student guests from other schools may attend only if pre-approved by the principal. Request forms are available in the Main Office. No guest may be 21 years of age or older.

All school regulations will be strictly enforced. Students leaving the dance will not be permitted to re-enter. Dances and Proms are not considered extra-curricular activities.

Any student misconduct will result in school disciplinary action, possibly including exclusion from further extra-curricular activities.

Senior High Dances: Students who attend any Redbank Valley dance are expected to sign in upon arrival to the dance and then sign out prior to leaving. All students and parents/guardians will be informed of the dance times for planning purposes. Any student not complying with signing in/out or any other dance rules may be removed from the dance or may receive further school disciplinary actions.

Junior High Dances: Students are required to arrive and be dismissed at defined times. Students may ONLY leave the dance prior to designated times with parental permission to the chaperone in charge of the event (phone call or in-person) and an adult must be there to pick the student up.

JUNIOR/SENIOR PROM

1. At least one person from a couple must be a junior or senior at Redbank Valley High School in order to attend the prom.
2. Juniors or seniors may purchase single tickets to attend the prom.
3. Sophomores and home-schooled students may attend the prom only if accompanied by a junior or senior.
4. Students under 15 years of age may not attend the prom.
5. Students in the 9th Grade or below regardless of age will NOT be permitted to attend prom.
6. Students who do not adhere to the high school discipline code may be restricted from attending the prom.
7. Prom escorts must be under the age of 21. With the permission of the principal, guests who are 21 or over and who are married or engaged (with proper documentation) to a senior may attend the prom.
8. Students from other school districts may attend the prom if:
    (A) they meet the requirements listed above

(B) they provide the principal with a letter of agreement from their home school principal.

9. Students leaving school prior to 11:30 on the day of prom may not attend the prom.

ASSEMBLY PROCEDURES

The purpose of assemblies is to provide the student with an enjoyable, educational experience. The student's responsibility is to enjoy the presentation and show respect to those people making the presentation.

The procedure for reporting to assemblies will be announced before the assembly.

STUDENT CONDUCT AT SCHOOL EVENTS

A. School rules must be followed at all school events. If violations occur, the discipline code will be enforced.
B. A student can be suspended from attending or participating in Redbank Valley School events if his/her conduct is not acceptable.
C. Courtesy must be shown toward all opponents and officials at all sporting events. Booing opponents and/or officials is unacceptable.

Note: Students whose activities have been suspended due to disciplinary reasons are not permitted to attend or participate in any school function or activities, during or after school, for the period of time stated in the disciplinary code.

REGULATIONS FOR SOCIAL FUNCTIONS AND ATHLETICS

Students are under the jurisdiction and therefore the rules and regulations of the school at all extra-curricular activities, including those at other schools.

Students who leave a school activity early must leave the school grounds. Students will not be permitted to leave the school building and re-enter.

AFTER SCHOOL EVENTS

After school events are provided for the students and at times for the community as a whole. Conformity to the accepted school standards is expected of all in attendance. Any deviation from this will result in the removal of the individual from the event. If the individual involved is a student at Redbank Valley High Schools, he/ she will also be subject to the provisions of the Student Code of Conduct or Discipline Code.

TUITION AND AFFIDAVITS

Pupils may be accepted at Redbank Valley Schools on a tuition basis. Although accepting tuition students is generally to be discouraged, each request will be considered on an individual basis by the Superintendent and the Board of School Directors. In the event of approval, tuition must be paid monthly and in advance. The rate of tuition shall be computed via the procedure mandated by the State Department of Public Education.

A child shall be considered a resident of the school district in which his/her parents/guardians reside. Any student not having at least one parent/guardian residing in the Redbank Valley School District and who is requesting permission to attend school here shall be admitted only through tuition payments, court placement, or due to exceptional circumstances which must be presented in writing to the Superintendent of Schools. In all cases an affidavit of residence and responsible person shall be furnished and processed as provided by the School Code.

LEAVING SCHOOL GROUNDS

No student may leave the building or school grounds during the school day unless accompanied by a staff member or designee. Any student failing to check out properly will be considered truant from classes and will be subject to disciplinary action. This includes students who go to the parking lot without permission from the office.

STUDENT ASSISTANCE PROGRAM

A Student Assistant Team exists at the school consisting of a multi-disciplinary team composed of school personnel and invited specialists from the community; only those people who have received formal training in understanding adolescent chemical use, abuse, and dependency as well as adolescent depression and suicide may be members. The current membership is comprised of the principal, guidance counselors, school nurse, and faculty members.

Certain students in the district can be classified as being “at risk” relative to expected performance in school when measuring their achievement against their abilities. The district recognizes that these students may need some form of intervention in order to prevent or ameliorate deviate or harmful behaviors.

SAP evaluates referrals made to them by faculty, parents, students, or any other source. Should a need be established, then the team serves as a referral source to assist the student in getting appropriate help as soon as possible. This help could consist of individual counseling or follow-up, participation in one of the various “groups” that meet at the school to address common problems, or referral to an outside agency.

DECLARATION OF EMANCIPATION

“Minor children may be released from legal subjection to their parents by Emancipation. Emancipation results not from any conduct of the child but from some juristic act, or other

conduct of the parent from which the extinguishment of parent rights and filial duties may be inferred."

In compliance with the above opinion, emancipation of eligible students attending Redbank Valley High School shall be determined or denied based upon the following information:

a. A written statement from the parent(s), notarized or signed in the presence of a school official, asserting that the minor is emancipated. In the absence of the parent(s), an affidavit, declared and signed by the minor before a licensed official of the courts, may be accepted.

b. Verification of date of birth of the minor. (Birth Certificate, Baptismal Certificate, etc.)

c. Evidence of financial independence.

d. Written statement or some proof to show that there has been a "total severance of the filial tie."

1. Student's residence
2. Parent(s) residence
3. Marital status and/or responsibility as a parent, if appropriate

A minor who is determined to be emancipated, on the basis of the above procedure, shall be deemed responsible for his/her own affairs and does not have a guardian for school purposes.

CODE OF STUDENT BEHAVIOR

The Board of Education shall require each student of this district to adhere to the rules and regulations promulgated by the board and administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. The rules govern the student conduct in school, during the time spent in travel to and from school, during school field trips, and while participating in school activities. Such rules shall require that students:

- Conform to reasonable standards of socially acceptable behavior;
- Respect the rights, person and property of others;
- Preserve the degree of order necessary to the educational program in which they are engaged; and
- Obey constituted authority and respond to those who hold that authority.

It is understood that common sense and reason should prevail when school personnel responds to a student discipline violation.

When a student violates the Code of Student Behavior, the parent(s)/guardian(s) will be notified by e-mail, mail, and/or telephone. All violations will be kept in a file and can result in documentation toward future Board Action. The Superintendent, or his designee (principal), holds the right to review each violation and make decisions on an individual basis that may differ from the listed consequences.

Level I Violations (include but not limited to): **Handled by classroom teachers**

1. Class disruption.
2. Hall disruptions (shouting, running, pushing, loitering, etc.).

3. Cafeteria disruption.
4. Throwing objects.
5. Tardiness to class or assigned area (except for homeroom; which is tardy to school).
6. Outside assigned area without a pass or abuse of pass.
7. Locker violation.
8. Consuming food or drink outside of cafeteria (Notes: No open or partially full containers are allowed outside the cafeteria. No food/drink is allowed in any class unless it is pre-approved by the administration, including from the school store).
9. Being in the building, including locker areas, after 4:00 without approval or supervision.
10. Being in undesignated areas prior to 7:45am without permission; (designated areas include: lobby, cafeteria, music hallway).
11. Failure to turn in parental/guardian signature forms.
12. Inappropriate displays of affection (at the discretion of administration).
13. Dress code violation. (See Dress and Grooming)
14. Use of electronic devices during school day (See Electronic Devices).
15. Violation of school safety including letting students/visitors in unauthorized entrances.

DISCIPLINE

1st Offense: Student assigned one-hour after school detention. (Confiscation and parent/guardian must pick up phone in main office.)

2nd Offense: Student assigned two-hours of detention

3rd Offense: Student assigned one to three days of ISS or OSS

NOTES:

A. No after school activities on the day(s) of the suspension(s).
B. After a student has accumulated a total of three (3) Level I violations, future violations will be dealt with as Level II violations and a parent conference will be held.

Level II Violations (include but not limited to):.

1. Cutting class. (Two hours detention per class period cut.)
2. Disrespect toward staff.
3. Lying/Cheating/Plagiarism (Students will receive a zero on that assignment)
4. Unacceptable written or oral language, gestures, or actions.
5. Defacing school property (Note: Defacing school property includes writing on walls, desks, computers, lockers, other school property, etc., that can be removed by routine cleaning.)
6. Parking / driving violations / non-registered student drivers (See Parking and Driving rules).
7. Tampering with the emergency call system to the office.
8. Cutting after-school detention. (Student must make-up missed detention.)
9. Gambling (Includes flipping coins, playing cards, betting, etc.)
10. Tampering/unauthorized use of computers, computer equipment and software.

11. Violation of the chromebook, or other electronics, usage policy.

DISCIPLINE

1st Offense: Student assigned a two hour detention. No activities on the day(s) of the detention(s).
2nd Offense: Student assigned one-day ISS or OSS.
3rd Offense: Student assigned one to three-day ISS or OSS.
NOTES:

A. Students are not permitted to participate or attend extra-curricular activities effective immediately and until the ISS or OSS is completed, including the day(s) of ISS or OSS.

B. After a student has accumulated a total of three Level II violations, future violations will be dealt with as Level III violations.

Level III Violations (include but not limited to):

1. Bullying (repeated teasing, tormenting, written, verbal, or third party.) See also bullying policy.
2. Leaving school grounds without administrative approval.
3. Truancy (verified skipping of school day).
4. Stealing/Possession of stolen property. (NOTE: Students found guilty of stealing will be required to make complete restitution.)
5. Possession of tobacco products and tobacco look-alikes, vaping products and paraphernalia. (NOTE: PA Act 168 of 1988 School Tobacco Control Act prohibits tobacco use by students in buildings, grounds, buses, school activities, enroute to and from school.
6. Insubordination/Defiance of Authority.
7. Inappropriate computer, or other technology, usage.
8. Student threats that would cause physical, mental or emotional harm to another/Student fighting (attempt to injure another).
9. Destruction of property (vandalism). (NOTE: Destruction of property includes any damage that cannot be removed by routine cleaning; for example, carving or scoring into materials, etc.) At the student's expense, the property will be restored to its original condition/appearance or replaced. This includes school and student property.
10. Verbal assault on a staff member. (NOTE: Verbal assault includes swearing, threats and related infractions.)
11. Videoing a fight on school property.
12. Harassment/Sexual Harassment - defined as annoying or harming another person by:
    a. striking, shoving, kicking, or making physical contact of a threatening nature;
    b. following a person about in a less than friendly manner;

c. engaging in conduct that alarms or seriously annoys another; and
d. sexual harassment (this includes physical, verbal, or written actions).
e. social media threats that affect the learning environment at school.

DISCIPLINE

1st Offense: Student assigned one to three-days ISS or OSS. No after school activities on the days of OSS. Vaping infractions- 30 day suspension from all extra-curricular activities and referral to Magistrate.

2nd Offense: Student assigned three to five-days ISS or OSS (out of school suspension) No activities for two weeks. Vaping Infractions-suspension from all extra-curricular activities for a full calendar year and referral to Magistrate.

3rd Offense: Student assigned six to ten-days OSS. No activities for four weeks.

Vaping Infractions-suspension from all extra-curricular activities for an additional calendar year and referral to Magistrate.

NOTES:

A. Students are not permitted to participate or attend extra-curricular activities effective immediately and for the duration indicated, including all the days of ISS, OSS, or alternative placement.
B. A mandatory conference must be held prior to the student returning to his/her regular classes.
C. All out of school suspensions prohibit presence on school property for the duration of the suspension.
D. After a student has accumulated a total of three Level III violations, future violations will be dealt with as Level IV violations.
E. The Police may be involved immediately on any Level III violation.
F. Mandatory referral to S.A.P. team for review. (See Student Assistance Program)

Level IV Violations (include but not limited to):

1. Under the influence or in possession of alcohol, or under the influence or in possession of illegal or prescription drugs, controlled substances or any related paraphernalia or vaping products;

2. Use of tobacco products and tobacco look-alikes, vaping products and paraphernalia. (NOTE: PA Act 168 of 1988 School Tobacco Control Act prohibits tobacco use by students in buildings, grounds, buses, school activities, enroute to and from school.)
3. Distribution/sale of drugs, alcohol or look-alikes;
4. Possession of and/or use of lethal weapons or look-alikes or ammunition/casings;
5. Physical assault on staff members;
6. Indecent exposure; possession of pornographic material;
7. Extortion;

8. Arson;
8. Tampering with fire-fighting systems and/or alarms;
9. Terroristic threats;
10. Reckless endangerment (Reckless endangerment includes any actions that could seriously injure another person, whether intentional or not.);
11. Fireworks (Fireworks resulting in bodily harm will be considered reckless endangerment);
12. Written or verbal bomb threats.
13. Stealing/possession of stolen property in excess of $50.
14. Involvement in the act of hazing as part of any school activity/club/sport.

DISCIPLINE

1st Offense:

a. Immediate 10 day OSS. (At the discretion of the principal, the student may be placed in an alternative placement setting during the suspension period.)

- All out of school suspensions prohibit presence on school property for the duration of the suspension.

a. Mandatory Parent Conference.
b. Mandatory referral to S.A.P. team for review. (See Student Assistance Program)
c. No activities for the remainder of the current sports season.
d. Police Notification at the discretion of administration.
e. Vaping, drug and alcohol infractions- 30 day suspension from all extra-curricular activities and referral to Magistrate.

2nd Offense: All of the above plus vaping, drug and alcohol Infractions-suspension from all extra-curricular activities for a full calendar year and referral to Magistrate.

3rd Offense: All of the above plus vaping, drug and alcohol Infractions-suspension from all extra-curricular activities for an additional calendar year and referral to Magistrate.

Notes:

A. At the Principal's discretion, the following additional disciplinary action may take place:

1. Alternative School Placement which will include exclusion from all extra-curricular activities for the duration of the placement.
2. Probationary contract upon return to school.
3. Referral to school board for expulsion purposes.

B. This includes school buildings, school grounds, school buses, school activities, the Career Center, and all activities under the control or direction of school personnel whether on or off school property.

C. Redbank Valley School District has a ZERO tolerance policy pertaining to drugs, alcohol, and weapons.

The Board approves the implementation of restorative practices in the Code of Student Conduct to address violations where applicable. Restorative practices focus on cultivating

a positive, respectful and inclusive school environment by shifting from punishment to reflective learning, raising student awareness of how their actions caused a problematic situation and conflict resolution through communication.

DRINKS/CONTAINERS DURING THE SCHOOL DAY

If a student desires to bring a legal drink from home into the school, the drink must be in an unopened container.

Water refill stations are available in the high school. Students are permitted to refill between classes or during a class with teacher permission. In addition, students may be excused from class to get a drink at water fountains closest to the proximity of their classroom.

If a student desires to use a closable container from home to fill at the refilling stations to drink from throughout the day, the container must be TRANSPARENT (may be colored) and can ONLY contain ice (No liquids) upon arrival. Hydro-flasks, Stanleys, Owalas and others will ONLY be permitted to enter the school if they are empty.

Drinks that are permitted to be consumed during the day must be from the approved Redbank Valley list and be in a closable container. The Redbank Valley School Store will also be providing opportunities to purchase these products throughout the school day. *****All food and drink items will abide by and follow school, local, state, and federal rules/laws/guidelines.*****

Legal drinks that are not on the Redbank Valley approved list may be brought from home provided they are unopened and will only be able to be consumed during breakfast/homeroom (with teacher permission) and/or during lunch only.

<u>ADDITIONS</u>

- Drinks in cans and other containers that cannot be closed are not permitted to be consumed during the day in classes or the hallways. If these drinks are open, or are being consumed upon entering the building, they will be required to be thrown away.
- Water bottles are not allowed in computer labs or around computers. If brought to class, they must be sealed and placed on the floor at the designated area. (Same as standardized testing.)
- Teachers reserve the right to inspect any water bottles at any time.
- Students who are misusing the water bottles (ie. Bottle flipping, littering, popping tops, etc) will lose the privilege of carrying a water bottle.
- Students may bring in closed containers, in original packaging, of permitted legal drinks. The ONLY time these drinks are permitted to be consumed are during breakfast (7:45-8:00am) or during their lunch period.
- Opened containers that are brought in the building containing a liquid will be emptied upon arrival.
- The vending machine is only permitted to be used after school hours.

- Athletes will be offered ice/water for their containers by coaches/trainer prior to practices and/or games.

WEAPONS POLICY

The Board recognizes the importance of a safe school environment and its impact upon the educational process. Possession of weapons in the school environment is a threat to the safety of students and staff and is prohibited by law.

The Board prohibits possession of weapons and/or replicas of weapons in any school district building or on school property during the regular school day and/or during any school sponsored or district approved event or activity.

For the purposes of this policy a "weapon" shall be defined as follows:

"**Weapon**" - any device, instrument, material or substance, which under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing physical injury or terror.

This definition includes, but is not limited to, any knife, cutting instrument, cutting tool, nunchuks, brass knuckles, firearm, shotgun, rifle, BB or pellet gun, look-alike gun, chemical agent, explosive device, and/or instrument, tool, or implement capable of inflicting bodily injury or causing fear of same. This includes ammunition.

For the purposes of this policy "possession" shall be defined as follows:

"**Possession**" - a student is in possession of a "weapon" when the weapon is found on the person of this student, in the student's locker, or under the student's control while he/she is on school property, on property being used by the school, at any school function or activity, at any school event held away from the school, or while the student is on his/her way to or from school. Additionally, any student who is responsible for bringing a weapon into the school environment or to school activities, regardless of whether or not the weapon is in his/her possession at the time of discovery, shall be guilty of violating this policy and shall be treated as if in possession. Violation of Section 912 of the Pennsylvania crimes code shall also constitute a violation of this policy.

The school district, in compliance with Act 26 of 1995 of the Public School Code, shall expel for a period of not less than one (1) year any student found to be in possession of this weapons policy. Such expulsions shall give in conformance with formal due process proceedings as required by law.

The Superintendent may, on a case-by-case basis, recommend discipline short of expulsion and in the case of an exceptional student take all necessary steps to comply with the Individuals with Disabilities Education Act.

The Superintendent or a designee shall report the discovery of any weapon prohibited by this policy to the student's parents/guardians and to local law enforcement officials. Further, the Superintendent shall report acts of violence and/or possession of a weapon on school property in

violation of this policy to the Office for Safe Schools on the designated form twice per year, as required.

The Superintendent or a designee shall take the necessary actions to develop a memorandum of understanding with local law enforcement officials that set forth procedures to be followed when an incident occurs involving an act of violence or possession of a weapon on school property.

An exception to this policy may be made by the Superintendent, who shall prescribe special conditions or procedures to be followed.

Weapons under the control of law enforcement personnel in conjunction with their duties are permitted.

BULLYING

Redbank Valley High School is committed to providing a safe, positive learning environment for district students. We recognize that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

Bullying is an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantial interference with a student's education.
2. Creation of a threatening environment.
3. Substantial disruption of the orderly operation of the school.

Bullying as defined above also includes cyberbullying.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.

Any bullying that occurs outside of school and results in the effects listed above will be handled the same as an incident happening in the school setting.

All instances of bullying must be reported immediately to the office. This is the only way the problem can be addressed.

Bullying issues are handled consistently, timely, and according to the student handbook.

Reporting: Students/parents have the ability to report known bullying issues to any school personnel at any time. Once the report is made and administration is notified, an investigation will take place.

Investigation: Students, teachers, and/or any other staff may be included in the investigation as necessary. The process will be documented and utilized to determine an outcome.

Disciplinary Action: The follow will be included in the disciplinary action in dealing with behaviors that display bullying -

- Verbal Warning / Counseling
- Discipline including detentions/suspensions
- Loss of privileges (extracurricular activities, clubs, school events, etc.)
- Behavior contracts / Meeting with parents/guardians
- Police involvement / alternative assignments

Extra Supports: To assist in the management and mitigation of the bullying situations, additional support may be added and implemented that could include- informing assigned teachers, classroom seating changes, schedule changes, counseling, referral to the student assistance program, behavior intervention meetings, and/or mental health specialist meetings.

Communication: Parents/guardians of all students involved will be informed of the situation.

Bully Prevention Programs: Redbank Valley will continue to implement various programs to promote the prevention of bullyings including, but not limited to - grade level positive behavior supports and incentives, social-emotional learning activities, and anti-bullying programs and assemblies.

SEXUAL HARASSMENT / MISCONDUCT / HAZING

Sexual harassment, abuse, and misconduct is counter-productive to an appropriate learning environment because it is degrading, humiliating, offensive and unpleasant; moreover, it produces adverse physical manifestations and it adversely affects everyone's performance.

Therefore, it is the policy of the Redbank Valley School District to prohibit any person including but not limited to; administrators, professional employees, staff members, visitors, parents, independent contractors, and students, from sexually harassing or abusing another.

It is the policy of the Redbank Valley School District that sexual abuse and harassment will not be tolerated and such conduct will be subject to discipline up to and including dismissal and/or expulsion.

The administration, the professional employees, the staff and the students of the Redbank Valley School District are charged with maintaining an environment free from sexual harassment and abuse. Therefore, any administrator, professional employee, staff employee, student, volunteer, or parent who has any knowledge of any sexual harassment, abuse, or misconduct is charged with reporting that knowledge consistent with this policy.

Definitions

Sexual harassment and abuse - unwelcome sexual advances, requests for sexual favors, inappropriate oral comments, inappropriate written or printed material, or physical conduct of a sexual nature when:

A. Submission to such conduct is made either explicitly or implicitly, at term or condition of an individual's employment, continued employment, grade, evaluation, recommendation, or other term or condition of one's employment or education; or

B. Such conduct has the purpose of effect of substantially interfering with an individual's academic or professional performance or creates an intimidating, hostile or offensive environment.

Sexual harassment and abuse, as defined above, may include but is not limited to the following: verbal harassment or abuse, including jokes, name calling, sexual rumors; pressure for sexual activities; remarks with sexual or demeaning implications; unwelcome touching; pulling clothes; pictures, suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's grades, job, evaluation, etc.

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:

1. Violate federal or state criminal law.

2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.

3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.

4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.

5. Endure brutality of a sexual nature.

6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:

1. The person acts with reckless indifference to the health and safety of the student; or

2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:

1. The consent of the student was sought or obtained, or

2. The conduct was sanctioned or approved by the school or organization.

Safe2Say Hotline

Safe2Say Something is a youth violence prevention program run by the Pennsylvania Office of Attorney General. The program teaches youth and adults how to recognize warning signs and signals, especially within social media, from individuals who may be a threat to themselves or others and to "say something" BEFORE it is too late.

- Submit an anonymous tip report through the Safe2SaySomething system
- Crisis center reviews, assesses and processes all submissions
- Crisis center sends all submissions to school administration and/or law enforcement for intervention
- If needed, crisis center may contact tipster anonymously through the app

Contact information: Phone: 1-844 - SAF2SAY Website: www.safe2saypa.org

Reporting

At the option of the victim, or any party who has knowledge of sexual harassment, abuse or misconduct, the report/complaint may be submitted to the building principal or the Guidance Counselor for the school district. In addition, there is a hotline set up for reporting, see above.

If appropriate, that person will attempt to resolve the situation informally, provided all parties involved agree.

In the event the first level contact person is unable to resolve the problem informally, or in the alternative, in the event the situation is too serious to resolve, it shall be reported to the Superintendent of the school district, unless the Superintendent is accused. In such case, it shall be reported to the High School Principal, who henceforth, for the purpose of this policy, shall perform the duties of the Superintendent.

The first level contact person or the Superintendent, as the case may be, shall investigate the accusations in a prompt, confidential, and unbiased manner. In doing so, the investigation shall comply with the following:

1. The School Solicitor shall immediately be consulted;
2. All parties and cooperating witnesses will be interviewed and statement secured;
3. When at all possible, the investigator shall include a second administrator in all interviews;
4. The investigator shall, so far as possible, provide an atmosphere designed to make the victim comfortable including the permitting of a parent/friend to attend interviews;
5. Appropriate steps will be taken to ensure all allegations are heard and investigated;

6. Parents will be notified when appropriate;
7. Police will be notified when appropriate
8. When appropriate, the disciplinary procedure will be explained to the victim, taking care not to discourage the victim from proceeding.
9. The victim will be informed that the failure to proceed may endanger the victim and/or future victims to further harassment/abuse;
10. The accused will be informed of his/her rights to counsel, including union/ association representation;
11.. If possible, the complaint shall be resolved informally;
12. A complete investigation will ensue even if the victim recants his/her statement;
13.The victim will be advised as to how to respond in the event of any future sexual harassment/abuse;
14. If appropriate and necessary, the administration shall discipline consistent with any applicable discipline code, contracts and/or State law;
15. Every step shall be documented in detail.

Miscellaneous

The investigator of any allegations shall inform the School Board on a regular basis as to the progress of the investigation/disciplinary proceeding, although said information need not include proper names.

No party shall suffer retaliation/retribution for truthfully reporting any act of sexual harassment or abuse. A false report of sexual harassment/abuse shall, however, be subject to discipline. Discipline shall include but is not limited to, criminal sanctions as defined by the Pennsylvania Crimes Code, such as false reports to authorities, false swearing, and perjury; and civil penalties, as defined by Pennsylvania tort law, defamation, libel, slander, false light in the public eye. In addition, discipline shall include any and all penalties or sanctions determined by the Redbank Valley School District's Policy on discipline, when applicable.

Terminology

The following terms, which have been used in this disciplinary code, shall have the following meanings:

A. "**Drugs**" - Any chemical, organic or inorganic substance classified as a "controlled substance" by the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act, Act of April 14, 1972, P.L. 233, No. 64, as amended, 35 P.S. 780-101 et seq. "Drug" shall include but not be limited to:

1. Any opiate, or derivative or compound of opium;
2. Any hallucinogenic substance including lysergic acid diethylamide, mescaline, peyote, psilocybin and tetrahydro-cannabinols;
3. Marijuana, including all forms, species and/or varieties of genus cannabis sative L., seeds, resins, oils and compounds thereof;
4. Cocaine, coco leaves and any compound, derivative or preparation thereof;

5. Stimulants, including amphetamine, phenmetrazine, methylphenidate, meth-amphetamine, and any compound, mixture or preparation containing any quantity thereof;
6. Depressants, including barbituric acid or any compound or derivative thereof;
7. So-called "look-alike drugs" or compounds containing caffeine, ephedrine or similar substances, packaged or intended to look like a controlled substance as further defined in the "Controlled Substances, Drug, Device and Cosmetic Act";
8.Inhalants, such as amyl nitrates or so called "Rush", airplane glue, ether, kerosene, gasoline or compounds thereof.

"Drug" shall not include any substance prescribed by a licensed physician for a student, provided that the student first registers the drugs with the school nurse or health office at the time they are first brought onto school premises and used in accordance with instructions of the prescribing physician.

B. "**Alcohol**" - Any alcoholic beverage, a beverage containing any alcohol, malt or fermented beverages, or combination thereof.

C. **SAP** - Student Assistance Program. SAP is a student assistance/referral program for students at risk in the Redbank Valley School District.

D. **Excused Absence/Tardy** - An excused absence/tardy is defined as one of the following; sickness, injury, death in the family, or any other urgent reasons determined by the administration.

E. **O.S.S.** - Out-of-School-Suspension. A student is excluded from school for a period of time indicated. Re-admittance to school must be preceded by a Parent Conference (parent/guardian meeting with the administration), as arranged by the administration.

F. **Parent Contacted** - Parents/guardians may be contacted by either phone and/or mail. All disciplinary forms will be mailed to the parents/guardians.

G. **Unexcused Absence/Tardy** - Include but are not limited to: oversleeping, car break downs, missing bus, baby-sitting, haircuts, etc. Final determination will be made by the administration.

H. **Vandalism** (Destruction of Property & Defacing School Property) - Section 777, School Code, states that the legal penalty is a fine of up to $1000 and /or a jail term not to exceed 6 months, at the court's discretion.

Computer Technology, Internet, and District Web Site Use Policy

NOTE: This policy is also available on the district website at: www.redbankvalley.net.

Computer Technology & Internet Use Policy

Students at Redbank Valley School District are eligible to receive access to the Internet through the computer network. This network includes connections to computers in the school, library, and throughout the world by way of the Internet. The purpose in providing this service to the students of Redbank Valley

is to facilitate learning and teaching through interpersonal communications, access to information, research and collaboration. The Internet offers vast, diverse and unique resources to students.

The use of computer technologies shall be consistent with the curriculum adopted by the school district as well as the varied instructional needs, learning styles, abilities, and developmental levels of students. Although the network is filtered to block unwanted content, it is possible that material that may not be considered to be of educational value in the context of the school setting may be available. The district has a filter installed on the network to protect users from viewing unwanted material.

Redbank Valley firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of this district. The smooth operation of the network relies upon the proper conduct of the end users who must adhere to the following guidelines. The use of computer technologies and the Internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges and /or disciplinary action as specified in the district discipline policy.

Disclaimer:

The electronic information available to students and staff does not imply endorsement by the district of the content, nor does the district guarantee the accuracy of information received on the Internet. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information that is retrieved via the Internet. The district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet. The district reserves the right to log network use and to monitor file server space utilization by district users, while respecting the privacy rights of both district users and outside users.

Guidelines:

1. Students shall submit a signed consent form annually by the parent or guardian to be permitted to gain access to the Internet.
2. Network accounts shall be used only by the authorized owner of the account for its authorized purpose. All communications and information accessible via the network should be assumed to be private property and shall not be disclosed. Network users shall respect the privacy of other users on the system.
3. Redbank Valley reserves the right to monitor usage of computer technology and Internet including but not limited to electronic mail.
4. All use of the Internet, computer equipment, and computer software must be in support of the educational program at Redbank Valley.
5. The Internet, computer equipment, and computer software will not be used for illegal activity, for personal profit, non-school related activities, lobbying, advertising, to transmit or receive offensive materials, hate mail or discriminating remarks. Using profanity, obscenity, or other media either written or visual that may be considered obscene and/or offensive to other users is strictly forbidden.

6. Users shall not seek information on, obtain copies, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the Redbank Valley network or the Internet.
7. Use of the Internet, computer equipment and computer software for fraudulent of illegal copying, communication, taking or modification of material in violation of law is prohibited and will be referred to appropriate authorities.
8. Loading or use of unauthorized software, games, programs, files, or other electronic media is prohibited. The illegal use of copyrighted software is prohibited. Violation of this rule represents a criminal act under Federal Copyright Law.
9. The network shall not be used to disrupt the work others; hardware or software shall not be destroyed, modified, or abused in any way.
10. No software is to be installed onto the network by students at any time for any purpose.

Safety & Security

- Students shall not reveal their passwords to another individual.
- Internet or technology users shall not reveal personal addresses or telephone numbers to other users on the Internet or network.
- Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network.
- To the greatest extent possible, users of the network will be protected from harassment and unwanted or unsolicited communication. Any network user who receives threatening or unwelcome communications immediately shall bring them to the attention of a teacher or administrator.

Consequences for Inappropriate Use

Vandalism will result in cancellation of access privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet or other networks, or any of the agencies that are connected to the Internet backbone. This includes, but is not limited to, the uploading or creation of computer viruses. The user shall be responsible for damages to the equipment, system, and software resulting from deliberate or willful acts. Illegal use of the network; intentional deletion or damage to files of data belonging to others; copyright violations; and theft of services will be reported to the appropriate legal authorities for possible prosecution.

Student Issued Chromebooks

Parents/Students should refer to the Redbank Valley Computer Use/Loan Agreement on the school website, which is linked in ParentVue.

- Grade **6-12**:

- Students in grades 6-12 will be expected to transport their chromebooks to and from home each day and are expected to charge their chromebooks at home.
- Students will be given a chromebook charger along with their chromebooks.

INSURANCE

Redbank Valley Chromebook Deployment

Redbank Valley School District students and parents/guardians fully acknowledge that use of district technology on and off the premises of Redbank Valley School District is subject to all guidelines, rules and regulations governing acceptable use as established by the Redbank Valley School District's Board of Education Policy 237.

By accepting a district owned device, parents/guardians are accepting full responsibility for the replacement or repair cost of the device of up to $300 per claim. Replacements and/or repairs will be exclusively executed by Redbank Valley School District. Devices are assigned to the individual student. It is the student's responsibility to maintain control and possession of the device at all times. ANY damaged, lost or stolen devices must be reported immediately to the Building Administration.

The district will offer an optional yearly insurance agreement for student-issued Chromebooks for $20 with the following coverage:

- **Deductible for Claim #1: $0**
- **Deductible for Claim #2: $25 (or actual cost, whichever is less)**
- **Deductible for Claim #3: $50 (or actual cost, whichever is less)**
- **Deductible for Lost/Stolen Power Charger: $30**
- **Deductible for Lost/Stolen Chromebook: $100**

Additional charges for damages in excess of the above coverage will remain the responsibility of the parent/guardian.

Payment is due with signed usage agreement. Students wishing to purchase after agreement has been returned must submit their Chromebook for inspection before policy takes effect.

If at any point Redbank Valley School District feels that the terms of this agreement have been violated, loss of privileges to use the device and other disciplinary actions may be taken.

Incidents of damage must be reported to the High School Office the day of the damage. Be prepared to provide the following information when reporting damage:

1. Date of incident
2. Complete details of incident

Theft: Thefts must be immediately reported to the school principal or his/her designee. The District will work with the police department to report all model, asset, and serial numbers of stolen or lost laptops.

The parent/guardian, or adult student will be responsible for compensating the school district for any losses, costs or damages.

Parent Expectations

- Ensure your student understands and adheres to laptop and Internet policies and guidelines set forth in this document.
- Sign a copy of the RVHS Computer Use/Loan Agreement at the end of this document.
- Reimburse the school district for any costs incurred or fines assessed due to intentional misuse, neglect, damage or loss including theft.
- Review with your student the contents of this document in its entirety.

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The student and their parent/guardian agree to follow and accept:

- RVHS Computer Use/Loan Agreement
- That RVSD owns the chromebook, its accessories, software and issued peripherals and that RVHS may search the Device or its contents at any time.
- If the student ceases to be enrolled in RVHS, the Laptop will be inspected and must be in good working order or pay the full replacement cost of the Device($300.00).
- In no event shall RVHS be held liable to any claim of damage,negligence, or breach of duty.
- It is Student/Borrower's responsibility to care for the device and insure that it is kept in a safe environment.
- This Device is, and at all times remains, the property of the RVSD and is loaned to the Student/Borrower for educational purposes only for the academic school year. Student/Borrower may not deface or destroy this property in any way, i.e. modification, etc.
- The school property may be used by Student/Borrower only for non-commercial purposes, in accordance with the District's policies and rules
- The RVSD's network is provided for the academic use of all students and staff.
- The Student/Borrower agrees to take no action that would interfere with the efficient, academic use of the network.
- RVHS does not provide warranties of any kind for the service it is providing.
- RVHS is not responsible for any damages the Student/Borrower may suffer while using the Internet or the Device. This includes loss of data resulting from service interruptions.
- RVHS does not guarantee or endorse the accuracy or quality of information obtained via the Internet. Electronic information available to Student/Borrower does not imply endorsement of the content by the school.
- The Student and/or Parent/Guardian agree upon signing that this is a non-transferable contract. The District shall not be responsible for injuries, damages, penalties, or losses, including legal fees and costs, incurred by the Student and/or Parent/Guardian or other persons due to installation of software, transporting the Device, or any other use described in the Agreement or Handbook.
- The District shall not be made responsible for any unlawful use or security of data transmitted.
- The Student and Parent/Guardian agree to hold harmless the District for any and all injuries, damages, and loss incurred or related to the use of this device due to the intentional or negligent acts of Student /Borrower or others.

District Website Use

Privacy

1. First name/last name and image may appear on a web site with parent permission.

2. Student work may be posted on the Website with identification of the student's grade level, first initial/last name and/or image.

Students may design web pages as a classroom. No student pages will be posted until they are approved by the Webmaster liaison who has the posting password. The pages will not be accessible to the outside world unless they follow procedures and meet the standards set by this and other school policies. The following are guidelines to follow for students who create web pages for the district website.

Guidelines

1. Copyrights must be respected.

2. All text should be carefully proofread for spelling and grammar.

3. Links and content should be up-to-date. If using time-specific material, school pages must be updated on a regular basis.

4. Web pages must reflect and promote the image of the district and its policies/goals, and provide educational value.

5. The district reserves the right to remove and/or not to post any content from the server(s) that it deems to be legally, morally, or ethically inappropriate, or any page that is not in the best interest of the district.

6. No passwords for posting will be given to students.

7. No pages will be posted to the district website unless they follow all district guidelines.

8. Identified breaches of this policy will be corrected or pulled as soon as possible.

9. All pages are subject to periodic review.

Redbank Valley School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Redbank Valley will not be responsible for any damages students suffer as a result of inappropriate usage. This includes the loss of data resulting from delays, nondeliveries, misdeliveries, or service interruptions caused by its own negligence or user errors or omissions. Use of any information obtained via Redbank Valley is at the user's own risk. Redbank Valley specifically denies any responsibility for the accuracy or quality of information obtained through this service. For more information, see Board Policy #816 or RVSD website at www.redbankvalley.net.