GOLDWOOD PRIMARY SCHOOL &
KENSINGTON INTERMEDIATE SCHOOL

# STUDENT AND PARENT K-5 HANDBOOK 2026-2027

Rocky River
CITY SCHOOL DISTRICT
Caring · Exceptional · Competitive

# Rocky River

CITY SCHOOL DISTRICT

Caring · Exceptional · Competitive

## GOLDWOOD PRIMARY SCHOOL (GRADES K-2)

21600 Center Ridge Road

Rocky River, Ohio 44116

440-356-6000 ext. 6720 phone

440-356-6000 ext. 6044 fax

## KENSINGTON INTERMEDIATE SCHOOL (GRADES 3-5)

20140 Lake Road

Rocky River, Ohio 44116

440-356-6000 ext. 6770 phone

440-356-6000 ext. 6050 fax

**This Handbook Belongs to:**

Name: _____

Address: _____

Phone: _____

Rocky River City School District

# STRATEGIC PLAN

2024-2027

**Our Mission**

Globally Competitive
Exceptional Opportunities
Caring Environment
Successful Students

## Beliefs

WE BELIEVE...

- Students are the heart of our purpose.
- Student success requires a partnership among family, school, and community.
- A Rocky River education empowers values, inspires curiosity, and encourages talents that lead to success.
- High expectations lead to high achievement.
- Lifelong learners thrive as they embrace the changing global society.

***An exceptional school district demonstrates all of the above.***

## Goals and Action Plans

### COMMUNICATIONS

**Effective communication reaches all stakeholders.**

1. Clear, timely, and transparent communications about the student and staff achievements, district information, and critical issues are delivered.
2. Updates about the strategic plan are communicated and accessible to stakeholders.
3. Internal communication platforms and practices provide staff with information necessary to deliver exceptional student services.
4. Expanded community engagement provides opportunities to share information and receive input from stakeholders.

### CULTURE

**The environment for Rr staff promotes them being their best for Rr students.**

1. Staff are included in designing processes to build trust and promote the sharing of feedback.
2. A clear, explicit, and well-communicated process is in place for our staff and students to report concerns.
3. Recognition systems are in place that celebrate the dedication and achievements of our staff and students.

### FACILITIES

**Improve and maintain facilities and infrastructure that support our mission.**

1. Safety and security measures are dynamic and constantly evaluated to ensure the well-being of our students and staff.
2. Facilities and infrastructure support a successful student experience.
3. An updated, comprehensive facilities master plan is in place.

### FINANCE

**Responsible and transparent stewardship of district finances to support our mission.**

1. Alternative revenue sources supplement traditional funding sources.
2. Financial practices and planning are in place to support the goals of this plan.
3. Financial practices and planning include operational efficiencies and cost containment efforts, as well as legislative advocacy efforts, to help maximize levy cycles.
4. Dissemination of finance-specific information to all stakeholders supports the communication goal of this plan.

## Strategic Objectives

- All students will engage in contemporary, globally competitive curricular and co-curricular programs of excellence.
- All students will achieve their educational goals incorporating the highest international standards.
- All students will participate in a student-centered environment that addresses educational, social, and emotional needs.
- All students will learn through lessons and experience that communication is open, sincere, timely, and responsive.
- All students will attend schools that are state-of-the-art facilities.
- All students will learn in an environment that is technologically competitive on a global level.

### STAFF

**Recruit, hire, retain, develop, and support a high-quality staff.**

1. Hiring practices across all departments include internal stakeholders.
2. Best practices are used to recruit and retain a highly qualified and diverse district staff.
3. Comprehensive systems are in place that ensure all staff members have an awareness of expectations of the highest caliber of ethical behavior and professional standards.
4. High-quality professional development provides staff opportunities to be the best at what they do for the organization.
5. Systems that solicit and integrate the input of internal stakeholders are in place to continually evaluate the organization's practices.

### STUDENT EXPERIENCE

**Deliver an exceptional student experience in curriculum and instruction, extracurricular activities, and support services.**

1. Instruction and supports are in place that foster each student's academic success and personal well-being.
2. A consistent system is in place that promotes the growth and development of students and reinforces positive behavior and respectful interactions with others.
3. Curriculum and academic options are continuously reviewed and align with student interests, emerging job markets, and life skills development.
4. Clearly defined and communicated opportunities allow students to make informed choices about their journey throughout RRCSD and beyond.
5. Extracurricular programs exist to enhance the student experience and are regularly reviewed to ensure alignment to student interests.
6. A broad selection of nutritious food choices is available.
7. Students develop skills to use technology and be responsible digital citizens in a rapidly changing environment of emerging technology.

### TECHNOLOGY

**Maintain technology resources and infrastructure that support our mission.**

1. Instructional technology elevates the student experience and facilitates effective teaching practices.
2. Cybersecurity policies and practices are dynamic, explicit, and clearly communicated to protect organization systems, applications, devices, data, and financial assets.

# TABLE OF CONTENTS


Welcome Letter ..... 5
Absence/Attendance ..... 6
- Excused Absences ..... 6
- Planned Absences ..... 6
- Unexcused Absences ..... 7
- Make-up Privileges ..... 7
- Late/Tardy ..... 8
- Leaving and Entering School During the Day ..... 8

Student Drop Off ..... 9
Assemblies ..... 9
Bicycles/Skates/Scooters ..... 9
Cell Phones and Telephones ..... 9
Fees ..... 10
Class Treats and Food Allergies ..... 10
Homework ..... 10-11
Lunch ..... 11
Recess ..... 11
P.T.A. ..... 11
Daily Schedule ..... 12
Security/Parking ..... 12
Special Subjects ..... 12
Student Council ..... 12
Student Safety Patrol ..... 13
Visitation During School Hours ..... 13
Volunteer Opportunities ..... 13
Testing ..... 13
Transportation ..... 13
School Bus Safety and Conduct ..... 13-14
Equal Opportunity Policy ..... 14
Stakeholders Rights and Responsibilities ..... 15-16
Discipline and Code of Conduct ..... 16-27

# GOLDWOOD PRIMARY SCHOOL

21600 Center Ridge Road • Rocky River, Ohio 44116

# KENSINGTON INTERMEDIATE SCHOOL

20140 Lake Road • Rocky River, Ohio 44116

**Dear Students and Parents,**

Welcome to our schools!

Our goal is to provide a nurturing environment that places an emphasis on the social, emotional, physical and intellectual needs of all students. We encourage staff, parents, and community members to work together to create a school community that enhances the educational experience for all our students.

Our staff delivers a comprehensive and rigorous academic program, as well as providing exceptional opportunities that enhance all aspects of the school experience. The caring and accepting environment that has been created at Goldwood and Kensington is essential for our students to develop into strong, confident, and successful learners.

Teams of staff members, who are dedicated to academic excellence, pursue plans to enhance the learning experiences at Goldwood Primary School and Kensington Intermediate School. Valuing the individual contributions of students, staff, parents, and the school community is essential in creating a place for ALL students to learn.

We look forward to working with you to ensure success for all our students!

Best wishes for a successful year!

# ATTENDANCE

The educational program offered by this District is predicated upon the presence of the student at school. Regular school attendance is essential for the educational development of students. It is also essential for the continuity of instruction and interaction between teachers and students. Attendance is required of all students enrolled in the schools during the days and hours that school is in session.

A parent/guardian must call the attendance office each day that a student is absent. If unable to call, parents are expected to write notes covering the days of absence.

## ATTENDANCE LINES

Goldwood: 440-356-6000 ext. 6730
Kensington: 440-356-6000 ext. 6040

Notification of parents/guardians: In order to assure regular attendance in school, it is our policy to call the home of each absentee to verify the student's absence. The District reserves the right to investigate the cause of each single absence or prolonged absence.

Students will be marked "absent unexcused" if notes or other documentation is not presented upon their return. Parents have 24 hours after the absence occurs to provide documentation for the absence; otherwise, the absence will be deemed "absent unexcused."

There are two (2) types of absences at Goldwood and Kensington. They are:

1. Absent Excused
2. Absent Unexcused

## ABSENT EXCUSED

An absence of a student from school or class for the following reasons:

1. Personal illness
2. Illness in the family necessitating the presence of the child
3. Quarantine of the home
4. Death in the family
5. Necessary work at the home due to absence or incapacity of parent(s) / guardian
6. Observation or celebration of a bona fide religious holiday
7. Out-of-state travel (up to a maximum twenty-four (24) hours per year that the student's school is open for instruction to participate in a District approved enrichment or extracurricular activity
8. Such good cause as may be acceptable to the Superintendent
9. Service as a precinct officer at a primary, special or general election

Absence shall include full days of absence, partial days of absence, and any hours missed due to cut classes or other unauthorized absence from school.

Regardless of the number of hours or days of excused absence, school administration may require written documentation or other information to verify whether a student's absence qualifies as Absent Excused for any of the permitted reasons addressed above.

If a parent/guardian fails to submit promptly any written documentation or other information requested by school administration, the student's absence will be deemed to be Absent Unexcused.

Planned absences means an absence due to a set of circumstances judged by the school administration to constitute a good and sufficient cause for absence from school. Reasons for such absence may include accompanying parents on a trip, participation in non-school athletic events, family matters out-of-town, college visitation or other trips approved by

the parent. Students must submit a written request accompanied by a parental note for a Planned Absence to the school office five days prior to the absence.

In order for a planned absence to be consider an Absent Excused, a student must first:

- **a.** Notify the school administration in writing five school days in advance of the vacation
- **b.** Obtain the signature of classroom teachers on the form and obtain all assignments from each teacher
- **c.** All work must be made up.
- **d.** A student not complying with the aforementioned policies may receive failing grades

## UNEXCUSED ABSENCE

Any absence of a student from school (full or partial days) that does not meet the criteria for Absent Excused. Out-of-school suspension will be treated as Absent Unexcused.

Since the inception of Ohio House Bill 410, a student is considered to have excessive absences when:

- **a.** Absent 38 or more hours in one school month with or without a legitimate excuse; or
- **b.** Absent 65 or more hours in one school year with or without a legitimate excuse.

A student is considered habitually truant if the student is absent without a legitimate excuse:

- **a.** 30 or more consecutive hours of school this month
- **b.** 42 or more hours this month
- **c.** 72 hours or more this year

House Bill 410 requires Rocky River City School District to create an intervention plan for the parent/guardian and student to assist the family in improving school attendance. Discussions will focus on improving school attendance and to outline the District's actions going forward should attendance not improve.

## GENERAL RESTRICTIONS

Students who are absent from school due to illness but are seen in or around the school or in the community during the school day may have their absence marked as an Unexcused Absence. If a student is too ill to come to school, he/she should be at home.

## MAKE-UP PRIVILEGES

Students whose absences are deemed either Absent Excused or Absent Unexcused will have the opportunity to make-up all missed class assignments, examinations, quizzes and/or tests. The student shall have the number of days of absence to make-up missed class assignments, examinations, quizzes and/or tests. Work not completed during that time period will not be eligible for subsequent make-up or evaluation. On his/her first day back to school after an Absent Excused or Absent Unexcused the student must contact his/her teachers in each course for make-up of missed class assignments, examinations, quizzes and/or tests. Students will be permitted to make up missed assignments for unexcused absences up to 10 days. For unexcused absences in excess of 10 days, the student may not make-up missed assignments. During a student's first Out-of-School Suspension, the student will have the opportunity to earn full credit for any assignments, projects, quizzes or tests that fall during the suspension dates. For any subsequent suspensions, a student will not receive credit for missed class work during a period of suspension.

## ABSENCE DUE TO STUDENT'S CHRONIC CONDITION

Students are advised that if there is a chronic physical condition that will cause an unusual number of days of absence, this circumstance must be on file in the school office in the form of a note signed by a physician.

## TARDINESS:

A student who is tardy to school must report to the Attendance Office first.

K-2 students who arrive late to school are required to be escorted into the building by a parent or guardian.

Students who arrive at school after 10:30am are counted absent for that half-day. Students who leave school before 1:00pm are counted absent for that half-day.

## MEDICAL APPOINTMENTS

If possible, medical, dental, and other appointments should be made during non-school hours. After arrival, students may not leave school without permission.

## AUTHORIZED PERMISSION TO LEAVE SCHOOL

1. Clinic pass: Authorizes student to leave at a time designated by the clinic after parent notification.
2. Attendance Office Permission: Provided for various reasons including doctor's appointments, emergencies at home, etc. Students will be excused only with parental permission

## SCHOOL TRUANCY

Any student leaving the building without one of the above stated forms of permission will be considered "out of the building - unauthorized" and/or truant. A student leaving the building for a legitimate reason but without permission will have the absence marked as unexcused.

A student will be deemed "habitually truant" if the student is Absent Unexcused for:

1. 30 consecutive hours of instruction or
2. 42 hours of instruction during one calendar month or
3. 72 hours of instruction during one school year.

The parent/s and/or legal guardian of a student who is deemed "habitually truant" will be required to comply with school adopted policies and procedures to address the student's truant behavior. In each case, reasonable and meaningful attempts will be made by the school to notify and engage the student and parents in resolving the truant behavior.

If a student is habitually truant and the student's parent/legal guardian failed to cause the student to resume attendance, the Superintendent will file a complaint with the Juvenile Court and/or take other appropriate intervention actions as set forth in Board policy.

## SCHOOL OR CLASS TRUANCY

Credit for missed assignments may be given to a student who is deemed habitually truant at the discretion of the administration.

NOTE: Students who are tardy or missing from class for 20 minutes or more without a legitimate excuse will have this count as an "absence unexcused" from class.

## LEAVING AND ENTERING SCHOOL DURING THE DAY

Students are not permitted to leave the school grounds at any time during the school day unless the office has received written notice. If for some reason a student must be excused from school during the day, written notice of this must be received by the office before the student will be excused. Parents removing a child from school during the normal school day must come to the office in order to sign out. A student who becomes ill during the day must always report to the office. These students will not be excused until a parent/guardian has been notified and pick up arrangements have been made.

**Except in the case of an extreme emergency, parents are asked to refrain from calling students out of class for the purpose of giving messages.**

# STUDENT DROP-OFF

| Building | Transportation | Entrance |
|---|---|---|
| Goldwood | School Bus | Front Parking Lot (North) |
| | Car | Flagpole Entrance (East) |
| *Goldwood student drop-off should occur at the flagpole doors between 8:55 a.m. and 9:05 a.m.* | | |
| | | |
| Kensington | School Bus | Lake Road, Bus Loop Door |
| | Car | Falmouth- Bus Loop Door<br>Kensington Road- East<br>Gym Door |
| *Kensington student drop-off should occur at the Falmouth or Kensington Drive doors between 8:00 a.m. and 8:30 a.m.* | | |

To prevent student injury:

- When your car is stopped, please have your child exit the car quickly.
- If your child needs additional assistance, please pull into a parking space and assist them to the designated entrance.
- Students should not cross between buses or cars.
- Please refrain from using cellular telephones during drop-off and pickup.

Cars should not enter the Kensington playground or Falmouth Drive parking lot to drop off or pick up children. The south Falmouth parking lot at Kensington is very small and provides limited visibility for maneuvering.

# ASSEMBLIES

Several assemblies are held throughout the school year. These are made possible in part through the help of our P.T.A. Some performing groups, usually in the arts, are from outside our school while other groups such as the Jazz Band from the High School and the Sixth Grade Band and Junior High Jazz Band usually perform.

# BICYCLES / SKATES / SCOOTERS

Due to the location and the traffic on Center Ridge Road, bicycles and skateboards are not permitted at Goldwood Primary School.

Students, with permission of parents, may ride bicycles to Kensington. Bicycles are to be parked in the bike racks located at the east end of the building (on Kensington Rd.). Bicycles should be locked and chained to the stand. Bicycles are to be parked upon arrival at school. Students are asked not to ride their bikes on school property during the school day other than to get to and from school.

Skateboards, hoverboards, roller skates, scooters, in-line skates may not be used or worn on school property. The school does not have a secure location for scooters and students are discouraged from using these as transportation to school.

# CELL PHONES AND TELEPHONE

Pursuant to Rocky River City School District policy 5136 – WIRELESS COMMUNICATION DEVICES, the use of cell phones or personal communication devices (e.g., iPads, iWatches, and similar devices by students during school hours is not permitted. Goldwood and Kensington are equipped with phones in all classrooms making communication in emergency situations possible. The school is not responsible for personal cell phones or similar electronic devices students may bring to school.

School phones are for official use and not generally available for student use. The school will call for a forgotten lunch or other critical items when necessary. As remembering assignments, instruments, books, and permission forms are part of developing responsibility, students generally are not permitted to use the telephone for these matters. Wireless Communication Devices (WCD's) use on School Sponsored Transportation Students in grades PK-2 may possess WCD's on school vehicles provided they are powered off, except with prior administrative authorization. Students in grades 3-5 may use WCD's while riding to and from school on a school bus or other Board-provided vehicles or on a school bus or Board-provided vehicle during school-sponsored activities, at the discretion of the bus driver, teacher/advisor/coach.

# FEES

A materials fee of $57.00 is required of each K-5th grade student enrolled and is payable at the beginning of the year or upon enrollment. A materials fee of $62.00 is charged for 4th grade students (4th grade fee includes $5.00 for the music class recorder). Information about this fee and needed supplies will be included with the packet of forms parents receive.

School fees may be waived for students in need of financial assistance. Generally the standard used for waiver of fees is eligibility for free or reduced school milk. Applications for this eligibility are available on the Goldwood/Kensington websites as well as the main Rocky River City School District home page.

# CLASS TREATS AND FOOD ALLERGIES

## GOLDWOOD

Non-food items are acceptable to celebrate special occasions (i.e. pencils, erasers, small toys, stickers, etc.). Celebrations that are absent of food items will help protect students who may have a life threatening food allergies. This is a school wide initiative and all classrooms will abide by this non-food rule. Please help us keep all Goldwood students safe.

## KENSINGTON

As students transition to Kensington, we respectfully request all parents to provide either a non-food item or healthy snack for birthdays and or related classroom celebrations. Healthy alternatives should be discussed with the classroom teacher.

Gum chewing is not permitted in the school building or at recess. Food is not permitted outside the lunchroom except for special events, which have been approved by the principal.

# HOMEWORK

Homework is defined as out-of-class preparation in a given subject area which is either assigned or approved by a student's teacher. This assignment is such that the student must complete all or part of the assignment either during class or non-class time.

The purpose of homework is:

1) to supplement and support classroom experiences
2) to reinforce learning through practice, integration, and application
3) to develop student initiative, responsibility, and self-direction through independent effort
4) to foster parent awareness of their child's learning activities

## GUIDELINES FOR HOMEWORK ASSIGNMENT

During the first week of class, and at Open House, teachers will explain the schools' homework policies and their expectations. The following guidelines will govern the assignment of school homework.

1) Homework should logically grow from classroom instruction, problems, and projects and may include practice of spelling words, math facts, and reading library books.
2) Students should not be expected to learn new skills or concepts by solely completing a homework assignment.
3) Students should clearly understand the specific objectives, related purposes, processes and due-date of each homework assignment.
4) Homework assignments should be reviewed to assure completion and be returned by the teacher. Whenever possible, and certainly often, constructive criticism should be given by the teacher so that the student has the opportunity to learn from the assignment. Credit, when applicable, for the completion of the assignment may be given in light of the objectives to be accomplished.
5) Homework assignments should be assigned based upon the needs of students and of the class. These assignments do not need to be pencil and paper tasks.
6) A variety of homework should be assigned to include practice, creative, preparatory, and extending assignments.
7) There should be communication concerning homework among a student's teachers so as to guard against an overload of assignments. Teachers should notify students of their homework assignments and due-dates as early as possible.
8) Homework assignments shall not be assigned for disciplinary purposes.
9) Homework assignments shall be reasonable and developmentally based.

# LUNCH

White milk, chocolate milk and juice are available for purchase from the school.

Students will eat in forty-five minute shifts. Approximately one-half of this lunch time is spent eating, while the other half includes lunch recess. Students go outside consistently and should dress accordingly. Lunchroom/playground monitors are in attendance for student supervision.

# RECESS

Students will go outside for recess if the temperature is above 20 degrees Fahrenheit with a wind-chill above 20 degrees. We make decisions in real time and will be thoughtful about wind and wet conditions as well.

Please make sure your child is prepared for outdoor recess by sending them with the appropriate clothing. Layering is a great option as well.

# PARENT TEACHER ASSOCIATION (P.T.A.)

Goldwood and Kensington Schools have a long tradition of an active and supportive P.T.A. The P.T.A. supports the school and its endeavors through providing volunteers for classroom teachers, our library, the office, and providing room parents. In addition, P.T.A. volunteers are supplied for individual activities.

# DAILY SCHEDULE

| | Goldwood | Kensington |
|---|---|---|
| Student Early Arrival | 8:55 a.m. | 8:00 a.m. |
| School Day Begins | 9:05 a.m. | 8:30 a.m. |
| Lunch Periods | 11:15 a.m. – 1:40 p.m. | 10:33 a.m. – 12:58 p.m. |
| A.M. Kindergarten | 9:05 a.m. – 12:15 p.m. | N/A |
| Student Dismissal | 3:20 p.m. | 2:45 p.m. |

**Note: Kensington students are encouraged to arrive by 8:15 a.m to be ready for the start of the school day.**

# SECURITY/PARKING

Visitors may only enter and exit the building through the main office doors. Visitors are asked to request permission to enter the building. Visitors are required to sign in and will receive a visitor's pass.

# SPECIAL SUBJECTS

| Goldwood | | Kensington | |
|---|---|---|---|
| Grade | Subject | Grade | Subject |
| Kindergarten, 1st and 2nd | Art | 3rd, 4th and 5th | Art |
| | Music | | Music |
| | Computer | | Computer |
| | Library | | Library |
| | Fitness Education | | Fitness Education |

## CHOIR:

Choir is available to all interested fifth grade students. This special meets in the morning before the school day begins.

# KENSINGTON STUDENT COUNCIL

In the fall, shortly after the beginning of school, the Student Council is organized. Representatives are selected from each homeroom.

The Student Council Representatives meet each month outside of the school day with the faculty advisor(s).

The purposes of Student Council are:

- To enable students to assume a share of responsibility good citizenship in the school.
- To provide services and activities for the student body and community.
- To promote school spirit, friendliness and cooperation.

## STUDENT SAFETY PATROL

At Kensington School, fifth grade students may wish to participate in our school Safety Patrol. The Safety Patrol members assist students in crossing the school driveways and offer general safety reminders to students. Students selected for the Safety Patrol have the responsibility to be at their before school posts from 8:05-8:15 a.m. and at their after school posts from 2:40-2:50 p.m.

## VISITATION DURING SCHOOL HOURS

The Goldwood and Kensington staff welcomes opportunities to communicate with parents. We ask that parents please schedule appointments directly with a teacher if a conference is necessary. In promoting student safety and the teaching/learning process, we do not allow private tutors, counselors, observations, or service providers to have access to students during the school day. Appointments for these services should be scheduled through the Office of Pupil Services.

## VOLUNTEER OPPORTUNITIES

Volunteers are welcome at Goldwood and Kensington. All volunteers are required to complete and submit a Volunteer Release Form, which is available in the main office or on Final Forms.

## TESTING

All Third through fifth grade students will take the Ohio's Statewide Assessments in reading and math (computer based tests). Ohio's Third Grade Reading Guarantee law requires students to meet a minimum score on the state reading test in order to move on to fourth grade. Students have two opportunities to pass these important tests (Fall and Spring). Additionally, fifth graders will take the Ohio Science Assessment. Fourth graders participate in a standardized test battery known as the Terra Nova Test.

Currently state testing occurs each spring with end of the year exams. Ohio state wide testing requirements are subject to change.

## TRANSPORTATION

All requests for changes in transportation must be submitted in writing to the office on the day a parent requests a child to not ride the bus. Any changes regarding students riding the bus must be delivered to the office before 2:00 P.M. Student safety requires us to have all changes in writing with a parent signature. If you have further questions regarding transportation, please call the Transportation Department at 440-356-6000 ext. 6042.

## SCHOOL BUS SAFETY/CONDUCT RULES

Students are provided with the privilege of riding a bus to and from school. The Rocky River Board of Education is pleased to offer this service. Students are expected to obey the driver and observe all rules for safe transportation.

If your child wishes to report misconduct by his/her peers, please contact the bus driver or Manager of Transportation. Further assistance can be provided by Kensington's principal.

## WAITING FOR THE BUS

1) Stand away from the street on the sidewalk.
2) Stay off the grass and do not litter.
3) Get on only at your bus stop.
4) Be at the bus stop a few minutes early.
5) Wait for the school bus on the side of the street on which you live, unless you have your parent's permission to cross the street.
6) Cross the street only when the Bus Driver or Aide gives the signal to cross.
7) Students are under their parents' supervision while waiting for the school bus.

## WHILE ON THE BUS

1) Get on the bus and sit down as quickly as possible.
2) Obey the Bus Driver and Transportation Aide.
3) Keep your head and hands in the bus.
4) Stay in your seat and talk quietly. Bus Drivers will assign seats when necessary.
5) Do not throw objects.
6) Do not eat, drink on the bus.
7) Do not use profane language or gestures
8) Do not talk when bus is at railroad crossings.

## GETTING OFF THE BUS

1) Stay in your seat until the bus stops.
2) Get off the bus single file.
3) Get off only at your stop unless a change has been approved.
4) Cross the street only when the Bus Driver or Transportation Aide gives the signal to cross.
5) Students are under parental supervision after exiting the bus.

Students who violate these rules will be warned and/or receive a School Bus Incident Report. A copy of these reports will be mailed to the parent. Students who become a serious disciplinary problem on the school bus, or in any way interfere with the safe operation of the bus, may have their riding privileges suspended. In such cases, the parent of the student involved becomes responsible for seeing that their child gets to and from school safely.

EQUAL OPPORTUNITY POLICY: IT IS THE POLICY OF THE ROCKY RIVER BOARD OF EDUCATION THAT THERE SHALL NOT BE ANY DISCRIMINATION ON THE BASIS OF SEX, RACE, COLOR, RELIGION, AGE, HANDICAP OR NATIONAL ORIGIN IN EDUCATIONAL PROGRAMS AND ACTIVITIES OR EMPLOYMENT. THE BOARD HAS APPROVED GRIEVANCE PROCEDURES FOR ALLEGED VIOLATIONS OF EQUAL EMPLOYMENT OPPORTUNITIES AND/OR EQUAL EDUCATIONAL OPPORTUNITIES, OUTLINING A DETAILED GRIEVANCE PROCEDURE WHICH CAN BE FOLLOWED WHEN A PARENT, STUDENT, CITIZEN, EMPLOYEE, OR OTHER PERSON FEELS THAT DISCRIMINATION HAS TAKEN PLACE. THE COMPLIANCE OFFICER, EXECUTIVE DIRECTOR OF PUPIL SERVICES, MAY BE CONTACTED 440-356-6000.

# STAKEHOLDERS RIGHTS & RESPONSIBILITIES

School staff, students and parents are responsible for reading this document in its entirety and understanding the contents of this document. If any school staff, student or parent has questions or requires clarification regarding the contents of this document, please direct further inquiry to the building administrator.

The Rocky River City School District Board of Education is dedicated to the development of each student's potential for learning and to providing a positive school environment. Essential to the achievement of these goals is reasonable and necessary order within the educational institution itself, its buildings and grounds, and at events and activities held on or off school grounds. The schools of the Rocky River City School District shall be free from disruption that interferes with teaching and learning activities and the positive school environment. School staff, students, and parents must individually and collectively assume a responsible role in promoting behavior that encourages learning and the development of individual potential.

Each member of the school staff is expected to make every effort to supervise, maintain and regulate student conduct in accordance with this document. Each staff member shall refer students to the building administrator who shall then be responsible for determining the necessity for and the nature of informal or formal disciplinary action in accordance with this document.

To achieve a positive school environment for all students of the Rocky River City School District, the Student Code of Conduct and other applicable rules of student conduct shall apply whenever the interests of the Rocky River City School District are involved, on or off school grounds, in conjunction with or independent of classes or school-sponsored activities.

## STUDENT RESPONSIBILITIES

1. Attend all scheduled classes daily and on time;
2. Be prepared for class and school activities;
3. Bring necessary materials for class:
   a. Textbook
   b. Notebook paper
   c. Pen and pencil
   d. Any specialty items (example: gym clothes for fitness education)
4. Respect all persons and property;
5. Refrain from abusive, inflammatory conduct;
6. Conduct yourself in a safe and responsible manner;
7. Abide by all rules and regulations of the Rocky River City School District;
8. Abide by all rules and regulations established by the classroom teacher or other school staff;
9. Do not engage in any disruptive conduct;
10. Be a positive, contributing member of the Rocky River Schools' community;
11. Maintain acceptable behavior in hallways during class changes, before and after school; and
12. Adhere to the acceptable use of school-owned technology, property requirements, and the school network - Refer to Internet Use Guidelines found on the district webpage. 7540.03 - STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY POLICY

## PARENT RESPONSIBILITIES

1. Maintain regular and/or necessary contact with school staff concerning their child(ren)'s progress and conduct;
2. Ensure that children maintain daily attendance and promptly report an absence from or tardiness to school;
3. Provide proper immunizations required by law;
4. Respect all persons and property;
5. Refrain from abusive, inflammatory conduct at school, on school property and at any school or school-sponsored event or activity;
6. Communicate with school staff regarding any problem or condition that affects their child's ability to function in school; and
7. Maintain up-to-date contact information at school.

## SCHOOL STAFF RESPONSIBILITIES

1. Report to work on time;
2. Respect all persons and property;
3. Refrain from abusive, inflammatory conduct;
4. Conduct yourself in a safe, responsible, and professional manner;
5. Abide by all rules and regulations of the Rocky River City School District and the building administrator(s);
6. Follow and implement the Student Code of Conduct and any other applicable rules and regulations in a fair and impartial manner;
7. Maintain an environment that encourages good behavior and compliance with this document;
8. Encourage parents to maintain regular contact with school staff;
9. Develop, maintain, and communicate classroom rules to students;
10. Notify the building administrator when any crime has been committed or is suspected;
11. Do not permit any student to engage in disruptive conduct;
12. Notify the building administrator promptly of any student misconduct, suspected or confirmed; and
13. Maintain strict confidentiality regarding student, staff and district concerns.

# DISCIPLINE FOR STUDENT MISCONDUCT

A major component of the educational program in the Rocky River City School District is to prepare students to become responsible citizens by learning how to conduct themselves properly and in accordance with established standards. Students are expected to behave in accordance with Federal, State, and local laws and rules and policies and administrative guidelines, and in a way that respects the rights and safety of others.

Student misconduct is defined as any student conduct that interferes with the maintenance of a positive learning environment or disrupts the educational process. Student acts and behavior that tend to conflict with the educational programs or are antagonistic to the welfare of other students, school staff, and/or Rocky River City School District and its property will not be tolerated. Student lockers and desks are school property and, as such, may be subject to periodic inspections by authorized school officials. Lockers can be searched based on reasonable suspicion. In addition, parking on school property is a privilege, not a right. Cars parked on school property are subject to routine patrols by school officials. Cars may be searched upon reasonable suspicion.

Disciplinary action shall be determined based primarily on the offense committed. Other factors such as the frequency of a particular offense or the number of repeated Code of Conduct violations as well as the student's age shall be considered. Student misconduct shall result in discipline commensurate with the seriousness of the offense and the relevant circumstances and may justify suspension and/or expulsion.

## POTENTIAL DISCIPLINARY ACTION

(Listed in alphabetical order)

1. Behavioral contracts
2. Confiscation of items related to and/or resulting from student misconduct
3. Detention (AM, PM, Lunch, Teacher)
4. Emergency removal
5. Exclusion from extracurricular and/or co-curricular activities
6. Expulsion
7. In-School Restriction
8. Loss of privilege
9. Mediation
10. Out-of-School Suspension
11. Parental conference
12. Parental notification
13. Referral to law enforcement
14. Removal of bus and other privileges
15. Requirement of Outside Counseling or Assessment
16. Restitution of damages
17. Verbal or written warning

A student may be excluded from graduation exercises as a disciplinary measure. Any suspected criminal act shall be reported to law enforcement by the building administrator.

## DEFINITIONS

1. **Behavioral contracts:** A written document completed by the student, parents, and school administrator governing among other things the disciplinary consequences for current and future acts of student misconduct.
2. **Confiscation of items related to and/or resulting from student misconduct:** Impound; take temporary possession of items related to and/or resulting from student misconduct as an act of security or by legal authority.
3. **Detention:** There are four types of detentions -- teacher, lunch, morning and extended-day detentions. Teacher detentions are usually given for an infraction of a teacher rule in the classroom. Any refusal to serve a teacher detention will result in further disciplinary action.
4. **Emergency removal:** The removal of a student whose presence poses a continuing danger to persons or property or an on-going threat of disrupting the curricular or co-curricular school activities. The period of emergency removal shall not be less than twenty-four (24) hours but shall not exceed seventytwo (72) hours. A student in any of grades pre-kindergarten through 3 may be removed only for the remainder of the school day, and shall be permitted to return to any curricular and extracurricular activities on the next school day (following the day in which the student was removed or excluded). When a student in any of grades pre-kindergarten through 3 is removed and returned to his/her curricular and extra-curricular activities the next school day, the Principal is not required to hold a hearing (or provide written notice of same).

During the period of emergency removal, a student will not be permitted to take part in any school function or activity. In addition, it is the sole decision of the administration as to whether or not a student may or may not receive credit for class work missed during this period of emergency removal.

5. **Exclusion from extracurricular and/or co-curricular activities:** The exclusion from extracurricular and/or co-curricular activities due to misconduct.
6. **Expulsion:** The removal of a student from school for a period not to exceed the greater of 80 school days or the number of school days remaining in the semester or term in which the incident that gives rise to the removal takes place. This consequence may extend beyond semesters and school years. During the period of expulsion a student will not be permitted to take part in any school function or activity. In addition, a student will not receive credit for class work during the period of expulsion.

   Students in grades 1,2 or 3 shall be subject to expulsion for any of the following acts: a) the student brings a firearm or knife capable of causing bodily injury to a school building or vehicle or to any school program or activity; b) the student commits a criminal act in a school building or vehicle or at any school program or activity; c) the student makes a bomb threat to a school building or premises at which a school activity is occurring; and/or d) the student engages in behavior that an out-of-school suspension or expulsion is necessary to protect the immediate health and safety of the students, other student, and/or staff.
7. **In-School Restriction:** In-school restriction is the reassignment of a student from the student's regular class schedule to a designated supervised learning environment in the school where the student may study and/or do other assigned tasks associated with their education. A student will receive credit for classwork completed in In-School Suspension.
8. **Loss of Privilege:** The removal of a student privilege for a period of time dependent on the seriousness of the misconduct (e.g. attendance to extra-curricular co-curricular, or social events).
9. **Mediation:** The use of facilitation and other forms of assisted negotiation as an alternative to formal disciplinary action.
10. **Out-of-School Suspension:** The removal of a student from the school environment for a least one (1) but not more than ten (10) days per incident. During the period of suspension a student will not be permitted to attend any school function or activity, home or away. The student will have the opportunity to earn full credit for any assignments, projects, quizzes or tests that fall during the suspension dates. For any subsequent suspensions, a student will not receive credit for missed class work during a period of suspension. If a suspended student is observed on school property during the suspension period or at an away contest or school related event, that particular day of suspension will be deemed invalid and an additional day of suspension will be assigned.

    Students in grades 1,2 or three will be subject to out-of-school suspension for any of the following acts: a) the student brings a firearm or knife capable of causing bodily injury to a school building or vehicle or to any school program or activity; b) the student commits a criminal act in a school building or vehicle or at any school program or activity; c) the student makes a bomb threat to a school building or premises at which a school activity is occurring; and/or d) the student engages in behavior that an out-of-school suspension or expulsion is necessary to protect the immediate health and safety of the students, other student, and/or staff.
11. **Parental conference:** A meeting with a parent(s) or legal guardian(s) to discuss violations of school rules and the impending action school officials may take.
12. **Parental notification:** Direct contact with a parent or legal guardian of a student to inform him/her of the child's misconduct.
13. **Referral to Law Enforcement:** Referral by a school administrator to law enforcement authorities for conduct which is not only in violation of school rules but also any local, state or federal law.
14. **Removal of bus and other privileges:** The denial of bus and other transportation privileges due to misconduct.
15. **Restitution of damages:** A sum of money paid in compensation for loss or injury.
16. **Requirement of outside counseling or assessment:** The use of outside counseling or assessment as an alternative or in addition to formal disciplinary action.

17. **Verbal or Written Warning:** A verbal or written warning to a student that his/her conduct is in violation of school rules. It may be issued by any authorized school officials including teaching or non-teaching personnel.

## EMERGENCY REMOVAL

When circumstances are such that a student's continuing presence is reasonably certain to pose a continuing danger to persons or property or an ongoing threat of disrupting curricular or cocurricular school activities taking place within a classroom or elsewhere on school premises, the superintendent, principal, or assistant principal may remove a student from curricular or cocurricular activities, or from the school premises, without complying with the notice of hearing requirements required prior to suspension or expulsion. A student in any of grades prekindergarten through 3 may be removed only for the remainder of the school day, and shall be permitted to return to any curricular and extra-curricular activities on the next school day (following the day in which the student was removed or excluded). When a student in any of grades pre-kindergarten through 3 is removed and returned to his/her curricular and extracurricular activities the next school day, the Principal is not required to hold a hearing (or provide written notice of same).

In like circumstances, a teacher or supervising adult may remove a pupil from curricular or cocurricular activities under his/her supervision, without complying with the notice and hearing requirements required prior to suspension or expulsion. As soon as practicable after making such removal, the teacher shall submit reasons, in writing, for such removal to the assistant principal and/or other school officials.

If a student is removed under emergency removal, written notice of the reason(s) for the removal and written notice of the hearing to be held regarding the removal shall be given to the student as soon as practicable prior to the hearing. Parents will be notified when a student is removed under this section.

The hearing shall be held in accordance with the procedure set forth under the suspension procedure, unless it is probable that the student may be subject to expulsion. In that event, the hearings shall be held in accordance with established procedures except that the hearing shall be held within seventy-two (72) hours of the initial removal. The individual who ordered, caused, or requested the student's removal shall be present at the hearing.

## OUT OF SCHOOL SUSPENSION

The student shall be given written notice of the intention of suspension and the reasons for such action by a building administrator. The student will be given an opportunity for an informal hearing before the building administrator, superintendent or superintendent's designee to challenge the reasons for the suspension and explain his/her actions.

Within twenty-four (24) hours after the time of a student's suspension, a building administrator shall send written notice of the suspension to the student and his/her parent or guardian and the Treasurer of the Board of Education. The notice shall include the duration of the suspension and the reasons therefore. It also shall include notification of the right of the student or his/her parent or guardian to appeal the suspension to the Board of Education or its designee within five (5) days of the suspension, to be represented in the appeal proceeding, to be granted a hearing before the Board or its designee in order to be heard against the suspension, and to request such hearing be held in executive session if such hearing is conducted by the Board. During the appeal process, the student will not be permitted to remain in school. The Board or its designee, however, shall act upon a suspension only at a public meeting.

## EXPULSION

Prior to any expulsion, the superintendent shall give the student and his/her parent/guardian or representative written notice of the intention of expulsion.

The notice shall include the reasons for the intended expulsion, notification of the opportunity of the student, and his/her parent/guardian or representative to appear before the superintendent or his designee to challenge the reasons for the intended expulsion and explain the student's actions, and notification of the time and place to appear. The time to appear shall not be earlier than three (3) not later than five (5) days after the notice is given, unless the superintendent grants an extension of time at the request of the student or his/her parent/guardian or representative. If an extension of time is granted, the superintendent shall notify the student and his/her parent/guardian or representative of the new time and place to appear.

Within twenty-four (24) hours after the time of any expulsion, the superintendent or principal shall send written notice to the student and his/her parent/guardian and the Treasurer of the Board of Education. The notice shall include the duration of the expulsion and the reasons for the expulsion. It also shall include notification of the right of the student or his/her parent/guardian to appeal the expulsion to the Board of Education or its designee within fourteen (14) days of the expulsion, to be represented in the appeal proceeding, to be granted a hearing before the Board or its designee, and to request that such hearing be held in executive session if such hearing is conducted by the Board. The Board or its designee, however, shall act upon an expulsion only at a public meeting. If the expulsion is for more than twenty (20) days, or will extend into the next semester or school year, the notice must also contain information on services or programs that work toward improving the student's attitudes and behavior.

The Board, by a majority vote of its full membership, or by the action of its designee, may affirm the expulsion or may reinstate the affected student or may otherwise reverse, vacate or modify the order of expulsion.

The Board or its designee shall keep a verbatim record of all hearings under this Article. Decisions of the Board or its designee may be appealed to Common Pleas Court under Chapter 2506 of the Ohio Revised Code.

Students in grades 1,2 or 3 shall be subject to expulsion for any of the following acts: a) the student brings a firearm or knife capable of causing bodily injury to a school building or vehicle or to any school program or activity; b) the student commits a criminal act in a school building or vehicle or at any school program or activity; c) the student makes a bomb threat to a school building or premises at which a school activity is occurring; and/or d) the student engages in behavior that an out-of-school suspension or expulsion is necessary to protect the immediate health and safety of the students, other student, and/or staff.

## STUDENT CONDUCT OCCURRING ON SCHOOL PROPERTY OR AT SCHOOL-SPONSORED EVENTS

Unless otherwise noted in the individual section, the rules and standards for the discipline of students shall be applicable to any conduct: on-school grounds, during and immediately before or after school hours; on-school grounds at any other time when the school is being used by a group; off-school grounds at a school sponsored activity, function or event; on a school bus or conveyance; at any other time when the student is subject to the authority of the school.

## STUDENT CONDUCT OCCURRING OFF SCHOOL PROPERTY OR OUTSIDE OF THE REGULAR SCHOOL DAY

The rules and standards set forth for the discipline of students shall apply to misconduct by a student that occurs off school property or outside of the regular school day provided that the misconduct bears a reasonable connection to the interests, activities or responsibilities of the Rocky River City School District and its students, parents and staff.

Social Networking or Telecommunications Misconduct: Facebook, MySpace or other social networking misconduct as well as telecommunications harassment that occurs outside the school day and off school property but disrupts the educational environment is subject to the Code of Conduct and potential disciplinary actions as well as a referral to the Rocky River Police Department.

## BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR - 5517.01

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse, and violence within a dating relationship. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school- approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, District employees, volunteers, students, and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Harassment, intimidation, or bullying means: any intentional written, verbal, electronic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); or violence within a dating relationship.

"Electronic act" means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name calling, taunting, making threats, and hazing.

Harassment, intimidation, or bullying also means cyberbullying through electronically transmitted acts (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Any student or student's parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the Building Principal or assistant principal, or the Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against the Building Principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. The Building Principal or appropriate administrator shall prepare a written report of the investigation upon completion. Such report shall include findings of fact, a determination of whether acts of harassment, intimidation, and/or bullying were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included in the report. Where appropriate, written witness statements shall be attached to the report.

If the investigation finds an instance of harassment, intimidation, and/or bullying/cyberbullying by an electronic act or otherwise, has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include suspension or up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

If, during an investigation of a reported act of harassment, intimidation and/or bullying/cyberbullying, the Principal or appropriate administrator believes that the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal will report the act of bullying and/or harassment to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517 - Anti-Harassment.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Retaliation may result in disciplinary action as indicated above.

Deliberately making false reports about harassment, intimidation, bullying and/or other aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

The District shall implement intervention strategies (AG 5517.01) to protect a victim or other person from new or additional harassment, intimidation, or bullying and from retaliation following such a report.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the Building Director or appropriate administrator shall notify the custodial parent/guardian of the victim of such finding. In providing such notification care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, and/or bullying.

If after investigation, acts of harassment, intimidation, and/or bullying by a specific student are verified, the Building Director or appropriate administrator shall notify in writing the custodial parent/guardian of the perpetrator of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification.

**Complaints**

Students and/or their parents/guardians may file reports regarding suspected harassment, intimidation, or bullying. Such reports shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator, and they shall be promptly forwarded to the Building Director for review, investigation, and action.

Students, parents/guardians, and school personnel may make informal or anonymous complaints of conduct that they consider to be harassment, intimidation, and/or bullying by verbal report to a teacher, school administrator, or other school personnel. Such complaints shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. A school staff member or administrator who receives an informal or anonymous complaint shall promptly document the complaint in writing, including the information provided. This written report shall be promptly forwarded by the school staff member and/or administrator to the Building Director for review, investigation, and appropriate action.

Individuals who make informal complaints as provided above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. Anonymous complaints shall be reviewed and reasonable action shall be taken to address the situation, to the extent such action may be taken that (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of harassment, intimidation, and/or bullying.

When an individual making an informal complaint has requested anonymity, the investigation of such complaint shall be limited as is appropriate in view of the anonymity of the complaint. Such limitation of investigation may include restricting action to a simple review of the complaint subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

**Privacy/Confidentiality**

The School District will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

**Reporting Requirement**

At least semi-annually, the Superintendent shall provide to the President of the Board a written summary of all reported incidents and post the summary on the District web site (if one exists). The list shall be limited to the number of verified acts of harassment, intimidation, and/or bullying, whether in the classroom, on school property, to and from school, or at school-sponsored events.

Allegations of criminal misconduct and suspected child abuse will be reported to the appropriate law enforcement agency and/or to Child Protective Services in accordance with statute. District personnel shall cooperate with investigations by such agencies.

**Immunity**

A School District employee, student, or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with this policy and R.C. 3313.666 if that person reports an incident of harassment, intimidation, and/or bullying promptly, in good faith, and in compliance with the procedures specified in this policy. Such immunity from liability shall not apply to an employee, student, or volunteer determined to have made an intentionally false report about harassment, intimidation, and/or bullying.

**Notification**

Notice of this policy will be annually circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. At least once each school year a written statement describing the policy and consequences for violations of the policy shall be sent to each student's custodial parent or guardian.

The statement may be sent with regular student report cards or may be delivered electronically.

The policy and an explanation of the seriousness of bullying by electronic means shall be made available to students in the District and to their custodial parents or guardians.

State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedures.

**Education and Training**

In support of this policy, the Board promotes preventative educational measures to create greater awareness of aggressive behavior, including bullying and violence within a dating relationship. The Superintendent or designee shall provide appropriate training to all members of the School District community related to the implementation of this policy and its accompanying administrative guidelines. All training regarding the Board's policy and administrative guidelines about aggressive behavior and bullying in general, will be age and content appropriate.

Annually, the District shall provide all students enrolled in the District with age-appropriate instruction regarding the Board's policy, including a written or verbal discussion of the consequences for violations of the policy.

Students in grades seven (7) through twelve (12) shall receive age-appropriate instruction in dating violence prevention education, including instruction in recognizing dating violence warning signs and characteristics of healthy relationships. Parents, who submit a written request to the Building Director to examine the dating violence prevention instruction materials used in the school, will be afforded an opportunity to review the materials within a reasonable period of time.

The District shall provide training, workshops, and/or courses on this policy for school employees and volunteers who have direct contact with students. Time spent by school staff in these training programs shall apply toward mandated continuing education requirements.

In accordance with Board Policy 8462, the Superintendent shall include a review of this policy on bullying and other forms of harassment in the required training in the prevention of child abuse, violence, and substance abuse and the promotion of positive youth development.

The Superintendent shall develop administrative guidelines to implement this policy. Guidelines shall include reporting and investigative procedures, as needed. The complaint procedure established by the Superintendent shall be followed.

## DISTRICT WIDE CODE OF CONDUCT

The Code of Conduct defines specific acts that are considered violations of the expected standards of student behavior. The Code of Conduct is based on Board policy, District guidelines, and applicable law. These violations are examples of those acts that disrupt the school environment and the teaching and learning in the Rocky River City School District and are not an exhaustive list of acts of misconduct that may lead to disciplinary action. The goal of the Code of Conduct is to provide school staff, students, parents, and community members with a clear understanding of student conduct that is unacceptable and grounds for disciplinary action. A student committing an act of misconduct not listed below shall nonetheless be subject to the disciplinary authority of a building administrator or other school administrator. Each of the behaviors and/or types of misconduct described below is prohibited and may subject a student to disciplinary action. Furthermore, any criminal misconduct by a student shall be reported to law enforcement authorities. Certain criminal acts may result in permanent exclusion from school. When a student is subject to criminal proceedings and is otherwise unavailable (or fails) to report to school, the District may delay adjudication of any school disciplinary matter until the student returns or intends to return to school. This provision shall also apply when a student is withdrawn from school and later re-enrolled.

a. Arson: causing a fire;

b. Abusive Language or Gestures: using or threatening to use any form of communication, gestures, images, photos or other such means which are offensive, obscene, abusive, threatening, and/or vulgar;

c. Assault (non-sexual or sexual): physical attack on another with or without a weapon;

d. Absence (unexcused) from school;

e. Absence (unexcused) from class;

f. Absence (unexcused) tardy to class or school;

g. Aggressive or threatening conduct;

h. Audio/Video Recording (Unauthorized): recording or attempting to record without authorization from school staff any image or other record (audio or video) of a student or staff member;

i. Battery: threatening a physical attack on another with or without a weapon;

j. Bullying: harassment, intimidation, or bullying means verified intentional written, verbal, graphic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); or violence within a dating relationship;

k. Burglary or unauthorized or illegal entry;

l. Cheating: cheating on any school assignment, test or other work, or attempting to do so;

m. Criminal Mischief: damaging or defacing school property or the property of another or tampers with such property so as to endanger person or property;

n. Weapons/Dangerous Instruments/Look-alike Instruments—Possession and/or Use: possessing and/or concealing a weapon and any potentially dangerous instruments, tools, and/or debilitating sprays (such as guns of any kind, knives, razor blades, sharp instruments, penknives, mace, pepper spray, slingshots, or any weapon or equipment which will, is designed to, or may be readily converted to expel a projectile by action of air pressure, carbon dioxide, or mechanical means including but not limited to pellet gas, BB guns, CO2, or air guns). Look-alike instruments are also prohibited;

o. Defiance of Authority/Insubordination: using defiant verbal or non-verbal behavior directed toward any school personnel;

p. Demeaning conduct toward another in and around the school environment;

q. Disruption of Educational Process or Activities: individual or group behavior that interferes with teaching, learning or other school activities; Students shall not use violence, force, noise, speech, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, to cause, attempt, or threaten to cause, the disruption or obstruction of any lawful mission, process, activity, or function of the school. Student shall not solicit or urge other students to engage in such conduct for the purpose of causing, attempting, or threatening to cause, the disruption or obstruction of any lawful mission, process, activity, or function of the school; Preventing or attempting to prevent by physical act or verbal utterance the functioning of any school, class, or activity of any lawful meeting or assembly on or off the school property; Preventing or attempting to prevent students from attending class or any school-sponsored or related activity or event; Except under the direct instruction of the building administrator or other authorized school personnel, blocking pedestrian or vehicular traffic on school property or at the site of any school-sponsored or related activity or event; Continuously making noise or acting in a manner so as to interfere with a teacher's ability to conduct a class or co-curricular activity or with a coach/adviser's ability to conduct an extracurricular activity;

r. Disruption of the School Bus: any misconduct on a school bus; disrespectful conduct toward the operator or other school personnel on the bus; and/or vandalism to the school bus;

s. Unauthorized Publication or Distribution of Materials: publishing or distributing materials at a time, place, or in a manner not authorized by a building administrator or other school personnel;

t. Dress Code Violation;

u. Driving—Unsafe: operating any vehicle on school grounds or at a school-sponsored event recklessly or without regard for the safety of persons and/or property;

v. Drug, Chemical Abuse & Alcohol Policy Violation;

w. Electronic Devices—Unauthorized use or possession;

x. Explosives or Fireworks—Possession or Use: possessing, concealing, or using any article which could explode, burn, detonate, cause bodily harm or have the appearance to do so;

y. Extortion: obtaining or attempting to obtain money, goods, or information from another person by threat or force;

z. Failure to adhere to the standards of respect for others and school property in and around the school environment;

aa. Failure to cooperate with a school investigation or interference with a school investigation;

bb. False Documentation/Forgery: falsifying, misrepresenting, and/or replicating school or student-related documents or signatures;

cc. Fighting: being involved in or instigating aggressive physical contact;

dd. Firearms or Other Weapons: possessing, concealing or using any weapon capable of expelling or propelling one or more projectiles by the action of an explosive or combustible propellant or compressed air or spring including any unloaded or inoperative firearm, or any simulated or "look alike" firearm. Also, a knife is defined as any device capable of causing serious bodily injury that consists of a blade whether or not fastened to a handle, designed or intended for use as a cutting instrument, regardless of the length of the blade. A weapon is any device or object, which is or may be used to harm another person, including but not limited to a firearm, a knife, a club, a chain, razor, metal knuckles, noxious irritants, chemicals, or explosive or incendiary device. Because the Board believes that students, staff members, and visitors are entitled to function in a safe school environment, students are required to report knowledge of dangerous weapons or threats of violence to the Principal or other school officials. Failure to report such knowledge may subject the student to disciplinary action;

ee. Gambling: participating or instigating the participation of others in games of chance;

ff. Hazing/Harassment/Discrimination/Bigotry/Intimidation;

gg. Inflammatory Action: using or threatening to use written, verbal or electronic language, gestures, photos, images, or other actions to create fear, alarm, and/or disturbance;

hh. Leaving School without Permission;

ii. Loitering/Trespassing: being present in any school area or school bus without authorization;

jj. Lying: students shall not lie about, fabricate, distort, or change information given to school staff or administration or any individual;

kk. Offensive Touching or Contact: touching another person with part of one's body or with any instrument to cause harm, alarm, fear, or intimidation;

ll. Plagiarism: use or close imitation of the language and thoughts of another author and the representation of them as one's own original work. This includes the use of artificial intelligence and chatbots unless the student has prior approval from the classroom teacher. In addition, falsifying signatures or data or refusing to provide proper identification or giving false information to a staff member is prohibited and may subject a student to disciplinary action;

mm. Pulling/Sounding (or Causing to be Pulled/Sounded) an Alarm without Authorization or Necessity; this infraction may relate to any school fire alarm, the Multi-Agency Radio Communication System (MARCS), and any other school safety or notification/warning system;

nn. Reckless Endangerment: engaging in reckless conduct that creates a risk of physical or emotional harm to another person;

oo. Robbery: taking the property of another person or entity;

pp. Sexual Behavior: indecent propositioning, proposal, contact, touching, and/or exposure of a sexual nature or intent;

qq. Sexual Contact: making or attempting to make contact of a sexual nature or intent with another person with or without the consent of the other person;

rr. Technology—Unauthorized Access, Possession, Disruption, or Use: accessing or causing to be accessed a computer or other District technology system or equipment without authorization; obtaining unauthorized technologies or attempt to do so; altering, deleting, tampering, destroying, or stealing any technology, data, or electronic information or equipment;

ss. Theft/Possession of Stolen Property: taking, exercising control over, and/or obtaining the property of another person or entity; receiving, retaining, or disposing of property of another person or entity;

tt. Tobacco-Free Schools Policy Violation;

uu. Vandalism: intentionally, purposely, recklessly, or negligently damaging school property or attempting to do so;

vv. Repeated Code of Conduct Violations;

ww. Making a fictitious bomb or other destructive threat, making any false report or inducing panic;

xx. Failure to accept discipline or punishment;

yy. Threatening, directly or indirectly, to commit a crime of violence with the purpose to terrorize another or with reckless disregard of the risk of causing terror in another;

zz. Violation of bus and other transportation rules; and

aaa. Violation of classroom rules.

The Board will vigorously enforce its prohibition against discriminatory harassment based on race, color, national origin, sex (including sexual orientation and transgender identity), disability, age (except as authorized by law), religion, ancestry, or genetic information (collectively, "Protected Classes") that are protected by Federal civil rights laws (hereinafter referred to as unlawful harassment), and encourages those within the Rocky River City School District community as well as third parties, who feel aggrieved to seek assistance to rectify such problems. In particular, sexual harassment is any activity of sexual nature that is unwanted or unwelcome including but not limited to touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, or pressure to engage in sexual activity. The Board will investigate all allegations of harassment and in those cases where unlawful harassment is substantiated; the Board will take immediate steps to end the harassment. The school's disciplinary procedures will be followed in determining the appropriate consequence for any harassment, including suspension or expulsion as appropriate. The Board will also take immediate steps to impose disciplinary action on individuals engaging in any of the following prohibited acts: retaliating against a person who has made a report or filed a complaint alleging harassment or who has participated as a witness in a harassment investigation; and/or filing a malicious or knowingly false report or complaint of harassment. Any student who believes he or she is a victim of harassment in violation of this policy should immediately notify the superintendent/designee, who is the Title IX coordinator, or the student's building principal or other administrator with whom the student feels comfortable. A complete copy of the district's anti-harassment policy may be obtained by contacting the building principal.

The administration reserves the right to confiscate any items in connection with an alleged violation of the Code of Conduct or otherwise considered inappropriate for a school setting.

Aggressive behavior toward a student, whether by other students, staff, or third parties, is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse, including any gestures, comments, threats, or actions, which cause or threaten to cause bodily harm or personal degradation. This also includes intimidation and harassment based on any of the legally protected characteristics such as sex, race, color, national origin, marital status, or disability, stalking, verified bullying/cyber-bullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing. Any student who believes he/she has been or is the victim of aggressive behavior should immediately report the situation to the building principal. See Board Policy 5517.01 for details.

Desks and lockers are the property of the Board (Policy 5611) and remain at all times under the control of school officials. Students are granted non-exclusive use of desks and lockers and should not expect privacy with respect to items stored in desks or lockers. Desks and lockers and the contents of all desks and lockers are subject to random search at any time without regard to whether there is a reasonable suspicion that any desk or locker, or its contents, contains evidence of a violation of a criminal statute or a school rule. Building principals or their designees may inspect a student's vehicle parked on school premises if there is reasonable cause to believe that prohibited articles are kept there, or that school rules and regulations have been violated. If such an inspection takes place, the student or another adult will be present. An inspection of a vehicle from the exterior is not a search. This policy will not intend to limit or prevent a school official from investigating incidents and determining a basis for decisions affecting the operation of the schools, conduct of students, or services of employees.

There are situations where severe disciplinary action is required regardless of any behavior history. Out of school suspensions may also be assigned as a first time offense for serious or extreme violations of any rules listed. This decision will be made by the administration depending upon the circumstances involved.

**Updated: 6/2025**

## DRESS CODE

***Final decision as to acceptability of student attire rests with the school administration.***

The Rocky River City School District Board of Education believes that appropriate student dress contributes to a productive learning environment. The student dress code establishes the general parameters and guidelines for student attire. The components of the dress code are necessary for the health and safety of the school environment. School administration shall administer the dress code with neutrality and consistency. Each student bears responsibility for appropriate attire at school and school events/activities. Parents and school administration also bear responsibility for the appropriate attire of students.

**General Guidelines:**

1. Students are required to show proper attention to personal cleanliness, neatness, health, safety and suitability of clothing and appearance for school activities;
2. Dress and grooming of the student shall not create a hazard to the safety or health of any person or cause a substantial disruption of the school environment;
3. Clothing, jewelry or personal items with language or images that are vulgar, of a sexual nature, sexually suggestive,

discriminatory, obscene, profane, libelous or threatening, that contains symbols of hate or hate speech, or that relates to or promotes illegal conduct are prohibited;

4. Students shall not be permitted to wear clothing, jewelry or other personal items containing violent images or language or that creates a hostile or intimidating environment;
5. Gang-related apparel is prohibited.

**Specific Guidelines:**

1. Undergarments must be covered at all times and not visible;
2. All pants and shorts are to be worn at one's waist;
3. Garments must be of appropriate length and size;
4. Students must wear shoes or sandals at all times;
5. Any article deemed by school administration to be in poor taste for school may be unacceptable;
6. Sunglasses may not be worn, unless approved by principal or designee;
7. Jewelry that poses a safety risk to anyone shall not be permitted;
8. Clothes with excessive or inappropriate holes, rips, or shredding or that is sheer are not permitted.

## DRUG, CHEMICAL ABUSE & ALCOHOL POLICY

1. During school, summer school, travel on any school-provided transportation or any school-sponsored activity held on or off school property, students shall not possess, buy, sell, use, supply, transmit, be under the influence of, and/or apply any moodaltering chemical of any kind including alcohol.
2. "Under the influence" means not having the normal use of mental or physical faculties; however, the student need not be legally intoxicated. Impairment of a person's physical and/or mental faculties may be evidenced by a pattern of abnormal or erratic behavior and/or the presence of physical symptoms of drug or alcohol use. The following is a list of examples of indicators of possible drug or alcohol use: stumbling, staggering, being unsteady, slurred speech, being inappropriately loud or quiet, extreme hostility, over aggressiveness, bloodshot, red or glassy eyes, dilated pupils, smell of alcohol or illicit drugs, and/or physical evidence of drug or alcohol use (bottles, pills, and drug paraphernalia). Failure to submit to an assessment of the student's condition shall be considered being under the influence of alcohol and/or illicit drugs.
3. "Possession" includes, without limitation, retention on the student person or in purses, wallets, lockers, desk, or automobiles parked on the school property.
4. "Mood-altering chemical" including, without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana, alcohol, intoxicating inhalants, and prescription drugs, unless authorized by a medical prescription from a licensed physician and kept in the original container, which container shall state the student's name and directions for proper use.
5. The Rocky River City School District Board of Education recognizes alcohol/drug abuse and dependency to be a serious problem; furthermore, the Board recognizes the dependency stage of chemical use to be a primary physical illness.
6. Health problems of youth are primarily the responsibility of the home and community; however, schools share in that responsibility as the community's youth spend a major portion of their time therein and chemical abuse problems often interfere with school behavior, student learning, and the fullest possible development of the individual. The schools then should have a major part in early detection of chemical use, abuse and dependence, the protection of students from the promotion and sales of alcohol and non-prescribed drugs, and a partnership role with families and other institutions in seeking treatment for the chemically dependent person. Toward this goal, the Board of Education is committed to achieving an environment of high risk for those who would use or abuse all non-prescribed chemicals. This goal, however, cannot be achieved by the schools alone, regardless of funding, staffing ability or program development. The family, religious organizations, police, community health services, mental health and treatment centers, and concerned citizens must also play a role if our goal is to be accomplished. The administration is authorized to establish a community action team of school and community

people which would serve as a source of advice and support to the substance abuse program as it functions within the school.

7. The Code of Conduct is in effect at school, at school and school-sponsored activities, and on school premises and school buses. In accordance with the Code, possession, consumption, sale or attempted sale of alcoholic beverages or illegal drugs, or hallucinogens, "look-alike" drugs, controlled substances without prescription, drug paraphernalia, or any substance purported to be alcoholic beverages or illegal drugs, or attendance at school or school-sponsored activities after having consumed such substances are in violation of the Code and the following procedures will be enforced:

**Use/Possession of:**

*First Offense -*

a. Ten day Out-of-School suspension. Five days will be waived if the student attends "Eduvention" and/or receives a professional assessment by a certified chemical dependency counselor. Documentation of participation and/or assessment will be provided to the school.

b. Parents will be notified.

c. Police will be notified.

*Second Offense -*

a. Ten day Out-of-School suspension, recommendation to Superintendent for expulsion.

b. Parents will be notified

c. Police will be notified.

d. Notification to the Department of Motor Vehicles will be sent, causing the student to lose his/her license up to a maximum of 18 years of age.

**Sale/Distribution:**

*First Offense -*

a. Ten days out-of-school suspension, recommendation to Superintendent for expulsion.

b. Police will be notified.

**Suspected use:**

*1. Parental contact.*

*2. Possible interventions (including search and police involvement).*

## CHEATING/PLAGIARISM

Cheating and plagiarism cannot be tolerated in the school environment. All staff members are to be alert to potential problems in this area and must act to discourage attempts to academic dishonesty. Should such dishonesty be identified clearly, the following procedures are to be used:

**First offense** - the student will be reprimanded by the teacher; will receive "no credit" on the assignment; a disciplinary referral will be filed with the assistant principal; the parent will be informed by the teacher.

**Second offense (in same class)** --The student will be assigned a failing grade for the quarter; an office report will be filed; and the assistant principal will notify the parents.

**Second offense (in different course)** -- The student will be assigned a failing grade for the quarter when the multiple offense is determined by the assistant principal; parent will be notified by the teacher.

Chronic offenses may lead to suspensions from classes or failure in a given course. This will be determined by the assistant principal.

Additional disciplinary action may also be taken.

## VIOLATION OF THE TOBACCO-FREE SCHOOL/SMOKING

Students shall not possess, use or transmit tobacco products, as defined in Policy 5512 – Use of Tobacco, on school grounds, at any school function or activity whether on or off school grounds, or on any property within view of the school. This includes smokeless tobacco products (snuff and chew, vapor and e-cigarettes) and possessing lighters or matches.

**First offense** – Three days out-of-school suspension - two days will be waived if the student agrees to participate in a tobacco education program. The times of these sessions will be arranged by the instructor of the tobacco cessation program. If a student misses any one of the sessions he/she will be required to serve the other two days of suspension.

**Second offense** – Five days Out of School Suspension

**Third offense** – Ten days Out of School Suspension

## ASSAULT ON OR ABUSIVE LANGUAGE TOWARD A SCHOOL EMPLOYEE, AUTHORIZED SCHOOL VISITOR, OR ANOTHER STUDENT

Students shall not use vulgar, profane or abusive language or make a vulgar, profane or abusive gesture toward any school employee, authorized school visitor, or any other student nor cause or attempt to cause physical injury to a school employee, authorized school visitor, or another student. Students who make threats, spoken or implied, toward any school personnel will be subject to severe penalties including out-of-school suspension and the filing of criminal charges. All such threats shall be taken seriously and documentation of such threats will be provided to the police department.

## STUDENT NOTICE OF VIDEO SURVEILLANCE / ELECTRONIC MONITORING EQUIPMENT

For student welfare, video surveillance / electronic monitoring systems are placed throughout District buildings, on school grounds and on buses. Any information obtained from video surveillance / electronic monitoring systems may only be used to support the orderly operation of the District's schools and facilities, and for law enforcement. As such, recordings obtained through the use of video surveillance / electronic monitoring equipment may be used as evidence in any disciplinary proceeding, administrative proceeding and/or criminal proceeding instituted by law enforcement, subject to Board policy and regulations. Any attempt to damage or interfere with the function of these devices will result in disciplinary action by the District and possible referral to the local law enforcement agencies. Copies of video recordings containing personal identifiable information about students shall not be released except to school officials with legitimate educational interests. Parents or guardians of minor students, and students who are eighteen (18) years of age or older, who are charged with disciplinary violations may view relevant portions of any video recording related to the charge, upon written request to the building principal, provided that viewing the recording does not violate State and/or Federal law with regard to the privacy rights of other students whose images appear on the recording. Otherwise, such confidential recordings shall only be released through subpoena or court order. The Board shall maintain video surveillance/electronic monitoring recordings for a limited period (based on equipment). If, however, action is taken by the Board/administration, as a result of a complaint or incident, recordings shall be kept for a minimum of one (1) year from the date of the action taken. Please note that this provision does not address or cover instances where school officials record a specific event (e.g., a play, music performance, athletic contest, graduation, or Board meeting), or an isolated instance where a classroom is videotaped for educational or research purposes. Authorized videotaping for educational, instructional and/or research purposes is permitted and is not addressed by this provision.

# ROCKY RIVER CITY SCHOOL DISTRICT 2026-2027 CALENDAR

## Important Dates

August 18.....Teacher Professional Day
August 19.....First Day of School (1-12)
August 20.....First Day of School (P)
August 24.....First Day of School (K)
September 7 .....Labor Day
October 8.....No School for Seniors (College & Career Planning Day)
October 9 .....NEOEA Day
November 5 .....Family Conference Day
November 6 .....Teacher Professional Day
November 25-27 .....Thanksgiving Vacation
December 21 .....Winter Vacation Begins
January 4 .....School Resumes
January 18 .....Martin Luther King, Jr. Day
January 19 .....Teacher Record Day
February 15 .....Presidents' Day
March 26.....Spring Vacation Begins
April 5.....School Resumes
May 26 .....Last Day for Seniors
May 27 .....Last Day for Preschool
May 31 .....Memorial Day
June 3 .....Last Day of School
June 4 .....Teacher Record Day

## Holidays for 12 Month Employees

September 7 .....Labor Day
November 26 .....Thanksgiving Day
November 27 .....Day After Thanksgiving
December 24.....Christmas Holiday
December 25 .....Christmas Holiday
December 31.....New Year's Holiday
January 1. .....New Year's Holiday
January 18 .....Martin Luther King, Jr. Day
February 15 .....Presidents' Day
March 26.....Day During Spring Break
May 31 .....Memorial Day
June 18 .....Juneteenth
July 5.....Fourth of July

**Contingency Days**
June 4, 7, and 8, 2027 are designed as student make-up days.

Adopted: June 26, 2025 Resolution #329-25

(9) AUGUST

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(21) SEPTEMBER

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(21) OCTOBER

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(16) NOVEMBER

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(14) DECEMBER

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(18) JANUARY

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(19) FEBRUARY

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(19) MARCH

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(20) APRIL

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(20) MAY

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(3) JUNE

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JULY

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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

School Not In Session

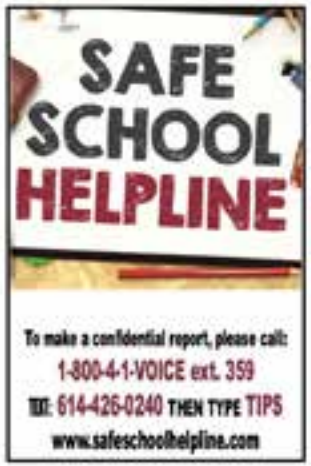
Parent Conference Day

Professional Day

Holiday for 12 Month Employees

T = New Teacher orientation

* = End of Quarter

## Grading Periods

**First Quarter**.....August 19.....October 23 .....= 46 days
**Second Quarter**.....October 26 .....January 15 .....= 45 days
**Third Quarter**.....January 20 .....March 25 .....= 46 days
**Fourth Quarter** .....April 5.....June 3 .....= 43 days