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(UNLESS OTHERWISE INDICATED THE POLICIES AND REGULATIONS CONTAINED IN THIS DOCUMENT PERTAIN TO ALL RIVER BEND SCHOOLS.)

ACCIDENTS

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

ATHLETICS

ACTIVITY FEE POLICY

Student extracurricular participants **must** pay the activity fee for the sport/activity they are involved in prior to the beginning of the first practice/meeting, or they should make alternate arrangements for a payment schedule with the principal prior to the first practice/meeting. Fees for activities **will not** be waived. Participants may receive a refund of the activity fee prior to the first contest of the season only in cases where the participant voluntarily withdraws/quits the activity. No refunds or proration of fees will be made after the first contest of the season and no refunds or prorating of fees will be made at any time, to any participant who is removed from an activity by a coach or administrator for violating team or River Bend rules or Behavior Code. Payment of an activity fee does not ensure a minimum of participation time in athletic events or other extracurricular activities. High School Activities fees: A “flat fee” of \$150 per student, per school year, for participation in one activity or \$200 per student, per school year, for participation in more than one of the following activities: Interscholastic Athletics, Thespians, Jazz Choir, Jazz Band, Scholastic Bowl Team, Cheerleading or Speech Team. All athletes must have a school lock for their athletic locker - \$6.00 refundable fee. Middle School Activity fee: A “flat fee” of \$50.00 per student, per school year.

ATHLETIC TICKETS

High school varsity athletic event tickets at the gate will be \$4.00 for adults and \$3.00 for anyone else high school age and under. (*River Bend students – no charge with a school issued River Bend Student Athletic Activity Ticket*). Persons 60 years or older will qualify for a Senior Citizens pass which will allow them to enter all home athletic events. The charge for this pass will be \$10.00 and can be obtained at any school office between the hours of 8:00 A.M. and 4:00 P.M., Monday through Friday. Also, the following all-varsity-event tickets will be available in advance (not at the event/gate) and will be good for any varsity sport for the number of events designated on the ticket. Below is a listing of the tickets available, the number of events the tickets will cover and the actual price per event realized by the purchase of the ticket.

ADULTS

\$28.00- 8 events	\$3.50/ticket
\$43.00-13 events	\$3.30/ticket
\$56.00-18 events	\$3.11/ticket
\$74.00-24 events	\$3.08/ticket

Any number of persons may use the individual all-varsity-event student or adult ticket up to the number designated on the ticket purchased. (An 8-event ticket will allow one person to attend 8 events, or 8 persons one event, for example).

All-varsity-event tickets will be honored for more than one year, until the number of events designated on the ticket has been used. Tickets will be sold in the high school office between the hours of 8:00 A.M. and 4:00 P.M., Monday through Friday.

ADD/DROP POLICY FOR COURSE

After the schedules have been created, no changes can be made unless special approval is granted by the Guidance Counselor or Principal. Factors affecting the addition or drop of a course include the time of the request in relation to the start of the semester, the **enrollment in the class requested, and in most cases, the permission of and/or consultation with the instructor.**

ADMINISTRATIVE RESPONSIBILITY

- To provide the educational leadership and the administrative skills to build a trusting community through which the total development of each student is promoted.
- To provide encouragement and understanding to the faculty and students, recognizing each as a unique individual.
- To strive for harmony with the school community, providing an opportunity for honest, open communication.

RIVER BEND ATHLETICS

Fulton High School Position On No-Cut Policy

The River Bend Schools have attempted to have a no-cut policy in regard to high school sports. It has been the feeling of the District that all children need the opportunity to experience the many benefits that are found in athletic competition. While the no-cut policy implies that all are welcome to become involved in extra-curricular activities, it carries no guarantees on participation. Playing time, regardless of the activity, is at the discretion of the coaching staff. In addition, the degree of involvement is in large part determined by the numbers that wish to participate in a particular activity. For example, if twenty boys go out for varsity basketball, and we have fifteen uniforms and the coach has determined that nine boys will play most of the time, the staff determines who gets uniforms and who plays. It makes little difference who the tenth through fifteenth man is on the bench, then a rotation of those uniforms may be the best solution to the problem. No-cut means an opportunity to be part of the team. The Principal is responsible for the implementation of the no-cut policy within the guidelines of common sense.

IHSA ELIGIBILITY RULES

These are minimum standards set forth by the IHSA. Fulton High School standards for academic progress, attendance and behavior, in many cases, exceed these minimum standards (see River Bend Activities Behavior Code on Page 5 for details).

Student participants in all IHSA associated activities must be passing 6 of 8 courses in order to participate from week to week. They must pass 6 of 8 courses in the previous semester in order to participate during that semester.

(See IHSA insert sheet)

RIVER BEND ACTIVITIES BEHAVIOR CODE

The code of conduct listed herein is intended to identify a single code of conduct for all young men and young women in River Bend involved in activities. These activities include, but are not limited to the following: Baseball, Basketball, Cheerleading, Class Officers, Football, Golf, Jazz Band, Jazz Choir, Musicals, Plays, Scholastic Bowl, Softball, Speech Team, SADA/PRT, Student Council, Thespians, Track, Volleyball, Swimming, National Honor Society and Wrestling.

For the purposes of this policy, extracurricular activities at Fulton High School will be broken down into three (3) categories: a) Seasonal activities b) Year-long activities and c) Elected/Honors activities.

a) Seasonal activities include: Basketball, Football, Football Cheerleading, Basketball Cheerleading, Baseball, Softball, Golf, Wrestling, Track, Volleyball, Swimming, Speech Team and Scholastic Bowl.

b) Year-long activities include: Thespians, Jazz Choir and Jazz Band.

c) Elected/Honors activities include: Student Council, Class Officers, National Honor Society, SADA and PRT.

The goal of the activities program is to develop the academic/physical skills of our students as to allow them to compete in excellent fashion within the Board of Education of River Bend Unit No. 2 policies and the by-laws of the Illinois High School Association. As a high school we must include certain philosophical beliefs, which are consistent with good sportsmanship, leadership, and appropriate moral conduct. Knowing the expectations and goals of an activity program is the key toward realization and fulfillment. The FHS Activities Behavior Code applies to all students enrolled at Fulton High School and all graduates of River Bend Middle School immediately upon the completion of their 8th grade year. Students should understand that this code does not contain a complete list of inappropriate behavior as a River Bend activity participant. Suffice it to say that in addition to those listed, River Bend students will be expected to demonstrate excellent conduct in their classrooms, in the community and on the field of athletic/activity competition. Nothing less will do.

CODE OF CONDUCT

River Bend activity participants will not:

1. Smoke or chew any tobacco substances.
2. Consume or possess alcoholic beverages, drugs, or foreign substances.
3. Steal or vandalize personal or school property. This includes pilferage of uniforms and athletic or personal equipment of other individuals.
4. Withhold the return of school equipment issued for the use of the student.
5. Be truant from any assigned classes at any time during the school year.
6. Take part in repeated misconduct or violation of school rules.
7. Take part in any conduct resulting in arrest or which breaks the rules and regulations of the school and community (to be disciplined by the Activities Violation Committee).

ACTION

Any student violating the rules, or who breaks the rules and regulations of the school and community will be disciplined by the Activities Committee, coach/sponsor and/or athletic director/principal.

In addition, any student who breaks rules No. 1 and 2 above will be subject to the following extracurricular suspensions:

1. 1st Offense: *1/3 of the season for Seasonal activities. (Students who are in Elected/Honors activities will be suspended from participation in those activities for the remainder of the school year in which the offense takes place and for the following school year if an applicable election for that position/honor has already taken place.)

*If a 1st offense occurs during an activity season, the suspension will begin immediately. If a 1st offense occurs outside an activity season, the suspension will begin on the Monday of the week of the 1st contest of the next activity season in which the student chooses to participate.

For the purposes of this policy, the length of a suspension from a seasonal activity will be determined by the administration and will be based on the number of scheduled event dates in the activity season. (For example, for a Seasonal activity with 21 scheduled event dates, a suspension for 1/3 of a season equals 7 event dates).

For Yearlong activities only, a first violation will result in suspension from participation in the current/next official performance for that activity (i.e. Fall Play, Spring Play/Musical, Music Contest, Winter Concert, Spring Concert) and all practices, meetings, etc. leading up to that performance/activity.

Any suspension that cannot be completed during one activity season, must be completed at the start of the next activity season in which the student chooses to participate.

(For example: If a student is suspended from participating for the last 1/6 of one Seasonal activity, that student would also be suspended from participating for 1/6 of the next Seasonal activity season in which he/she chooses to participate.)

No student will be permitted to participate in an extracurricular activity that he/she has not previously participated in if it is determined by the administration that participation is an attempt to avoid suspension from an activity the student has previously participated in.

A student must finish an applicable activity season “in good standing” in order for any associated suspension to apply.

2nd Offense: **1 calendar year from the date of the 2nd offense.
3rd & Subsequent Offenses: **1 calendar year from the date of the 3rd or subsequent offense.

**If an offense occurs while a student is serving activities suspension, the additional year of suspension will begin on the date the current suspension concludes. A participant will be required to attend practice during a period of extracurricular suspension, for any activity in which he/she plans to participate.

1. NOTE; A student will be considered to be in an activity season as soon as that student checks out equipment or signs up for that sport/activity and/or participates in the first practice session.
2. A violation of the code of conduct may be reported by any teacher or administrator in the River Bend District provided the report is based upon actual witnessing of the violation by the reporter. The student is considered in violation if said student admits his/her violation to any staff member or school administrator and if reported by their parents to any staff member or administrator.
3. A violation of the code of conduct may also be determined by a report of a law enforcement officer, court officer, newspaper account, or the results of a school-sponsored random drug screening.
4. A self-referral component is available to activity participants. A participant who voluntarily comes forward to a staff member or administrator, in recognition of a substance abuse problem will receive no consequence, but must satisfactorily complete, at their expense, an approved substance assessment and/or abuse program. Self-referral must take place before a reportable violation, as described in #3 and #4 above, has occurred. (Parent/Faculty committee strongly urges us to maintain #4).

Other Positions

Each year students are chosen by the FHS student body to hold positions of honor. These positions include, but are not limited to: Homecoming court, Prom attendants, Graduation speakers, etc. If a student is chosen for one of these positions and that student has recently violated or subsequently violates the Extracurricular Code of Conduct, his/her participation in the applicable activity will be determined through administrative review and discretion.

ACTIVITIES ELIGIBILITY

Students participating in all activities must be passing 7 of 8 courses in order to participate from week to week. They must pass 7 of 8 courses in the previous semester in order to participate during that semester. If a student fails to meet the weekly eligibility requirements they will not be allowed to participate in any activity events from Monday through Saturday of the week they became ineligible. A sponsor may require the student to study at practice.

ATHLETES: ATTENDANCE

If a student doesn't go to school during the day can he/she participate in a game that night? A participant must be in attendance during the last two (2) blocks of the school day at FHS to be allowed to play in an

athletic event that day. Exceptions to this may be for pre-arranged absences with approval of the Principal, (i.e. usually school related absences).

Conflicts between activities. In an attempt to alleviate disagreements between sponsors and to avoid students being put in a difficult situation, the policy below will be followed with A.D. and Principal approval.

A participant shall go to the non-athletic activity unless it is an IHSA tournament. The level of the activity will be the guide (i.e. higher state level contests will prevail). If special arrangements are possible and are approved by the A.D. and Principal, the participant could be allowed to participate in both activities. The participant does not make the decision, but will have input.

CHANGING SPORTS DURING SEASONS

All athletes will be allowed two (2) weeks into the season to change sports. This time period can be extended with administrative approval. No student will be permitted to participate in two (2) athletic activities at the same time, during the same season.

ELIGIBILITY

If an athlete fails to meet the weekly eligibility requirements of the IHSA or River Bend they will not be allowed to participate in athletic events from Monday through Saturday of the week they become ineligible. A coach may require the student to study at practice.

ASBESTOS

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

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

ATHLETIC EVENT BUSING

POLICY: Riding Buses to and from Athletic Events of the River Bend School District

The policy of the River Bend School District concerning transportation to and from athletic events is to be followed at all times. The policy is that all athletes will be transported by school provided transportation to and from all athletic contests. If an athlete or cheerleader wants to ride home with his/her parents and the coach agrees, the parents must approach the coach and make personal contact at that athletic contest. If another athlete/cheerleader is to ride home with another athlete/cheerleader, parent arrangement must be made with the coach in advance, and release forms must be signed by both sets of parents. The verification of the forms will be checked by the school involved. Under no circumstances will any athlete/cheerleader be allowed to deviate from this policy unless permission is received from the River Bend Unit School District Administration. If an athlete/cheerleader does not follow the policy, disciplinary measures will be taken by the school administration.

ATTENDANCE

Irregularity in school attendance is one of the major contributing factors to difficulty in school. Regular attendance and punctuality is required. **ALL STUDENTS MUST ATTEND ALL CLASSES AND ADVISORY EVERY DAY!**

ABSENCE

Parents should call the school they attend to report a student's absence before **9:00 a.m.** Voice mail is available 24 hours a day. Please give the student's name, reason for their absence, and type of illness. **A parent contact is required.**

ATTENDANCE POLICIES

LEAVING SCHOOL DURING THE SCHOOL DAY

1. In the case of illness:
 - a. Children are expected to be in school unless they are ill. If your child is absent from school please call the school office before 9:00 A.M. Notification may be made by calling the school.
2. Leaving the school during the day:
 - a. Students in attendance at school must have the permission of office personnel and parent/guardian before leaving school. Failure to do so will result in disciplinary action.
 - b. If you are too ill to remain in school, notify your teacher, and get a pass to the office. Your parents must then be called, and arrangements must be made to get you home. **DO NOT SPEND A CLASS PERIOD IN THE RESTROOM!** If you should become injured in any class or activity, notify the teacher immediately. Failure to notify school personnel may nullify your insurance claim, should there be one. You must report to the office if you are injured.
3. In the case of professional appointments:
 - a. Students having a medical/dental appointment shall bring a note (K-8 only) from a parent/guardian stating the date and time of the appointment to the office. High school students (9-12) need verbal notification by a parent/guardian. In the case of last-minute emergency appointments, the parent may notify the school by phone about the appointment, the student then must pick up a permit to be excused from class from the office.
4. Verbal notification from a parent/guardian must be given to the office for their child to use their automobile to leave the school (9-12).
5. If a parent is picking up the student, they must come into the office and check the student out (K-8 only).
6. When returning to school from an appointment, the student must report to the office with the form signed by the doctor or dentist. If the form is not returned, disciplinary action may be taken.

LATE ARRIVAL TO SCHOOL

The student must report to the office to explain the late arrival and get an admit to class. The student may be considered as tardy and/or absent. An absence will either be excused, unexcused, or truant based on the information obtained. If a student absence is determined to be unexcused and the student has arrived at school after 8:30 a.m., the student will be issued an unexcused absence and an after school assignment. If a student arrives at school prior to 8:30 a.m. and the absence is unexcused, the absence will be considered an unexcused tardy.

TARDINESS

There is **rarely** a legitimate excuse for being tardy to class or to school. Repeated tardiness will not be tolerated. Anyone entering class after the bell has rang, without a written admit slip will be subject to disciplinary action.

When you are detained by a teacher between periods which results in your being tardy, you should obtain an admit slip to your next class from the teacher who detained you.

Tardy Policy All tardy offenses will be treated equally. Students late to school and class at any time during the school day will be considered tardy. This includes students who are late to class following lunch. The handbook states above: **Anyone entering class after the bell has rung, without a written admit slip will be subject to disciplinary action.** This is the only time that a tardy should be reported to the office. Teachers may make their own rules regarding their classroom (e.g.--In your seat before the bell rings.), but these offenses would be treated as teacher classroom discipline problems.

(Cumulative for each semester)

1st Tardy -- Verbal Warning

2nd Tardy -- One Administrative Detention

3rd Tardy -- Three Administrative Detentions

4th, 5th & 6th Tardy -- After School Appointment

7th Tardy – One day out of school suspension

8th Tardy – Two day out of school suspension

MAKE-UP WORK POLICY

Excused Absences:

Students should contact their teachers regarding the work missed. The students will be allowed one (1) day for every day absent. For example, if a student misses on a Monday, work has to be completed by Wednesday. However, except in the case of an extended illness when special arrangements will be made, a **MAXIMUM OF FIVE (5) DAYS TOTAL WILL BE ALLOWED TO MAKE UP WORK.** The individual teacher will determine the make-up assignment, with any additional work if deemed necessary. The Principal may extend the make-up time if deemed necessary.

ADMIT TO CLASS

Upon returning to school, after a non-school related absence, students are required to obtain an admit slip from the office. They should obtain this prior to first block on the day of return. (This also applies to pre-arranged absences.)

ABSENCE FROM SCHOOL

THERE IS NO WAY TO DUPLICATE THE CLASS INTERACTION EXPERIENCE AFTER A STUDENT HAS BEEN ABSENT. Excessive absence may result in a report of suspected truancy to appropriate legal authorities or removal from classes at the discretion of the school administration. The parent/guardian will be notified of excessive absenteeism. Illinois School Code (Section 26-1) states: "Whoever has custody or control of any child between the ages of 7 and 17 shall cause to attend some public school in the district wherein the child resides the entire time it is in session during the regular school term." **IT IS THE RESPONSIBILITY OF THE STUDENT'S PARENT/GUARDIAN TO SEE THAT A STUDENT IS IN REGULAR ATTENDANCE.** The law is specific that parents/guardians must cooperate with the school to ensure that regular attendance is enforced.

EXCUSED ABSENCES:

*Personal illness or other medically related reason: After three (3) consecutive days or an accumulation of 13 days in a year, a medical excuse from a medical doctor will be required in order for the absence to be excused.

UNEXCUSED ABSENCES:

*Any absence which is not within the school board definition of an excused absence will be considered unexcused, even if parental permission was received. Final determination will be made by the high school principal and/or his/her designated person. Examples of unexcused absences include: oversleeping, obtaining a drivers license, job interviews, running errands, senior pictures, shopping trips, haircuts, etc. Any student who has an unexcused absence will receive **NO** credit for the periods missed. Parental contact must be made within 24 hours of the absence or the student will be considered truant. An external suspension during final exams may result in no credit for the exam as determined by the principal.

Students that arrive at school unexcused after 8:30 a.m. will be issued the following consequences:

1st & 2nd offenses: after school assignment

3rd offense: after school assignment and parental contact

4th offense: after school assignment and certified letter mailed to parents

5th and subsequent offenses: out of school suspension

If a student walks out of the building without permission from the office, that absence is considered unexcused. Those unexcused absences will be punished in the following way:

1st offense: after school assignment

2nd offense: two (2) day out of school suspension

3rd offense: four (4) day out of school suspension

Further offenses: out of school suspension with the possible recommendation of expulsion

PRE-ARRANGED ABSENCES:

*Pre-arranged absences will not be granted for such things as shopping, hunting or fishing within the immediate area, haircuts, or attendance at sporting events in which a Fulton High team is not participating.

*Professional appointments that could not be scheduled outside the school day: Appointments during the school day are discouraged. If it is necessary to schedule an appointment during the school day, the student must present a note from a parent/guardian to the attendance secretary (K-8 only). High school students (9-12) must provide verbal notification from a parent/guardian. He/She will then issue the student a permit to leave school and an appointment confirmation slip which is to be signed by the professional involved and presented to the attendance secretary upon the student's return to school. A maximum of two (2) periods will be excused for Fulton/Clinton appointments and a maximum of three (3) periods in all other locations.

***Attending State Tournament Finals**

Non participating FHS students who wish to receive an excused absence to attend a State Tournament in a sanctioned IHSA event may do so with written, as well as verbal, permission from a parent or guardian if the non-participant is attending with a FHS coach, parent, guardian or parent/guardian adult designee.

***College visitation days:**

A maximum of two (2) pre-arranged college visits for 12th graders will be allowed each school year. This absence must include a written request from the parent for the visitation.

***Family emergency/death in family.**

***Observance of religious holidays.**

***Pre-Arranged vacation:**

This must be arranged by bringing a note from a parent explaining the trip at least three (3) days in advance of the absence (K-8 only). High school students (9-12) and their parent/guardian must contact the principal at least three (3) days in advance of the absence. A maximum of five (5) days may be used per school year; any more days will be considered unexcused absences. In order for the five (5) days to be considered an excused absence, the student must be passing in all of his/her classes, and the trip must be such that it cannot be taken during a regularly scheduled school break.

The building Principal is the final determiner in excusing absences.

*Any unusual circumstances or emergency situations must be approved by an administrative order to be considered as an excused absence.

FINAL EXAMINATIONS

Fulton High School

The following final exam policy has been put into place as an incentive for students to maintain consistent and regular attendance at school. There is no negative consequence in place for students who are unable to meet the guidelines of this policy - only the expectation that the student will take his/her required final exams.

1. Students who are not absent more than two (2) days (eight (8) accumulated class periods or partial periods) during a semester may opt out of two (2) final exams for that semester. **This applies only to excused absences.** If a student is absent from one (1) class more than two (2) times during a semester, the student will be required to take the final exam in that class.
2. Absences due to school functions (field trips, athletic, music or other contests) will not count as absences for this policy. **COLLEGE DAYS DO NOT COUNT AS SCHOOL FUNCTIONS.**

All other excused absences REGARDLESS OF REASON, will count for this policy with no exceptions.

3. Students may only opt out of exams for classes that they are passing.
4. A student who is truant during final exams will not be allowed to make up the exam and will receive NO credit for the course.
5. Seniors who, during second semester, carry an A average for the semester will be excused from that class exam (regardless of absences).

FINAL EXAMINATION EXEMPTIONS FOR PSAE

11th grade students who score in the meets or exceeds ranges on the PSAE in all three testing areas, are exempt from taking 2nd semester exams during their senior year and in addition are exempt from attending classes on the two (2) second semester exam review days. The only restrictions would be the following:

A student who is failing a class would be required to take the final exam in that class.

If the entire class makes AYP, seniors will be exempt from attending advisory at the end of the day provided they are passing all classes. Students that are failing a class at mid-term or the end of the quarter will be assigned an advisory and expected to report to advisory every day. If a student meets the individual goal set with the administration, they will be able to exempt out of one extra exam during the first semester.

ABSENTEE ASSIGNMENTS

A student who is unable to attend school due to an illness lasting for three (3) days or more is urged to obtain his assignments by calling the appropriate office. Parents or a friend may pick-up books in the office at the end of the school day.

ASSIGNMENT HEADINGS FOR FULTON HIGH SCHOOL

Student work is expected to be handed in to the teacher according to guidelines as determined by individual instructors. There should be no drawings, symbols, comments, or personal notes on assignments. The heading on papers handed in should have the student's first and last name, date, class name, class period, and any other pertinent information required by the teacher. Credit for the test or assignment may be denied by the instructor should students show a repeated disregard for the required form.

BICYCLES

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

Riding Bicycles to FES - It is the policy of Fulton Elementary School to allow students in grades 2-5 to ride their bikes to school. Students in grades K-1 are not allowed to ride their bikes to school for reasons of safety.

Exceptions will be made to this policy only after parents have met with the Principal, and students have passed a bicycle safety and rules test given by the Principal. If at any time ANY student demonstrates unsafe riding practices going to or from school the bike riding privilege will be lost.

AT NO TIME SHOULD STUDENTS BE RIDING IN THE PARKING LOT OR TO AND FROM THE RACKS.

BUS RIDERS

The following list of instructions is provided to assist students and their parents in understanding the regulations for riding on a school bus. The cooperation of all persons involved is required to make safe and comfortable transportation to and from school a reality. Video cameras may be used on school buses as necessary in order to monitor conduct and maintain a safe environment for students and employees. Students having a problem with another student on the bus should report the problem to the bus driver first. If the problem continues the student should then talk to their building principal.

-INSTRUCTIONS TO SCHOOL BUS RIDERS-

1. School bus riders are under the jurisdiction of the school bus driver. Respect your driver, do what he/she tells you, it's for your safety. Remember that unnecessary confusion diverts the driver's attention and could result in a serious accident.
2. Sit quietly in your seat and do not leave your seat while the bus is in motion.
3. Be on time at the designated school bus stop, help keep the bus on schedule. Parents are responsible for the child's safety getting on and off the bus.
4. Stay off the road at all times while waiting for the bus.
5. Be careful in approaching the place where the bus stops. Do not move toward the bus until the bus has been brought to a complete stop.
6. Don't talk to the driver while the bus is in motion except in emergencies.
7. Keep hands and head inside the bus at all times. Do not throw anything out of the bus window.
8. Get permission before opening windows and do not lower them below the line on the bus.
9. Be absolutely quiet when approaching a railroad crossing.
10. Be courteous to other riders, no loud talking, but visiting with your neighbor is acceptable.
11. Assist in keeping the bus safe and clean at all times. Leave no books or other articles on the bus.
12. Electronic devices (such as CD players, cell phones, etc.) can be carried but cannot be used. Cell phones must be in silent mode so as to not be disruptive to the driver. All school building rules apply once the bus rider is at the school building regarding such devices.
13. No eating or drinking on the bus.
14. Help look after the safety and comfort of smaller children.
15. No animals are allowed on the bus.
16. Do not ask the driver to stop at places other than the regular bus stop. The driver is not permitted to do this.
17. Keep books, packages, coats, and all other objects out of the aisles.
18. Observe safety precautions at bus stops. Where it is necessary to cross the highway, proceed to a point at least 10 feet in front of the bus on the right shoulder of the highway where traffic may be observed in both directions. Wait for a signal from the bus driver permitting you to cross.
19. Remain in the bus in the event of a road emergency until instructions are given by the driver.
20. Riders consistently disobeying directions of the driver, or violating these instructions, may be denied the privilege of riding the bus.
21. Parents/Guardians will be notified with a bus conduct report which requires a signature. Student must return parent/guardian signed copy of report to the driver in order to ride the bus.
22. Bus dismissal bell is for bus students only.
23. Regular transportation route development shall consist of District-approved pick-up and drop-off points that meet at least the District's minimum obligation as provided in the Illinois School Code. The regular routes can and will vary from year to year due to the entry into the District of new students, the change of students from one school to another over time, and the exit of the students from the District upon graduation or due to mobility. When deemed acceptable, a single baby-sitter option will be considered for a pick-up or drop-off point provided said babysitter's residence is on an existing route and an inspection of stop point safety and/or a turn around options by the Transportation Director or his designee determine the stop in question to be both safe and practical. A single baby sitter option is defined as one (1) only standard babysitter option that provides for a standard pick-up or drop-off point. An example of a babysitter option that is not acceptable would be a M-W-F request for one babysitter drop-off and a T-TH request for another babysitter drop-off. With the permission and approval of the Transportation director and the district administration, a bus stop for a babysitter may be an existing route stop or a new stop where the student is either dropped off or picked up.

24. Designated student route riders shall not be allowed to have additional guest riders. Further, students are not allowed to switch bus routes. Rare exceptions may be considered in the case of an emergency. Approval of such exception shall be made by the Transportation Director in collaboration with the affected student's building principal.
25. Further, all parent transportation requests/options shall be submitted in writing and shall be approved only by the Transportation Director and the district administration. Individual bus drivers shall not unilaterally make changes in route stops.

CALENDAR / MENU

Local radio stations and newspapers will publish upcoming events and the weekly lunch menus.

CLASS ASSIGNMENT

Grade placement is made by the Principal based on general achievement and the mental, physical, emotional, and social maturity of the child. Students transferring into the system will be placed in the same grade level as in the school from which they transferred; however, they, as well as continuing pupils, may be retained or advanced in a grade. Such judgment shall rest with the Principal.

Parents who feel that their child should be considered for support services and/or special education services should contact the Guidance Counselor or the School Principal.

CLASS RANK

Fulton High School

The ranking of all students is based on the cumulative Grade Point Average computed at the end of each semester. Class Rank is based on all grades, including the F grade, except for grades received in Physical Education and Driver Education.

CODE OF CONDUCT

Students in the River Bend School District are expected to conduct themselves as desirable members of society. General standards of conduct include: regular attendance, politeness in conduct, serious application to school work, due consideration of the rights of others, and pride in the school building and grounds. These are the criteria which all students in the River Bend Schools are expected to meet.

At all times students shall conduct themselves in such a manner that no criticism will be brought on themselves, the school, or the community. Good sportsmanship will be displayed regardless of the outcome of any contest. Students shall be responsible for their conduct at all school sponsored activities, shall be subject to all regulations of the school, and will be governed accordingly. Self-discipline is the best kind of discipline. Students should strive toward self-discipline by recognizing their responsibility and using good discretion. This may be achieved by making proper behavioral choices.

COMMUNICABLE DISEASES

Each student returning to school after having a communicable disease must have the permission of the school Principal or written permission from a doctor.

CONFERENCES

After the first quarter, Parent-Teacher Conferences will be held for two (2) nights. All parents are encouraged to attend one of these two (2) evenings to meet with their child's teacher. Some parents will receive letters requesting a conference but all parents are welcome to attend.

CONFIDENTIALITY

Based on a strong foundation in federal law, Illinois Code, and by general counselor codes of ethics, students are entitled to a confidential relationship with their counselor when discussing personal problems. Section 622.10 of the Illinois Code says in part:

No qualified school guidance counselor, who obtains information by reason of his employment as a qualified school guidance counselor shall be allowed, in giving testimony, to disclose any confidential communications properly entrusted to him by a pupil or his parent or guardian.

Exceptions to maintaining confidentiality exist, where the counselor is aware of a serious danger to health or well-being. For a more complete discussion on counselors and keeping your confidence, please consult with a member of the counseling staff. Parents who desire a more complete discussion should likewise consult a counselor, or the school administration.

COUNSELING

We are provided with skilled counselors whose services are available at any time to all students and parents by appointment. Counselors are in charge of the school's testing program, which includes administration and interpretation of tests. A cumulative record of each student's progress through the River Bend Schools is kept in the counselor's office. Students or parents may consult the counselors about any problem or concern with school work, adjustment, selection of courses, or personal difficulties.

CREDIT FOR CORRESPONDENCE COURSES AND/OR TRANSFER COURSES

Fulton High School

Two credits earned by successfully completing correspondence courses will be allowed toward meeting graduation requirements for individuals enrolled as full-time students in Fulton High School. These courses must be arranged through the guidance office. For students who are legal residents of River Bend Unit District No. 2, but who have withdrawn from school, credits by correspondence necessary to complete graduation requirements may be permitted on the recommendation of the Guidance Director to the High School Principal, who will give final approval. Students who fall in this category will be encouraged to investigate high school credits such as night-school classes, the General Educational Development program, etc., before finally deciding to request correspondence credit. **ALL courses taken by correspondence must be completed and submitted for credit by April 15 in order to receive credit.**

Correspondence courses shall be from an institution approved by the guidance office. Permission must be granted by the Principal **before** the student begins work in the class. Without special pre-approval from the Principal, correspondence credit can only apply for making up failed required classes. All tuition costs for correspondence courses will be born by the student.

Credits earned at an approved night school or in an approved summer school program will be allowed toward meeting graduation requirements. Such courses should have the approval of the Guidance Director before they are taken.

Any exception to the above policy must have prior approval of the Guidance Director and the High School Principal.

Junior and senior students will have the opportunity to enroll in Illinois Virtual High School. These classes are taken for high school credit only and must be approved by the administration prior to enrollment. Students will be responsible for paying for these classes according to the IVHS guidelines.

Juniors and seniors will also have the opportunity to enroll in online classes offered through Sauk Valley Community College. Students will earn both high school and college credit for these classes. Students will be responsible for the cost of these classes per SVCC guidelines.

District policy will be applied for the guidelines as to which classes' students can enroll in.

DANCES AND ACTIVITIES

Throughout the year, various organizations may sponsor dances. These dances are open to the students of our school, to those guests enrolled in another high school or to those older than high school age (21 years of age or under) whose names have been registered. A student must register any non-FHS date that he/she wishes to bring as a guest by submitting a completed FHS Dance Request form to the dance sponsor. These guests are subject to approval by the Principal. They must be signed in by a deadline date, which is announced. Students who do bring a guest at any time are responsible for the conduct and behavior of their guest. Students wishing to attend a FHS dance may be required to take a breathalyzer test or meet other reasonable safety criteria put in place by the sponsor or administration prior to entering the dance. Students who fail to comply with the criteria will not be permitted to attend the dance. If a student leaves the building for any reason, he/she will not be allowed to return. Students who leave a dance without sponsor and parent permission, may be prohibited from attending future FHS dances.

DETENTION POLICY

River Bend Middle School and High School

Detention is recognized as a legitimate form of student discipline with the following stipulations. Time in detention is planned as a learning experience.

There are two types of detentions - Administrative and Teacher. A teacher detention is given by individual teachers dealing with minor discipline problems. Administrative detentions are assigned for discipline problems that result from infractions in hallways, advisories and office referrals.

Time: Teacher detentions will be up to 40 minutes in length, unless parents agree to a longer period for a tutorial in a subject.

Notice: Students will be given written notice of teacher detentions. Students will be given at least one 24-hour period to arrange their schedules to accommodate a detention. (Example: Detentions given on Wednesday should be served on Thursday or at a later time as assigned by the teacher.)

Advisory Detentions: Students who receive a detention in an advisory will serve the detention in the Administrative Detention Hall on the next available date. Detentions given during advisory are considered to be office detentions.

Materials: All students are required to bring study materials to the detention. A teacher may require a particular set of materials when the detention is served in their classroom.

Rules:

1. Students should arrive on time.
2. Students must have study materials.
3. Students will sit where assigned.
4. Students will sit quietly.
5. Uncooperative students will not be given credit and may be referred to the office for further disciplinary action.

Fulton Elementary

Students who are assigned an administrative detention will serve it in the administrative office or with assigned teacher. A disciplinary notice will be sent home for the parent to sign and return. Unless requested otherwise the detention will be served within 24 hours for maximum effectiveness.

ADMINISTRATIVE DETENTION HALL

Fulton High School

A 40-minute detention hall (3:20-4:00) will be held on Tuesday, Wednesday, and Thursdays, one morning detention will be held from 7:20-8:00 a.m. on Wednesday mornings. Due to school holidays and other conflicts, a detention hall may be rescheduled to another day of the week.

AFTER SCHOOL APPOINTMENT

After School Appointment (ASA) is an alternative to suspension from school. An ASA is a two (2) hour administrative detention that will be scheduled once per week. ASA's will begin at 3:20 p.m. and end at 5:20 p.m. Administrative detention rules will apply.

DISABILITIES, ACCOMMODATING INDIVIDUALS WITH DISABILITIES

Individuals with disabilities shall be provided an opportunity to participate in all school sponsored services, programs, or activities on an equal basis to those without disabilities and will not be subject to illegal discrimination. Where necessary, the District may provide to persons with disabilities separate or different aids, benefits, or services from, but as effective as, those provided to others.

The District will provide auxiliary aids and services where necessary to afford individuals with disabilities equal opportunity to participate in or the benefits of a service, program, or activity.

Each service, program, or activity operated in existing facilities shall be readily accessible to, and usable by, individuals with disabilities. New construction and alterations to facilities existing before January 26, 1992, will be accessible when viewed in their entirety.

Individuals with disabilities should notify the Superintendent or building Principal if they have a disability which will require special assistance or services and, if so, what services are required. This notification should occur as far as possible before the school-sponsored function, program, or meeting.

DISASTER DRILLS (FIRE/TORNADO)

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

In case of a fire alarm, students will evacuate the building completely, along routes designated, posted, and explained by teachers. If between classes, proceed quietly to the nearest outside exit. In all cases, get completely away from the building until the signal is given to return (minimum of 50 feet).

River Bend students are expected to take drills and all information and directions seriously, and they have regularly done so. Failure to do so impairs the safety of everyone in our building and will be dealt with severely.

DISCIPLINE

A student's conduct must be such that the educational process can proceed in an orderly manner. All students are expected to conduct themselves properly through self-control and by showing and maintaining respect for adult authority. The student is expected to show:

1. Respect for property belonging to:
 - a.) classmates and themselves;
 - b.) the teacher and the school;
 - c.) the neighbors of the school (littering, smoking, or cutting through the property of neighbors, would all be examples of failure to assume responsibility in this area.)
2. Responsibility to self by:
 - a.) refraining from the use of alcoholic beverages and the misuse of drugs;
 - b.) being in daily attendance at school;
 - c.) educational success;

d.) developing personal integrity, truthfulness and honesty.

Minor Disciplinary Violations

Students may occasionally violate a minor regulation of the school. These violations may indicate a behavioral problem if too many occur. Examples of such violations include loitering in the halls, littering in and around the school or on a neighbor's property, causing a disturbance in a classroom, failure to follow procedures in the handbooks or the instructions of a staff member, and using the gym or other area without supervision. (This list contains only examples. Other violations will be considered minor violations.)

Students will be dealt with on an individual basis with penalties appropriate to the particular situation. Students who regularly violate school policies will receive special attention and additional disciplinary action. Penalties will vary and may include detention or suspension.

Removal From Class

Since the goal of the District is to develop all persons to their capabilities, teachers in the River Bend Schools have the right and obligation to remove disruptive students from their classrooms for one (1) class meeting or session. Upon removal from class by a teacher, the Principal / designee will hold a conference with the student. He/She will face appropriate disciplinary action at this time.

Students who continually disrupt class(es) and are removed from class will face further disciplinary action. These actions may include parent conferences, detention, suspensions, and expulsion. Alternative actions, as deemed necessary by the Principal, could also be used.

Major Disciplinary Violations

GROSS DISOBEDIENCE OR MISCONDUCT Maximum penalties may extend up to and including expulsion from school. Examples of gross disobedience and misconduct, along with possible penalties are:

1. **THEFT** may be reported to the police for official action. The student may be suspended, a conference with the parents will be held, and the stolen item must be returned.
2. **VANDALISM** is a criminal act and will be treated as such. The student will be required to pay for the damaged materials before returning to school.
3. **ARSON** will be reported to the police, and a recommendation for expulsion will be made to the Superintendent. Tripping a false fire alarm will result in immediate suspension and a conference with the parents.
4. **FIGHTING AND VIOLENT BEHAVIOR** are never acceptable acts for responsible people. Fighting can, in all but exceptional cases, result in the suspension of both parties.
5. **IMPROPER USE OR POSSESSION OF DRUGS, DRUG PARAPHERNALIA, AND/OR ALCOHOL** will be dealt with on an individual basis, but parents and the authorities will be involved. Penalties will range from suspension to possible expulsion proceedings in severe cases. Students who are under the influence of drugs or alcohol may be treated as if they are in possession. The sale or passing of drugs or look-a-like drugs could be referred to the police for legal action and to the Superintendent for suspension or expulsion proceedings.
6. **INSUBORDINATION OR LYING** to a teacher or other staff member or **USE OF PROFANITY AND/OR OBSCENITY** directed at a staff member will be grounds **for suspension from school** and a conference with the parents.
7. **THREATENING A STAFF MEMBER** will be grounds **for suspension from school** and possible notification of the appropriate authorities.
8. **POSSESSION OR USE OF TOBACCO** by any student on the grounds or in the school building will result in a suspension. Tobacco products may be confiscated from students.
9. **POSSESSION, USE OR TRANSFER OF A WEAPON** or any object that can reasonably be considered, or looks like a weapon, by any student on school grounds or at a school sponsored event shall result in suspension, notification of proper authorities and expulsion for up to two (2) calendar years. Weapons will be confiscated and not returned. It is unlawful for any student to carry, possess, or have under his/her control any weapon or explosive compound while on school grounds. School grounds include school buildings, school functions, any vehicle used by the school to transport students, or any public way within 1000 feet of school property. If a school employee observes any student to be in possession of a weapon on school grounds, the school employee shall immediately notify the building's

school administrator and/or school office personnel. The administrator or his/her designee will immediately notify the student's parent or guardian and law enforcement officials.

10. **CHEATING.** The first time a student is caught cheating in a classroom, teachers will follow this procedure:
 1. Give both the "giver of information" and the "receiver of information" an "O" on the work they are doing.
 2. The teacher should call both students' parents and will warn the parents that a second offense will result in an office referral. The second time a student is caught cheating, the student will be referred to the Principal immediately.
11. **TRUANCY.** Anytime that an absence cannot be verified by phone, or if the parent or guardian has no knowledge of the student's whereabouts, the student will be considered truant. Students who are truant will receive a zero for assigned work that day or class periods of their truancy. Chronic truants will be referred to the Truants Alternative Program and may face further disciplinary action determined by the administration.
12. **GANG ACTIVITY.** Students who attempt to conduct any gang activity at school or school-sponsored events are subject to suspension. No gang dress or symbols are permitted in the River Bend Community Unit District No. 2.
13. **VERBAL/PHYSICAL HARASSMENT/SEXUAL HARASSMENT.** Students who engage in harassment of other students or school personnel are subject to suspension. More serious cases of harassment including sexual harassment will result in a suspension for the offender, notification of proper authorities and may result in expulsion.
14. **ELECTRONIC DEVICES.** Students are not allowed to bring electronic devices or equipment to school without administrative approval. Such devices include but are not limited to: personal pagers, laser pens/pointers, radio/CD players, etc. **Cellular phones and:** Possession of cellular phones is permitted as long as they are **turned off and kept in a locker or in the office.** Cellular phones are not to be taken to class or used during school hours (7:45 a.m.-3:15 p.m.)
 - 1st offense – one after school assignment and cell phone confiscated
 - 2nd offense – one day out of school suspension and cell phone confiscated with parental pick-up
 - 3rd offense – three day out of school suspension and cell phone confiscated with parental pick-up

If a student refuses to give up his/her cell phone, he/she will be punished according to the above guidelines AND receive another after school assignment as well as require parental pick-up of the cell phone.

15. **BULLYING/AGGRESSIVE BEHAVIOR.** Aggressive Behavior is defined as words and/or actions towards another, oneself, or property of a forceful, hostile, injurious, or destructive nature. Bullying is defined as a type of aggressive behavior in which an individual student or a group of students, through the improper use of real or perceived power, or the use of threats (verbal or written), extortion, exclusion, or by any other method, inflicts, attempts or intends to inflict, either by physical, verbal or other means, any physical or psychological suffering on another student or group of students. Examples of bullying may include, but are not limited to:

- **Physical Bullying:** may include punching, shoving, poking, hair pulling, or other similar behaviors.
- **Verbal or Psychological Bullying:** may include name-calling, teasing, gossip, humiliation, intimidation, threats (verbal or written), or other similar behaviors.

“Hazing” occurs when any person knowingly requires the performance of any act by a student or the acquiescence to any act performed on or with regard to a student for the purpose of induction into, admission into, initiation into, affiliating with, holding office, in, or maintaining membership in any group, organization, society, club or athletic team whose members are or include other students.

Bullying, intimidation, threats, harassment and/or hazing may be considered gross disobedience/misconduct. Similarly, it will be considered a breach of the Code of Conduct to witness bullying, intimidation, threats, harassment, or hazing of another student and to fail to report it. **Students who exhibit a pattern of intimidation/bullying/hazing will be recommended for expulsion.**

This list is not intended to be all-inclusive, but rather is designed to give you a feeling for how the school will attempt to handle student discipline. **The right is always reserved to use alternate methods, penalties, and procedures when necessary.**

OFF CAMPUS MISCONDUCT

Grounds for discipline apply whenever the student's conduct is reasonably related to school or school activities. This includes, but is not limited to, misconduct: (1) on or within sight of school grounds, before, during or after school hours; (2) at a school sponsored event, on or off school grounds; or (3) on any school vehicle used to transport students.

DISCIPLINE POLICY

LEVEL I Minor Misconduct (Cumulative for Semester)•

A. Misconduct which is to be handled by teaching personnel includes minor classroom offenses.

LEVEL II Offenses (Cumulative for Semester) •

- A. Leaving class without permission (potential truancy).
- B. Hallway offenses (littering, embracing, kissing, food/drink in the hallway).
- C. Excessive disruptive behavior in class.
- D. Any type of satanic activities or drawings.
- E. Refusal to do assigned work.
- F. Behavior endangering the safety of other students such as throwing objects, etc.
- G. Use of radios, CD players etc. (confiscation with parent pickup).
- H. Dress code violations
- I. Excessive Level I offenses within a nine (9) week grading period.
- J. Refusal to serve a detention or a lunch restriction.

CONSEQUENCES FOR LEVEL II OFFENSES

- 1st time - One detention, (office or ASA).
- 2nd time - Two detentions, (office or ASA).

LEVEL III Offenses (Cumulative for school year)•

- A. Fighting at school or at a school sponsored activity.
- B. Disobedience to school personnel.
- C. Insolence to school personnel.
- D. Use of profanity, ethnic slurs or obscene gestures.
- E. Willful destruction or defacing of school property.
- F. Theft at school or a school sponsored event.
- G. Smoking or use of tobacco at school or school activity. (3 day out of school suspension)
- H. Possession of tobacco or smoking materials. (1 day out of school suspension)
- I. Excessive Level II offenses within a semester.
- J. Continued harassment of another student or threatening/bullying another student
- K. Profanity or obscene gesture towards school personnel (Could warrant a 10 day suspension).
- L. Involvement in gangs or gang related activities.
- M. Failure to serve an assigned After School Assignment (ASA)
 - 1st offense – 3 day out of school suspension
 - 2nd offense – 5 day out of school suspension

CONSEQUENCES FOR LEVEL III OFFENSES

- 1st time - Immediate suspension,* parent conference and/or notification.
- 2nd time - Immediate suspension,* parent conference and/or notification.

EXCESSIVE LEVEL III CONSEQUENCES

1st time - Immediate external suspension for ten (10) days & parent notification. A parent conference required before student is allowed to return to school. Notification to Board of Education & Civil authorities. Potential expulsion hearing.

2nd time - Repeat above & recommendation of expulsion to the Board of Education.

*Suspension for Level III offenses may be modified to in school appointment or external suspensions depending on the surrounding circumstances and the appropriateness of latitude by the school administrator.

LEVEL IV OFFENSES

A. Possession, consumption, selling, delivery, or supplying drugs, look-a-like drugs, drug paraphernalia or alcohol at school, in the proximity of the school, or school sponsored activities.

B. Possession of a weapon or look-alike weapons. The definition of weapons for which students can be expelled is expanded to include knives, shotguns, brass knuckles, billy clubs, look-alikes, or any other item that can reasonably be considered, or looks like a weapon (such as bats, pipes, sticks, etc.)

C. Excessive Level III offenses.

CONSEQUENCES FOR LEVEL IV OFFENSES

Possible expulsion by the Board of Education.

The preceding guidelines are recommended for the general practice; however, the administration reserves the right to deviate from these guidelines should an individual case require special handling.

Application of the above policies will apply to all schools in the district.

IN SCHOOL APPOINTMENT/SATURDAY SCHOOL

In school appointments and Saturday School assignments will be used only in rare situations. Guidelines will be distributed to both the parents and the students if an in school appointment or Saturday school is assigned.

SUSPENSIONS

External Suspension

Students may be suspended from school by the school Principal, or other Administrator, for violation of school rules and regulations, disobedience, misbehavior, school disruption, unexcused absence, or any just or reasonable cause. Such suspension will not exceed ten (10) days, however, the length of the suspension is at the discretion of the Administrator.

A parent or guardian will be notified that his son or daughter has been suspended. The parents have the right to appeal to the Superintendent of Schools and have a hearing before the Board of Education in regard to such a suspension. Students who are suspended from school may not attend any school activities during the suspension time. Further, suspended students are to stay away from the schools and surrounding area while on suspension.

Students who are suspended are required to complete their class work while they are out of school. Students are required to make arrangements to obtain their assignments, missed work and notes from teachers during their suspension. All work should be turned into the teachers on the day of the student's return. All tests and quizzes must be taken on the day a student returns to class. Credit for this work will be determined by the Principal.

EXPULSION

The Board of Education may expel students in violation of school rules and regulations, disobedience, misbehavior, school disruption, unexcused absences, or any just or reasonable cause. The parents have the right to a hearing before the Board of Education in regard to the expulsion

DRESS AND GROOMING

Dress and grooming are important, and what a student wears to school is directly related to the learning atmosphere of the school. Therefore, no student may wear anything that distracts: sunglasses, sagging clothes, short shorts, mini-skirts, undergarments worn as outer-garments, visible undergarments, caps or hats, handkerchiefs in the hair, headbands, see-through shirts or blouses, halter tops, shirts with messages that are obscene or suggestive in nature; shirts, blouses and all top garments must extend to the bottom of the belt loops, clothing which advertise illegal substances or activities (i.e., tobacco, alcohol, or drug usage, etc.), clothing that is considered offensive (i.e. racial slurs, confederate flags, etc.); totally bare shoulders are not allowed; clothing with rips or tears, or anything that goes against common decency, common sense, common cleanliness, and concern for the good of the school and community. Book bags, duffle bags, backpacks and purses can be used to transport school supplies between home and school. Once students arrive at school, these items may not be transported to classrooms.

Coats may not be worn to classrooms if lockers are available. Footwear must be worn at all times. Students will not be allowed to wear slippers at school. The school Administration has the final determination as to what is appropriate dress and grooming. Students will be sent home, and academic credits will be affected should a student persist in violating the dress code after a warning has been given.

Specific to Grades K-5 – No student may wear anything that distracts: shirts with messages that have putdowns, degrading, derisive, rude or smart aleck sayings or high-heeled shoes. Students should cover tattoos and body piercing except for pierced ears. Extreme hairstyles and colored hair spray are not acceptable unless it is part of the special days or events.

ENTRANCE AND REGISTRATION REQUIREMENTS

Kindergarten:

To be eligible to enter Kindergarten, a student must attain the age of five (5) years by September 1 of that school year. The parent must present a documented record of the birth age.

First Grade:

To be eligible to enter the First Grade a student must have attained the age of six (6) years by September 1 of that school year.

EQUAL EDUCATIONAL OPPORTUNITIES

Equal educational opportunities shall be available for all students without regard to race, color, national origin, ancestry, sex, ethnicity, language barrier, religious beliefs, physical and mental handicap or disability, or economic and social conditions, or actual or potential marital or parental status. Any student may file a discrimination grievance by using the Uniform Grievance Procedure.

Sex Equity

No student shall, on the basis of sex, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied access to educational and extracurricular programs and activities. A student may file a sex equity complaint by using the Uniform Grievance Procedure. A student may appeal the School Board's resolution of the complaint to the Regional Superintendent of Schools (pursuant to 105 ILCS 5/3-10 of The School Code) and, thereafter to the state Superintendent of Education (pursuant to 105 ILCS 5/2-3.8 of The School Code).

Model Notification of Rights under FERPA For Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the School principal (or appropriate school official), clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

(Optional) Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.)

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

FIELD TRIPS

A well-planned field trip is considered an enriching experience, which can contribute to the total education of children. Field trips are planned by the homeroom teacher and/or academic teacher in consultation with the Principal. Transportation plans are arranged by the teacher.

Permission slips describing each field trip will be sent home. These **MUST** be returned with the parent or guardian's signature in order for the children to participate. Phone permission by parent or guardian on the day of the field trip will not be accepted. Parents may be asked to help with transportation and supervision. All River Bend District Rules and Regulations apply while a student is on a field trip. Any student that acts inappropriately or poorly represents our school is subject to discipline.

In River Bend Middle School, student behavior on field trips is very important. Students may be denied the privilege of participating in a field trip activity in which a grade is not given because of multiple disciplinary issues. In some cases, parents may be allowed to attend the field trip in order to supervise their own child.

FREE AND REDUCED-PRICE FOOD SERVICES

Eligibility Criteria and Selection of Children

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines, family-size income standard, set annually by the U.S. Department of Agriculture and distributed by the Illinois State Board of Education.

Notification

At the beginning of each school year, by letter, the District shall notify students and their parent(s)/guardian(s) of: (1) eligibility requirements for free and reduced-price food service, (2) its application process, and (3) other information required by federal law (at registration). The Superintendent shall provide the same information to informational media. Parent(s)/guardian(s) enrolling a child in the District for the first time, any time during the school year, shall receive the eligibility information.

Non-discrimination Assurance

The District shall avoid publicly identifying students receiving free or reduced-price meals and shall use methods for collecting meal payments which prevents identification of children receiving assistance.

GUIDELINES FOR FUND RAISING ACTIVITIES

1. The money earned by a class will remain with that class.
2. Classes may sell one item during the year.
3. There is no limit on service activities (car washes, bake sales, slave days, etc.) for classes or organizations.
4. All fund raising activities must be cleared through the Administration and by the group sponsor.
5. All fund raising activities should have the project money earmarked prior to the sale or activity.
6. Door-to-door sales are prohibited. Students may only sell to those people they know.
7. PTO is the recognized fund raising organization for the Fulton Elementary and River Bend Middle Schools.

GRADING PERIODS

1st Quarter will end on October 17, 2008
2nd Quarter will end on December 19, 2008
3rd Quarter will end on March 6, 2009
4th Quarter will end on May 29, 2009

GRADING SYSTEM

River Bend Schools 6-12

The Grade Point Scale is as follows:

A = 4.0 B = 3.0 C = 2.0 D = 1.0 F = 0.0

GRADING SCALE

A+, A	=	4.000	(100 – 94.5)
A -	=	3.750	(94.4 – 91.5)
B+	=	3.250	(91.4 – 88.5)
B	=	3.000	(88.4 – 85.5)
B-	=	2.750	(85.4 – 82.5)
C+	=	2.250	(82.4 – 79.5)
C	=	2.000	(79.4 – 76.5)
C-	=	1.750	(76.4 – 73.5)
D+	=	1.250	(73.4 – 70.5)
D	=	1.000	(70.4 – 67.5)
D-	=	0.750	(67.4 – 64.5)

F = 0.000 (64.4 and below)

Semester grades will be determined using the following criteria:

$(\text{Quarter 1 Percentage} * 2) + (\text{Quarter 2 Percentage} * 2) + \text{Final Exam Percentage} / 5$

Grades (A - B - C - D - F)

Two factors will influence the judgment of every teacher when awarding a student grade.

1. The student's progress must be measured against his/her ability to achieve and the exercising of personal responsibility to himself/herself and the class.
2. Personal achievement is compared with the achievement of others in the class of greater or lesser ability to achieve.

The awarding of the letter grade is the judgment of the teacher. The grade given is final and it can only be changed by the teacher.

GRADUATION COMMENCEMENT

Only students who have fulfilled all graduation requirements may participate in the commencement ceremonies. The required number of credits is 28.

GRADUATION WITH COMMENDATION

Fulton High School

During the spring, seniors are instructed to apply for graduation with commendation by completing an application in the Guidance Office. To be considered, a student must meet the following criteria:

1. Has had no "F" semester grade during Grades 10, 11, 12.
2. Has been enrolled in Fulton High School a minimum of two semesters.
3. Has assumed responsibility for self-discipline and defines and develops a knowledge of responsibility to the school and community. A student will meet this requirement if:
 - a. there have not been more than 15 days absence during any given school year; with the exception of hospital illness/recovery.
 - b. there have been no suspensions from school in Grades 9, 10, 11, and 12;
4. Has provided service to the school through participation in approved activities. A minimum of five (5) activities in Grades 9-12 is required for graduation with commendation.

GRIEVANCE PROCEDURE

The best means to solve a problem within the school district is to start with the person that originated the problem. If it cannot be solved at this level, the Principal should be contacted. If the problem still exists, the Superintendent of Schools should be informed. In the eventuality that the problem still is not resolved, the Board of Education should be advised of the problem at a Regular Board Meeting. The school office should always be contacted to set-up appointments with the teachers and staff. This will avoid delays in setting up a conference.

HEARING AND VISION SCREENING

The State of Illinois mandates vision and hearing screening for school children. Mandated grades for vision screening include Preschool, Kindergarten, 2nd and 8th grades. Mandated grades for hearing screening include Preschool, Kindergarten, 1st, 2nd, and 3rd grades. In addition, all special education students, teacher referrals, and new student transfers who have not previously been screened in Illinois are mandated populations for vision and hearing screening.

Vision screening is not a substitute for a regular complete eye and vision evaluation by an eye doctor. Your child is not required to undergo this vision screening if an optometrist or ophthalmologist has

completed and signed a report form indicating that an examination has been administered within the previous 12 months.

Each school year, River Bend #2 students in mandated populations will be screened. Parents will be contacted if a student fails the screening.

HONOR ROLL

River Bend 6 - 12

An Honor Roll is compiled at the end of the first quarter, first semester, third quarter and second semester. Students must be enrolled in a minimum of four (4) academic units of credit to be eligible for Honor Roll consideration. All course grades, except for grades received in Physical Education and Driver Education will be used for determining the Honor Roll. For inclusion of the high honors listing for a quarter or semester, the student must receive all A grades. For inclusion on the honors listing for a quarter or semester, the student must receive all A and B grades or all A's and B's with one C, provided the overall average is a 3.00 or B. No D or F can appear on the card.

ITEMS NOT ALLOWED AT SCHOOL

Toys, trading cards (Yugio/Pokemon/Ball), electronic games, and CD/tape players are not to be brought to school. The school has multiple recreational activities for the student to engage in while in session. Our goal is to expose students to an educational environment academically, physically and socially. We appreciate your assistance with this matter.

The exception to this rule is for bus students. Bus students are allowed to bring electronic devices as directed by the bus driver. However, they must be kept in the book bag or locker when not in use on the bus.

Failure of students to follow this policy will result in confiscation of the item until the end of the day. Upon a repeated offense consequences will be assigned.

IMMUNIZATION REQUIREMENTS AND PHYSICALS

In accordance with the laws of the State of Illinois, all students upon entrance into Kindergarten or First Grade, Fifth Grade and Ninth Grade must have a physical examination performed and be immunized against measles, mumps, tetanus, diphtheria, polio, pertussis, and hepatitis B. Children six and under are required to have a lead screen. A dental examination is also required for all students entering Kindergarten, Second and Sixth Grade. Physicals must be on an Illinois Department of Health form and on file in the school where they are in attendance. Forms are available in all school offices. Students entering Kindergarten or school for the first time are required to have an eye examination completed by an optometrist or physician who provides complete eye examinations.

Students in these grades must have the examinations on file, or an appointment made by October 15th, or be suspended from school. Every effort should be made to have this completed by registration time. New students entering the district will have thirty (30) days to obtain such examinations or appointments after they are enrolled.

The only waiver to this policy is if the individuals involved can prove a constitutional reason for failure to comply. The Administration may require additional physical examinations at any time to protect the health and safety of students under their control.

LEAVING CAMPUS

If a student must leave the school because of illness or for an appointment he/she must sign out in the school office. **A STUDENT MUST OBTAIN PERMISSION FROM THE OFFICE BEFORE**

LEAVING SCHOOL. Parents **MUST** pick their students up in the office to insure student safety (only applies to K-8).

LOCKERS AND LOCKS

All students will be assigned to a locker with a padlock. The padlock should be left on the locker at all times. Please keep your locker locked and in order. The high school will not assume responsibility for stolen property. You are not to share a locker with another student. Do not give your padlock combination to friends or acquaintances. Relationships tend to change, and you will **not** be issued another lock if that should happen. All unauthorized locks will be cut off of the lockers. Only school issued padlocks are appropriate.

If you have any mechanical difficulty with your locker, report it to the office immediately. A locker that does not function properly is of no use to you.

P.E. lockers should also be locked at all times. In particular, girls' purses should never be left out in the open. If your valuables do not fit into your locker, ask the instructor to put it in the P. E. office for you. Decorating lockers (either inside or out) is prohibited. Fines will be assessed when damage has been done to lockers.

LUNCH PROGRAM AND RULES

Fulton High School

Students must observe the closed campus policy. Parents/grandparents may pick up their students for lunch by signing them out in the office.

The price for hot lunch is \$2.00, second lunch is \$2.40. Breakfast is \$1.20. The student must have money in their account to access that account. Students will not be allowed to eat lunch if their account is negative. Special arrangements will be made for these students. Disciplinary action may result for students who allow their balances to remain negative for long periods of time.

Reimbursable meals

Breakfast – students must be offered all four-food items:

1. Juice, fruit or vegetable
2. Milk
3. A serving of grains/breads or meal/meat alternate
4. A second serving of grains/breads or meat/meat alternate

Students must choose three full-size portions of the four required food items to count as a reimbursable meal. Students may decline one item or choose all four. No specific item may be required to be taken or refused.

Lunch – students must be offered all five required food items:

1. Meat/meat alternate
2. Milk
3. Grains/breads
4. Serving of vegetables/fruits
5. A second serving of a different vegetable/fruits.

Students must choose three full-size portions of the five required food items to count as a reimbursable meal. Students may decline one or two items or choose all five. No specific item may be required to be taken or refused.

If a student wants to purchase a lunch for someone else, they must use their own card. Example: If student #1 wishes to purchase lunch items for student #2. Student #1 must go through the lunch line to purchase the items.

River Bend Middle School and Fulton Elementary

Hot lunch is available for all students each day. Deposits can be made daily or weekly, at the price of \$1.80 per day for K-5 and \$2.00 for 6-8. We prefer that your child make deposits weekly, with a minimum deposit of \$5.00.

Fulton Elementary

When a student goes overdrawn by \$2.00 or more, they need to bring a cold lunch or will be given a peanut butter and jelly sandwich for lunch until a deposit is made. They will also be able to get a carton of milk, but will be charged \$.30 for the milk.

River Bend Middle School

A student may be overdrawn the first day and still purchase a hot lunch. The second day they will be given a peanut butter and jelly sandwich and may purchase a carton of milk for \$.30. They may have a peanut butter and jelly sandwich for two (2) days, but no more than that.

Students will not be allowed to go home for lunch unless they have a note from their parents. One note could be written that is good for all year. Students will not be allowed to go to another student's house for lunch even if they do have a note. Students may go to their own home only if a note is sent to school.

Students with a negative balance will receive a notice on Fridays. No ala carte will be sold to students with a negative balance. Lunch and breakfast rates are posted in this section.

SCHOOL BREAKFAST

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

The price of a paid breakfast is \$1.20 and the reduced price breakfast is \$.30. If the student is eligible for free or reduced lunch, he/she can also receive a free or reduced breakfast.

Program will serve elementary, middle school and high school students from approximately 7:30 A.M. to 8:00 A.M. Upon completion of their breakfast, students will move to their assigned morning areas.

MEDICATION AT SCHOOL

In accordance with the Illinois School Health Code, the administration of medication to students during regular school hours and during school-related activities is restricted to those medications necessary for the critical health or well-being of the student. The term "medication" is not limited to prescription medications and applies to over-the-counter medications as well.

If your child must receive medications at school, then it is your responsibility to complete the following steps before any medication will be dispensed.

1. A written order for either prescription or non-prescription medication must be obtained by the parent from the doctor or dentist and delivered to the school.
2. The parent must complete a request for administration of medication for their child.
3. Medication must be brought to school in a container that has been labeled by a pharmacist. Non-prescription medication must be brought in the manufacturer's original container with the ingredients listed and the child's name affixed to the container.

Please note that it is the parent's responsibility to pick up any unused medication at the end of the prescribed treatment period. All medication left at school must be discarded by the school nurse.

MEMBERS OF BOARD OF EDUCATION

Mr. Chris Barnett – 6020 Hazel Rd., Fulton
Mr. Edward Cole - 5376 Holly Rd., Fulton
Mr. Dave Damhoff – 229 10th St., Fulton
Mr. Eric Fish – 154 Riverview Dr., Albany
Mrs. M. Jane Orman-Luker - 1011 1/2 4th Street, Fulton
Mr. Dan Portz – 710 5th Ave. South, Albany
Mr. Larry St. Ores - 22033 Waller Rd., Fulton

MILK CARDS

Fulton Elementary

Milk cards will be sold which will entitle your child to 40 cartons of milk. The teacher will keep the cards and punch them when your child receives milk. **This card is for milk at break time.** If your child wants milk with his sack lunch you must make deposits. This milk will be served to the students at break time. This card will cost \$12.00.

NATIONAL HONOR SOCIETY

Qualifications:

1. Must have been in attendance at Fulton High School (FHS) at least one (1) semester.
2. Must be a junior or senior.
3. Current minimum grade point average is 3.3.
4. Must have been involved in at least four (4) different extra-curricular activities during high school. These activities include (each activity counts as one): Baseball, Basketball, Cheerleading, Class Officers, Football, Golf, Jazz Band, Jazz Choir, Musicals, Plays, Scholastic Bowl, Softball, Solo and Ensemble Contest, Speech Team, SADA/PRT, Student Council, Thespians, Track, Volleyball and Wrestling.
5. Must have been involved in at least one (1) community activity.
6. Must describe service performed in school and the community during your high school years. Service is generally considered to be those actions undertaken by the student that are done with or on the behalf of others without any direct financial or material compensation to the individual performing the service.
7. Must demonstrate the following six (6) qualities: respect, responsibility, trustworthiness, fairness, caring and citizenship. The student who has good character:
 - Accepts criticism willingly and accepts recommendations graciously
 - Exemplifies desirable behavior (friendliness, poise, stability)
 - Upholds morality and ethics
 - Complies with school regulations
 - Demonstrates honesty and reliability
 - Shows courtesy, concern, and respect for others
 - Observes instructions and rules
 - Exhibits perseverance and application to studies
 - Is unwilling to profit from the mistakes of others
8. Must identify at least one leadership position held. In addition to leadership positions, the student must exercise the following leadership qualities:
 - Is resourceful in proposing solutions, applying principles, and making suggestions
 - Demonstrates initiative in promoting school activities
 - Is able to delegate responsibilities
 - Exemplifies positive attitudes
 - Inspires positive behavior in others
 - Demonstrates academic initiative
 - Demonstrates reliability and dependability
 - Is a leader in the classroom and in other school activities

- Is dependable in any responsibility accepted
- Displays a loyal school attitude

OFFICE HOURS, ADDRESSES AND PHONE NUMBERS

Elementary - 7:45 a.m. - 4:15 p.m. 589-2911
 1301 7th Avenue, Fulton, IL 61252
Middle School- 7:45 a.m. - 3:45 p.m. 589-2611
 415 12th Street, Fulton, IL 61252
High School – (M-Th) 7:30 a.m. - 4:00 p.m. 589-3511
 (F) 7:30 a.m. – 3:30 p.m.
 1207 12th Street, Fulton, IL 61252
Dist. Office- 8:00 a.m. - 4:30 p.m. 589-2711
 1110 3rd Street, Fulton, IL 61252
Early Step - 8:00 a.m. - 4:00 p.m. 589-2309
 1217 14th Street, Fulton, IL 61252
Bus Garage - 6:00 a.m. - 4:00 p.m. 589-2902
 1307 14th Street, Fulton, IL 61252

All visitors must check in with the office upon arrival to school.

TELEPHONE USAGE

The office phone is for office use only. Students will not be called out of class except for emergencies; we will take messages. There is a pay phone in the Fulton Elementary, River Bend Middle School and Fulton High School for students' personal calls. Students will be permitted to use the office phone for emergency uses only. In order that classes not be interrupted, all messages to students must be conveyed to the main office. Phones in the classrooms are for teacher use only.

PHYSICAL EDUCATION GRADES 6-12

All students are required to take P. E. unless they are participating in a varsity sport (11 & 12 only), participating in marching band (9-12), have a doctor's excuse, or meet one of the exemptions as outlined in the Illinois School Code. A physician's note may be required for participation at the discretion of the administration. Each student will purchase their uniform in the office during registration. The student will then give their receipt to their P.E. teacher on the first day of class.

PROMOTION/RETENTION POLICY

River Bend K-8

The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, performance based on Illinois Standard Achievement Test (ISAT), the Iowa Test of Basic Skills, or other testing. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not pro

RANDOM DRUG TESTING

In order to provide for the health and safety of the individual participant and other extracurricular participants, as well as provide a legitimate reason for the student to say "NO" to drug use, and to provide an opportunity for those taking drugs to receive help in locating programs which can provide assistance, the District conducts a random drug testing program for extracurricular participants. The program is not academically punitive, nor does it fall within the disciplinary action of the current handbook except for the extra-curricular code. It is designed to prevent drug usage, to educate student extracurricular participants as to the serious physical, mental and emotional harm caused by drug use/abuse, to create and maintain a safe, drug free, environment for extra-curricular participants and to assist students in getting help when needed.

The results of any drug test administered under this policy shall be used only for determination of eligibility to try out for and participate in extracurricular activities and for no other disciplinary purpose.

Participants in the following non-graded, extracurricular activities fall under the provisions of the Random Drug Testing program: Interscholastic Athletics, Jazz Choir, Chamber Choir, Jazz Band, Scholastic Bowl Team, Thespians, Cheerleading, Speech Team, Student Council, Peer Resistance Team, Students Against Drugs and Alcohol, Swimming, National Honor Society and Class Officers

Students wishing to participate in one or more of these activities must submit, and have on file, a Random Drug Testing consent form, signed by the student and the student's parent/guardian prior to extracurricular participation. Copies of the River Bend Random Drug Testing Policy are made available to extracurricular participants and their parent/guardians at the coaches/sponsors meeting prior to the start of each activities season.

RECESS

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

REPORT CARDS & PROGRESS REPORTS

Report cards will be issued at the end of every nine (9) weeks. Progress reports are issued at the mid-term of each quarter to every student. Parents have the opportunity to view their students grades on a daily basis through the district website. At registration, parents may waive their right to receive progress reports due to the availability of the Internet.

RESIDENCE

Resident Students

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in state law. A student's residence is the same as the person who has legal custody of the student.

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. In addition, the child's natural or adoptive parent, if available, shall complete a signed statement or Power of Attorney stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency.

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

Non-Resident Students

Non-resident students may attend District schools upon the Superintendent's recommendation, approval of the School Board, and subject to the following:

1. The student will attend on a year-to-year basis. Approval for any one (1) year is not authorization to attend a following year.
2. The student will attend the school designated by the School Board.
3. The student will be accepted only if there is sufficient room.
4. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by state law.

5. Transportation to and from school shall be the responsibility of the parent(s)/ guardian(s).

RIVER BEND MIDDLE SCHOOL

ACTIVITIES PHILOSOPHY

Athletics and school sponsored activities at the middle school level:

1. Due to the competitive nature of athletics, the River Bend Board of Education can make no commitments regarding the amount of playing time an individual may receive on any RBMS athletic team.
2. Will have a schedule of games/matches set up by the administrator with no more than three games in one week and every attempt will be made to play two games during the same week. A school sponsored athletic team will be allowed to participate in a conference tournament during their season. If a conference tournament is not available, then one other tournament will be sponsored as a middle school function, as long as no game is played on a Sunday.
3. In the event that large numbers of participants prohibit a quality experience for many of the athletes on any RBMS athletic team, the administration will actively solicit volunteers for the formation of an intramural program. RBMS will facilitate the activities and competitive events of any such program.
4. Will have preference over any non-school group or function involving the use of school facilities.
5. Will recognize the head varsity coach as a vital link to the philosophy and coaching strategies for all middle school athletics programs.
6. Will allow students to remain in a supervised location within the building while waiting for a late practice to begin.

Athletics and school-sponsored activities at the middle school level will not:

1. Allow any practices on Wednesday night to go past 6:15 P.M., or any games to be played on Sunday or Wednesday nights. The only exception to a Wednesday night game will be a tournament game that is not controlled by the River Bend School District. There will be no Sunday or Wednesday games sponsored by the River Bend School District.
2. Sponsor any elite group of athletes and/or students at any time.
3. Cut students from a given sport or extra-curricular activity.

Athletic Tickets: This fall, River Bend Middle School athletic event tickets at the gate will be \$2.00 for adults and \$1.00 for students. (*River Bend students – no charge with a school issued River Bend Student Athletic Activity Ticket*). Persons 60 years or older will qualify for a Senior Citizens pass for a charge of \$10.00 per year. This pass can be obtained at any school between the hours of 8:00 A.M. and 4:00 P.M. Monday through Friday.

CHORUS STANDARDS

A chorus syllabus will be distributed at the beginning of the year defining policies and performances. RBMS chorus grades are based on the following:

1. Effort
2. Attitude
3. Behavior
4. Attendance at all performances and rehearsals

RBMS chorus student membership is based on semesters. Chorus is an elective course offering. Therefore, students wishing to drop chorus after one (1) week from the start of the school year, or the start of the second semester, will receive a grade of "F" for the nine-week grading period in which the student dropped. A student wanting to join chorus at any time during a semester can do so at the discretion of the director. The director will base her/his decision on whether or not the student will have enough time to prepare for an upcoming performance.

The result of unexcused performance absence is a "O" in the grade book. Unexcused absence also would include a detention as the performance is considered equal to a major assignment.

A "major" level concert would be those such as contests, Christmas, Spring and District Choral Concerts. Unexcused absence from these would result in a probable lowering of the grade by two (2) letters.

A "minor" level concert would be those such as open house, assemblies, and graduation. Unexcused absence from these would result in a probable lowering of the grade by one (1) letter.

The intent of grading in chorus is to encourage attendance as well as stressing the importance of attending performances. Feeling success in performance from rehearsal efforts is of utmost importance to the student and to the group as a whole.

PERSONAL INVITATIONS AT SCHOOL

Students are not permitted to pass out personal invitations for parties to other students at school unless invitations are given to entire homeroom, entire grade, all boys or all girls in their homeroom/grade.

DETENTION POLICY

Detention is recognized as a legitimate form of student discipline with the following stipulations:

1. Time in detention is planned as a learning experience.
2. There are two (2) types of detentions: Administrative and Teacher. A teacher detention is given by an individual teacher in order to deal with minor discipline problems. Teacher detentions will be handled by the classroom teacher and will not double for administrative detentions. This kind of detention may include eating lunch and spending recess time with the teacher, after school help/tutor (agreed upon by parent), or some other means of discipline or tutorial assistance.
3. Administrative detentions will be assigned in the school office by the secretary, or principal, based on the behavioral referral sent by a teacher. Detentions are assigned on Tuesday, Wednesday (except on 1:30 dismissal days), and Thursdays from 3:10 p.m. to 3:45 p.m. Exceptions are not made for extra-curricular events. Rescheduling administrative detentions will be considered by the principal depending on the parents' needs. Parents are expected to sign all administrative detentions. All administrative detentions will be assigned twenty-four hours in advance. The student is responsible for getting an administrative detention signed by his/her parent or guardian.
4. Students need to bring homework to detentions. No recreational materials will be accepted during detentions.
5. Administrative detentions start over with each new nine-week grading period.
 - 1st behavior referral – 1 detention
 - 2nd behavior referral – 1 detention
 - 3rd behavior referral – 1 detention
 - 4th behavior referral – 1 detention
 - 5th behavior referral – 1 in-school appointment
 - 6th behavior referral – Out of school suspension
 - 7th or more – multiple in-school appointments/out of school suspensions
6. Students are expected to:
 - a. arrive on time
 - b. bring study materials
 - c. sit where assigned
 - d. sit quietly
 - e. behave appropriately-no credit for the detention, or further disciplinary action may be taken.

GRADE LEVEL EXPECTATIONS

6th GRADE TEAM

Grades: Parents are encouraged to regularly check their students' grades by using the Power School website.

Homework Policy:

1st missed assignment – Warning; the assignment will be accepted late with no penalty to the student.

2nd missed assignment – Homework notice sent home for parents to sign. The assignment will be accepted, but points will be deducted for being late.

3rd and all other missed assignments for the quarter will result in a detention after school.

Students will have a maximum of one (1) week to turn in late work at a lowered grade. After that week, a zero will be entered in the grade book.

Discipline Policy:

Classroom rules will be posted in each classroom. Students will start each day with a clean slate. Severe disruptions or insubordination will result in an office referral or detention. After losing recess twice per quarter, subsequent offenses will result in a detention.

1st time – Name written on the board – first warning

2nd time – 1st check mark – second warning

3rd time – 2nd check mark – loss of recess for the day

4th time – 3rd check mark – behavioral detention

7th GRADE TEAM

Late Homework Passes: One (1) late homework pass is allowed per class, per quarter and it allows a student to turn in their work the following day for full credit. However, the pass does not mean an assignment can be skipped. If your child neglects to do an assignment the following procedure will take place:

1st offense – the student may use their late pass for full credit the following day.

2nd offense – the student will receive a note informing the parent of missed assignment(s). The completed assignment along with the signed note by the parent, or guardian, must be returned the following day. If the assignment is complete, the note signed by parent, or guardian, and returned the following day, all points will still be awarded. Otherwise, the child will receive a zero.

3rd and more – the student will receive a detention and zero points for this and all following offenses. The completed assignment and signed detention slip need to be returned the following day.

**Late work in math class is a little different. If the assignment is not finished, work not shown, or is not turned in before 2nd hour, the student will have to use their late pass. The teacher uses prep time to evaluate and correct assignments.

Test corrections: Test corrections will be offered to everyone, **BUT** the only way to get the test corrections averaged into the overall grade is to have a parent signature on the test along with the corresponding test corrections completed. The parent has the choice to sign the test or not. This policy applies to any letter grade and the signature provides a means of communication between teacher and parent. Math class will not have test corrections as an option and a test will be given after every five (5) lessons.

Posting grades: Grades will be confidentially posted periodically in a designated area in each classroom using ID numbers. If the student records their grade in their assignment notebook, the teacher will initial the grade. Thus, the teachers shouldn't have to print out weekly grade reports for every child.

8TH GRADE TEAM

Grades: Grades will be posted by student ID numbers after every major assignment or test. "INC" means incomplete and this will be recorded instead of a grade. This means the assignment is missing.

Late work: Late work will have points deducted by a value determined by the classroom teacher. The student will have one (1) week to turn in the assignment before it becomes a zero.

Extra Credit: No extra credit will be given out at the eighth grade level. Five (5) extra credit points will be given to those students that take their test home and have it signed by a parent and returned to the teacher.

Prepared for class: Students need to come to each class prepared with all their materials. Teachers may not send students to lockers or provide extra books and/or worksheets if this becomes a continuous problem.

No-Cut Policy

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

Promotion/Retention Policy

1. A passing grade (A, B, C, D) in 4 out of 5 academic classes required by the end of the 1st semester.
2. Students not passing 4 out of 5 academic classes at semester time will be placed on an "At-Risk" list. Parents will be notified by certified mail in January or February of their child's academic status.
3. Attempts will be made with the parent to monitor and implement strategies to help the child improve their grades during the second semester.
4. Failure to improve grades during the second semester and/or failing two (2) academic classes for the year will result in the loss of graduation ceremonies and/or promotion to the next grade level.
5. The preceding guidelines are recommended for general practice; however, the Administration reserves the right to deviate from these guide lines should an individual case require special handling.

SCHOLASTIC STANDING/ELIGIBILITY

In order to remain eligible, the student must be passing all classes (No F's) during the sport or activity in which he/she is participating. The grades are based on a weekly quarter average of all classes calculated each Friday. Ineligible students will not participate in games or travel to games for one (1) week. Participation in practice is at the discretion of the coach based on the best interest of the student. This applies to sports, quiz bowl, plays, pep club, art club, chess club and other student clubs. Students are not expected to dress or sit on the bench during ineligibility.

SCHOOL HOURS

All River Bend Schools will be open for classes on Wednesday, August 22, 2007. The first day will be only a partial day. Fulton Elementary School will be in attendance from 8:10 A.M. until 11:10 A.M.; River Bend Middle School will be in attendance from 8:07 A.M. until 11:10 A.M. Fulton High School ninth grade students and any new students to the district will be in attendance from 8:10 A.M. until 11:20 A.M. Students in grades 10th, 11th, and 12th are not required to be in attendance on the first day of school. Thursday, August 23, 2007, will be the first full day of school attendance at all River Bend Schools. The starting and closing times are as follows:

FULTON ELEMENTARY SCHOOL	8:10 A.M. - 3:05 P.M.
RIVER BEND MIDDLE SCHOOL	8:07 A.M. - 3:05 P.M.
FULTON HIGH SCHOOL	8:10 A.M. - 3:15 P.M.

SEARCH AND SEIZURE

To maintain order and security in the schools, school authorities are authorized to conduct searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment as well as personal effects left there by students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The Superintendent may request the assistance of law enforcement officials or other, approved outside agencies to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

School authorities may search a student and/or the student's personal effects in the student's possession (such as purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the district's student conduct rules. The search itself must be conducted in a manner which is reasonably related to its objectives and not excessively intrusive in light of the age and gender of the student and the nature of the infraction.

SEXUAL HARASSMENT

Sexual harassment of students is prohibited. An employee, district agent, or student engages in sexual harassment whenever he/she makes unwelcome sexual advances, requests sexual favors, and engages in other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. has the purpose or effect of:
 - a. substantially interfering with a student's educational environment;
 - b. creating an intimidating, hostile, or offensive educational environment;
 - c. depriving a student of educational aid, benefits, services, or treatment; or
 - d. making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.

The terms "intimidating", "hostile", and "offensive" include conduct which has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include unwelcome touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe they are victims of sexual harassment or have witnessed sexual harassment, are encouraged to discuss the matter with the building Principal, Student Services Personnel, Guidance Counselor, or Superintendent. Students may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

Any district employee who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any student of the district who is determined, after investigation, to have engaged in sexual harassment will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

STUDENTS ON GROUNDS

Fulton High School

Students should not arrive before 7:45 a.m. unless they have permission and are properly supervised. The north door to the office and the north and south doors to the cafeteria will open at 7:45 a.m. Students can only use the north door entrance to the office if they have permission or to conduct business with the office. Students may not be in the hall until 8:00 a.m. The north and south doors to the cafeteria will be locked at 8:05 a.m. Students may gather on the grounds, but not on neighbor's property or in front of neighbor's property in the streets/sidewalks. Once the school doors open at 7:45 a.m., occupants must leave the vehicle and go onto school property. When school is dismissed, upon leaving school property, students must leave the school area immediately.

River Bend Middle School, Fulton Elementary

Students should not arrive before 7:45 a.m. They may enter the building at 8:00 a.m. and must be in the classroom before 8:07 a.m. Breakfast students should not arrive prior to 7:30 a.m. Upon leaving school property, students must leave immediately.

SUPPORT SERVICES AND SPECIAL EDUCATION PROGRAMS

The River Bend Schools offer a variety of support services and special education programs.

- A. Offered through the Bi-County Cooperative:
 - 1. Psychologist
 - 2. Social Worker
 - 3. Low-incidence Special Education classes such as Pre-School, Severe & Profound, Behavior Disorders, etc.

- B. Offered directly by River Bend Schools:
 - 1. Speech & Language Therapy
 - 2. Educable Mentally Handicapped Classes
 - 3. Learning Disabilities Classes
 - 4. Pre-School Screening
 - 5. Chapter I Reading
 - 6. Gifted

STATEMENT OF PHILOSOPHY

The objectives of the district will be consistent with the Constitution of the State of Illinois which says "The fundamental goal of the people of Illinois is the educational development of all persons to the limits of their capabilities."

Each student shall be given the opportunity to develop to the limit of his capacity without regard to race, creed, religion or gender.

STUDENT ACCIDENT INSURANCE

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

GRADE	DURING SCHOOL HOURS	24-HR. COVERAGE	FOOTBALL COVERAGE
Pre K-8	\$16.00	\$80.00	
9-12	\$31.50	\$102.00	\$71.50

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

STUDENT CENTER

Student Center is an opportunity for juniors and seniors to be released from advisory and socialize in the cafeteria during this period. Seniors will be eligible on "A" days after the first mid-quarter report. Juniors will be eligible on "B" days after the first quarter. Eligibility to attend the Student Center will be determined after each grade report for the school year.

Student Center Requirements:

1. Every student must check in at his/her advisory.
2. If a student can check in with his/her advisory teacher and then make it to Student Center before the 2:40 p.m. bell, he/she does not need a pass. All others need teacher signed passes to get into Student Center.
3. **ONLY** students (Juniors and Seniors) who qualify for the honor roll and have no D's or F's on their report card or midterm report are allowed to attend Student Center. To qualify for the honor roll, students can have only 1 C on their report card and have an A in another course (not P.E. or Driver's Ed.).
4. Teachers may not send other students to the cafeteria.
5. It is the responsibility of the Advisory Teacher to identify those students who meet the academic requirements. Advisory Teachers can deny a student the privilege for Student Center based on the student's behavior in advisory even if they meet the academic requirements.
6. Students who violate Student Center rules should be removed from Student Center. Student Center is for honor students and we expect those who qualify for this privilege to follow rules, be on time and maintain excellent behavior.

STUDENT RECORDS

Philosophy

School student records are confidential and information from them shall not be released other than as provided by law. State and federal law grant student and parent(s)/guardian(s) certain rights, including the right to inspect, copy, and challenge their child's school records. The information contained in school student records shall be kept current, accurate, clear and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but parent(s)/guardian(s) shall have the right to object to the release of information regarding their child.

The Superintendent shall implement this policy and state and federal law with administrative procedures. The Superintendent shall also designate a *records custodian* who shall maintain student records. The Superintendent or a designee shall inform staff members of this policy, and shall inform students and their parent(s)/guardian(s) of it, as well as their rights regarding student school records.

Notification to Parents and Students of Rights Concerning a Student's School Records:

The District will maintain two sets of school records for each student: a *permanent* record and a *temporary* record. The *permanent record* includes:

basic identifying information, academic transcripts, attendance record, accident and health reports, information pertaining to release of this record, honors and awards, school-sponsored activities and athletics.

The *temporary record* may include:

family background, intelligence and aptitude scores, psychological reports, achievement test results, participation in extracurricular activities, honors and award, teacher anecdotal records, disciplinary information, special education files, verified reports or information from non-educational persons, verified information of clear relevance to the student's education, information pertaining to release of this record.

The Family Educational Rights and Privacy Act (FERPA) and the Illinois student Records Act afford parent/guardians and students over 18 years of age ("eligible student") certain rights with respect to the student's education records. They are:

1. The right to inspect and copy the student's education records within 15 school days of the day the district receives a request for access.

Students less than 18 years of age have the right to inspect and copy their permanent record. Parents/guardians or students should submit to the school Principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent(s)/guardian(s) or eligible student of the time and place where the records may be inspected. The district charges 35¢ per page for copying but no one will be denied their right to copies of their records for inability to pay this cost.

The rights contained in this section are denied to any person against whom an order of protection has been entered concerning a student.

2. The right to request the amendment of the student's education records that the parent(s)/guardian(s) or eligible student believes are inaccurate, misleading, irrelevant, or improper.

Parents/guardians or eligible students may ask the district to amend a record that they believe is inaccurate, misleading, irrelevant, or improper. They should write the school Principal or records custodian, clearly identify the part of the record they want changed, and specify the reason.

If the district decides not to amend the record as requested by the parent(s)/guardian(s) or eligible student, the district will notify the parent(s)/guardian(s) or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent(s)/guardian(s) or eligible student when notified of the right to a hearing.

3. The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or Illinois School Student Records act authorizes disclosure without consent.

Disclosure is permitted without consent to school officials with legitimate educational or administrative interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent(s)/guardian(s) or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll as well as to any person as specifically required by state for federal law. Before information is released to individuals described in this paragraph, the parent(s)/guardian(s) will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such recourse.

The right to challenge school student records does not apply to: (1) academic grades of their child, and (2) references to expulsions or out-of-school suspensions, if the challenge is made at the time the student's school student records are forwarded to another school to which the student is transferring.

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent(s)/guardian(s) can be identified; any person named in a court order; and appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons.

4. The right to a copy of a school student record proposed to be destroyed or deleted.

Student records are reviewed every four (4) years or upon a student's change in attendance centers, whichever occurs first.

5. The right to prohibit the release of directory information concerning the parent's/guardian's child.

Throughout the school year, the district may release directory information regarding students, limited to: name, address, gender, grade level, birth date and place, parents'/guardians' names and addresses, academic awards, degrees and honors, information in relation to school-sponsored activities, organizations, and athletics, major field of study, and period of attendance in school.

Any parent(s)/guardian(s) or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building Principal within 30 days of the date of this notice. No directory information will be released within this time period, unless the parent(s)/guardian(s) or eligible student are specifically informed otherwise.

6. The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under state law.

7. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office U.S. Department of Education
400 Maryland Avenue, SW
Washington DC 2020-4605

TECHNOLOGY/ELECTRONIC NETWORK ACCESS

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

All use of electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. The use of the District's technology/electronic networks must be (a) for the purpose of education or research, and be consistent with the educational objectives of the District, or (b) for legitimate business use.

Each student and his or her parent(s)/guardian(s) must sign the *Authorization for Technology/Electronic Network Access* upon entering Kindergarten, 6th grade and 9th grade before being granted access. The failure of any user to follow the terms of the *Authorization for Technology/Electronic Network Access* will result in the loss of privileges, disciplinary action and/or appropriate legal action by building administration.

TESTING

ITBS tests are given to students in grades 1-8.

ISAT testing occurs in grades 3, 4, 5, 7, and 8.

Preliminary Scholar Aptitude Test (voluntary basis) is given to Juniors in October.

Consumer Education Proficiency Test (voluntary basis) is given to Juniors in the fall.

Students in grades Kindergarten through 8th grade are administered the Iowa Test of Basic Skills.

PLAN Achievement tests are administered to the Sophomore Class.

Prairie State Achievement Exams, which includes ACT testing are administered to the Junior Class in April.

****College Testing Program** - Either the College Entrance Examination Board Tests or the American College Test is required for admission to most colleges. These tests are designed to cover a wide variety of basic background information. From the test results, the college gets a good idea of the student's general academic background and, from it can predict, with considerable accuracy, the student's probable success in college. The college board tests contain, in addition to the aptitude test, several achievement tests which the student may elect to take. Often the college to which he/she is applying will direct that he/she should take one or more of the achievement tests.

Application to take them must be made at least one (1) month prior to the test date. Counselors can supply specific information about these tests and when they are to be given. More and more tests are being taken by juniors. It is, therefore, important that every student consult the counselor early about his/her own testing program. It is of the greatest importance that college planning be done early.

TRANSPORTATION

Students who are licensed to drive by the State of Illinois may drive cars and other vehicles to school. After a student vehicle arrives in the school area, it must be parked. Once the school doors open at 7:45 a.m., occupants must leave the vehicle and go onto school property. When school is dismissed, upon leaving school property, students must leave the school area immediately!

Any student who screeches tires, hotrods, or engages in any unsafe or disruptive action with a vehicle is subject to disciplinary action. A parent conference may be scheduled with the end result being that student's loss of driving privileges to school.

Students that are eligible for school provided transportation will be dropped off and picked up at the south side of the high school building. Once students depart from the school bus they are to immediately enter the school building at the designated area.

TRANSCRIPTS

Students who wish to have transcripts (copy of permanent record card) sent to colleges for admissions purposes should contact the Guidance Office. It is necessary that a release form be completed prior to mailing of the transcript. The first transcript is free - transcript for scholarship application is free - all other transcripts are charged a fee of \$2.00.

VISITORS TO THE SCHOOLS

The District encourages visits by School Board members, parent(s)/guardians(s), citizens, and taxpayers to all school district buildings. All visitors shall report to the building Principal's office. If a parent wishes to confer with a teacher, an appointment must be made. Conferences will be held outside school hours or during the teacher's conference/preparation period.

WAIVER OF STUDENT FEES

The Superintendent will recommend to the board for adoption what fees, if any, will be charged for the use of textbooks, consumable materials, extracurricular activities, and other school fees. Students will pay for loss of school books or other school-owned materials.

Students shall not be denied educational services or academic credit due to the inability of parent(s)/guardian(s) to pay fees and charges.

Students whose parents are unable to afford student fees may receive a waiver of fees, including lock rental and physical education towel rental charges. However, these students are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

Applications for fee waivers may be submitted by a student's parent(s)/guardian(s) who have been assessed a fee on an application form available from the building Principal.

A student shall be eligible for a fee waiver when:

1. The student is currently eligible for free lunches or breakfasts pursuant to 105 ILCS 5/125/1 et seq. (Ill. Rev. Stat., ch. 122. para. 712.1 et seq.).
2. The student or student's family is currently receiving aid under Article IV of The Illinois Public Aid Code (Aid to Families with Dependent Children).

Additional consideration will be given by the building Principal where one (1) or more of the following factors are present:

- illness in the family;
- unusual expenses such as fire, flood, storm damage, etc;
- seasonal unemployment;
- emergency situations.

The parent(s)/guardian(s) shall submit written evidence of eligibility for waiver of the student's fee. A separate application form shall be submitted for each fee assessed to each student.

The building Principal will notify the parent(s)/guardian(s) promptly as to whether the fee waiver request has been granted or denied. A building Principal's denial of a fee waiver request may be appealed to the Superintendent by submitting the appeal in writing to the Superintendent within 14 days of receipt of the appeal. The Superintendent's decision may be appealed to the School Board. The decision of the board is final and binding.

WEATHER PROCEDURE

Occasionally hazardous weather conditions make it advisable to adjust daily school beginning and ending times and in some cases to dismiss school for an entire day. School officials attempt to get such information to the local radio stations early, in most cases by 6:30 A.M. For information, tune your radio to one of the stations listed below. **DO NOT** call the school on mornings when the weather is bad! To do so ties up the phone lines and delays getting the message to the radio stations. Staff members have been instructed that if they are contacted at home they are to refer the person to the radio stations and/or recorded message phone.

Early dismissals are sometimes advisable because of hazardous weather conditions changing after school has started for the day. Radio stations are notified as soon as possible.

WEATHER / RADIO / TV

When weather conditions are questionable, tune your radio to:

KROS (1340) AM

KMXG MIX (96.1)FM

WSDR (1240) KCLN (94.7)FM
KLNT (1390AM) WCCI (100.3)FM
WLLT (107.7)FM WLLR (103.7)FM
WQAD (TV-8) KLJB (TV-18)
WHBF (TV-4) KWQC (TV-6)
emergencyclosings.com

Global Connect – Messages on your cell phone will display the number 815-589-2711.

WHITESIDE AREA CAREER CENTER

In order to register for this course, an application must be filed with the counselor. Principal approval is the final determination for attendance at the center. General prerequisites for attendance at the W.A.C.C. are:

1. 1.95 (C-) cumulative grade point average.
2. All credits up to date by the end of grade 10 for juniors and grade 11 for seniors.
3. No more than ten (10) days absence in any given year (major illness excluded.)
4. A disciplinary record showing no excessive detentions or suspensions from school.
5. Fulton High School allows only juniors and seniors to attend W.A.C.C.
6. Students who do not meet the criteria, but wish to attend WACC may request a review by FHS administration.

Preference will be given to students who have taken the introductory courses at Fulton High School and to those who intend to pursue a vocation in one of the areas offered at W.A.C.C. Registration in this course requires a student to ride school transportation to Sterling with a departure time of 7:10 A.M.

All rules and regulations apply to students while in attendance at the Career Center. Students are subject to disciplinary action for behavior that occurs at W.A.C.C.

If a student misses the a.m. bus to W.A.C.C., that student will be expected to arrive at FHS by 8:10 a.m. No student is permitted to drive to W.A.C.C. (or ride with another student to W.A.C.C.) without prior written permission from the high school principal and parents.

Students who apply and are approved must successfully complete this course. Students **who drop out or fail to attend may be required to reimburse the school district for the tuition cost**, which is not refundable from W.A.C.C. Students are required to attend W.A.C.C. every day W.A.C.C. is open – even if FHS is not in session (unless it is a snow day). Refusal to attend is considered truancy.

YEARBOOK/PUBLICATION POLICIES

Content Policy

By virtue of the fact that the yearbook is a student conceived, planned and produced publication, as well as a product of an academic program, there are certain guidelines which must be put into practice ethically and legally. Journalistic in nature, the publication attempts to inform and entertain its audience in a broad, fair, and accurate manner on all subjects that affect readers in the areas of lifestyles, academics, clubs, and sports. The entire student body of prospective readers constitutes the target audience for the yearbook with secondary audiences including parents, school personnel, community members and other scholastic journalism groups. Content focuses on coverage, which will meet the wants and needs of the majority of these students. While the yearbook staff not only allows, but also encourages, constructive criticism of any part of the yearbook, before or after distribution, final authority for the content rests solely in the hands of student journalists, their advisor and ultimately, the school administration. No material, opinionated or otherwise, will be printed which is libelous, irresponsible, advocates an illegal activity or which the editorial board and/or advisor deems in poor taste.

Portrait Policy

Undergraduate students and school personnel must have their portraits made with the official school portrait photographer in order to be included in the current volume of the yearbook. All students and faculty will be afforded one (1) opportunity to have their portraits taken or retaken if the need presents itself. Senior students will need to submit their senior portraits to the yearbook advisor before a preset

deadline in order to have their senior picture included in the current volume of the yearbook. The deadline will be determined by the yearbook advisor and students will be given ample time to meet this deadline. Any member of the school personnel or of the student body that does not get his/her portrait taken or does not meet the portrait deadline (seniors only), the yearbook advisor will use that individual's portrait from a previous school year. All portraits are subject to approval by the yearbook advisor.

Book Sales Policy

All yearbook sales are final. Exchanges will be made for books that were damaged as a result of shipping or publisher mishap (pages printed upside down, pages missing, etc). The damaged book will be replaced by another book, provided there is an extra one available. If the advisor does not have an extra book, the exchange will be monetary. It is the responsibility of the buyer to provide proof of purchase, if no record can be provided by the yearbook advisor. A valid receipt or a cancelled check deposited in the yearbook account will constitute proof of purchase.

Advertising Policy

All advertising accepted by the staff must meet the same guidelines as the content policy. Acceptance of advertising does not constitute an endorsement by the school, the staff as a whole, or its individual members. Students, who appear in advertising, must sign a model release form acknowledging that they will accept no monetary remuneration from the client and their appearance is one of support for the publication rather than the business or professional. Advertising program rates are specifically detailed in the ad packet and contract. The yearbook advisor on a year-by-year basis determines the advertising prices.

Obituary Policy

Should a student and/or school personnel die anytime during the current coverage period, the staff will treat the death in a tasteful, respectful manner. The portrait of that individual will appear as it would under normal circumstances, but the name of the person and dates of birth and death will be set in a 30% black screened box. This uncommanding treatment will provide adequate memory of the individual for those closely associated while not overemphasizing it for other readers.

INTRODUCTION

WELCOME to River Bend! This Handbook is designed to acquaint you with the rules, regulations, and procedures used in the different schools that comprise the River Bend system. All policies and rules in this book have been reviewed by a committee consisting of parents, teachers, board members, and administrators. They have been approved by the Board of Education. This publication is only a summary, the District is governed by Board Policies which are available to the public at the administrative offices. Provisions in the handbook may be changed without notice. We welcome your input into the contents of this Handbook. Is there an area that needs to be addressed that has been overlooked? The District Office would be happy to receive your comments. The phone number is 589-2711. Our web page is www.riverbendschools.org.

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