

BUCKEYE VALLEY LOCAL
SCHOOL DISTRICT

**ELEMENTARY STUDENT
HANDBOOK**

2020-2021



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Buckeye Valley Local Schools 2020-2021

| July 20 | | | | | | |
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Events

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| Aug 14 | Teacher Work Day |
| Aug 17 | Professional Day |
| Aug 18 | Staff Inservice |
| Aug 19 | First Day of School |
| Sep 7 | Labor Day |
| Sep 21 | Fair Day |
| Sep 22 | Fair Day-Staff Inservice |
| Oct 16 | PD Day End of 9 weeks- No Students |
| Nov 25-27 | Thanksgiving Break |
| Dec 18 | PD Day End of 9 weeks- No Students |
| Dec 21-Jan 1 | Christmas Break |
| Jan 18 | Martin Luther King Day |
| Feb 15 | President's Day |
| Mar 5 | PD Day End of 9 weeks- No Students |
| Mar 29-Apr 1 | Spring Break |
| May 28 | Last Day for Students |
| Jun 1 | Last day for Staff |



BV East Elementary

Dear Parent or Guardians:

We encourage you to read and use this Elementary School Handbook as your guide whenever you or your child has a question or a concern. This guide is not intended to cover everything, but we hope we have covered the items that concern most parents.

We very much encourage your involvement in school. Your child's school experience will be enriched by your participation. When we form strong partnerships, the children are benefactors. We shape a strong and effective school when we work together to ensure that each child has a successful school experience.

We are here to serve and to help develop and maintain our vital learning community. If you have a suggestion, concern, or question, please do not hesitate to call or stop by the school. You are always welcome!

Sincerely,
Buckeye Valley Elementary Staff



BV West Elementary

PARENT TEACHER ORGANIZATION (PTO)

Vital to the health of our school is our Parent Teacher Organization. The PTO provides support in all aspects of our educational program. Parents involved in PTO assist school personnel in many ways. We encourage all parents to become involved in the PTO. Whether your work schedule is day or evening, there are ways to become involved in our learning community. PTO meetings are held monthly. It is an essential part of the operation of our school. Please visit the school website for more PTO information.

SCHOOL FEES

School fees cover the cost of consumable materials that your child uses throughout the course of the school year. Workbooks and art materials are just two examples of the materials that are consumed by students each year. Please pay your school fees by sending a check to the school office.

PLEASE DO NOT SEND CASH. School fees are waived for students eligible for free or reduced lunch. If school fees are a financial hardship for your family, please contact the building principal to arrange a payment schedule. School Fees are \$60 for Grades K-3 & 5 and \$65 for Grade 4 (includes recorder).

EMERGENCY SCHOOL CLOSINGS AND DELAYS

If it becomes necessary to close schools due to unexpected emergencies or weather conditions, announcements will be made over the following radio stations: FM = 92.3, 94.9, 95.5, 96.3, 97.9, 99.7, 103.9, 106.9, 107.1, AM = 610, 920, 1490; TV = 4, 6, 10 & ONN

School closing information is also available at the Buckeye Valley Local School website (www.buckeyevalley.k12.oh.us). Students and parents should not call the stations or the school to determine delays as it ties up the phone lines.

There may be times when it is necessary to dismiss school during the day because of an emergency. It is impossible for us to contact each parent when these situations occur. Parents are urged to make arrangements with a neighbor or friend or YMCA Y-Club so their child will have a place to go if a parent/guardian is not home. We hope that there will be no unscheduled early dismissals, but emergencies do occur and we need everyone's cooperation if such a need arises.

YOU WILL RECEIVE AN EMERGENCY SCHOOL CLOSING FORM AT THE BEGINNING OF THE YEAR. PLEASE FILL IT OUT AS SOON AS POSSIBLE, AND RETURN IT TO THE SCHOOL WITH YOUR EMERGENCY MEDICAL FORM. WE WILL USE THESE FORMS IN THE EVENT OF A SCHOOL CLOSING. PLEASE BE SURE TO UPDATE THESE NUMBERS THROUGHOUT THE YEAR AS NECESSARY.

****An automated notification system of emergency closings and delays is available. Please see the BV website for registration information.*

YMCA Y-CLUB BEFORE AND AFTER SCHOOL PROGRAMMING

Before and after school programming is provided by the YMCA and is available for all families from 6:30 a.m.-9:00 a.m. and from 3:40 p.m.-6:00 p.m. daily. The YMCA Y-Club will offer programming in the summer. Information regarding Y-Club can be obtained by visiting the BV website or calling the YMCA at 614-839-9622.

In the event of a school delay, Y-Club will operate on Delay Hours.

In the event of a school closure, Y-Club will be CLOSED.

BUCKEYE VALLEY PRESCHOOL

Buckeye Valley offers a half-day preschool program for students with special needs as well as peer role models. The students attend Monday through Thursday during the hours listed below.

MORNING SESSION: 9:00 a.m.-11:40 a.m.

AFTERNOON SESSION: 1:00 p.m.-3:40 p.m.

In the event of a delay, preschool hours are as follows:

1 Hour Delay: MORNING SESSION: 10:00 a.m.-11:40 a.m.

AFTERNOON SESSION: 1:00 p.m.-3:40 p.m.

2 Hour Delay: MORNING SESSION: 11:00 a.m.-12:45 p.m.

AFTERNOON SESSION: 1:45 p.m.-3:40 p.m.

ATTENDANCE

“Regular attendance by all students is very important. In many cases, irregular attendance is the major reason for poor schoolwork; therefore, all students are urged to make appointments, do personal errands, etc., outside of school hours.” BOE Policy Manual, Section JED

ATTENDANCE (cont.)

The school is not responsible for students before or after posted times. Parents assume responsibility and risk of students if they arrive early or depart late.

It is very important that your child be at school every day. We realize, of course, that children do become ill and will need to be out of school until well. Our expectation is that every child will come to school, be on time, and be prepared to learn every day. Please schedule family outings and vacations outside of the school calendar if possible. However, vacation request forms are available in the office and online and must be submitted to the school 10 school days prior to the scheduled vacation date. If the vacation request is submitted at least 10 school days prior to the vacation date, the teacher(s) will provide work to be completed upon return. This does not guarantee that it is all of the work missed during the vacation, and the student may have more work to complete upon his/her return. If the vacation request is not submitted 10 school days prior to the leave, no work will be given until after the vacation, and all work must be completed within an equal number of school days as the student's absence.

If your child must miss school, please call the office no later than 9:30 am, preferably before 8:30 am. Voicemail is available to take your calls around the clock. The State of Ohio has established what constitutes a valid reason to miss school. When your child misses school for one of the following reasons, his/her absence may be excused: personal illness, illness in the family, quarantine in the home, death in the family (3 days in state, 5 days out of state), observation of a religious holiday and/or a family emergency (at principal's discretion).

Please call the school before 9:00 a.m. if your child will be tardy. At that time please order a lunch if necessary. A student is considered tardy if he/she arrives at school after 9:15 a.m. If a student has not arrived at school by 9:30 a.m., and we have not heard from you, your child will be considered absent. **WHEN YOUR CHILD IS TARDY, PARENTS ARE ASKED TO PLEASE COME TO THE OFFICE AND SIGN IN YOUR CHILD. Attendance is counted until dismissal.**

If your child exceeds 15 days (82.5 hours) of absence or ten (10) tardies for any reason, a doctor's note (received by the school within 5 school days of the student's return) will be required to excuse future absences, and, depending on the circumstances, the County Attendance Officer and/or Juvenile Court Liaison may be contacted.

TRUANCY

Senate Bill 410, effective 2017-2018 school year, declares Truancy has two levels:

Habitual Truant - Absent 30 or more consecutive hours without a legitimate excuse; absent 42 or more hours in one month without a legitimate excuse; absent 72 or more hours in one year without a legitimate excuse.

Excessive Truant - Absent 38 or more hours in one school month with or without a legitimate excuse; absent 65 or more hours in one school year with or without a legitimate excuse.

The school is required to intervene with the parent and child. If intervention does not solve the truancy problem, the Juvenile Court System may schedule a medication or file a complaint against the child and the parent.

DISMISSAL OF STUDENTS

When your child must leave school early, you must sign your child out in the office. They are not allowed to wait in front of or behind the school building or to enter cars unless accompanied by a parent. These rules are necessary to ensure student safety. You must send a note **or call the school office by 2:30 p.m.** each time there will be a change in your child's dismissal time or procedure. **We ask to see identification of any person we do not know and will not release a child to a babysitter, stepparent, or friend without prior written or verbal authorization. WE WILL FOLLOW THE CHILD'S NORMAL ROUTINE WITHOUT A NOTE FROM THE PARENT.**

HEALTH SERVICES

Screening services are provided by the school nurse according to guidelines established by the Ohio Department of Health. Student vision and hearing screenings occur yearly at the following grade levels: Kindergarten, 1st, 3rd, 5th, 7th and 9th grade. In addition to this standard yearly screening, the school nurse accepts referrals from parents, teachers and other staff members to

HEALTH SERVICES (cont.)

screen students. It should be noted that new students to the District are also screened.

Besides providing basic vision and hearing screenings, the school nurse also screens for communicable diseases for the health and safety of our students.

First aid is provided for all students in need according to guidelines established by the Ohio Public Safety Office and the Ohio Chapter of the American Academy of Pediatrics.

GENERAL HEALTH GUIDELINE: Students are sent home if they have a temperature 100 degrees or higher, vomiting or diarrhea and **may not return to school until they are symptom free for 24 hours without the aid of medication.**

IMMUNIZATIONS

Each student should have the immunizations required by law or have an authorized waiver. If a student does not have the necessary shots or waiver, the Principal may remove the student or require compliance with a set deadline. This is to ensure the safety of all students and in accordance with State law. Any questions about immunizations or waivers should be directed to the school nurse.

IMMUNIZATION REQUIREMENTS

Unless given a waiver, students must meet the following requirements:

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| Diphtheria | Five (5) or more doses of DTaP or DT vaccine or any combination thereof, is the minimum acceptable. The 5 th dose must be after the 4 th birthday. All students entering the 7 th grade must have a Tdap or Td or have been administered a dose within the previous five (5) years. |
| Tetanus | |
| Pertussis | |
| Measles | Two (2) doses of MMR vaccine on or after the 1 st birthday. |
| Mumps | The second dose of MMR vaccine must be given at least thirty (30) days after the first dose. |
| Rubella | |
| Polio | Four (4) doses. Fourth dose must be after 4 th birthday. |
| Varicella | One (1) dose; 1 st through 4 th grade. Two (2) doses for those entering Kindergarten. |

Hepatitis B Three (3) doses required for kindergarten through 11th grade. The 2nd dose must be given at least twenty-eight (28) days after the 1st dose. The 3rd dose must be given at least 16 weeks after the 1st dose and 8 weeks after the 2nd dose and after 24 weeks of age.

EMERGENCY MEDICAL AUTHORIZATION

The Board has established a policy that every student must have an Emergency Medical Authorization Form completed and signed by his/her parent/guardian in order to participate in any activity off school grounds. This includes field trips, spectator trips, athletic and other extracurricular activities and co-curricular activities.

The school has made the form available to every parent at the time of Enrollment and available on the BV webpage.

MEDICATION ADMINISTRATION

Medication shall not be given without consent by the parent. All medication must be received in its original pharmacy container for dispensing to the student. The school cannot accept medications brought in plastic containers, baggies or improperly labeled bottles.

A completed Medication Administration Record (MAR) form must be filed in order for any medication to be administered; the form is available at the school office or on the BV website. Prescription medications are to have the signature of both the physician and the parent/guardian. Non-prescription medications must have a parent/guardian signature.

Only the student's medication shall be given to that student. No student shall receive medication, prescription and/or non-prescription, provided by a parent/guardian and intended for use by another student. Liquid medication must be received and dispensed in a liquid medication administration cup or spoon with visible measuring lines that indicate the dosage dispensed.

No medication, prescription or non-prescription, may be carried by the student except for emergency medications as stated below.

EMERGENCY MEDICATIONS

As needed medications that the physician has determined are required by the student for a life threatening condition and which must be immediately available to the student, for self-administration, if symptoms occur, may be carried by the student if a written order is provided by the student's physician indicating that the student's condition requires that the medication must be carried by the student at all times, for example: asthma rescue inhalers and Epi-pens.

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES AND PESTS

Because a school has a high concentration of people, **it is necessary to take specific measures when the health or safety of the group is at risk.** The school's professional staff has the authority to remove or isolate a student who has been ill or has been exposed to a communicable disease or highly transient pest such as lice.

Specific diseases include: diphtheria, scarlet fever, strep infections, pertussis (whooping cough), mumps, measles, rubella, and other conditions indicated by the local and state health department. **Any removal from school will be for the contagious period as directed by the state and local health department.**

CONTROL OF NON CASUAL-CONTACT COMMUNICABLE DISEASE

In the case of non-casual-contact communicable diseases, the school still has the obligation to protect the safety of the students and staff. In these cases, the person in question will have his/her status reviewed by a panel of resource people, including a county health department employee, to ensure that the rights of the person affected and those in contact with that person are respected. The Board will seek to keep students and staff persons in school unless there is definitive evidence to warrant exclusion.

It is the Board's policy that all students and staff members should maintain normal contact with an affected student or staff member whose continued presence in the school has been determined by this process.

The right of any affected student, as well as those of any affected staff member, shall be protected in accordance with Federal and State laws on privacy, confidentiality and due process.

Non-casual communicable diseases include sexually transmitted diseases, AIDS (Acquired Immune Deficiency Syndrome), ARC-AIDS Related Complex, HIV (Human-Immunodeficiency), Hepatitis B and other diseases that may be specified by the State Board of Health.

DRESS CODE

The Buckeye Valley Board of Education believes that good grooming and appropriate dress contribute to a positive and orderly educational environment.

At no time should a student's attire or appearance interfere with the process of Buckeye Valley Schools. The final decision as to what is appropriate is determined by the building principal.

The following guidelines are intended to aid students and their parents with their daily decisions about what to wear to school.

- It is expected that all students will come to school in clothing that is clean, neat and appropriate for school. Clothing that contains inappropriate or obscene language, bears sexually suggestive or offensive symbols or that makes reference to drugs, alcohol, and/or violence is not acceptable apparel for school.
- Clothing that attracts undue attention, such as short shorts, short skirts, tank tops, halter tops, bare midriffs, see-through clothing, excessively revealing, "sagging" pants, and spaghetti strap tops are not appropriate for school. Shorts and skirts must be at least 1 inch longer than the child's fingertips with his/her arms at his/her side.
- Accessories such as all head coverings, chains and/or sunglasses are not appropriate for the classroom.
- Students should always come to school dressed appropriately for the weather. **(Generally, if the wind chill factor in winter is at or above 20 degrees F, the children will go out for recess.)** For outdoor recess in chilly weather your child will need to come to school with a coat, gloves and a hat or hood. In warmer weather, students may wear shorts to school that are of an appropriate length.
- The style of one's hair is a personal matter. However, extreme hairstyles and/or extreme hair color can be distracting to the educational process in the classroom and are therefore inappropriate.
- Students must provide a pair of clean athletic-type shoes for Physical Education class, to be kept at school. These do not need to be new. Clean shoes help keep our gym floor clean and safe for student activities. If you need assistance with a pair of athletic-type shoes, please contact the student's Physical Education teacher.
- In order to prevent personal injury, **high heels, flip-flops, and Heelys are not permitted at school.** Sandals (flats) with a strap on the back may be worn.

VISITORS

Buckeye Valley Schools utilizes the Raptor Visitor Management System. Visitors will be required to present a valid, state issued ID upon entering the school. This will be checked against a national sex offender database to ensure registered sex offenders are not entering our buildings. Once approved, visitors will be issued a badge to display while on the premises. This does not pertain to visitors who are merely picking up or dropping off at the school. The visitor management process will only be used during school hours and does not apply to after-hours events such as performances, ceremonies, academic/athletic competitions, etc.

Students may not bring outside friends to school. Parents are always welcome, but are encouraged to make an appointment at least 24 hours in advance to see a teacher, the principal, or to visit classes. All special guests or persons visiting the school must report to the main office upon arrival to sign-in and receive their visitor's badge, which must be worn or displayed during their visit.

VOLUNTEERS

Volunteers are welcome to help with classroom and school-wide events upon invitation or coordination with school staff. Volunteers must also follow the sign-in procedures listed above for visitors and may be required to be fingerprinted for a criminal background check. Volunteer tasks are meant to focus on currently enrolled BV students, so **no siblings will be allowed to accompany parents who have volunteered to help within the classroom.**

LUNCH AT SCHOOL

All Buckeye Valley schools are closed campus schools and students are not permitted to leave for lunch. Lunch is prepared on site each day and meets all national nutritional standards. Free and reduced lunches are available for qualifying families. Free and reduced lunch forms are sent home with every student at the beginning of the school year and are available in the office at any time. Everyone is encouraged to apply for free and reduced lunch.

CLASSROOM SNACKS

Although not required, some students enjoy celebrating a special event by bringing in a treat for their classmates. However, many of our students have food allergies, especially to nuts, that can be very severe or other medical needs that require them to know all ingredients and/or nutritional information. If snacks are allowed in your child's classroom, please send

healthy food items for your child (fruits, cheeses, vegetables, crackers, raisins, and/or granola bars are good choices) or other treats (pencils, erasers, stickers, etc.) ***Snacks brought for the entire class must be in sealed packaging from the manufacturer and have nutritional information. Homemade items will not be served and will be returned home.***

CLASSROOM PARTIES

Special occasions, holidays or events may prompt classrooms to host parties. The teacher or a designee of the teacher plans these celebrations. Parents may be invited to help within the classroom during these events. These events are meant to focus on BV students, and **no siblings will be allowed to accompany parents who have volunteered to help within the classroom.**

FIELD TRIPS

Field trips are an important extension of our school curriculum. In order for your child to benefit from these activities, appropriate behavior from all students is expected. Field trips are a privilege. **(Building principals reserve the right to prohibit students from attending if it is determined that the student may jeopardize the safe operation of the trip).** Occasionally, parents may be asked to chaperone field trips. Due to liability issues, no siblings will be permitted to attend.

STUDENT SERVICES

Buckeye Valley Local Schools is a district that follows the Response to Intervention Model as well as complies with the mandates of Section 504 and the Individuals with Disabilities Education Act (IDEA). Students who are struggling academically and/or socially are largely served within the general education classroom (Tier 1).

Students may participate in academic and behavioral interventions designed by the teacher and/or the educational team within their respective classrooms.

In addition, Tier 2 services may be provided within or beyond the general classroom to promote student's academic, language and social development. Services at this level may be provided on a short term basis by speech pathologists, school psychologists, reading specialists, intervention tutors and intervention specialists in collaboration with the child's teacher and parents. Examples of this level of intervention include language intervention, small group counseling, level literacy intervention, and small group math intervention.

STUDENT SERVICES (cont.)

For students experiencing difficulties over time, the educational team may consider a referral to the Intervention Assistance Team (IAT). The team is comprised of the child's parent/guardian, teacher, principal and appropriate specialists.

This team designs an intervention plan that addresses the student's areas of need and monitors their progress over time.

For students requiring more intensive intervention (Tier 3), a variety of programs may be considered. At this level, the district or parent/guardian may request an evaluation for intensive services, nursing plans, and/or English proficiency. Examples of Tier 3 services include Reading Recovery, Speech Therapy, and English Language Learning tutoring as well as other specialized services.

Special education services are available to students with disabilities. Students who have been evaluated under IDEA may be eligible for services if their disability substantially impacts their education and requires specialized instruction. Parents are encouraged to work with the building principal to plan their child's educational plans and evaluations. The ultimate goal of the Student Services department is to design educational plans that promote student performance in the areas of academics, language, citizenship and well-being.

INTERNET POLICY

The Buckeye Valley Local School District provides students access to the Internet which may include services such as e-mail, forums, bulletin boards, and websites. This access to the Internet is provided solely for the purposes of education and educational research. The District desires to encourage responsible use of this technology but cannot provide assurance that all materials are appropriate. **The ultimate accountability for the responsible use of the Internet lies with the student.** Each student and parent will sign an Internet policy at the beginning of each school year. Access to the Internet is a privilege, which may be restricted or denied in the event of failure to comply with any of the terms of the District's Internet Usage Policy.

VALUABLE PROPERTY

Bringing valuable property such as cell phones, iPods, DVDs, CDs, expensive jewelry, electronic games, etc. is discouraged by the district. **If these items are brought to school, students must keep them turned off and in their backpacks as use of these items is prohibited in the classroom** unless authorized by staff for educational purposes. **If a student violates this policy, the item will be taken from the student and kept in the office until picked up by an adult.**

****The school (including buses) will NOT accept responsibility for the loss of personal property. ****

STUDENT ACADEMIC PROGRESS REPORTING

Buckeye Valley Local Schools operate on a nine-week grading period. Every effort is made to get report cards out one week after the end of each nine-week grading period. Parent/Teacher conferences are scheduled in the fall, and again each spring. It is expected that parents attend these conferences. You may want to note the conference dates on your personal calendar.

K-2 AND ELEMENTARY SPECIALS

GRADING SCALE

E= Exceeding Grade Level Standards

M= Meeting Grade Level Standards

P = Progressing Toward Grade Level Standards

N = Needs Support to Achieve Grade Level Standards

Blank = Not evaluated this marking period

Failing

3-4 GRADING SCALE

A= 100%-90%

B= 89%-80%

C = 79%-70%

D = 69%-60%

F = 59% and below,

STUDENT RETENTION/PROMOTION AND ACCELERATION

It is the policy of the board that **“All children learn and experience success given time and opportunity, but the degree to which academic content standards are met and the time it takes to reach the standards will vary from student to student.”** Each student should be moved forward in a pattern of achievement and growth that is in harmony with his or her own development. At the end of the school year, each student will be promoted, retained, or placed. Parents will be notified if a student is to be retained.

Grade acceleration may be considered when a student has demonstrated achievement, as well as measured ability, that significantly exceeds those of his/her grade level peers.

TEXT OR LIBRARY BOOKS

Textbooks are issued for pupils to use during the school year. Because these books will be used for several years, we expect students to treat them with care. Books that are damaged or lost will have to be paid for at the discretion of the principal.

STUDENT CODE OF CONDUCT

“Students are expected to conduct themselves in a way that exhibits respect and consideration for the rights of others. Students of the District must conform with school regulations and accept directions from authorized school personnel. The Board has no tolerance of violent, disruptive, harassing, intimidating, bullying or any other inappropriate behavior by its students.” Board Policy Manual, Section JFC

Student behavior is closely related to learning. Effective instructional programs demand orderly school environments. The effectiveness of our school is, to some degree, dependent on the behavior of our students. Of course, the best discipline is self-discipline. Teaching our children to take responsibility for their actions is an important part of what we hope our children learn in school. Behavior and the consequences of inappropriate behavior are part of what every child needs to learn in order to be successful in school. We have based our beliefs about what is appropriate behavior for school as follows:

- All students will need to conform to the standards of what is socially acceptable behavior.
- Respect for all other people and their property is expected of every child.
- Every child in our school needs to feel that he/she plays a part in the creation and preservation of order.
- All students need to obey and respond to all adults in authority.
It is expected that all students and their parent(s) or guardian(s), as well as all staff members are fully acquainted with the policies and procedures that govern student behavior in school, at school sponsored extracurricular events, and on school buses.

SERIOUS MISCONDUCT CODE

A violation of any rule may result in disciplinary actions, including: suspension, expulsion, detention, compensatory payment of damages, assigned work or loss of credit for assigned work or tests, or loss of privileges.

1. **Disruptions of school** – A student shall not, by the use of violence, force, coercion, threat, or any other means, cause disruption or obstruction of the normal operation of school. This also includes false fire alarms or bomb threats.
2. **Damage of school property** – A student shall not cause or attempt to cause damage to property of the Buckeye Valley School District.
3. **Damage of private property** – A student shall not damage private property, on or off school premises, during a school activity, function or school event.
4. **Assault or threat** – A student shall not behave in a way, which could cause physical injury to other students, any school employee, or other persons in the school building or on school property. This rule also applies during school related activities held off school premises.
5. **Weapons, dangerous instruments and fireworks** – A student shall not possess, handle, transmit, or conceal a weapon or dangerous instrument while on the bus, in the school building or on school property. This rule also applies to school related activities held off school premises.
6. **Narcotics, alcoholic beverages, drugs, look-alike drugs, or drug paraphernalia** – A student shall not use, possess, transmit, conceal or be under the influence of the aforementioned items while in the school building, on school property, or involved in any school activities held off the school premises. The district does have an abuse policy which is available for review.
7. **Repeated violation and insubordination** – A student shall not repeatedly fail to comply with the directions of teachers, student teachers, secretaries, substitute teachers, teacher aides, bus drivers, the principal or other authorized school personnel.
8. **Theft** – Students shall respect the personal ownership rights of others. In addition to taking any of the disciplinary actions listed previously, the principal may exercise his/her prerogative of reporting thefts to local law enforcement agencies.
9. **Violation of bus rules** – Students must follow all bus rules and regulations. Violation of any rule will be reported to the head of bus transportation and/or principal and the appropriate disciplinary action taken.
10. **Tobacco** – Tobacco shall not be in the possession of students or used in the building, on school property while being transported in school vehicles or at any school function.

SERIOUS MISCONDUCT CODE (cont.)

11. **Cheating or plagiarism** – Students shall not give or receive information regarding graded work or activities.
12. **Bullying** – Bullying is an intentional violation of a person’s privacy (ie: email, texting, taking pictures), verbal and/or physical act that a student has exhibited toward another person **repeatedly**. This behavior causes either mental or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student.
Prohibited activities of any type, including those activities engaged in via computer and/or electronic communications devices, are inconsistent with the educational process and are prohibited at all times.
13. **Violation of network/internet user agreement** – Student shall use the network/internet responsibly by complying with all expectations set forth in the user agreement and by honoring all relevant laws and restrictions. Violations may result in a loss of access as well as other disciplinary or legal action.

MINOR MISCONDUCT CODE

A violation of any rule may result in disciplinary actions including: suspension, detention, loss of privileges, isolation, written notice to, or conference with parents, assigned work, and/or loss of bus privileges.

1. **Use of profanity, possession of vulgar materials** – A student shall not use profanity, and/or possess vulgar material.
2. **Tardiness** – Students shall arrive at school and for each of their assigned classes at the properly scheduled time. Habitual tardiness, according to Ohio law, is truancy and will be treated as such.
3. **Truancy** - Students shall abide by the attendance laws of the State of Ohio, unless excused by the building principal.
4. **General misconduct** – Students shall refrain from being excessively loud in their talk, running in the halls, throwing objects, being abusive in their behavior, purposely cluttering a restroom or other areas, and/or writing on furniture or in inappropriate places.
5. **Inappropriate displays of affection** – Students shall refrain from displays of affection, (i.e. kissing, embracing, etc.) while on school premises, school buses or any other school property during school activities at or away from school.

6. **Gum chewing** – Students will not be permitted to chew gum. Teachers will enforce disciplinary action for gum chewing at school.
7. **Repeated violations** – Repeated violations of minor rules may be dealt with in accordance with rule 7 of the “Serious Misconduct Code”
8. **Violation of playground rules. (see “Playground Rules”)**
9. **Violation of cafeteria rules** – Students shall not throw food or any object, leave their eating space in a dirty condition, talk too loudly, use food in an inappropriate manner, and/or refuse to comply with instructions by any school employee.
10. **Violation of dress code. (see “Dress Code”)**
11. **Violation of network/internet user agreement** – Student shall use the network/internet responsibly by complying with all expectations set forth in the user agreement and by honoring all relevant laws and restrictions. Violations may result in a loss of access as well as other disciplinary or legal action.
12. **Other violations which are not covered in the previous items.**

PLAYGROUND

Children should be properly clothed for daily outside play. Children are sent outside for recess when the temperature is 20 degrees F or above, including wind chill. We encourage all students to go outside for recess on outside recess days. We understand that children with asthma or those returning after a serious illness may need to stay in occasionally. **IF YOUR CHILD NEEDS TO STAY IN FOR MORE THAN A DAY OR TWO, YOU WILL NEED TO PROVIDE US WITH A DOCTOR’S NOTE SPECIFYING THE REASON.**

PLAYGROUND RULES

1. Students are to show respect to the adult on duty at all times. Students shall not use obscene, vulgar and/or profane language or gestures.
2. Running is not permitted when entering or leaving the building.
3. All items brought from home must be checked with classroom teachers before they are allowed on the playground. Electronic games and devices as well as cell phones are not permitted on our playground.
4. The throwing of stones, snowballs, dirt, etc. is never permitted.
5. There is to be no fighting or rough games that include tackling, pushing or shoving.
6. Swings and slides are used only in a safe manner. No standing up, lying down or doubling up is permitted.

PLAYGROUND RULES (cont.)

7. Students are not to retrieve balls or other items that go outside the playground.
8. Students are not to run through or otherwise disrupt someone else's game.
9. **Jumping from any playground equipment is never permitted.**
10. Students are never to re-enter the building or leave the playground without the permission of the person on duty.

SCHOOL BUS RULES AND REGULATIONS

If you have a school bus concern, please contact the bus driver first for resolution. If you feel your concern is still not resolved, please contact the principal. Parents or any unauthorized individuals are not allowed to board or impede the orderly boarding or departing of students on school buses.

Students riding any Buckeye Valley school bus are expected to behave appropriately. Safety is our main concern. Every student's behavior while riding on a bus can and does affect everyone else's safety. Any student who behaves inappropriately while riding a Buckeye Valley bus could lose his/her bus riding privileges indefinitely.

- Students are expected to board and depart the bus in an orderly fashion.
- While on the bus, all students must remain in their seats.
- Students are to follow the directions of the bus driver at all times.
- All school codes of conduct and rules and regulations that govern student behavior are also in effect on all Buckeye Valley school buses.

THE PARENT(S) OR GUARDIAN(S) RESPONSIBILITY

- To support school personnel in their efforts to develop and maintain well-disciplined, safe schools
- To teach their children socially acceptable standards of behavior
- To teach their children to have respect for the law, for authority and for others and their personal property.
- To teach their children how to be responsible for their own actions and to help their children grow and develop into self-disciplined community members.
- To be in partnership with school personnel for student conduct at school
- To maintain an active interest in their child's school work and activities

- To require of their children prompt and regular attendance
- To attend parent/teacher conferences
- To daily monitor homework, check book bags, and model good reading practices.

WEAPONS AND/OR THREATS OF VIOLENCE

The Board of Education prohibits students from possessing, storing, making and/or using weapons, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the Board for the purpose of school activities approved and authorized by the Board, including but not limited to: property leased, owned or contracted for by the Board, a school-sponsored event or in a board owned vehicle.

Students shall report any information concerning weapons and/or threats of violence by students, staff members or visitors to the building principal. Failure to report such information may subject the student to disciplinary action.

ADVISORY TO PARENTS OF PESTICIDE APPLICATION

Parents/Guardians have the right to be informed prior to any application of a pesticide used on school property during the school year. If you would like prior notification, please call the Central Office @ 369-8735 and request form 8431 F5.

COMPLIANCE STATEMENT

Buckeye Valley Local School District complies with the provisions of IDEA, VI, Title IX and Section 504 of the Rehabilitation Act of 1973, and it does not discriminate against applicants, employees, students, parents and members of the general public and individuals with whom it does business on the basis of race, color, national origin, citizenship status, creed, religion, sex, economic status, age or disability. Inquiries concerning this policy should be directed to the BV Compliance Officer, at (740)363-6626.

“The mission of the Buckeye Valley Local School District is to achieve excellence through growth and learning for each student’s success.”

~Buckeye Valley Schools Mission Statement

Buckeye Valley Administration Office

679 Coover Road
Delaware, Ohio 43015
740-369-8735
740-363-7654 (fax)

Administration:

Andy Miller, Superintendent
Kristine Michael, Assistant Superintendent
Kelly Ziegler, Treasurer
Jeremy Froehlich, Director of Operations and Safety
Cassie Holewinski, Director of Technology
Karen Kehoe, Director of Pupil Services

Board of Education:

Justin Osborn, President
Amy Dutt, Vice President
Jeff White
Mark Tingley
Randy Turner

Additional Numbers:

High School Office.....740-363-1349
Middle School Office.....740-363-6626

Visit us on the web: www.buckeyevalley.k12.oh.us

Please keep this handbook at home for reference throughout the year. If you need additional information, please contact your child’s school. It is our goal to make each school year happy, safe, and productive for your child.