

# River's Edge *Academy*

725 School Street, Morris, IL 60450

(815) 942-5780; FAX (815) 942-5782

<http://www.facebook.com/riversedgeacademy>

---

## **Parent/Student Handbook (2018-2019)**

*"Intelligence plus character, that is the goal of true education"* (Martin Luther King Jr.)

**Grundy County Special Education Cooperative**  
**725 School Street**  
**Morris, IL 60450**  
**(815) 942-5780**  
**Fax: (815) 942-5782**

**Neil Sanburg**  
**Executive Director**

**Carol Senica**  
**Assistant Director**

***River's Edge Academy Staff:***

**Ms. Carolyn Elkin**  
**Principal**  
([celkin@grundyspecialled.org](mailto:celkin@grundyspecialled.org))

**Mrs. Karen Krolak**  
**Social Worker**  
(kkrolak@grundyspecialled.org)

**Mrs. Regina Smith**  
**Teacher, High School**  
(rsmith@grundyspecialled.org)

**Mrs. Henna Wienczek**  
**Program Assistant**  
(hwienczek@grundyspecialled.org)

**Mr. Steven Veach**  
**Teacher, High School**  
(sveach@grundyspecialled.org)

**TBD**  
**Program Assistant**  
(TBD@grundyspecialled.org)

**Miss Lillian Benson**  
**Teacher, High School**  
(lbenson@grundyspecialled.org)

**Mr. Scott Bruckmann**  
**Program Assistant**  
(sbruckmann@grundyspecialled.org)

**Mrs. Megan Ehrich**  
**Teacher, High School**  
(mehrigh@grundyspecialled.org)

**Mrs. Katelynn Gleason**  
**Program Assistant**  
(kgleason@grundyspecialled.org)

**TBD**  
**Individual Aide**  
(TBD@grundyspecialled.org)

**TBD**  
**1:2 Aide**  
(TBD@grundyspecialled.org)

**Ms. Lisa O'Connor**  
**Teacher, Junior High**  
(eoconnor@grundyspecialled.org)

**TBD**  
**1:2 Aide**  
(TBD@grundyspecialled.org)

**Mr. Nate Wills**  
**Program Assistant**  
([nwills@grundyspecialled.org](mailto:nwills@grundyspecialled.org))

**Ms. Cathy Miller**  
**Individual Aide**  
(cmiller@grundyspecialled.org)

**Miss Sarah Burns**  
**Teacher, Junior High**  
([sburns@grundyspecialled.org](mailto:sburns@grundyspecialled.org))

**Mrs. Terri Shelton**  
**Individual Aided**  
([tshelton@grundyspecialled.org](mailto:tshelton@grundyspecialled.org))

**Miss Stephanie Benson**  
**Teacher, Junior High**  
([sbenson@grundyspecialled.org](mailto:sbenson@grundyspecialled.org))

**Mrs. Kay Foehringer**  
**Individual Aide**  
([kfoehringer@grundyspecialled.org](mailto:kfoehringer@grundyspecialled.org))

**Mrs. Leah Rash**  
**Program Assistant**  
([ldavisson@grundyspecialled.org](mailto:ldavisson@grundyspecialled.org))

**Mr. Heath Hougas**  
**Individual Aide**  
([hhougas@grundyspecialled.org](mailto:hhougas@grundyspecialled.org))

**Mrs. Krystal Wallace**  
**Program Assistant**  
([kwallace@grundyspecialled.org](mailto:kwallace@grundyspecialled.org))

**River's Edge Academy  
Calendar 2018-2019**

Fri.	Aug. 10	Teacher Institute-No Student Attendance (1)
Mon.	Aug. 13	Teacher Institute-No Student Attendance (2)
Tues.	Aug. 14	First Day of Student Attendance (A)
Mon.	Sept. 3	Labor Day-No School
Thurs.	Sept. 13	Parent/Teacher Conferences 6-8 p.m.
Mon.	Oct. 8	Columbus Day-No School
Thurs.	Oct. 18	End of First Quarter
Fri.	Oct. 19	Teacher Institute-No Student Attendance (3)
Thurs.	Nov. 15	Thanksgiving Dinner 11 a.m. – 1 p.m.
Wed.	Nov. 21	No School
Thurs.	Nov. 22	Thanksgiving Day-No School
Fri.	Nov. 23	No School
Thurs.	Dec. 20	End of 1 <sup>st</sup> Semester
Fri.	Dec. 21	Teacher Institute-No School (4)
Mon./Fri.	Dec. 24-Jan. 4	Winter Vacation-No School
Mon.	Jan. 7	First Day of Student Attendance (A)
Mon.	Jan. 21	Martin Luther King Day-No School
Thurs.	Feb. 7	Parent/Teacher Conferences 6-8 p.m.
Mon.	Feb. 18	President's Day-No School
Mon.	Mar. 4	Casimir Pulaski Day-No School
Tues./Fri.	Mar. 5-21	PARCC Testing Window
Thurs.	Mar. 21	End of Third Quarter/ Early Dismissal 1:50 p.m.
Fri.	Mar. 22	Teacher Institute Day-No Student Attendance (5)
Mon./Fri.	Mar. 25-Mar. 29	Spring Break
Fri./Mon.	Apr. 19/22	No School
Wed.	May 22	Early Dismissal 1:50 p.m./Tentative Last Day
Thurs.	May 23	Tentative Teacher Institute-No Student Attendance (6)
Fri.	May 24	Snow/Emergency Day
Mon.	May 27	Memorial Day-No School
Tues./Fri.	May 28-31	Snow/Emergency Days

## TABLE OF CONTENTS

<b>GAS/GCSEC</b>	
Mission/Member Districts	Page 6
Governance & Operations	Page 7
<b>GENERAL SCHOOL INFORMATION</b>	
School Hours/High School Class Schedule	Page 8
High School Grading Scale	Page 8
Junior High Student Class Schedule	Page 9
Junior High School Grading Scale	Page 9
Breakfast and Lunch Program	Page 10
<b>PROGRAM MODEL &amp; SERVICES</b>	
Positive Behavior Intervention System (PBIS)	Page 11
Eagle Bucks	Page 12
Staff-directed and Self-removal	Page 12-13
Inappropriate Language	Page 13
Attendance	Page 13
Open Lunch/Breakfast	Page 13
Driving to School	Page 13
Technology	Page 14
Chicago Area Alternative Education League (CAAEL)	Page 14
Quarterly Incentives (Attendance/Academics)	Page 14
<b>RULES AND REGULATIONS</b>	
<b>ATTENDANCE POLICIES &amp; PROCEDURES</b>	
Attendance	Page 15
Truancy/Students Late to School	Page 15-16
Drop Out Policy	Page 16
Driver's Education	Page 16
<b>STUDENT DISCIPLINE</b>	
Quiet Room	Page 17
Physical Restraint Policy	Page 17
Leaving the Building without Permission	Page 17
Notice Regarding Search and Seizure Procedures	Page 17
Destruction of State Supported Property	Page 18
Possession, Selling, or Use of Illegal Drugs, Alcohol, or Dangerous Items	Page 18
Possession of Tobacco Products	Page 18
Gang/Gang Related	Page 18-19
Student Dress	Page 19-20
Electronic Communication Devices	Page 20-21
Sexting	Page 21
Sexual Harassment	Page 21
Age 18 and Older	Page 21
Sex Offender Community Notification	Page 22
Athletics	Page 22
Gum	Page 22
Social Networking Notification	Page 22
<b>SCHOOL HEALTH ISSUES</b>	
Illness at School	Page 22
Medical Excuse for Physical Education	Page 22
Medication	Page 23
Transportation	Page 23
<b>EMERGENCY AND SNOW DAYS</b>	
<b>ASBESTOS MANAGEMENT PLAN NOTICE</b>	
<b>BULLYING, INTIMIDATION, HARASSMENT</b>	
<b>POINT CHARTS (High School/Junior High)</b>	

**GRUNDY COUNTY  
SPECIAL EDUCATION COOPERATIVE**

.....a joint agreement  
created, supported, and  
governed by the school  
districts of Grundy County

**The Mission** of the Grundy County Special Education Cooperative  
is to prepare students with disabilities to be functional members  
of society by providing specialized programs, services, and  
personnel in a learning environment that maximizes individual potential.

**MEMBER DISTRICTS**

*Mazon-Verona-Kinsman District #2C*

*Nettle Creek District #24C*

*Morris Elementary District #54*

*Saratoga Elementary District #60C*

*Gardner Elementary District #72C*

*Gardner-S. Wilmington High School District #73*

*S. Wilmington Elementary District #74*

*Braceville Elementary District #75*

*Morris Community High School #101*

*Minooka Community High School #111*

*Minooka Elementary District #201*

## **GOVERNANCE & OPERATIONS**

The provision of programs and services for children with disabilities is governed by the federal Individuals with Disabilities in Education Act (IDEA), the School Code of Illinois, and regulations promulgated there under.

Policies and procedures, consistent with law, are approved and adopted by an Executive Board composed of Superintendent representatives of member districts and by a Governing Board composed of members of the boards of education of each of the member districts.

Programs and services are funded through a combination of tuition and administrative assessments paid by member districts, state pupil and personnel reimbursements, and federal grants.

### **WE BELIEVE THAT.....**

- education must prepare students to be functional members of society.
- a child's school experience must build the foundation for life-long learning.
- parents/families, teachers, support staff, and administrators must work cooperatively and collaboratively to promote learning.
- all children are unique and must be educated in a learning environment that maximizes their individual potential.
- a student's self-esteem is critical to optimal learning.
- social, emotional, and physical development are equally as important as academic development.
- all children have strengths.
- education must be challenging, enjoyable, relevant, interactive, and productive.

## GENERAL SCHOOL INFORMATION

### School Hours

School Office Hours	(Mon-Thurs)	8:00 am - 4:00 pm
	(Friday)	8:00 am – 3:30 pm
Student Hours		8:50 am - 2:30 pm

### High School Class Schedule

Student Arrival	8:30 am - 8:50 am
PG & D	8:50 am - 9:30 am
Block 1	9:30 am – 10:30 am
Block 2	10:30 am – 11:30 am
Block 3 (60 minutes)	11:30 am – 1:00 pm
Lunch (30 minutes during Block 3)	11:30 pm - 1:00 pm
Block 4	1:00 pm - 2:00 pm
PG & D	2:00 pm - 2:30 pm
Student Departure	2:30 pm

### High School Grading Scale

A	100 – 92
B	91 – 83
C	82 – 74
D	73 – 65
F	Below 65



### **Junior High Class Schedule**

Student Arrival	8:30 am - 8:50 am (20 Min)
PG & D	8:50 am - 9:20 am (30 Min)
Period 1	9:20 am – 10:05 am (45 Min)
Period 2	10:05 am – 10:50 am (45 Min)
Period 3	10:50 am – 11:35 am (45 Min)
Lunch	11:35 am – 12:05 am (30 Min)
Period 4	12:05 pm – 12:50 pm (45 Min)
Period 5	12:50 pm - 1:35 pm (45 Min)
Period 6	1:35 pm - 2:20 pm (45 Min)
Prepare to go home	2:20 pm - 2:30 pm (10 Min)

### **Junior High Grading Scale**

A	100 – 91
B	90 – 81
C	80 – 71
D	70 – 61
F	Below 61

### **Breakfast and Lunch Program (Jr High and High School)**

Students can access the breakfast and lunch program by establishing an account. Money deposits are made into accounts by 12 pm daily. Any money turned in after 12 pm will not be deposited until the next day. In the event that a student's account falls below \$10.00, a cheese sandwich will be made available at no cost for students who pay for their meals or have a "reduced" meal cost status. The cost of Breakfast will be \$1.60 and Lunch \$2.90. Those students eligible for "reduced breakfast/lunch" status will pay \$.30 for Breakfast and \$.40 for Lunch. Extra milk will cost \$.35. Checks should be made payable to "District 54" or cash can be deposited in your student's account. If you believe that your student may be eligible for free or reduced breakfast and lunch, you may contact the school for the appropriate forms or access them at [www.grundyspecialled.org](http://www.grundyspecialled.org) under River's Edge Academy. Students are also able to bring their own breakfast and lunch to school. Refrigeration and microwaves are available for student use.

**PBIS** (Positive Behavior Intervention System):

River's Edge Academy uses PBIS as the core of the program.

**PBIS Acronym** (for River's Edge Academy): REA

**R-Responsible**

- Report to school daily on time
- Be on time for class
- Be prepared for class
- Complete work
- Turn work in on time

**E-Effort**

- Follow directions
- Remain on-task
- Ask for help when you need it

**A-Attitude**

- Use appropriate coping skills
- Remain positive
- Use appropriate language

**River's Edge Academy Junior High and High School**

*High School:* A student can earn up to 132 points per day. To be considered as having made their day, a student will need to earn 105 or more points per day. Eighty percent (80%) is equal to 105 points.

*Junior High:* A student can earn up to 80 points per day. To be considered as having made their day, a student will need to earn 64 or more points per day. Eighty percent (80%) is equal to 64 points.

In order for a student to be considered for mainstreaming back to their home school district, the student will need to be earning 90% of their days after day 75. (Ex. If on day 75 in the program the student has made 67 days, they would be at 90%.)

### ***Eagle Bucks:***

All students are eligible to earn Eagle Bucks throughout their day as indicated on their point charts and/or as the result of doing something positive/good.

If a staff member catches a student doing something good, they can reward the student with Eagle Bucks. They come in \$1, \$5, \$10, \$20 and \$50 increments. The student's name will be written on the Eagle Buck by a staff person for the student to save. Eagle Bucks can be used to purchase items from the "store." Students cannot give their Eagle Bucks to other students.

The REA Store will be open daily at 2:10 pm for High School students. Junior High will visit the Store on Thursdays, which will open at 1:45 pm. Only students who have made their day at 80% or higher can go to the store, so if the store is open and the student did not make their day that day, they cannot go and use their Eagle Bucks. They will have to wait for the next time store is open.

Store items will have a set number of how many Eagle Bucks are needed for each item. This is an ongoing process.

### ***Staff-directed removal from class (High School only):***

- Student will earn no points during their time outside of the classroom.
- Student will need to fill out a reflection form.
- Student will need to process with the staff person who removed them from class before they can return to class.

### ***Self-removal from class (High School only):***

- Students who self-remove to a classroom cubby are eligible to earn 1 point, 2 points, ½ points, or full points at the discretion of the staff person who processes with the student. Points given must be agreed upon by the staff person who processes, along with either the social worker or the student's case manager.
- Students who self-remove outside of the classroom are eligible to earn 1 or 2 points at the discretion of the staff person who processes with the student.
- Student will need to fill out a reflection form.
- Student will need to process with the staff person who removed them from class before they can return to class.

Minimally, a student will not be allowed to return to any classroom until processing is complete. Other directives/consequences may also be required before a student is allowed to return to the classroom.

Students who have their own aide, who are removed or self-remove from the classroom, should have their aide with them during their time outside of the classroom. Students may be eligible for a 5-10 minute walk when needed and/or if staff are available. Walks are at staff discretion and will be determined by the student's behavior/staff availability at the time of the request.

***Inappropriate Language:***

- Students will be given a prompt to correct whatever they said. If they are able to do so, they may remain in class and will only lose 1 point.
- If a student argues with the staff person after being given a prompt to correct whatever they said, the staff person will direct the student to a cubby. Point loss will be determined by the staff person.
- If the student escalates the situation, they will be directed to a location outside of the classroom. Staff-directed removal procedures above will then be followed.

***Attendance:***

Unexcused absences or truancy will result in zero points being given.

***Open Lunch:***

If at 40 days the student is earning 85% of their days, they may request Open Lunch. Staff will discuss Open Lunch requests on Tuesdays at their weekly staff meeting. Students will also need a signed parent note giving permission for Open Lunch.

***Open Breakfast:***

If at 60 days the student is earning 95% of their days, they may request Open Breakfast. Staff will discuss Open Breakfast requests on Tuesdays at their weekly staff meeting. Students will also need a signed parent note giving permission for Open Breakfast.

***Driving to School:***

Students may request driving to school as a part of their Individual Education Plan (IEP). The IEP Team will need to approve driving to school. Once approved, a student must provide a copy of their Driver's License and Insurance Card to the school, as well as have a parent sign consent.

Students who drive to River's Edge Academy must park along the street. Parking lot spaces are reserved for Grundy County Special Education Cooperative personnel.

***Technology Use (during free time, High School only):***

Students may purchase technology time with their Eagle Bucks at the Store.

***Chicago Area Alternative Education League (CAEEL) and/or Activity Day***

Junior High/High School:

- Must make 3 out of 5 days at 80%.
- No unexcused absences.
- No bus write-ups.
- All assignments are done.
- Passing all classes. (Zeros will be added for missing assignments to determine if a student is passing or failing.)
- No room clears.

**\*Any serious infraction of the rules may result in a student not being allowed to participate in activities.**

***Quarterly Incentive (Academics):***

All A's = \$50 in Eagle Bucks

All A's and B's = \$20 in Eagle Bucks

All A's, B's and C's = \$10 in Eagle Bucks

***Quarterly Incentive (Attendance)***

Zero absences = \$50 in Eagle Bucks

No more than 1 absence = \$20 in Eagle Bucks

NO more than 2 absences = \$10 in Eagle Bucks

## **RULES AND REGULATIONS**

Students will minimally be expected to follow the general rules and regulations set up by their home school district. Consequences for breaking those rules and regulations will be governed by River's Edge Academy, in collaboration with the home school district representative, as well as the student's individual education plan (IEP). Additional rules and regulations that are specific to River's Edge Academy must also be followed.

### **ATTENDANCE POLICIES AND PROCEDURES**

#### **Attendance**

Students are expected to attend all regularly scheduled school days. We ask that if a student is going to be absent for the parents to contact River's Edge Academy by 9:15 a.m. at 815-942-5780. Follow the prompts for River's Edge Academy and Attendance. Those students who also attend their home school district and/or the Grundy Area Vocational Center (GAVC) should also notify them of your student's absence. If any student is absent from school and there is no notification that the absence has been authorized by the parent, legal guardian, or other person having legal custody of the child, a Grundy County Special Education (GCSEC) employee or other GCSEC designated agent shall make a reasonable effort to notify you of your student's absence from school by telephone.

A student may accumulate nine (9) absences within a school year. Tardies are counted as absences for the purposes of truancy. Following the ninth (9<sup>th</sup>) absence a student will be required to have a doctor's note for each subsequent absence or be excused by their home school district nurse. All other absences will be considered unexcused. Those students who have an excused absence will be allowed one day for every day absent to make up their work without penalty. If the work is not completed in the time given and/or the student has an unexcused absence, 10% may be deducted from the total percentage the student received for the assignment for each day the assignment is late, unless otherwise stated in the student's IEP. Additional consequences may be given for unexcused absences (e.g. in-school suspension) beyond day nine (9).

#### **Truancy**

Truancy is defined as an unexcused absence from school. Persons in custody of a child under the age of seventeen (17) are responsible for the regular attendance of the child during the school year. If a student exhibits chronic truancy the special education personnel and home school district, along with the Truancy Prevention Specialist, will decide on further steps that may need to be taken to resolve the problem. Chronic truancy is defined as any student having nine (9) absences in the last 180 school days. Therefore, the previous school year is taken into consideration when determining absences. All students under the age of seventeen (17) who have nine (9) absences in the last 180 school days must be referred to the Truancy Prevention Specialist.

### **Students Late to School**

Any student not in class by 8:50 a.m. will be considered late to school and subject to search. For safety reasons, students who are late should enter at the School Street circle drive entrance (Door #3). If a student arrives after PG & D has ended and the first class has begun, they will remain seated in the main office until classes switch. Students who arrive late should be ready for class. Students who arrive with open drink containers (restaurant cup or seal broken) will have to pour it out. Lunch orders from River's Edge Academy must be submitted by 9:15 a.m. to Morris Elementary. Therefore, **students who arrive after the building lunch order has been submitted will be offered a cheese sandwich**. Any student under the age of seventeen (17) that has been identified as being "chronically late" (has missed over 9 days of school within the last 180 days of school) will be referred to the Truancy Prevention Specialist.

### **Drop Out Policy**

When a student is above the age of seventeen (17) and misses five (5) consecutive days of school without valid cause, the student's parent(s) will be notified in writing that if the student fails to attend school for ten (10) consecutive days of school without valid cause, the student will be deemed to have voluntarily withdrawn. At that time, the parent(s) or River's Edge Academy case manager may request an IEP meeting to address the issue and determine a course of action to correct the problem. When a student who is above the age of seventeen (17) misses ten (10) consecutive days of school without valid cause, the student will be deemed to have voluntarily withdrawn, and the student's name will be removed from the District's enrollment roster. The student may then elect to re-enroll for the upcoming semester if they should desire to do so.

Pursuant to the Illinois School Code, the District will deny re-enrollment to any student nineteen (19) years of age or older who has dropped out and who could not, because of his or her age and lack of credits, attend classes during the normal school year and graduate before his or her twenty-second (22) birthday.

As required by Public Act 094-0916, the regional superintendent of schools will be notified quarterly of students who have dropped out of school and will report such students to the Secretary of State. The following applies:

"No graduated driver's license shall be issued to any applicant who is under 18 years of age and not legally emancipated by marriage, **unless the applicant has graduated from a secondary school** of this State or any other state, is enrolled in a course leading to a general educational development (GED) certificate, has obtained a GED certificate, is enrolled in an elementary or secondary school or college or university of this State or any other State and is not a chronic or habitual truant as provided in Section 26-2a of the School Code, or is receiving home instruction and submits proof of meeting any of those requirements at the time of application."

Therefore, no student under 18 years of age who has dropped out of school will be issued a graduated driver's license.

### **Driver's Education**

Driver's Education is the responsibility of the student's home school district.



## STUDENT DISCIPLINE

### Quiet Room

Every effort is made to use positive consequences in order to change a student's behavior and attitude at River's Edge Academy. However, some students may not respond to verbal praise, a pat on the back or a sincere smile. In those instances, it may be necessary for staff to use other methods.

A quiet room will be used as a therapeutic device for students whose behavior is extremely inappropriate, uncontrollable and/or jeopardizing the physical or emotional well-being of himself or others. Being in the quiet room removes the student from the stimulus that is contributing to his/her behavior.

The student will be verbally warned about the consequences of his actions, "you will stop...or you will go to the quiet room." The student will be allowed to remove himself from the adverse stimuli and enter the quiet room.

### Physical Restraint Policy

To protect the security, safety and rights of all students and the staff at River's Edge Academy, staff may physically assist the student to regain self-control and re-establish classroom order. If a student becomes a danger to themselves or others, staff members may physically hold the student. At least two staff members will work cooperatively to provide a safe, yet firm, immobilization of the out-of-control student. All of the staff at River's Edge Academy have been trained and are certified in Crisis Prevention Institute (CPI) non-violent crisis intervention (NCI) procedures.

### Leaving The Building Without Permission

Students are not allowed to leave the building without permission. If a student leaves school premises without permission and we are not successful in stopping or apprehending the student, we will notify the local police department and parents. If the police pick up a student, we may recommend that the student be held at the police station until the student is picked up by their parent(s). Otherwise, students will be returned to school and appropriate consequences given. **Students who are 18 years and older, who leave the building without permission, will not be allowed to return in order to obtain bussing home.** They are adults and responsible for getting themselves home.

### Notice Regarding Search and Seizure Procedures

Pursuant to law and consistent with school district policies, school authorities are authorized to conduct searches of school property and equipment, as well as of students and their personal effects without notice to or consent of the student. "School authorities" include school liaison police officers and staff of River's Edge Academy. There is no expectation of privacy regarding school property and equipment, as well as of students and their personal effects while at River's Edge Academy.

### **Destruction Of State Supported Property**

Destruction of State Supported Property is a felony, punishable by a minimum of one year in prison. There is no probation for this offense. Everything at River's Edge Academy is "State Supported Property." (i.e. computers, desks, books, pencils, pens, quiet-out room walls, etc.)

### **Possession, Selling, or Use of Illegal Drugs, Alcohol, or Dangerous Items**

River's Edge Academy will maintain a firm policy on the possession, use, or selling of drugs, drug paraphernalia, look-alikes, or other dangerous items. If a student is selling or in possession of drugs, the parents, home school district, and police will be called. If a student is evaluated as being under the influence of drugs or alcohol, his/her parent(s) and home school district will be called and the student will be sent home. However, an ambulance may be called if the situation is determined to warrant medical attention. Further procedures will then be considered to solve the problem. While in attendance at River's Edge Academy, students should not be in possession of more than \$20.

### **Possession of Tobacco Products**

In accordance with school policy and procedures, as well as Morris City Ordinance, possession of tobacco products is prohibited by anyone under the age of 18 (includes electronic cigarettes, vape pens/paraphernalia and liquid smoke, etc). If a student is in possession of tobacco products while at River's Edge Academy, the Morris Police Department shall be notified. Tobacco products, and/or lighters will be confiscated by school personnel.

For safety reasons, those students who are 18 years or older are not allowed to possess tobacco products while at River's Edge Academy. Tobacco products and/or lighters will be confiscated by school personnel.

### **Gang/Gang Related**

As defined by the Illinois Street Gang Terrorism Omnibus Prevention Act (740 ILCS 147/1, et. sequ.) a "gang" is defined as any combination, confederation, alliance, network, conspiracy, understanding, or other similar conjoining, in law or in fact, of three or more persons with an established hierarchy that, through its membership or through the agency of any member, engages in a course or pattern of criminal activity.

Being a member, being involved, or joining, or promising to join, or becoming pledged to become a member of, or soliciting any other person to join, promise to join, or be pledged to become a member of any public school fraternity, sorority, gang, cult, or secret society, or engaging in other gang activity, is prohibited.

Gang activity includes, but is not limited to:

1. Wearing, using, distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, insignia, sign, colors, combinations of colors or combinations of clothing, wearing apparel, accessories, identifiers, paraphernalia, or other thing that is indicative or symbolic of drug use or membership or affiliation in any gang, cult or secret society;

2. Committing any act or omission, or using any speech, either verbal or non-verbal (such as gestures, graffiti, tagging, or hand-shakes) showing membership or affiliation in any gang, cult or secret society; and
3. Using any speech or committing any act or omission in furtherance of the interests of any gang or gang activity, cult or secret society, including, but not limited to: (a) soliciting others for membership in any gangs, cult or secret society, (b) requesting any person to pay dues, insurance, or protection or otherwise intimidating or threatening any person, (c) committing any other illegal act or other violation of school district policies, and (d) inciting other students to participate in any form of physical violence involving persons or property.
4. Confirmation of a student being in a public school fraternity, sorority, gang, cult, or secret society, or soliciting for membership, displaying or possessing symbols or engaging in other gang activities.
5. Any activity that includes causes or requires the student to perform a task that involves a violation of state or federal law.

### **Student Dress**

We recognize that each student's mode of dress and grooming is a manifestation of personal style and individual preference. We will not interfere with the ability of students and their parents to make decisions regarding their appearance except when their choices affect the educational program and of the schools or the health and safety of others. River's Edge Academy personnel have the responsibility of protecting the health and safety of pupils and maintaining proper and appropriate conditions conducive to learning. The purpose of the student dress policy is to encourage students to "dress for success" and come to school properly prepared for participating in the educational process.

The staff at River's Edge Academy are authorized to enforce school regulations prohibiting student dress or grooming practices that:

- 1 Present a hazard to the health or safety of the student or to others in the school.
  - 2 Materially interfere with schoolwork, create disorder, or disrupt the educational program.
  - 3 Cause excessive wear or damage to school property.
  - 4 Prevent the student from achieving his/her educational objectives.
- 
- A) Any apparel determined to be too revealing or draw undue attention to itself in style, fabric or length is not acceptable.
  - B) Excessively large (width and length) or extremely loose-fitting pant/shorts will not be permitted. Pant/shorts must cover undergarments and stay above the hip at all times. Undergarments should not be visible.
  - C) Torn, ripped, or disheveled clothing is prohibited.
  - D) Shorts and skirts that are above the fingertips with arms held down to the sides will not be permitted. Note: fingertip length may be inappropriate for some students, and the Principal or designee will make that determination.
  - E) All shirts must have the ability to be tucked in. Example: when a student is standing, the midriff is not exposed, and when seated, the bare back is not visible.

- F) Sleeveless shirts are not permitted. All shirts will cover the shoulders.
- G) Shoes must be worn at all times. Students must wear shoes that are safe and appropriate for the learning environment. Footwear requirements may change depending on the safety requirements of the individual classroom teacher.
- H) Obscene language or symbols, drug and/or alcohol symbols, satanic symbols, or suggestive obscene materials on clothing are expressly prohibited. Shirts advertising bars, pubs, or places off-limits to minors are prohibited.
- I) Outerwear (coats, jackets, warm-ups, gloves, sunglasses, hats, bandannas, and other headwear) are not to be worn in the building. Carrying these items into and around the building is also prohibited, unless the student is directly entering or leaving the building.
- J) Bare midriffs, tank tops, halter-tops, spaghetti straps, revealing necklines, and open-back clothing are prohibited. Also, attire with see-through, sheer, or fishnet materials are prohibited.
- K) Wallet chains, studded belts, collars, and wristbands are not allowed.
- L) Students who have courses that require safety equipment or special dress codes must adhere to wearing the proper equipment and/or clothing.

\*Students should consider the following questions when dressing for school:

1. Does my clothing expose too much? (NO)
2. Does my clothing advertise something that is prohibited to minors? (NO)
3. Are there any obscene, profane, drug-related, gang-related, inflammatory, or inappropriate messages on my clothing? (NO)
4. Am I dressed appropriately for the weather? (YES)
5. Do I feel comfortable with my appearance? (YES)

Those students who do not adhere to the dress policy may be asked to:

1. Turn their shirt inside out (for offensive/obscene symbols/words).
2. Put masking tape over the offensive item.
3. Be asked to wear an appropriate shirt/pants provided by River's Edge Academy staff.
4. Be asked to wear suspenders for loose fitting pants.
5. Be asked to return home to change.

### **Electronic Communication Devices (Cell phone, iPods, MP3 Players, tablets, laptops, etc)**

Electronic communication devices (e.g. Cell phone, iPod, MP3 player, tablet, laptop, handheld gaming devices, smart/apple watches, fitbits, etc.) are permitted at River's Edge Academy under the following conditions:

- 1 A signed parent permission slip must be on file.
- 2 May only be used on the bus and must not disturb or offend others on the bus. Absolutely NO VIDEO TAPING is allowed on the bus. All buses are equipped with cameras for disciplinary issues.
- 3 All electronic devices must be turned in upon arrival at school and will be returned to the student at the end of the school day. Exceptions are listed below under consequences.
- 4 Any student bringing electronic devices to school does so at their own risk. River's Edge Academy and staff are not responsible for damaged, lost, or stolen items.

If a student fails to turn in their cell phone/electronic device at the beginning of the school day, or if the student receives a bus write up for misuse of their device on the bus (e.g. music too loud and/or inappropriate), the following consequences will apply:

**1st Offense:** The item will be confiscated and returned to the student at the end of the school day.

**2nd Offense:** The item will be confiscated and the parent will be required to pick up the item at the end of the day or any day they choose.

**3rd Offense:** The item will be confiscated and the parent will be required to pick up the item one week later. (Subsequent offenses will extend the return time by an additional week. For example, in the event of a 4th offense, the item may be picked up 2 weeks later, and for a 5th offense, 3 weeks later.)

### **Sexting**

Sexting is the practice of texting inappropriate photos (nudity) and/or inappropriate sexual conversation. Previously, there was no legislation in Illinois dealing with this practice. The only legislation dealing with “possession” and/or the “distribution of pornography” and anyone participating in “sexting” meant they could be charged with “possession” and/or the “distribution of pornography.”

As of January 1, 2011, an Illinois law on sexting went into effect. The new law creates a standalone category for minors so that they are not considered child pornographers and do not have to register as sex offenders. As per the Chicago Tribune, “Under one bill, minors who send indecent photos of other minors electronically, for instance by text message, can be taken into custody. Those minors are then subject to adjudication or supervision.”

As stated above, cell phones are permitted at River’s Edge Academy. Should a student be in possession of a cell phone or reportedly have sexting materials on their cell phone while at school, the cell phone and information relating to the incident will be turned over to the proper authorities.

### **Sexual Harassment**

Sexual harassment in any form will not be tolerated. Students who engage in such conduct are subject to disciplinary action. Students who are victims of sexual harassment and their parents/guardians are encouraged to report incidents to Neil Sanburg, Director, or Carol Senica, Assistant Director, who serve as complaint managers. They may be contacted at (815) 942-5780. Sexual harassment policies and procedures will be discussed with students on a periodic basis.

### **Age 18 or Older**

It is our policy to include parents in every aspect of their student’s education. The parents of students who are 18 years or older will need to have their student give written consent to continue to share information.

**Sex Offender Community Notification** *(In compliance with IL Law 730 ILCS effective 1/1/2007)*

Information regarding the Statewide Sex Offender Database can be accessed on the following website: <http://www.isp.state.il.us/sor/>

**Athletics**

River's Edge Academy participates in a sports league with other schools with students of similar population and programming. Based on students meeting certain weekly program criteria, they have an option to play a variety of sports throughout the school year against other teams (e.g. flag football, soccer, bowling, softball).

Student participation in athletics or extra-curricular activities at their home school district should be discussed at the student's IEP meeting when entering River's Edge Academy.

**Gum**

Gum and gum chewing are not allowed at River's Edge Academy.

**Social Networking Notification**

As per the Illinois School Code (105 ILCS 75/15), schools may request or require a student to provide a password or other related account information in order to gain access to the student's account or profile on a social networking website if the elementary or secondary school has reasonable cause to believe that the student's account on a social networking website contains evidence that the student has violated a school disciplinary rule or policy.

**SCHOOL HEALTH ISSUES**

**Illness at School**

The following procedures will assist staff when a student is ill:

1. Basic first aid is available for students who become ill or are injured at school.
2. The parents, or person designated by the parents, will be notified by the school whenever it is necessary for a student to leave school because of illness or injury.
3. Medical diagnosis and treatment are the responsibility of the parent through the services of that parent's chosen physician.

**Medical Excuse for Physical Education**

If it is necessary to be excused from participation in physical education, the student must provide the school with either a parent or physician's written excuse. A parent note is valid for a maximum of 2 days. A physician's excuse is required for 3 days or longer.

## **Medication**

Students are permitted to take prescription and over-the-counter medication at school ONLY IF the appropriate forms are signed by a doctor and are on file at the Grundy County Special Education Cooperative (GCSEC)/River's Edge Academy. Forms are available at GCSEC/River's Edge Academy.

All medications, regardless of being prescription or over-the-counter (eg. Tylenol, aspirin, cough medicine, birth control pills, etc.) medication, **REQUIRE A DOCTOR NOTE**. Students **CANNOT** be in possession of prescription or over-the-counter medications while at school. If a student is in possession of prescription or over-the-counter medications while at school, they are subject to school "illegal drug possession" discipline policies.

## **TRANSPORTATION**

School bus transportation will be furnished for all students who attend River's Edge Academy. It is expected that parents will comply in seeing their student rides the bus, unless alternative arrangements have been set up in advance. River's Edge Academy rules and responsibilities apply to and from school on the bus. Some students may earn the right to drive to school. This privilege is dependent upon parent and school approval.

Parents are to see that students are ready when the bus arrives in front of their home. Parents are asked to notify the school and bus company of any schedule changes, such as vacation or illness.

Minooka Transportation:

(Minooka Grade School, Minooka High School)\_\_\_\_\_815-467-5133

Illinois Central:

(GSWHS, Braceville, Coal City)\_\_\_\_\_815-634-0333

Morris School Districts:

(Morris Elementary, Saratoga, Morris High School)\_\_\_\_\_815-416-1745

*Individual bus driver cell phone numbers may be assigned.*

## **Minooka Transportation (Parent/Student Notification):**

Public Act 95-0352 Will allow both a visual and audio recordings to be made on the interior of a school bus when transportation is provided for any school related activity. Notice of such recordings will have to be provided to parents, students, be clearly posted on the entrance door and inside the school bus. Recordings must be held confidential and can only be used by school officials and law enforcement personnel for disciplinary actions or prosecutions related to incidents occurring in or around the school bus.

## **Emergency and Snow Days:**

Information regarding school closures can be obtained from:

1. WJDK 95.7 FM or
2. Liking us on Facebook: [www.facebook.com/riversedgeacademy](http://www.facebook.com/riversedgeacademy) or
3. Signing up for REMIND (Remind.com) by Texting 81010 with the message "@riversedg

# River's Edge *Academy*

725 School Street, Morris, IL 60450

(815) 942-5780; FAX (815) 942-5782

---

To: Parents and Staff

RE: Annual Asbestos Management Plan Notice

From: Carolyn Elkin, Program Coordinator

This is to inform you of the status of River's Edge Academy asbestos management plan. It has been determined by the Illinois Department of Public Health and the Federal Environmental Protection Agency that asbestos is a potential health hazard and precautions should be taken to avoid disturbing any asbestos containing materials.

As required, our building was initially inspected for asbestos. Our inspection was conducted on February 10, 1988. The AHERA law requires that a visual surveillance of asbestos containing areas be completed every six months, and a re-inspection conducted every three years. Any evidence of disturbance or change in condition will be documented in the Management Plan as required.

The Inspection/Management Plan is available for public review in the Grundy County Special Education Cooperative office. Should you wish to review the plans, please call to make an appointment between 8 a.m. – 4 p.m. Monday through Thursday.

Any concerns relative to asbestos containing materials should be directed to Neil Sanburg, Director of Special Education, at 725 School Street, Morris, IL 60450 at (815) 942-5780.

*"Intelligence plus character, that is the goal of true education"* (Martin Luther King Jr.)



### REA Daily Point Chart

Student Name: _____	Date: _____	A or B DAY	Homeroom: _____				
On-Time : Yes or No      Teacher Initials: _____	PG&D a.m.	1st	2nd	3rd	4th	PG&D p.m.	Lunch
Today's beginning total is day ____ out of ____ day							
<b>RESPONSIBLE</b> A-be prepared for class B-complete work and turn in work on time	A B	A   A B   B	A   A B   B	A   A B   B	A   A B   B	A   A B   B	A B
<b>EFFORT</b> C-follow directions D-on task	C D	C   C D   D	C   C D   D	C   C D   D	C   C D   D	C   C D   D	C D
<b>ATTITUDE</b> E-Use school appropriate language F-use coping skills/positive attitude	E F	E   E F   F	E   E F   F	E   E F   F	E   E F   F	E   E F   F	E F
O= 2 tickets    /= 1 ticket    No mark= 0 tickets							
\$\$ Bucks Earned    \$\$ per class (No earnings= X)	/12	/24	/24	/24	/24	/12	/12
Staff Initials at end of EACH class							

Daily Totals	Bank Account Record
Total daily amount earned _____ / 132	TODAY'S DEPOSIT _____
SUCCESSFUL DAY is 105/132	NEW BANK BALANCE _____
Daily Percentage (goal 80%) _____	Student Signature _____
END of day running total: day ____ out of ____ days	Staff Signature _____

Comments on the reverse side

## Comments



Name: \_\_\_\_\_

Date: \_\_\_\_\_

Day: \_\_\_\_\_

Responsibility \* Attitude \* Effort

Class	PG & D	Language Arts	Math	Reading	Lunch	PE	Science	Social Studies
Expected Behaviors	A	A	A	A	A	A	A	A
	B	B	B	B	B	B	B	B
	C	C	C	C	C	C	C	C
	D	D	D	D	D	D	D	D
	E	E	E	E	E	E	E	E
Staff Initials								
Bucks Earned	/10	/10	/10	/10	/10	/10	/10	/10

O = 2 Eagle Bucks

/ = 1 Eagle Buck

No mark = 0 Eagle Bucks

A – On-Task / Self Organization (Responsibility) B - Respect C – Positive Attitude (Attitude) D – Coping (Effort) E – Using School Appropriate Language	_____ Arrived to School on Time
---	---------------------------------

\_\_\_\_\_/80 bucks (64/80 Eagle Bucks = successful day)

\_\_\_Monday \_\_\_Tuesday \_\_\_Wednesday \_\_\_Thursday \_\_\_Friday

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Day: \_\_\_\_\_

**Comments**

PG&D	
Language Arts	
Math	
Reading	
Lunch	
PE	
Science	
Social Studies	

\_\_\_\_\_/80 bucks (64/80 Eagle Bucks = successful day)

\_\_\_Monday

\_\_\_Tuesday

\_\_\_Wednesday

\_\_\_Thursday

\_\_\_Friday