Celebrating Our 50th Year

Indian River School District

2019-2020 Handbook & Calendar

“A Model of Excellence”
Indian River School District
Mission Statement

The Indian River School District's mission is to assure that students attain the knowledge, skills, and attitudes needed to realize their potential, meet the challenges of their life choices, and fulfill their responsibilities as citizens of the State of Delaware, United States and world through a partnership of students, parents, staff, administrators, Board of Education and community.

Nondiscrimination

All practices, procedures and policies of the Indian River School District shall clearly exemplify that there is no discrimination in the hiring, training, assignment, promotion, transfer or discipline of employees or in the educational programs and activities of students on the basis of race, color, national origin, sex, gender, creed, religion, veteran status, sexual orientation, marital status, citizenship status, pregnancy, age, ancestry, disability, gender identity, genetic information, military status, or any other characteristic protected by law. The district offers additional service to students with limited English language skills or with disabilities so that they may benefit from these programs. For additional information and assistance, please contact:


Section 504 Coordinator: Director of Elementary Education and Director of Secondary Education, Indian River School District, 31 Hosier St., Selbyville, DE 19975, (302) 436-1000.

Title IX Coordinator: Assistant Superintendent or designee, Indian River School District, 31 Hosier St., Selbyville, DE 19975, (302) 436-1000.

Ninguna Discriminacion

Todas las prácticas, los procedimientos y las políticas del Distrito Escolar Indian River ejemplificarán claramente que no hay ninguna discriminación en el empleo, el entrenamiento, el trabajo, la promoción, la transferencia ni la disciplina de los empleados ni en los programas educativos y las actividades de los estudiantes en la base de la raza, el color, la origen nacional, el sexo, el credo, la religión, el estado de veterano, la orientación sexual, el estado civil, el estado de ciudadanía, el embarazo, la edad, la ascendencia, la discapacidad, la identidad del sexo, la información genética, el estado militar, ni cualquier otra característica protegida por la ley. El Distrito les ofrece un servicio adicional a los estudiantes con unas habilidades limitadas con el idioma inglés o con unas discapacidades para que puedan beneficiar de estos programas. Para información adicional o ayuda, por favor comuníquese con: Coordinador de ADA, Supervisor de los Edificios y los Terrenos, Distrito Escolar Indian River, 31 Hosier St., Selbyville, DE 19975, (302) 436-1000; al Coordinador de Sección 504, Director de Educación Elemental y Director de Educación Secundaria, Distrito Escolar Indian River, 31 Hosier St., Selbyville, DE 19975, (302) 436-1000; o al Coordinador de Título IX, Superintendente Asistente o su designado, Distrito Escolar Indian River, 31 Hosier St., Selbyville, DE 19975, (302) 436-1000.
Dear Parents,

Recently I began compiling a list of Indian River School District accomplishments during the past few years. In doing so, I took immense pride in honors such as Selbyville Middle School winning the 2018 National Blue Ribbon School Award, Long Neck Elementary and Millsboro Middle School being named state Recognition Schools for 2018 and John M. Clayton Elementary being selected as a Project Lead The Way Distinguished School for 2019. There were also dozens of district students that received county and state recognition in band and chorus. These accomplishments serve as a reminder of why we work so hard to provide for our nearly 11,000 students with top-flight educational programs. I hope parents and community members are as proud as I am of the talented students that pass through our doors on a yearly basis. We plan to publicize our accomplishments in various forms throughout the school year, so be sure to visit our website and social media pages regularly.

Last year, the district hosted two failed referenda for major capital improvement projects designed to relieve overcrowding in our schools. The initiatives sought the construction of a new Sussex Central High School and additional classrooms at Indian River High School and Selbyville Middle School. The district is once again considering submitting Certificate of Necessity requests to the State of Delaware for these projects. State approval would pave the way for another major capital improvement referendum this fall or winter. If the state does not approve our requests, the referendum would be delayed for at least another year. While we respect the wishes of our public, the fact remains that some of our schools are severely overcrowded and the district now has no other choice but to utilize portable outdoor classrooms. These units are expensive and do not provide a desirable level of safety for students and staff. District enrollment will continue to grow during the next few years and we will be forced to utilize more and more portables if our proposed building projects are not approved by voters. This will eventually cut into operating reserves that could otherwise be used for programs to benefit students. I strongly encourage you to stay informed on this issue as we progress through the 2019-2020 school year.

As you can see from the cover of this handbook, the district is celebrating its 50th birthday in 2019-2020. I want to thank everyone over the years who has helped make Indian River one of the finest public school systems in the State of Delaware. Have a great school year!

Sincerely,

Mark L. Steele
Superintendent
### School and District Contact Information

<table>
<thead>
<tr>
<th>School Name</th>
<th>Address</th>
<th>Phone Numbers</th>
<th>Fax Numbers</th>
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<tbody>
<tr>
<td>Indian River Educational Complex</td>
<td>31 Hosier St., Selbyville, DE 19975</td>
<td>436-1000, 436-1034</td>
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<tr>
<td>East Millsboro Elementary School</td>
<td>29346 Iron Branch Rd., Millsboro, DE 19966</td>
<td>934-3222, 934-3227</td>
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<tr>
<td>Principal: Karen Clausen</td>
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<tr>
<td>Assistant Principal: Jennifer Lougheed, Jenna Argo</td>
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<tr>
<td>John M. Clayton Elementary School</td>
<td>252 Clayton Ave., Frankford, DE 19945</td>
<td>732-3808, 732-3811</td>
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<tr>
<td>Principal: Allissa Booth</td>
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<td>Assistant Principal: Bennett Murray</td>
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<tr>
<td>Georgetown Elementary School</td>
<td>301-A West Market St., Georgetown, DE 19947</td>
<td>856-1940, 856-1940</td>
<td>856-2940, 856-2940</td>
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<tr>
<td>Principal: Neil Stong</td>
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<tr>
<td>Assistant Principals: Ivan Neal, Jessica Jackson</td>
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<tr>
<td>Long Neck Elementary School</td>
<td>26064 School Lane, Millsboro, DE 19966</td>
<td>945-6200, 945-6203</td>
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<tr>
<td>Principal: Clara Conn</td>
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<tr>
<td>Asst. Principal: Stephen Lovellette</td>
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<tr>
<td>Lord Baltimore Elementary School</td>
<td>120 Atlantic Ave., P.O. Box 21, Ocean View, DE 19970</td>
<td>537-2700, 537-2708</td>
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<tr>
<td>Principal: Pam Webb</td>
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<tr>
<td>Assistant Principal: Barkley Heck</td>
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<tr>
<td>North Georgetown Elementary School</td>
<td>664 North Bedford St., Georgetown, DE 19947</td>
<td>855-2430, 855-2439</td>
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<tr>
<td>Principal: Samantha Lougheed</td>
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<tr>
<td>Assistant Principals: Sarah Green (Acting principal until 4/1/20), Corey Dietrich</td>
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<tr>
<td>Phillip C. Showell Elementary School</td>
<td>41 Bethany Rd., Selbyville, DE 19975</td>
<td>436-1040, 436-1053</td>
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<tr>
<td>Principal: Christy Kerr</td>
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<tr>
<td>Assistant Principal: Matthew Keller</td>
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<tr>
<td>Selbyville Middle School</td>
<td>80 Bethany Rd., Selbyville, DE 19975</td>
<td>436-1020, 436-1035</td>
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<tr>
<td>Principal: Jason Macrides</td>
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<td>Assistant Principal: Jeffrey Forjan</td>
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<tr>
<td>Georgetown Middle School</td>
<td>301 West Market St., Georgetown, DE 19947</td>
<td>856-1900, 856-1915</td>
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<tr>
<td>Principal: David Hudson</td>
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<tr>
<td>Assistant Principal: Karen Oliphant</td>
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<tr>
<td>Millsboro Middle School</td>
<td>302 East State St., Millsboro, DE 19966</td>
<td>934-3200, 934-3215</td>
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<tr>
<td>Principal: Bradford Breasure</td>
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<td>Assistant Principal: Christopher Costello</td>
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<tr>
<td>Southern Delaware School of the Arts</td>
<td>27 Hosier St., Selbyville, DE 19975</td>
<td>436-1066, 436-1068</td>
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<tr>
<td>Principal: Travis Bower</td>
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<tr>
<td>Asst. Principal: Kathleen Wilson</td>
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<tr>
<td>Sussex Central High School</td>
<td>26026 Patriots Way, Georgetown, DE 19947</td>
<td>934-3166, 934-3234</td>
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<tr>
<td>Principal: Bradley Layfield, Ed.D.</td>
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<tr>
<td>Assistant Principals: Matthew Jones, Brice Reed, Nikolaus Fair, Aerin Donovan</td>
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<tr>
<td>Indian River High School</td>
<td>29772 Armory Rd., Dagsboro, DE 19939</td>
<td>732-1500, 732-1514</td>
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<tr>
<td>Principal: Michael Williams</td>
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<tr>
<td>Assistant Principals: Will Revels, David Carter, Ed.D.</td>
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<tr>
<td>IRSD Early Learning Center</td>
<td>30207 Frankford School Rd., Frankford, DE 19945</td>
<td>732-1346 (Opt. 8), 732-1344</td>
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<tr>
<td>Principal: Janet Hickman, Ed.D.</td>
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<td>Howard T. Ennis School</td>
<td>20346 Ennis Rd., Georgetown, DE 19947</td>
<td>856-1900, 856-1931</td>
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<tr>
<td>Principal: Kristina Perfetti</td>
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<tr>
<td>Assistant Principals: Michael Thompson, Amanda Wroten</td>
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<tr>
<td>G.W. Carver Academy</td>
<td>30207 Frankford School Rd., Frankford, DE 19945</td>
<td>732-3800, 732-3790</td>
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<tr>
<td>Principal: Melissa Kansak</td>
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<tr>
<td>Outdoor Education Center at Ingram Pond</td>
<td>24184 Godwin School Road, Millsboro, DE 19966</td>
<td>934-3216, 934-3230</td>
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<tr>
<td>Bilingual School/Community Liaisons</td>
<td>Gemma Cabrera</td>
<td>Phone: 855-2430, Fax: 855-2439</td>
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<td>District Priorities</td>
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<tr>
<td>• Engaged and informed families, schools, communities and other agencies.</td>
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<td>• Safe and healthy environments, conducive to learning.</td>
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<td>• Equitable access to excellent educators.</td>
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<td>• Rigorous standards, instruction, and assessments.</td>
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<td>• High quality early learning opportunities.</td>
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<td>• Responsible fiscal management.</td>
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District Policies and Procedures

NOTE: The policies contained in this handbook are subject to revision by the Board of Education. Updated versions can be accessed on the district website at irsd.net.

This handbook and calendar has been prepared to enable the students and parents of the Indian River School District to become better acquainted with the events, activities, policies and regulations of the district. The calendar and handbook is divided into several sections. The calendar section provides dates and times for school and extracurricular activities, athletic dates, times and locations of scheduled games. The handbook section is subdivided into “General Information” and “District Policies and Regulations.” Questions or comments about specific school rules should be directed to the director principal; questions or comments about district policies or regulations should be directed to the district Superintendent.

GENERAL INFORMATION

EDUCATIONAL PHILOSOPHY

The Indian River School District is committed to providing each student with a quality educational experience designed to maximize the development of his/her talents and aptitudes. Vitally concerned with the optimal academic progress of students at all ability levels, the district pledges its resources to engendering positive concepts of success for everyone.

Quality education can only be achieved in a safe, learning-conducive setting, which features a well-designed curriculum continuum, dynamic leadership, a highly effective teaching staff, competent support personnel, and informed stakeholders. Collaborative planning incorporating research-based, innovative techniques and technology monitored via continuous and critical evaluation, is encouraged and promoted.

The Indian River School District embraces the concept of the ever-broadening development of education, social, cultural and recreational activities for its entire citizenry. Hence, it believes in partnering with families to enhance student learning and in sharing its facilities with the community.

ADDRESS AND TELEPHONE NUMBERS

Students who move during the school year or have their telephone numbers changed should report this new information to the school office immediately.

ALCOHOL-FREE ENVIRONMENT

Student health and safety are a primary concern of the Indian River School District. The District prohibits (regardless of age); the possession, use, consumption, manufacture, sale or distribution of any alcohol product on school grounds at any time.

To that end, a sign indicating that alcoholic beverages are not permitted on the property shall be posted at all buildings.

ASSEMBLIES

Various assembly programs will be scheduled during the school year for the information and enjoyment of the students. Students are to realize that the same behavior is expected in these programs as is expected in the classroom. Movement to and from the auditorium should be orderly and on time. Proper respect, attention and courtesy should be shown toward speakers and performers at all times. Do not yell or whistle except in organized cheering at pep rallies or games. (“Booing” is never acceptable behavior.) Any student who has to be reprimanded for misconduct during an assembly program may be excluded from future programs.

BABIES/SMALL CHILDREN

Due to the fact that babies and/or young children in the school create a distraction for teachers and students, as well as imposing additional liability responsibilities on school employees and the district, students will not be permitted to bring babies or other young children with them during regular school hours.

Teachers will refer any student who brings a child to school to the school office, where the student will make arrangements for the child’s care. The missed instructional time will be unexcused.

The policy shall also apply to district events or functions beyond the classroom in which the student participates or becomes involved. These functions may include, but are not limited to, school dances, the junior-senior prom, and commencement exercises.

CIMEX LECTULARIS (BED BUGS)

The Indian River School District is committed to providing a school environment that promotes and protects our students’ health and well-being. Bed Bugs can generate anxiety in parents, students and school staff. The Indian River School District will follow established guidelines outlined in HCA.2 Reg. to support discreet identification of students who may be found to have bed bugs, effective communication with the student’s parent/guardian and avoidance of an infestation within the school environment.

COMPLAINT PROCEDURES

Recognizing the fact that situations may arise pertinent to the operation of the schools which may cause concern by parents or the public, procedures have been developed to address those matters.

The most effective way to open the lines of communication is to have the affected parties discuss the issue directly. This handbook and calendar has been prepared to enable the students and parents of the Indian River School District to become better acquainted with the events, activities, policies and regulations of the district. The calendar and handbook is divided into several sections. The calendar section provides dates and times for school and extracurricular activities, athletic dates, times and locations of scheduled games. The handbook section is subdivided into “General Information” and “District Policies and Regulations.” Questions or comments about specific school rules should be directed to the director principal; questions or comments about district policies or regulations should be directed to the district Superintendent.

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with one another. If the concern is with a teacher, he or she should be given the opportunity to explain his/her actions. If no resolution is reached, the building principal and/or assistant principal should be notified and the opportunity provided to resolve the matter at that level. Following this, if matters are still unsettled, the complainant should contact the district superintendent’s office for referral to the appropriate district administrator and express his or her concerns. Failure to reach resolution at this level will result in the issue being referred to the superintendent, who will address all affected parties. Still, if there is no resolution, the complainant may request a hearing before the Board of Education by writing to the president of the Board.

If the Board confirms that the complaint was resolved at the appropriate level of concern by keeping the lines of communication open between staff members and the public.

Complaints about curriculum matters should follow a similar pattern as described above by the complainant initially expressing his or her concern to the building principal. If he or she cannot resolve the matter, the complainant may file a formal complaint by completing a “Public Complaints About the Curriculum and Instructional Materials” form available from the principal. Again, he or she will address the issue and if resolution cannot be reached, the formal complaint will be forwarded to the Directors of Education. The Directors of Education will convene the Instructional Materials Review Committee to review the material in question. Its findings will be forwarded to the superintendent for review. If the complaint is still dissatisfied with the superintendent’s decision, he or she may write to the president of the Board of Education within five (5) working days asking that the Board review the matter.

Formal Complaint Procedure

Purpose

The policies contained in this manual represent the official position of the Indian River Board of Education and the Indian River School District. Noncompliance with these policies could be considered an act of insubordination which will be cause for disciplinary action, including termination.

It is the intent of the Board of Education and the District to ensure compliance with all District policies. Any District employee, guardian, parent, student, or resident of the District who believes that a District policy has been violated is encouraged to raise his or her concern with appropriate District personnel in order to resolve such complaints. The intent is to do so in an informal manner, if possible, in an attempt to resolve matters at the appropriate level of concern by keeping the lines of communication open between staff members and the public.

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FORMAL COMPLAINT PROCEDURE FOR POSSIBLE POLICY VIOLATIONS

1. Formal Complaint Procedure

When a District employee, guardian, parent, student, or resident of the District believes that a District policy has been violated, he or she may file a formal complaint with the superintendent’s designee. The Superintendent’s designee will review the complaint in accordance with the procedures contained in the Formal Complaint Procedure.

2. Investigation and Corrective Action

Upon receipt of the Formal Complaint, the Superintendent’s designee will promptly open an investigation into the allegation(s). After the investigation has been completed, but not later than thirty (30) calendar days following the receipt of the Formal Complaint, the administrator responsible for the investigation will issue a written response (“Written Response”) to the Complainant. The Written Response will address the allegations of the complaint and may also include, subject to the parties’ rights under law and/or contract, a description of how the District intends to conduct the manner of investigation concerning the allegations. If no corrective action is taken, the complainant may request a hearing before the Board of Education by writing to the president of the Board.

3. First Level Appeal

If either the Complainant or the Subject of the complaint is dissatisfied with any aspect of the Written Response, either may appeal the superintendent for further review of the Written Response. The Complainant or Subject may present any facts that he or she believes are necessary for the superintendent’s review. If permitted by law and contract, the superintendent will draft his or her own review of the Written Response and present completed within thirty (30) calendar days of receiving the request for review and forwarded to the Complainant or the Subject of the Complaint.

4. Second Level Appeal

If either the Complainant or the Subject is dissatisfied with the results of the superintendent’s response, either may request a review by the Board of Education. The Board of Education shall conduct a hearing within forty-five (45) calendar days of the receipt of a request for Board review. The Board of Education will conduct its investigation in executive session. The Complainant and the Subject will each have the right to present their case to the Board of Education in person, or in writing, or by legal counsel if desired. The Board of Education may establish rules for the presentation of evidence during the Board of Education hearing. However, the Complainant and the Subject will each receive at least five (5) minutes to speak before the Board of Education.

After conducting its review, the Board of Education shall make a final determination and, if permitted by law and contract, provide its own written response to the Complainant and the Subject. The Board of Education will prepare its Response within thirty (30) calendar days of the completion of the Board hearing. If permitted by law and contract, the Board will provide the Complainant and the Subject copies of the Board Response. The decision of the Board will be final.

5. Other Rights Under Law or Contract

Nothing in this policy is intended to abrogate the rights under law or contract of any Complainant or Subject. To the extent that anything set forth in these procedures is inconsistent with any parties’ rights under applicable law or contract, it is the intent of this policy for the parties’ rights under law or contract to be controlling.

DISTRIBUTION/POSTING OF PROMOTIONAL LITERATURE

Requests for the distribution of promotional literature must be approved by the superintendent. In an effort to reduce the amount of literature being distributed via our students, only information regarding class activities and events will be printed. All printed materials will be limited to materials that do not violate the rules established for student distribution of materials. In addition, the distribution of promotional literature by outside organizations must be approved by the superintendent. Political materials cannot be distributed at district events.

DRESS CODE

The Board of Education recognizes that student individual dress is primarily a parental responsibility, which should reflect concern for health and safety of the student and others and to school property. When the dress of an individual student constitutes a health problem, seems to be unsuitable for school wear, is a physical danger to any person, or when the student’s manner of dress or grooming could cause a disruption or disturbance, the principal shall have the authority to require the student to change his clothing.

The local school and the District reserve the right to modify this policy as necessary and reserve the right to determine what might be disruptive and unsafe. The following paragraphs regarding the Student Dress Code shall apply to Indian River School District in-school activities, music programs, awards ceremonies, and banquets:

Clothing and accessories worn by students are expected to respect the value of our schools and district as a student-centered community. Therefore, IRS students are not permitted to wear clothing that is transparent, exposes the midriff/naval area, cleavage or posterior regions.

Additionally, students shall be required to follow dress standards to prevent hazards or dangers in areas such as recess, shop, labs and/or physical education class.

Students will be required at all times to wear shoes or other appropriate footwear. Students shall be required to follow dress standards to prevent hazards or dangers in areas such as recess, shop, labs and/or physical education class.

b. Shirts, tops, blouses, and dresses must either have sleeves or must cover the area from neck to shoulder. The length of the skirts, shorts, culottes, jumpers, shorts and dresses must be worn at or below the mid-thigh area while the student is standing.

c. Clothing shall have no holes that expose skin above the kneecap.

d. No headgear may be worn in the building. This includes, but is not limited to, hats, hoods and/or other types of head coverings.

e. Clothing with printing across the buttocks area shall be prohibited. Leggings/tights, form-fitting stretch pants, or yoga pants worn as pants must be worn with a dress or other garment covering the area to the mid-thigh region.

f. Wearing apparel, footwear, or other accoutrements usually associated with a person’s dress must not be obscene, vulgar, or ethnically, culturally, or sexually offensive. Students shall not wear apparel, footwear, or other accoutrements, such as headgear, that suggest gang membership, that glorify violence, drug or alcohol use, illegal activities and/or graffiti may not be worn or displayed.

g. Clothing designed to be worn as undergarments may not be visible. Pants must be affixed at the appropriate waistline. Pants worn below the waist to the extent that the undergarment and/or skin is or could be exposed are not permitted in school.

h. Exception to this policy may be granted in discretion of school administration with approved documentation for a bona fide reason.

DRIVER EDUCATION

The Indian River School District is committed to providing eligible high school pupils a quality driver education program that is free of charge and will meet or exceed...
# September 2019

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<td>FIRST DAY OF SCHOOL</td>
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<td>Early Learning Center Open House, 3-6 p.m. EM Open House, Grades 1-2, 5 p.m. SA Open House, 5-7 p.m. LB Back to School Night, Grades 1-2, 5 p.m.</td>
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<td>FIRST DAY FOR PRESCHOOL (Excluding Howard T. Ennis, which follows the regular K-12 calendar.) SC Underclassmen Pictures</td>
<td>NG PTO, 6 p.m.</td>
<td>LB Back to School Night, Grades 3-5, 5 p.m. PS Open House, 5-7 p.m. PS PTO, 5 p.m. LN PTO, 6 p.m.</td>
<td>EM Open House, Grades 3-5, 5 p.m.</td>
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<td>SA PTO, 3 p.m. GE PTO, 5 p.m. LN Pictures PS Pictures</td>
<td>EM PTO, 6:30 p.m. GE Pictures LN PTO, 6 p.m.</td>
<td>EM Pictures</td>
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<td>Board of Education @ IR, 7 p.m. IR Senior Portrait Make-Ups</td>
<td>IR Senior Portrait Make-Ups GM Pictures</td>
<td>SC Senior Parent Info Night, 6 p.m. IR Underclassman Pictures PS PTO, 5:30 p.m.</td>
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<td>Rosh Hashanah SC Senior Portrait Make-Ups</td>
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Weather-related make-up days will be determined by the Board of Education as needed.
applicable requirements as may be established by the Delaware Department of Education. Title 14, Chapter 41 § 4125 of the Delaware Code requires minimal academic achievement by any student enrolled in a State approved driver education course prior to the issuance of a High School Driver Education Certificate; i.e. the blue certificate from the certified driver education teacher. In order to enroll for the Driver Education class and receive certification, the student must:

1. Qualify as a tenth (10) grader as of the September 30th of the school year.
2. Be earning passing grades in 5 credits at the time of certification, with at least 2 of those credits in separate areas of Math, ELA, Science or Social Studies

A student who has fulfilled the requirements of the driver education program.

A student forfeits or regains his/her academic eligibility on the day report cards are issued. Ineligible students have the subsequent marking period to bring their grades into academic eligibility.

Eligibility to Receive a Blue Certificate by a Certified Driver Education Teacher

A certified driver education teacher determines if the student is meeting the requirements of the driver education course. The driver education course shall include a minimum of forty (44) class hours of instruction consisting of thirty (30) class hours of classroom instruction, seven (7) class hours of in the car behind the wheel laboratory instruction and seven (7) hours of actual observation in the car. The class hours must not be less than forty five (45) minutes each. For those schools with varying class schedules the minimum classroom instruction must be no less than one thousand three hundred fifty (1350) minutes and behind the wheel laboratory instruction no less than thirty minutes. Should the student fail to attend class for 10 days or less of the academic year that the course would end with the high school principal or his/her designee the academic eligibility of the student enrolled in the driver education course.

Students receiving an unsatisfactory grade in the regular high school driver education course may enroll in either a summer or adult driver education course for a fee. A driver education teacher may issue a blue certificate when the student has completed and passed the driver education course and has become academically eligible.

The "date of issue" on the blue certificate shall be the actual date the student completed and passed the driver education course.

Special Education Students

Students enrolled in an Individual Education Program (IEP), the Individualized Education Program Team, in consultation with the Driver Education teacher, may make accommodations to the Driver Education program, including but not limited to, allowing multiple opportunities to take the driver education course, delaying the course until the 11th or 12th grade, taking the course over two semesters and offering specialized instruction and relevant academic assistance to the student.

A student who is receiving special education services under an active Individual Education Program (IEP) shall be authorized until the age of 21 to complete the driver education certification. A student with an active IEP re-taking the driver education course because of failing the initial driver education course shall not be required to pay a fee for taking the course additional times.

Implementation Issues

1. Students who complete and pass driver education while never satisfying the academic eligibility requirement will not be eligible for a Delaware driver's license until eighteen years of age.
2. Education departmental students duly registered in the adult driver education program administrator at the end of the course will receive certification academically eligible. Students enrolled in public and/or non-public high schools with 10th grade enrollments under 25 are eligible for free driver education if they are eligible for the school district's Driver Education Program and personally elect to not enroll in driver education when assigned or are not eligible for free driver education.
3. Foreign exchange students living with a host family with a legal contract as "exchange students" may be enrolled for free in the driver education course during the 10th grade. Blue certificates may be issued. However, foreign exchange students may not drive the host family vehicle once a license is issued as depicted in the legal contracts between the countries.
October 2019

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<td>LB PTO, 6 p.m.</td>
<td>JMC Fire Prevention Day</td>
<td>EM Title I Family Night, 6 p.m.</td>
<td>PROGRESS REPORTS</td>
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<td>SC Senior Portrait Make-Ups</td>
<td>SC Senior Portrait Make-Ups</td>
<td>SA Reading Night, 6 p.m.</td>
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<td>PS Book Fair</td>
<td>PS Book Fair</td>
<td>Yom Kippur</td>
<td>NO SCHOOL TEACHER WORK DAY #1 (Paraprofessionals Report to Work)</td>
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<td>NG Pictures</td>
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<td>9</td>
<td>State Teacher of the Year Banquet, 5 p.m.</td>
<td>LN PTO, 6 p.m.</td>
<td>LN Math and Literacy Night, 6 p.m.</td>
<td>HE Family Fun Night, 5-7 p.m.</td>
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<td>GE PTO, 5 p.m.</td>
<td>EM PTO, 6:30 p.m.</td>
<td>EM Make-Up Pictures</td>
<td>IR Homecoming</td>
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<td>SA PTO, 5:30 p.m.</td>
<td>SA Make-Up Pictures</td>
<td>SA Haunted Stage, 5:30 p.m.</td>
<td>IR Homecoming Dance, 7 p.m.</td>
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<td>NG PTO, 6 p.m.</td>
<td>JMC Pictures</td>
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<td>LN Book Fair Ends</td>
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<td>SC Homecoming Dance, 7-10 p.m.</td>
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<td>National School Lunch Week, Oct. 14-18</td>
<td>Sukkot</td>
<td>State Teacher of the Year Banquet, 5 p.m.</td>
<td>LN PTO, 6 p.m.</td>
<td>LN Math and Literacy Night, 6 p.m.</td>
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<td>LN Book Fair Begins</td>
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<td>HE Family Fun Night, 5-7 p.m.</td>
<td>NG Make a Difference Day, 8-10 a.m.</td>
<td>SPECIAL SCHOOL PARENT CONFERENCES, 5:30-8 p.m.</td>
<td>HIGH SCHOOL PARENT CONFERENCES, 5:30-8 p.m.</td>
<td>ELEMENTARY PARENT CONFERENCES, 5:30-8 p.m.</td>
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<td>IR Homecoming</td>
<td>IR Homecoming</td>
<td>SC Underclassmen Make-Up Pictures</td>
<td>Simchat Torah</td>
<td>MIDDLE SCHOOL PARENT CONFERENCES, 5:30-8 p.m.</td>
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<td>EM Make-Up Pictures</td>
<td>GM Make-Up Pictures</td>
<td>GM Dance, 2:45-4:30 p.m.</td>
<td>SC Homecoming</td>
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<td>GE Make-Up Pictures</td>
<td>EM Make-Up Pictures</td>
<td>SA Haunted Stage, 5:30 p.m.</td>
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<td>Board of Education @ SC, 7 p.m.</td>
<td>PS Make-Up Pictures</td>
<td>PS PTO, 5:30 p.m.</td>
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<td>LN Make-Up Pictures</td>
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IRSD Special Education Week, Oct. 28 - Nov. 1

Weather-related make-up days will be determined by the Board of Education as needed.

Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.

National School Lunch Week, Oct. 14-18

National School Bus Safety Week, Oct. 21-25

Sukkot

State Teacher of the Year Banquet, 5 p.m.

Elementary PTO, 6:30 p.m.

GM Pictures

High School PTO, 5 p.m.

GM Pictures

Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.

National School Lunch Week, Oct. 14-18

National School Bus Safety Week, Oct. 21-25

State Teacher of the Year Banquet, 5 p.m.

Elementary PTO, 6:30 p.m.

GM Pictures

High School PTO, 5 p.m.

GM Pictures

Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.

Weather-related make-up days will be determined by the Board of Education as needed.
By having every student in the school use his/her account number, the anonymity of children receiving free or reduced price meals is assured.

Pre-payment for multiple meals is encouraged to reduce the need for frequent deposits and daily cash handling. Remember that every $10 will purchase $11 worth of meals. Please make checks payable to the school cafeteria. When a student’s balance nears zero, a reminder will be given to the student to make a deposit in his/her account.

Housholds with more than one child in the same school need to designate the amount of money to be placed in each child’s account. The account cannot be shared by different children in the same household. Money in a student’s account may be used for complete meals and a la carte sales. Money left in the account at the end of the year will be available for that student’s use in the next school year. Refunds from student meal accounts are available only upon written parent/guardian request. A check will be mailed to the address provided, if desired.

Purchasing
Students may purchase breakfast or lunch in the cafeteria, or they may choose their own combination of food at a la carte prices. No student will be allowed to leave the school to go home for lunch. Students who bring their meals must eat in the cafeteria. No food may be taken from the cafeteria. Paper, unused food or any other type of waste material must be placed in the receptacle provided and dishes and trays returned to the washroom window. Students will be expected to conduct themselves in a manner acceptable to all who eat in the cafeteria.

Meal Charging Policies
- High school students may charge for meals at their school cafeteria; however, they should not accumulate charges in excess of $5.00. Additionally, a la carte purchases are not allowed when the student’s account falls into a negative balance.
- Students in Grades K through 8 may charge for meals at their school cafeteria, however, they should not accumulate charges in excess of $5.00. Additionally, a la carte purchases are not allowed when the student’s account falls into a negative balance.
- Students that accumulate negative balances in excess of $10.00 may receive a meal of the nutrition services manager’s discretion. The meal will not be charged. SDA guidelines and the student’s account will continue to be billed.
- Adults will be allowed balance only one charge. If the charge is not paid the next day, they will not be allowed to purchase anything on credit.

OFFICE REFERRALS FOR DISCIPLINARY ACTION
Contact from class for disciplinary reasons should report immediately to the principal’s assistant principal’s office.

PAID LEAVE FOR BIRTH OR ADOPTION OF A CHILD
This policy is available on the district’s website at irisd.net. (Policy GCBD.1)

PARENT-TEACHER CONFERENCES
Parent-teacher conferences are held to discuss school programs and strengths and weaknesses of individual students. Conferences are scheduled on a regular basis three times a year. Parents are urged to contact their child’s teacher when conferences are scheduled. Parents should also request a conference when their child receives an unsatisfactory progress report.

PARKING
Cars must be parked in the area assigned and students must remain out of automobiles and this area, except for emergencies or the school grounds. Students are expected to drive in an extremely safe manner, particularly since many small children may be in or near the parking area. Students failing to follow safe driving practices or parking procedures may have their privilege of driving to school revoked. Driving a car to school is a privilege and all Delaware laws must be obeyed. Parking will be in authorized areas only. A permission slip must be obtained from the principal’s office before any student will be allowed to park a vehicle during school hours. Staff members may have assigned parking areas, including specific parking slots. Students are prohibited from using these areas during normal school hours. Violators will be dealt with by the building administration. If necessary, the improperly parked vehicle may be towed at the owner’s expense.

PEDICULOSIS (HEAD LICE)
The Indian River School District is committed to providing a school environment that promotes and protects our children’s health and well-being. While having head lice is not considered a health issue (illness/disease), it is considered a hygiene issue that must be interrupted the notification process when left unattended. The district nurse will follow the procedures outlined in JHCA.1 Reg., thus supporting the students and families affected while maintaining confidentiality.

PHYSICAL EDUCATION
The age of adolescence is a period of rapid physical growth as well as one of a greatly expanded social and academic awareness. In order to meet the physical demands of this age and to develop wholesome com-
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<td>END OF MARKING PERIOD</td>
<td>County Choir Rehearsal @ Cape, 6-8 p.m.</td>
<td>SM Title I Family Fun Night, 6 p.m.</td>
<td>SC Honor Society Induction, 7 p.m.</td>
<td>IR Marine Corps Birthday Celebration, 5:30 p.m.</td>
<td>NO SCHOOL PROFESSIONAL LEARNING DAY (Half Grades, Half PD; Paraprofessionals Report to Work)</td>
<td>12- MONTH EMPLOYEES Report to Work; Paraprofessionals Do Not Report</td>
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<td>NO SCHOOL VETERANS DAY</td>
<td>NO SCHOOL</td>
<td>JMC PTO, 6 p.m.</td>
<td>SC Honor Society Induction, 7 p.m.</td>
<td>IR Honor Society Induction, 1 p.m.</td>
<td>REPORT CARDS</td>
<td>NO SCHOOL</td>
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<td>JMC Book Fair Begins</td>
<td>SA PTO, 3 p.m.</td>
<td>JMC Book Fair Math Night, 5-7 p.m.</td>
<td>LB Grades 3-4 Music Program @ IR, 6:30 p.m.</td>
<td>NG Fall Movie Night, 5:30 p.m.</td>
<td>NO SCHOOL</td>
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<td>NO SCHOOL FOR STUDENTS AND TEACHERS*</td>
<td>Board of Education @ IR, 7 p.m.</td>
<td>NG Make-Up Pictures</td>
<td>BOARD OF EDUCATION @ IR, 7 p.m.</td>
<td>NO SCHOOL THANKSGIVING</td>
<td>NO SCHOOL THANKSGIVING</td>
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Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.

American Education Week, Nov. 11-15

Weather-related make-up days will be determined by the Board of Education as needed.

* - Off day for teachers on Nov. 27 is compensation for parent conferences in October, January and March.

INH Make-Up Pictures
PS Fall Festival, 11 a.m.-2 p.m.
PUBLIC COMPLAINTS ABOUT THE CURRICULUM AND INSTRUCTIONAL MATERIALS

The Indian River School Board recognizes the need for its students to have access to many types of books and materials. It also recognizes the right of the professional staff to recommend books and other instructional materials to the Board. The Board will not permit any individual or group to exercise censorship over instructional materials and library collections, it recognizes that at times objections to instructional materials may occur despite the care taken to select those materials. When such objections occur, the Board recognizes that a re-evaluation of those materials may be desirable.

All such complaints received by teachers or staff by letter, telephone, or personal contact should be referred to the building principal. If the complainant desires to file a formal complaint, the complainant must complete the form “Public Complaints About the Curriculum and Instructional Material.” Upon receipt of a request for reconsideration, the principal will attempt to resolve the complaint at the building level or forward the formal complaint to the Director of Curriculum and Instruction and the Assistant Superintendent. The Director of Elementary Education and/or Director of Secondary Education will convene the Instructional Materials Review Committee to review the materials in question and make a recommendation to the Board. The Board will consider the complaint at its next regularly scheduled meeting. If the complaint is still being reviewed, the materials will remain in use. In addition, a brief synopsis of the complaint will be provided to the Board through the Superintendent. The Committee will report its findings and make a recommendation to the Superintendent no longer than 45 calendar days after the complaint is filed. The Superintendent will review the complaint and will render a decision in the matter. Notice of the decision will be sent to the complainant. If the citizen is not satisfied with the Superintendent’s decision, the complainant may appeal to the Board of Education by writing to the President of the Board within five working days. The Board will hear the appeal at its next regular or special meeting and render its decision.

The Board assumes final responsibility for all books and instructional materials it makes available to students and holds its professional staff accountable for proper selections.

The regulations to implement this policy will be established by the Superintendent and compiled in the District Administrative Manual.

PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board desires to be cognizant of the problems, requests, complaints, and suggestions of members of the community. To achieve this, the Board establishes the following procedures for persons wishing to be on the agenda of a regular meeting.

1. The person should inform the Superintendent of his or her desire, topic with brief description, and any phone, or personal contact should be referred to the building principal. If the complainant desires to file a formal complaint, the complainant must complete the form “Public Complaints About the Curriculum and Instructional Material.” Upon receipt of a request for reconsideration, the principal will attempt to resolve the complaint at the building level or forward the formal complaint to the Director of Curriculum and Instruction and the Assistant Superintendent. The Director of Elementary Education and/or Director of Secondary Education will convene the Instructional Materials Review Committee to review the materials in question and make a recommendation to the Board. The Board will consider the complaint at its next regularly scheduled meeting. If the complaint is still being reviewed, the materials will remain in use. In addition, a brief synopsis of the complaint will be provided to the Board through the Superintendent. The Committee will report its findings and make a recommendation to the Superintendent no longer than 45 calendar days after the complaint is filed. The Superintendent will review the complaint and will render a decision in the matter. Notice of the decision will be sent to the complainant. If the citizen is not satisfied with the Superintendent’s decision, the complainant may appeal to the Board of Education by writing to the President of the Board within five working days. The Board will hear the appeal at its next regular or special meeting and render its decision.

2. The person will be allowed 15 minutes for a presentation, although an extension of time may be granted by the superintendent/Board president in scheduling the agenda, or later by the Board as it hears the person.

3. Speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints about school personnel or other persons at a public session. Other channels provide for Board consideration of complaints involving individuals.

RELIGION

Purpose

To provide the public schools with a physiological and cultural perspective of religious holidays.

Holidays

No religious belief or non-belief shall be promoted, or disparaged, by the District. Instead, the District encourages all students and staff to be respectful and tolerant of the religious views of others. The District shall foster understanding and mutual respect regarding culture, economic backgrounds, and religious beliefs. The Board prohibits the display of any religious symbols or literature in the schools. The Board recognizes the educational goals of advancing student knowledge and appreciation of the role our religious heritage has played in the social, cultural, and historical development of civilization.

Religious Holidays

The District will:

- Explain the origin, and the historical and contemporary significance, of religious holidays in an unbiased and objective manner without sectarian indoctrination.
- Permit the use of religious symbols such as a cross, star and crescent, Star of David, cresce, symbols of Native American religions, or other symbols that are a part of a religious holiday (including, but not limited to, Christmas, Easter, Passover, Hanukkah, St. Valentine’s Day, St. Patrick’s Day, Thanksgiving, and Halloween) as a teaching aid or resource provided such symbols are displayed as an example of the cultural and religious heritage of the holiday and are temporary in nature.

December 2019

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<td>GE Holiday Concert, 6 p.m.</td>
<td>JMC Winter Concert, 6 p.m.</td>
<td>PROGRESS REPORTS</td>
<td>Millsboro Christmas Parade, 5 p.m.</td>
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<td>SA Band Performance, 7 p.m.</td>
<td>Georgetown Christmas Parade, 7 p.m.</td>
<td>Selbyville Christmas Parade, 7 p.m.</td>
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<td>GE Book Fair Begins</td>
<td>NG Winter Concert, 6 p.m.</td>
<td>PS Holiday Concert, 6:30 p.m.</td>
<td>HE Winter Program, 10 a.m.</td>
<td>SA Vocal Performance, Grades 5-8, 7 p.m.</td>
<td>SC Drama Production, 7 p.m.</td>
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<td>Dagsboro Christmas Parade, 7 p.m.</td>
<td>LB Grade 5 Holiday Concert @ IR, 6:30 p.m.</td>
<td>IR Chorus Concert, 7 p.m.</td>
<td>SC Drama Production, 7 p.m.</td>
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<td>Board of Education @ SC, 7 p.m.</td>
<td>SM Winter Concert: Grade 6 @ 6 p.m.; Grades 7-8 @ 7 p.m.</td>
<td>LN Chorus Concert, 6 p.m.</td>
<td>MM Holiday Concert: Grade 6 @ 6 p.m.; Grades 7-8 @ 7 p.m.</td>
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<td>NO SCHOOL FOR STUDENTS AND TEACHERS 12-Month Employees Report to Work; Paraprofessionals Do Not Report Hanukkah</td>
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<td>CHRISTMAS DAY</td>
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<td>Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.</td>
<td>CHRISTMAS BREAK</td>
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Weather-related make-up days will be determined by the Board of Education as needed.
Students may pray when not engaged in school activities or instructional time. During the school day, students are free to pray silently, or not to pray, during these periods. Teachers and other school employees may neither encourage nor discourage students from praying during such time periods.

If a school has a “moment of silence” or other quiet period during the school day, students are free to pray silently, or not to pray, during these periods. Such references should never foster or advance any particular religious tenets, or demean any religious beliefs.

Accommodate student-initiated expressions to questions or assignments, which reflect student beliefs or non-beliefs about a religious theme. For example, students are free to express religious beliefs, including belief in the tenets of Christianity, Judaism, Islam, or other religious faith, or non-belief, in compositions, art forms, music, speech, and debate.

Equal Access Act

The Equal Access Act (“the Act”) provides that a public secondary school which permits one or more non-curriculum related student groups (any student group whose activities are not directly related to a course offered by the school) to meet on school premises during non-instructional times is prohibited from discriminating against students who wish to conduct a meeting on the basis of the “religious, political, philosophical, or other content of the speech at such meetings.” Although the Equal Access Act applies specifically to public secondary schools, the District will apply the Equal Access Act provisions to all district schools.

The District permits non-curriculum related student groups to meet on school premises during non-instructional times.

Non-instructional time includes time during the school day when students are required to be in school but not in a particular class (e.g. lunch).

The following limitations apply to meetings by non-schoolperson.

- Meetings must not occur in religious meetings, and the Act prohibits school sponsorship of any religious meetings. That means school officials may not promote, lead, or participate in any such meetings. The assignment of a teacher, administrator, or other school employee to any meeting is limited to oversight and is merely to order and good behavior.

- The Act provides that non-schoolperson may not direct, control, or regularly attend activities of student groups. The meetings of any such religious groups must be voluntary and student-initiated. If such meetings are conducted and controlled by non-school personnel, the District will refuse to permit the meetings. If non-school personnel regularly attend the activities of such a group, the group enjoys no protection under the Act.

School Sponsorship

The District will not sponsor a religious club. The District will treat all non-curriculum related student groups in a manner that is viewpoint neutral. Religious and non-religious student groups are entitled to the same access to the school newspaper, bulletin boards, and the public address system.

Accommodation of Prayer During Instructional Time

The District may excuse students from class to remove a significant burden on their religious exercise, where the absence of so many students that the educational process is disrupted.

Religion in the Curriculum

Religious institutions and orientations are central to human experience. An education excluding such a significant aspect of human experience is incomplete. It is essential that the teaching about - and not of - religion be conducted in a factual, objective, and respectful manner.

The District will:

- Respect the pervasive influence of literature, music and drama in the arts curriculum and in school activities only to the extent such references are essential to a complete understanding of the learning experience in such fields of study.
- Respect the pervasive influence of history, literature, and history only to the extent necessary for a balanced and comprehensive study of these areas. Such references should never foster or advance any particular religious tenets, or demean any religious beliefs.

Released Time for Religious Instruction

Abuse of a student during school hours for religious education outside school property shall be allowed provided the student’s parent or guardian completes and submits a Religious Instruction Form to the principal, and the instruction meets the following requirements:

- The religious instruction must be under the sponsorship of a recognized religious body to be registrered for the course and file a copy of the registration with the principal, who may periodically request student’s attendance reports from the course’s sponsors.
- Absence for religious instruction may not exceed one hour per week at a time set by the District.

Religious Expression and Prayer in Class Assignments

Students may express their beliefs about religion in homework, artwork, and other written and oral assignments free from discrimination based on the religious content of their submissions. Such work shall be judged by ordinary educational concerns identified by the school. Such work shall not be displayed or presented to other students in a manner that suggests District endorsement of religious beliefs.

Prayer by District Employees

Staff may neither encourage or discourage prayer and from participating in such activity with students. Staff may, however, take part in religious activities where the overall context is clear that they are not participating in their official capacities. Before school or during lunch, for example, staff may meet privately with other staff for prayer or Bible study to the same extent that they may engage in other conversation or nonreligious activities. Similarly, staff may participate in school sponsored activities including student prayer and religious speech in applying any rules of order or educational restrictions.

The Real World Problems and Examples exhibit for this policy can be viewed at www.irsd.net.

SCHOOL BULLY & CYBERBULLYING PREVENTION POLICY

To further these goals, and as required by 14 Del. C. 4112D, the District prohibits the bullying of any person on school property, at school functions, by use of data or computer software accessed through a computer, computer system, network computer or other electronic technology of the District from grades kindergarten through grade twelve. In addition, cyberbullying (as defined herein is prohibited by students directed at other students. Incidents of cyberbullying must be treated in the same manner as incidents of bullying. The District further prohibits reprisal, retaliation or false accusation against a target, witness or one with reliable information about an act of bullying.

Definition of Bullying & Cyberbullying

As used in this policy, bullying means any intentional written, electronic, verbal or physical act or actions against a student, school volunteer or school employee that a reasonable person under the circumstances should know will have the effect of:

- Placing a student, school volunteer or school employee in reasonable fear of substantial harm to his or her emotional or physical well-being, or substantial damage to his or her property; or
- Creating a hostile, threatening, humiliating or abusive educational environment due to the pervasiveness or persistence of actions, or due to a power differential between the bully and the target; or
- Interfering with a student having a safe school environment necessary to facilitate educational performance, opportunities or benefits; or
- Perpetuating bullying by inciting, soliciting or coercing an individual or group to demean, dehumanize, or cause emotional, psychological or physical harm to another student, school volunteer or school employee.

The District retains authority to prohibit an individual or group from being on school property may be allowed provided the student’s parent or guardian completes and submits a Religious Instruction Form to the principal, and the instruction meets the following requirements:

- Religious instruction must be under the sponsorship of a recognized religious body.
- Such must be registered for the course and file a copy of the registration with the principal who may periodically request student’s attendance reports from the course’s sponsors.
- Absence for religious instruction may not exceed one hour per week at a time set by the District.

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For January sports schedules, visit the following websites:

Indian River High School
www.indiansports.com

Sussex Central High School
www.goldenknightssports.com

Georgetown Middle School
www.georgetownmiddlesports.com

Millsboro Middle School
www.millsboromiddlesports.com

Selbyville Middle School
www.selbyvillesports.com

# January 2020

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<td>1 NO SCHOOL</td>
<td>2 NO SCHOOL FOR STUDENTS AND TEACHERS&lt;br&gt;12-Month Employees Report to Work; Paraprofessionals Do Not Report</td>
<td>3 NO SCHOOL FOR STUDENTS AND TEACHERS&lt;br&gt;12-Month Employees Report to Work; Paraprofessionals Do Not Report</td>
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<td>8 IR STEM Application Deadline&lt;br&gt;LN PTO, 6 p.m.</td>
<td>9 SC Dance Gala, 7 p.m.&lt;br&gt;PS PTO, 5:30 p.m.</td>
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<td>School Resumes</td>
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<td>IR STEM Application Deadline&lt;br&gt;LN PTO, 6 p.m.</td>
<td>SC Dance Gala, 7 p.m.&lt;br&gt;PS PTO, 5:30 p.m.</td>
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<td>All-State Instrumental Auditions</td>
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<td>MIDDLE SCHOOL PARENT CONFERENCES, 5:30-8 p.m.</td>
<td>HIGH SCHOOL PARENT CONFERENCES, 5:30-8 p.m.&lt;br&gt;SC Winter Band and Choir Concert, 7 p.m.&lt;br&gt;JMC PTO, 6 p.m.&lt;br&gt;LB PTO, 6 p.m.</td>
<td>ELEMENTARY PARENT CONFERENCES, 5:30-8 p.m.</td>
<td>SPECIAL SCHOOL PARENT CONFERENCES, 5:30-8 p.m.&lt;br&gt;EM PTO, 6:30 p.m.</td>
<td>NO SCHOOL TEACHER WORK DAY #2 (Paraprofessionals Report to Work)</td>
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<td>NO SCHOOL MARTIN LUTHER KING DAY</td>
<td>ANDERSON COUNTY BAND AUDITIONS @ ANDERSON COUNTY HIGH SCHOOL&lt;br&gt;SC Winter Band and Choir Concert, 7 p.m.&lt;br&gt;JMC PTO, 6 p.m.&lt;br&gt;LB PTO, 6 p.m.</td>
<td>SC, CA Mid-Term Exams</td>
<td>SC Battalion End of Semester&lt;br&gt;SA Drama Performance, 7 p.m.&lt;br&gt;SC, CA Mid-Term Exams</td>
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<td>Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.</td>
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<td>Board of Education @ IR, 7 p.m.&lt;br&gt;Sr. High County Band Auditions @ IR, 5:30 p.m.</td>
<td>END OF MARKING PERIOD</td>
<td>LN Math/Reading Leader Showcase, 6 p.m.&lt;br&gt;JMC Honor Society Induction, 6 p.m.</td>
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*Weather-related make-up days will be determined by the Board of Education as needed.*
C. If a child expresses a desire to discuss a personal incidence of bullying with a staff-member, the staff member will respond quickly.

A. If a child complains of bullying while it is happening, the staff member will respond quickly.

202(f), or legal guardian to provide information on bullying activity will be as follows:

The parent, guardian, or relative caregiver of any student who is a target of bullying or any student who bul-

lies another as defined in this policy shall be notified.

This list should be used by police examples only, and not exhaustive. Such actions become bullying if they

meet the definition with regard to intent and reasonably foreseeable effect. This policy is not intended to prohib-
it expression of religious, philosophical or political views, provided that the expression does not substantially dis-
rupt the education environment. Similar behaviors that do not rise to the level of bullying may still be prohibited
by other District policies or building, classroom or program rules.

School-wide Bully Prevention Program

The District is committed to support each school in its adoption of a school-wide bully prevention program. This policy shall appear in the student and staff handbook and if no handbook is available, or it is not practical to reprint new handbooks, a copy of this policy will be distributed annually to all students, parents, faculty and staff.

Each school is directed to develop or adopt a school-wide, research-based bully prevention program.

Coordinating Committee

Each school shall establish a site-based committee that is responsible for coordinating the school's bully pre-

vention program including the design, approval and monitoring of the program.

Reporting Requirements

Bullying is unacceptable and a culture of openness is the best way to counter such behavior. It is the respon-
sibility of each member of the school community, pupils, staff, and parents to report instances of bullying or sus-
picions of bullying, with the understanding that all such reports will be listened to and taken seriously. Any school

eyee who has reliable information that would lead a reasonable person to suspect a person is a target of bullying

shall immediately report it to the administration.

The parent, guardian, or relative caregiver of any student who is a target of bullying or any student who bul-
lies another as defined in this policy shall be notified.

B. If a child complains of bullying while it is happening, the staff member will respond quickly and firmly to intervene, if safety permits, if the situation appears to that staff member to involve bul-

lying or real fighting.

A. If a child complains of bullying while it is happening, the staff member will respond quickly and

firmly to intervene, if safety permits, if the situation appears to that staff member to involve bul-

lying or real fighting.

The procedures for a student and parent, guardian, relative caregiver pursuant to 14 Del. C. 201(f), or legal guardian to provide information on bullying activity may take place according to HIPPA and FERPA guidelines.

B. If a parent refuses to sign a release form at school, the school will review this policy with them and
determine whether bullying has occurred and that such procedure include investigation of such instances,

including a determination of whether the target of the bullying was targeted or reports being targeted wholly or in

part due to the target's race, age, marital status, creed, religion, color, sex, disability, sexual orientation, gender

identity or expression, or national origin. This does not preclude schools from identifying other reasons or criteria

why a person is a target of bullying.

Relational Bullying: is recognition of an individual from his or her peer group, spreading rumors.

Reporting Bullying

C. After confirmation that a child has been involved in a bullying incident, if the principal or des-

ignee determine that bullying has occurred, a written report shall be prepared.

Verbal bullying: Name calling, insulting, making offensive comments, using offensive language, mimick-
ing, imitating, teasing, laughing at someone’s mistakes, using unwelcome nicknames, threatening.

Cyber-bullying: By using information and communication technologies. Cyber-bullying may include but is not limited to:

1. Denigration: spreading information or pictures to embarrass,

2. flaming: heated unequal argument online that includes making rude, insulting or vulgar remarks,

3. Exclusion: isolating an individual from his or her peer group,

4. Impersonation: Using someone else’s screen name and pretending to be them,

5. Outing: forwarding information or pictures may be the provocation for
destroying of property, tripping, punching, tearing clothes, pushing books from someone’s hands, shooting/throwing objects at someone, gesturing, etc.

6. Verbal bullying: Name calling, insulting, making offensive comments, using offensive language, mimicking, imitating, teasing, laughing at someone’s mistakes, using unwelcome nicknames, threatening.

Relational Bullying: is recognition of an individual from his or her peer group, spreading rumors.

should include information as to:

- Conduct involved
- People involved: designated bully, target, and bystanders’ roles
- Time and place of the alleged conduct, number of incidents
- Names of potential student or staff witnesses
- Any actions taken in response

E. Short, easy to use complaint forms can be obtained from the school administration or district office.

F. An electronic system will be established whereby a person can email anonymous complaints of bullying that only designated persons will have access to.

G. Anyone may report bullying. A report may be made to any staff member. Reports should be

made in writing.

H. Each principal will designate a person or persons responsible for responding to bullying complaints.

Investigative Procedures

A. Each school is required to have a procedure for the administration to promptly investigate in a timely man-
er and determine whether bullying has occurred and that such procedure include investigation of such instances,

including a determination of whether the target of the bullying was targeted or reports being targeted wholly or in

part due to the target’s race, age, marital status, creed, religion, color, sex, disability, sexual orientation, gender

identity or expression, or national origin. This does not preclude schools from identifying other reasons or criteria

why a person is a target of bullying.

B. All reported incidents of bullying, regardless of whether the school could substantiate the incident, must

be reported to the Department of Education by the principal or the principal’s designee within five (5) working

days.

C. Some acts of bullying may also be crimes which must be reported to the police and/or the Department

of Education pursuant to the school crime reporting law (14 Del. C. § 4112)

Non-Classroom Supervision

To the extent funding is available, each school must develop a plan for a system of supervision in non-class-

room areas, other school District policies or rules for the review and exchange of information regarding non-classroom areas.

Consequences for Bullying

Violations of the provisions of this policy may result in students receiving consequences as outlined in policy

JG, “Student Discipline”, for suspensible offenses.

Retaliation

Retaliation for reporting bullying is prohibited. The consequences and appropriate remedial action for a per-

son who engages in retaliation shall be determined by the school administration after consideration of the nature, severity, and circumstances of the act. The potential consequences for retaliation are as set forth in the preceding sections.

Procedure to Communicate with Medical and Mental Health Professionals

The following procedures for communication between school staff members and medical professionals who are involved in treating students for bullying issues must be followed:

A. Pediatricians/Primary Care Physicians and Mental Health Professionals are important links in the overall wellness of the whole child. The ability to communicate appropriately to identify the optimal health care needs of the child is necessary when issues at school impact the physical and emotional health of the child. This is espe-

cially true in bullying cases where the nature of the problem. Release of information forms must only be signed by the

parent, guardian or relative caregiver pursuant to 14 Del. C. § 201(f) or legal guardian in order for the primary care

physician or mental health professional to communicate with school personnel regarding any treatment of a child.

Releases should be signed both at school and at the physician or mental health professional’s office before

the information can be shared.

B. If a child complains of bullying while it is happening, the staff member will respond quickly and

firmly to intervene, if safety permits, if the situation appears to that staff member to involve bul-

lying or real fighting.

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Retaliation

Retaliation for reporting bullying is prohibited. The consequences and appropriate remedial action for a per-

son who engages in retaliation shall be determined by the school administration after consideration of the nature, severity, and circumstances of the act. The potential consequences for retaliation are as set forth in the preceding sections.

Procedure to Communicate with Medical and Mental Health Professionals

The following procedures for communication between school staff members and medical professionals who are involved in treating students for bullying issues must be followed:

A. Pediatricians/Primary Care Physicians and Mental Health Professionals are important links in the overall wellness of the whole child. The ability to communicate appropriately to identify the optimal health care needs of the child is necessary when issues at school impact the physical and emotional health of the child. This is espe-

cially true in bullying cases where the nature of the problem. Release of information forms must only be signed by the

parent, guardian or relative caregiver pursuant to 14 Del. C. § 201(f) or legal guardian in order for the primary care

physician or mental health professional to communicate with school personnel regarding any treatment of a child.

Releases should be signed both at school and at the physician or mental health professional’s office before

the information can be shared.

B. If a child complains of bullying while it is happening, the staff member will respond quickly and

firmly to intervene, if safety permits, if the situation appears to that staff member to involve bul-

lying or real fighting.

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lying or real fighting.

Consequences for Bullying

To the extent funding is available, each school must develop a plan for a system of supervision in non-class-

room areas, other school District policies or rules for the review and exchange of information regarding non-classroom areas.

Consequences for Bullying

Violations of the provisions of this policy may result in students receiving consequences as outlined in policy

JG, “Student Discipline”, for suspensible offenses.

Retaliation

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# February 2020

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<td>County Band Rehearsal @ Cape, 5:30-8:30 p.m.</td>
<td>MM Talent Show, 7 p.m.</td>
<td>All-State Chorus Festival</td>
<td>PROGRESS REPORTS</td>
<td>JMC Clayton Carnival, 10 a.m.-2 p.m.</td>
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<td>GE PTO, 5 p.m.</td>
<td>IR Multicultural Concert, 6:30 p.m.</td>
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<td>All-State Chorus Festival</td>
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<td>County Band Rehearsal @ Cape, 9 a.m.-4 p.m.</td>
<td>County Band Concert @ Cape, 7 p.m.</td>
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<td>JMC Immersion Night, 6-7 p.m.</td>
<td>NG Spring Movie Night, 5:30 p.m.</td>
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Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.

Weather-related make-up days will be determined by the Board of Education as needed.
The school bullying prevention program must be implemented throughout the year and integrated with school discipline policies and 14 Del Code §4112.

**Accountability**

Each school shall notify the District in writing of its compliance with this policy and shall submit a copy of the procedures adopted under this policy by January 1 of each school year. Each school shall verify for the District the method and date the policy has been distributed to all students, parents, faculty and staff.

**Other Defenses**

A. The physical location or time of access of a technology-related incident is not a valid defense in any disciplinary action initiated under this policy provided there is sufficient school connection.

B. This section does not apply to any person who uses data or computer software accessed through a computer, computer system, network, or other electronic device when acting within the scope of his or her lawful employment or investigation of a violation of this policy in accordance with school district policy and with the approval of the superintendent.

An incident may meet the definition of bullying and also the definition of a particular crime under State or federal law. Nothing in this policy shall prevent school officials from fulfilling all of the reporting requirements of § 4112, Title 14 of the Delaware Code, or from reporting probable crimes that occur on school property or at a school function, which are not required to be reported under this section. Nothing in this section shall abrogate the reporting requirements for child abuse or sexual abuse set forth in Chapter 9 of Title 16 of the Delaware Code, or any other reporting requirement under State or federal law.

Nothing in this policy shall supersede or be construed in such a manner as to conflict with any state or federal laws concerning special education or individuals with disabilities.

**School Ombudsperson Information**

The telephone number of the Department of Justice School Ombudsperson shall be provided in writing to parents and charterschool shall inform students in writing of mediums where posting of speech will be presumed to be available to a broad audience within the school community, regardless of privacy settings or other limitations on those postings.

Social media refers to any electronic outlet of communicating with another person. The following social mediums where posting of speech will be presumed to be available to a broad audience within the school community, regardless of privacy settings or other limitations on those postings, shall include: Facebook, Twitter, MySpace, You Tube, Snap Chat, Instagram, Pintrest, Secret, Yik Yak, or similar type of social media applications.

This list is NOT considered exclusive and any social media outlet or electronic communication, such as email, text, instant messenger, electronic or physical blogging (for example, the District blog) shall be considered as an electronic medium for the purposes of enforcing the electronic bullying aspects of the IRSD Bully policy. Internet sites such as “blogs” which may be created or used by individuals for the specific purpose of bullying as defined above shall also be treated in the same manner as other publicly accessible internet portals.

**Informing Students of Electronic Mediums**

Upon implementation of this policy, and again at the beginning of each academic year, each school district and charter school shall inform students in writing of mediums where posting of speech will be presumed to be available to a broad audience within the school community, regardless of privacy settings or other limitations on those postings.

Social media refers to any electronic outlet of communicating with another person. The following social mediums where posting of speech will be presumed to be available to a broad audience within the school community, regardless of privacy settings or other limitations on those postings, shall include: Facebook, Twitter, MySpace, You Tube, Snap Chat, Instagram, Pintrest, Secret, Yik Yak, or similar type of social media applications.

This list is NOT considered exclusive and any social media outlet or electronic communication, such as email, text, instant messenger, electronic or physical blogging (for example, the District blog) shall be considered as an electronic medium for the purposes of enforcing the electronic bullying aspects of the IRSD Bully policy. Internet sites such as “blogs” which may be created or used by individuals for the specific purpose of bullying as defined above shall also be treated in the same manner as other publicly accessible internet portals.

**School Prayer at Commencement/Graduation and Baccalaureate Ceremonies**

The following policy prescribes the method by which employees and agents of the District shall protect the First Amendment rights of students, employees, and citizens of the District as it pertains to Commencement/Graduation and Baccalaureate Ceremonies.

Definitions:

a. “Student-initiated” refers to any action that is taken only after students have asked that such an action be taken;

b. “Student-delivered” refers to any message spoken by a student of the public school at which the message is delivered.

**Commencement/Graduation Ceremony**

School officials may not mandate or organize prayer at graduation or select speakers in a manner that favors religious speech. The keynote speaker at commencement / graduation ceremonies shall be selected by the senior class officers. In the case of a keynote speaker, no determination of their religious views, if they are a student of the District, nor any District staff member shall implement any selection process (including student elections) or exercise any editorial control to determine whether or not a political, philosophical, religious, or other message shall be presented during the keynote address. School officials shall include in the graduation program the following disclaimer:

“The content of any remarks by the keynote speaker and/or student speakers does not reflect the views of the Indian River School Board or School District, or its staff or other students.”

2. Student-initiated, student-delivered, voluntary messages by the Valedictorian, the Salutatorian and/or the Senior Class President may be permitted during graduation or commencement ceremonies. Subject to the provisions of Paragraph 3 below, the contents of the speech shall be determined by the student delivering the message. No school district staff member shall include, or otherwise discriminate for or against any student on the basis of the political, philosophical, or religious views that the student intends to deliver or does deliver.

3. Notwithstanding any of the above, the District, through its agents and employees, has authority to take all actions necessary to maintain order and discipline on district premises in order to protect the well-being of all persons present. No graduation speaker shall use or exploit the opportunity to grads graduation to proselytize, advance or convert anyone, or to derogate or otherwise disparage any particular faith or belief.

**Baccalaureate Ceremony**

1. Baccalaureate services may be allowed on District property but may not be initiated, organized, sponsored, conducted, or controlled by the District staff.

**School Liability and Student Accidents**

Each year every school district and school has an operational concern regarding the misunderstanding of financial responsibility for medical treatment of students who are injured while participating in regular school programs. In such cases, parents rightfully assume that expenses caused by these injuries will be paid by the school district, school, or by insurance carried by the school entity. The Indian River School District does not carry student accident insurance nor does it pay bills to doctors or others for treatment of injuries incurred by students. This is a parental responsibility.

The Indian River School District does offer student accident insurance through an insurance carrier.

**Sexual and Other Unlawful Harassment**

The Indian River School District (“the District”) is committed to providing a work environment that is free of discrimination and unlawful harassment. Types of harassment that are, or may be, prohibited by law include harassment on the basis of age, gender, sexual orientation, color, race, creed, national origin, ancestry, religious persuasion, marital status, political belief, physical or mental disability, pregnancy, military or veteran status, genetic information, and student activity. Student activity also includes participation in any complaint process at the EEOC or other human rights agency or harassment on any other unlawful basis. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Actions, words, jokes, or comments based on such characteristics will not be tolerated. Harassment on any basis is strictly prohibited. This policy applies in all work-related settings and activities and is not limited to the workplace.

Anyone engaging in sexual or other unlawful harassment will be subject to disciplinary action up to and including termination of employment.

Any employee of the Indian River School District who feels that he or she has been a victim of unlawful harassment in any form by any manager, supervisor, co-worker, customer, vendor, parent, student, visitor or other person must advise the offending individual the conduct in question is offensive and request that it be discontinued immediately. If the offending conduct continues or recurs, he or she should bring the problem to the immediate attention of the Director of Personnel. If the complaint involves someone in the employee’s direct line of supervision or if the employee is uncomfortable for any reason with discussing such matters with the individuals designated or is not satisfied after bringing the matter to the attention of one or more of these individuals, the employee shall report the matter promptly to the Assistant Superintendent through the Director of Personnel.

The District will investigate all allegations of unlawful harassment in an prompt and confidential manner as possible and will take appropriate corrective action when warranted. Any employee who is found, as a result of an investigation, to have engaged in unlawful harassment in violation of this policy will be subject to appropriate disciplinary action, up to and including termination of employment. Furthermore, retaliation in any form against an employee or applicant who exercises his or her right to make a complaint under this policy is strictly prohibited, and will itself be cause for appropriate disciplinary action.

**Sexual Misconduct**

Sexual misconduct shall mean a consensual act(s) between two individuals within the school environment.

Any employee who is found, as a result of an investigation, to have engaged in unlawful sexual misconduct in violation of this policy will be subject to appropriate disciplinary action, up to and including termination of employment.

**Student Cumulative Records**

The following list of terms and definitions are used throughout this policy and serve as a guide to ensure proper understanding of content.

“Court Orders” shall mean any written direction from a court of competent jurisdiction directed to the student or affecting the student’s care or custody.
## March 2020

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<td>PS PTO, 5:30 p.m.</td>
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<td>PS Book Fair</td>
<td>GE PTO, 5 p.m.</td>
<td>LB Grades 1-2 Music Program @ IR, 6:30 p.m.</td>
<td>All-State Orchestra Festival</td>
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<td>SA STEAM Saturday, 9 a.m.</td>
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<td>PS Family Night, 5-7 p.m.</td>
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<td>LN PTO, 6 p.m.</td>
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<td>LN Spring Pictures</td>
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<td>HIGH SCHOOL PARENT CONFERENCES, 5:30-8 p.m.</td>
<td>ELEMENTARY PARENT CONFERENCES, 5:30-8 p.m.</td>
<td>SPECIAL SCHOOL PARENT CONFERENCES, 5:30-8 p.m.</td>
<td>MIDDLE SCHOOL PARENT CONFERENCES, 5:30-8 p.m.</td>
<td>NO SCHOOL TEACHER WORK DAY #3 (Paraprofessionals Do Not Report)</td>
<td>All-State Band Festival</td>
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<td>SA PTO, 3 p.m.</td>
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<td>MM Spring Pictures</td>
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<td>JMC Book Fair Writing Night, 5:30-7 p.m.</td>
<td>SA Rock Band/Art Show, 7 p.m.</td>
<td>GM Dance, 2:45-4:30 p.m.</td>
<td>SC Drama Production, 2 p.m. and 7 p.m.</td>
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<td>Board of Education @ IR, 7 p.m.</td>
<td>JMC Book Fair Begins</td>
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**Kindergarten registration** is conducted year-round. Please contact your child’s school to schedule an appointment.

Weather-related make-up days will be determined by the Board of Education as needed.
“Discipline Record” shall mean information about any and all periods of suspension or of expulsion from the regular school setting imposed on a student as a result of an infraction of the school or district’s code of conduct or other rules. “Emergency Treatment Card” shall mean the card containing the general emergency information and procedures for the care of a student when the student becomes sick or injured in school as required in 14 DE Admin Code 811.

“Identifying Data” shall mean the name of the student, date of birth, sex, race and ethnicity, address, telephone number, Delaware student identification number and the name of the parent(s), guardian(s) or Relative Caregiver.

“Progress Report” shall mean a single record maintained for each student in kindergarten through grade 8 that contains end of year and up to date grades; standardized test(s) scores such as the state student assessment and attendance data for each year of the student’s attendance.

“School Health Record” shall mean the form required by 14 DE Admin Code 811 for Delaware public school students.

“Student Transcript” shall mean a single record maintained for each student in grades 9 and above that contains the following: end of year and up to date grades; credits earned; class rank; Grade Point Average (GPA); withdrawal or graduation date; standardized test(s) scores such as the state student assessment, SAT, PSAT, ACT; attendance data and school activities. If applicable, a list of the career technical competencies achieved by a student enrolled in a specific career technical program shall also be included.

The cumulative record shall be considered the only official document of record for each pupil. The cumulative record will include the following:

- Health Records which include the Emergency Treatment Card and all other School Health Records supplied by the Nurse’s Office
- Identifying Data- birth certificate, social security card (a social security card is an acceptable form of identification; however, it is no longer a required form of identification), relative care-giver information, etc.
- Progress Reports
- Scores on group or individual intelligence, achievement, aptitude or psychological tests
- Special Education File (these files are maintained separately under the supervision of the Special Education Coordinator within the school).

In accordance with the Elementary and Secondary Education Act (ESEA) amendments to the Protection of Pupil Rights Amendment (PPRA), the district shall publish an annual statement notifying parents and/or eligible students of:

- Their rights pertaining to inspection and review of cumulative records,
- Their rights to seek to amend education records and
- Their rights to consent to the disclosure of personally identifiable information from the education records except as specified by law.

Availability/Review of Records

1. Cumulative records are maintained through the Guidance Office as confidential files. Every effort is made to protect the confidentiality of said documents and made available for review consistent with DE state guidelines, Title 14, section 252.

2. All persons approved for review by the Guidance Office shall be required to complete the Student Folder Inspection Record on the reverse side of the Cumulative Folder. The name of the person inspecting, date of inspection and the reason for request shall be noted on the form.

3. Students, their parents, legal guardians, or parent designees of any student enrolled in the schools have the right to inspect and review any and all official school records, files and data pertaining directly to their child. (Note: A parent is a natural or adopted parent, guardian, or other person or agency acting as a parent. In the case of separated or divorced parents, both parents will be assumed that both parents retain the right of access, review, or release of records.) This inspection shall be made with an appropriate school official available for the purpose of interpretation. Parents may choose someone else to look at the records for them.

4. Request to inspect school records may be either oral or written, except in the case of a “parent designee” where the request must be made in writing. For written requests see School Policy.

5. All school personnel are required to authorize and maintain a record of parental/guardian telephone numbers for security purposes.

Hearings as stated above shall include the following persons: the person(s) making said request, the building principal or designee, a central administrative office representative, and a representative of the student’s guidance department. If, as a result of this hearing, the district decides not to amend the record, the student, parent, or parent representative will be provided the opportunity to place in the record a statement commenting on the information in question and the reasons for disputing it. This statement, if maintained, is maintained as long as the record of the contested portion is maintained. If for any reason, the contested portion is disclosed to another party (in accordance with bona fide request), the statement will also be included in such disclosure.

If the school district or the individual school discloses directory information from education records without the parent’s or eligible student’s consent, the disclosure shall be made only if:

- The types of information the district has designated as directory information;
- The right to opt out of disclosure of directory information.

Military recruiters will have the same access to secondary school students as provided to postsecondary institutions or to prospective employers. The district will provide written notice of the students’ names, addresses, and telephone listings to military recruiters, when requested, unless a parent has opted out of providing such information.

Disclosure of Records

1. The school district will not disclose confidential and personally identifiable information related to a student without the prior written consent of the parent. However, upon request and under the jurisdiction of (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), the school may without prior consent and under the following conditions release information to agencies of the state and/or federal government listed here:

   a. School officials with legitimate educational interest;
   b. Other schools to which a student is transferring;
   c. Specified officials for audit or evaluation purposes;
   d. Appropriate parties in connection with financial aid to a student;
   e. Organizations conducting certain studies for or on behalf of the school;
   f. Accrediting organizations;
   g. To comply with a judicial order or lawfully issued subpoena;
   h. Appropriate officials in cases of health and safety emergencies; and
   i. State and local authorities, with respect to a student's health or safety.

2. Release of information to any agency or individual other than those listed above shall require the written permission of the student or his/her parents (if the student is under 18 years of age). This request must stipulate the exact information to be released and the reason for the request. Upon release of said information a copy of the request is to be placed in the student’s folder.

3. Any person who has reached eighteen years of age may sign for the release of his or her own records.

Transfer of Cumulative Records

- When a student transfers to any other school within the State of Delaware, the receiving school shall immediately request a transfer of the student’s Cumulative Record. The original Cumulative Record shall follow each student (this includes files for students with disabilities and the discipline records housed within the office of the Director of Student Services). It is the school’s responsibility to request the discipline records from the Administrator of Student Services.

- When a student transfers to any other school outside the State of Delaware, the Cumulative Record is copied. The original is maintained within the Guidance Office unless the student is a special education student. In these instances, the file will be forwarded to the Special Education Coordinator and retained for 3 years.

Inactive Cumulative Records

Upon termination of the pupil’s formal education in the system because of graduation, withdrawal, drop out or death, the Cumulative Record is retained at the school for at the end of the current year school year and forwarded to Archives (unless the student is a special education student. In these instances, the file will be forwarded to the Special Education Coordinator and retained for 3 years.)

STUDENT DISMISSAL PRECAUTIONS - RELEASE OF STUDENTS FROM SCHOOL

1. A child may be picked up from school either by the parent/guardian/relative caregiver in person, or with a note signed by the parent/guardian/relative caregiver, authorizing another adult listed on the child’s emergency card, which should be updated annually.

2. In order for a child to be released to someone other than an authorized adult on the emergency card, a note on the day of release signed by the parent or guardian must specify to whom the child is to be released. Photo identification may be presented upon request. If questions arise, the parent/guardian may be contacted before the child is released.

3. Parents/authorized adults are required to report to the office in person and identify themselves to pick up a child; this right may not be denied a parent unless there is a legal document of non-visititation within the child’s file. A written request of denial from one parent against another will not be honored unless a legal custody document is on file detailing visitation and custody.

4. In cases where the principal has sound reason to believe that the child may be placed in some imminent danger or that such a release may not be in the child’s best interest, he/she may deny the release until the matter is resolved.
### April 2020

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<td>END OF MARKING PERIOD</td>
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<td>NG Grade 4 Spring Concert, 6 p.m.</td>
<td>(Half Grades, Half PD; Paraprofessionals Report to Work)</td>
<td>IR Musical Production, 6:30 p.m.</td>
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<td>GM NJHS Induction, 7 p.m.</td>
<td>PS PTO, 5:30 p.m.</td>
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<td>DISTRICT KINDERGARTEN REGISTRATION*</td>
<td>DISTRICT KINDERGARTEN REGISTRATION*</td>
<td>REPORT CARDS</td>
<td>NO SCHOOL</td>
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<td>SC FFA Banquet, 6 p.m.</td>
<td>DISTRICT KINDERGARTEN REGISTRATION*</td>
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<td>GOOD FRIDAY</td>
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<td>LB PTO, 6 p.m.</td>
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<td>School Resumes</td>
<td>MM Jazz Night, 7 p.m.</td>
<td>LN PTO, 6 p.m.</td>
<td>District Teacher of the Year Celebration @ IR, 7 p.m.</td>
<td>HE PBS Celebration, 1 p.m.</td>
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<td>GE PTO, 5 p.m.</td>
<td>EM PTO, 6:30 p.m.</td>
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<td>SA Drama Play, 7 p.m.</td>
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<td>SA PTO, 5:30 p.m.</td>
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<td>Board of Education @ SC, 7 p.m.</td>
<td>NO SCHOOL PRIMARY ELECTION DAY TEACHER WORK DAY #4 (Paraprofessionals Report to Work)</td>
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* - Kindergarten registration is also conducted year-round. Please contact your child’s school to schedule an appointment.

Weather-related make-up days will be determined by the Board of Education as needed.
For May sports schedules, visit the following websites:

Indian River High School
www.indians-sports.com

Sussex Central High School
www.goldenknightsports.com

Georgetown Middle School
www.georgetownmiddlesports.com

Millsboro Middle School
www.millsboromiddlesports.com

Selbyville Middle School
www.selbyvillmiddlesports.com

SPORTS SCHEDULES

Students who withdraw from an Indian River School District school, whether it be for the purpose of terminating their attendance or for the purpose of enrolling in another public, private, parochial, charter, choice, or home school, shall cease to be connected with the Indian River School District as a student and, therefore, shall cease to be eligible for participation in any Indian River School District co-curricular or extra-curricular activity or program.

SUICIDE PREVENTION

The Indian River School District is committed to protecting the health, safety and welfare of its students and school community. This policy supports federal, state and local efforts to provide education on youth suicide awareness prevention; establish methods of prevention, intervention, response to suicide attempt, and reporting procedures.

In accordance with 14 DEL §4124, the Indian River School District will adhere to procedures set forth in the administrative regulation JG4.

Suicide Prevention Training for Employees

Each employee of the Indian River School District shall participate in at least one combined training each year totaling at least ninety minutes in suicide prevention. The training materials shall be evidenced-based and approved by the Department of Education, Department of Health and Social Services, and the Department of Services for Children, Youth and Their Families. More than one training program may be approved and, if so, the Indian River School District has discretion on the training it requires for its school employees. Any in-service training regarding reporting suicide threats, suicide attempts, and suicide ideation shall be provided in accordance with 14 Del.C. § 1305(c). All employees shall provide proof of participation and completion. Prior to student arrival to start the school year, each building administrator will provide professional development to all faculty members including bus drivers regarding the procedures for reporting and alerting administration regarding immediate reporting of suicide threats, suicide attempts, expressed suicidal ideations by or about any student. The Suicide Prevention Coordinating Committee established pursuant to Section III shall be responsible for the implementation of the program.

Student Data Collection Coordinating Committee

Each school shall establish a committee that is responsible for coordinating the Suicide Prevention Program within the school. The committee may be comprised of at least the following school-based personnel: Administration, Counselor, Mental Health Counselor, if present within the school, Nurse, and other staff members as assigned. The committee shall meet throughout the school year to discuss topics such as trainings, programs, and others as it relates to Suicide Prevention. The Suicide Prevention Coordinating Committee shall follow procedures as outlined in the Indian River School District’s administration regulation JG4.

Posting of the Suicide Prevention Policy

The Indian River School District shall post this Suicide Prevention Policy in all student and staff handbook(s) and on the Indian River School District’s website. If no handbook is available, or it is not practical to reprint new handbooks, a copy of this policy will be distributed annually to all students, parents, faculty, and staff.

Faculty Reporting

All faculty members must immediately (within 5 minutes) speak directly to a member of the school based mental health team and an administrator to report suicide threats, suicide attempts, expressed suicidal ideations by or about any student. The student presenting a safety concern must immediately be accompanied by the reporting staff while on the school campus. The first number of the school based mental health team to be contacted is the counselor to a designated area where the student will be monitored at all times. No at time is to be left alone until trained team determines the student does not present a threat or the student has been released to a parent or guardian. All employees shall participate in at least one combined training each year totaling at least ninety minutes in suicide prevention. The training materials shall be evidenced-based and approved by the Department of Education, Department of Health and Social Services, and the Department of Services for Children, Youth and Their Families. More than one training program may be approved and, if so, the Indian River School District has discretion on the training it requires for its school employees. Any in-service training regarding reporting suicide threats, suicide attempts, and suicide ideation shall be provided in accordance with 14 Del.C. § 1305(c). All employees shall provide proof of participation and completion. Prior to student arrival to start the school year, each building administrator will provide professional development to all faculty members including bus drivers regarding the procedures for reporting and alerting administration regarding immediate reporting of suicide threats, suicide attempts, expressed suicidal ideations by or about any student. The Suicide Prevention Coordinating Committee established pursuant to Section III shall be responsible for the implementation of the program.

Retaliation Restrictions

No employee, school volunteer, or student shall be retaliated against for reporting a student thought to be demonstrating the warning signs of suicide.

SUPERVISION OF STUDENTS

The Indian River School District Board of Education believes that in order to provide a safe and orderly environment at all school events spectators shall sit in provided seating, or stand in designated / permitted areas. Therefore, it is the purpose of this policy to prohibit any unnecessary student movement before, during, and after events, and to restrict the attendance of person under the age of 18 at such events, unless accompanied and supervised by a responsible adult. Spectators shall be orderly, loitering, or bearing weapons shall be asked to leave the facility and/or event.

The district will establish regulations that will be followed to determine admission and acceptable behavior at any after school event.

High School Events

High school students (grades 9-12) may be admitted to high school events if they provide acceptable identification when requested.
# May 2020

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<tr>
<th>SUNDAY</th>
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<tr>
<td><strong>3</strong></td>
<td>Teacher Appreciation Week, May 4-8</td>
<td><strong>4</strong></td>
<td><strong>5</strong> JMC Spring Concert, 6 p.m.</td>
<td><strong>6</strong> SC Dance Gala, 7 p.m.</td>
<td><strong>7</strong> IR MCJROTC Awards, 5 p.m.</td>
<td><strong>8</strong> LB Band and IR Chamber Music Concert @ IR, 6 p.m.</td>
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<td><strong>9</strong></td>
<td><strong>10</strong> PROGRESS REPORTS</td>
<td>EM Book Fair Begins</td>
<td><strong>11</strong> SC Spring Choir Concert, 7 p.m.</td>
<td><strong>12</strong> SC Spring Choir Concert, 7 p.m.</td>
<td><strong>13</strong> SC Comedy Club, 3:30-9 p.m.</td>
<td><strong>14</strong> LB Spring Band Concert, 6 p.m.</td>
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<td><strong>15</strong></td>
<td><strong>16</strong> Board of Education @ IR, 7 p.m.</td>
<td>GE Book Fair Begins</td>
<td><strong>17</strong> SC Spring Band Concert, 7 p.m.</td>
<td><strong>18</strong> GM Band and Chorus Concert, 6:30 p.m.</td>
<td><strong>19</strong> GM Band and Chorus Concert, 6:30 p.m.</td>
<td><strong>20</strong> MM Spring Concert: Grade 6 @ 6 p.m.; Grades 7-8 @ 7 p.m.</td>
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<td><strong>21</strong></td>
<td><strong>22</strong> NO SCHOOL MEMORIAL DAY</td>
<td><strong>23</strong></td>
<td><strong>24</strong> IR Graduation, 7 p.m.</td>
<td><strong>25</strong> SC Graduation, 7 p.m.</td>
<td><strong>26</strong> SC Graduation, 7 p.m.</td>
<td><strong>27</strong> HE Graduation, 1 p.m.</td>
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<td><strong>28</strong></td>
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<td><strong>30</strong></td>
<td><strong>31</strong> Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.</td>
<td><strong>32</strong> JMC Color Run, 8-11 a.m.</td>
<td><strong>33</strong> SC Prom (Grand March, 5 p.m.)</td>
<td><strong>34</strong> IR Prom (Grand March, 6 p.m.)</td>
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*Weather-related make-up days will be determined by the Board of Education as needed.*
Elementary and middle school students (grades K-8) or other persons under the age of 18 must be accompanied by a responsible adult when attending high school events. Elementary and middle school students or other persons under the age of 18 not under the supervision of a responsible adult will not be permitted to enter or remain at the facility. 

The district reserves the right to require any person to show a picture ID card to verify their name, age, and/or address before they will be permitted to act as a responsible adult for a student or other person under the age of 18. The district may also require any person to show a picture ID card to verify his/her age to be 18 years or older. 

**Middle School Events**

Middle school or high school students (grades 6-12) may be admitted to middle school events if they provide acceptable identification when requested, or if accompanied by a responsible adult. Other persons under the age of 18 must be accompanied by a responsible adult when attending middle school events. 

**Elementary School Events**

Any person under the age of 18 must be accompanied by a responsible adult when attending elementary school events. 

**Enforcement**

Spectators, whether adults or students, found to be out of compliance with the requirements set forth in this policy may be denied access to the event site or may be detained until the parent or responsible adult is located to remove them from the property, or may be banned from attendance at any or all after-school events within the Indian River School District. If it is determined that spectators violate the policy, and are therefore asked to leave the site, there will be no refund of the price of admission. The length of time that persons may be denied the privilege of attending after-school events shall be determined by the principal of the school or his/her designee. Indian River School District students who violate this policy may be placed on district-wide social probation for a time period up to one calendar year from the date of the infraction. 

**TOBACCO FREE ENVIRONMENT**

Tobacco is defined as any type of tobacco product including, but not limited to: cigarettes, cigars, cigarillos, electronic cigarettes, pipes, bidis, hookahs, smokeless, spit tobacco or snuff. 

I. General

The Indian River School District recognizes its position as an educational institution charged with promoting the health, safety, and welfare of its students. Smoking and the use of other tobacco products have been recognized as health hazards by the United States Public Health Service and also by numerous studies. It has also been shown that smoking is harmful to both smokers and nonsmokers in the same area. Our district health curriculum teaches students about the health hazards associated with tobacco use. Further, the district’s disciplinary policy prohibits students from smoking and imposes sanctions for violations. 

II. Scope of Policy

In order to promote a tobacco-free environment, employees, students and visitors are prohibited from the use or distribution of tobacco products in school buildings, on school grounds, in school-leased or owned vehicles, and at all school-affiliated functions. 

A. This tobacco free environment policy shall apply to: 

1. Any building, property, or vehicle leased, owned or operated by the school district, or assigned contractor;
2. Any private building or property including automobiles, or other vehicles used for school activities when students and staff are present due to the dangers of secondhand smoke.
3. Any social or recreational groups utilizing school buildings or other educational assets.
4. Any individuals or a volunteer who supervises students off school grounds.

B. No school or school district property may be used for the advertising of any tobacco product. 

III. Enforcement

A. Any student violating the provisions of this policy shall be subject to consequences noted in the IRS District Student Code of Conduct/Penalties.

B. It will be the responsibility of all Indian River School District personnel to be aware of the policy and to assist in its enforcement, if asked. 

IV. Communication

This policy will be communicated to all staff, students, visitors, and the community at large, by clearly posted signs at all building and facility entrances. Students and staff will be informed by building notification and by way of the student handbook/calendars. 

**USE OF SCHOOL FACILITIES**

It is the intent of the Indian River School District to make school facilities available to outside organizations at a reasonable cost consistent with established guidelines. Organizations desiring information on using school facilities for a school building administrator/designee and acceptable proof of identification must be presented. In order to assure that no unauthorized persons enter the school with wrongful intent, visitors entering the general population of the school shall be screened using a visitor management system. This system electronically checks all visitors against registered sexual offender’s databases and produces a visitor badge which must be worn during the visit.

The principal or his/her designee shall be empowered to deny access to any visitor when in his/her opinion there is sufficient reason to believe that providing access would create physical, emotional, or social danger to the student, staff, or the school building.

Each building principal has discretion with regard to lunch period visits with students. Lunch visitors must be listed on the student emergency card. If approved, parents/guardians should complete the screening process outlined above. Parents/guardians should not provide food, take pictures, video, or make audio recordings of anyone outside of his/her guardianship. Lunch visitors may not visit other areas of the school without prior approval.

Any person so denied access to student, staff, or information may appeal to the Superintendent of the Indian River School District or his designee. The ultimate goal of the district is to provide enhanced protection for our students and staff. 

**WITHDRAWAL AND TRANSFER**

Parents or guardians who wish to withdraw or transfer a student from a school must contact the school office. A withdrawal/transfer form will be completed inclusive of teachers’ authorization that all school books and property have been returned, fees have been paid and meal accounts settled. The completed form will be returned to the school office for final clearance.

**DISTRICT POLICIES AND REGULATIONS**

**CARE OF SCIENTIFIC PROPERTY BY STUDENTS**

The Indian River Board of Education recognizes its responsibility to provide textbooks, supplementary books, digital devices, and other school property related to instruction in the classes in which a student is enrolled. All such items are property of the Indian River School District and State of Delaware. Therefore, the student and his/her parent(s) or guardian(s) are responsible for returning all subject materials in reusable condition at such time as staff requests their return. The responsible person(s) entrusted with such school property shall be required to pay the school district the replacement cost of lost or destroyed subject matter materials. The student must settle all debts for lost or damaged school property prior to the end of the school year in which the debt occurs. Failure to satisfy the district’s requirements will result in student disciplinary action. Any debts not satisfied by the time of graduation will result in the student’s exclusion from the graduation ceremonies. Debts exceeding $100 may be referred to the magistrate court for restitution.

The district will do an annual accounting of textbook costs recovered and costs not recovered. This data will be tabulated on or about August 31st each year and reported to the public at the September Board of Education meeting.

**STUDENT ATTENDANCE**

**Introduction**

It is the goal of the Indian River School District to ensure the maximum number of students are present on a daily basis to succeed within the educational process. Parents/guardians can assist in this by doing the following to minimize absences from school:

- Schedule medical and dental appointments after regular school hours.
- Schedule family vacations at times that do not interfere with school.

Each principal will conduct an assembly on or before September 15th each year to outline this attendance policy and procedures. Middle School students who approach the maximum number of allowable absences may be prohibited from participating in school-sponsored activities. The final decision will be made by the building principal.

Letters to the parent/guardian (address on file) and phone calls will be utilized throughout the school year to inform parents and students of absenteeism. Each principal will conduct an assembly on or before September 15th each year to outline this attendance policy and procedures. Middle School students who approach the maximum number of allowable absences may be prohibited from participating in school-sponsored activities. The final decision will be made by the building principal.

**Definition of Excused Absence**

An absence followed by a note from the parent/guardian within 2 days of the students return to school (not to exceed 10 days per school year). In the event absenteeism exceeds (10) ten days within the given school...
June 2020

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<td>LAST DAY OF SCHOOL</td>
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<td>PROFESSIONAL LEARNING DAY (Classroom Breakdown Day; Paraprofessionals Do Not Report)</td>
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<td>IR, SC, CA Final Exams</td>
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Weather-related make-up days will be determined by the Board of Education as needed.
year, any subsequent parent notes received will be considered Unexcused Absences.

2. An absence followed by a documented note from a member of the medical or professional community for services such as medical, dental, mental health, court system, attorney, or death within the student’s immediate family, etc...

3. Examples of Documented Notes from the Medical/Professional Community:
   - Hospitalization, as noted by the hospital or medical profession
   - Written physician’s excuse
   - Known chronic illnesses or contagious diseases, as noted by a medical professional.
   - Nurse’s Office excuse in the event a student is sent home for medical reason.
   - In the care of any approved social agency, whether public or private, as noted by that agency.
   - Death in the child’s own home or in the home of the grandparents, time not to exceed one (1) week. Funerals of other relatives or close friends, not to exceed one (1) day if in the locality, or three (3) days if at some distance or outside of the state, as noted by a Funeral Home or other official means.
   - Legal business; legal professional or court.
   - Religious holiday, approved by the building administrator.
   - Suspension from school.
   - Family trip/event which was previously submitted to the building principal for review/approval within 5 days of the trip or event. These requests may be granted on a case by case basis with consideration of the student’s existing attendance record, grades, number of days requested, justifiable cause/purpose for request. Call the school office for request form.

4. Students who are also parents, may provide any of the documentation stated above when caring for their own children.

Definition of Unexcused Absence

- A absence which does not include a parent/guardian note within the two (2) day time frame of the student’s return to school.
- Any absence in excess of (10) days without a documented note for a medical/professional reason.

School Assignments During Absences

It is the responsibility of the student and the parent/guardian to request class work, homework, assignments, and tests missed when not in attendance. A student or the parent/guardian must request to make up the schoolwork within two (2) days after returning to school.

Unexcused Tardies and Early Dismissals

Each building will monitor students who arrive late to school or leave school early. Students are limited to no more than four (4) tardies and/or early dismissals within a single calendar month. Students accumulating tardies/dismissals in excess of this limitation may be subject to disciplinary consequences according to their school’s discipline matrix.

Retention/Loss of Credit for Days Absent

Once a student has exhausted the maximum number of ten (10) days absences with the use of parent notes and continues to be absent without a medical/professional documented note, he/she may be considered for retention.

Building Attendance Review Committee

1. Each school building in the Indian River School District shall establish a Building Attendance Review Committee which may be comprised of the following personnel:
   - Principal and/or Assistant Principal Guidance Counselor
   - Classroom Teacher Nurse
   - Visiting Teacher
   - Special Education Coordinator
   - School Climate Personnel

Other staff members as may be needed

2. The responsibility of the Building Attendance Review Committee is to review the record of any student who has exceeded the provisions of the attendance policy. Any student with a history of poor attendance as substantiated by the Building Attendance Review Committee for services such as medical, dental, mental health, court system, attorney, or death within the student’s immediate family, etc...

Discipline Policy

Definitions

- "Alcohol" means alcohol or any alcoholic liquor capable of being consumed by a human being, as defined in 4 Del.C. §1011.
- "Alternative Placement" means the removal of a student from his/her school on a temporary basis for a period of time as determined by the Alternative Placement Team and assignment to an Alternative Program.
- "Arson" shall mean a person recklessly or intentionally damages a building by intentionally starting a fire or causing an explosion.
- "Assault III" shall mean: (1) A person intentionally or recklessly causes physical injury to another person; or (2) With criminal negligence the person causes physical injury to another person by means of a Deadly Weapon or a Dangerous Instrument.
- "Attorney General's Report (Juvenile/Adult Arrest Warrant and Complaint)" shall mean the Department of Justice's report of out-of-school criminal conduct, regardless of jurisdiction, which shows disregard for the health, safety and welfare of others.
- "Bullying" shall mean any intentional written, electronic, verbal or physical act or actions against another student, school volunteer or school employee that a reasonable person under the circumstances should know will have the effect of: (1) Placing a student, school volunteer or school employee in reasonable fear of substantial harm to his or her emotional, psychological, physical well-being or substantial damage to his or her property; or (2) Creating a hostile environment threatening, humiliating or abusive educational environment due to the pervasiveness or persistence of actions or due to a power differential between the bully and the target; or (3) Interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities or benefits; or (4) Perpetuating bullying by encouraging or coercing an individual or group to demean, dehumanize, embarrass or cause emotional, psychological or physical harm to another student, school volunteer or school employee.
- "Criminal Deadly Weapons/Dangerous Instrument Offense, Commission of" shall mean the Commission by a student of an offense prohibited by 11 Del.C. §§1442 through 1458 inclusive.
- "criminal Sexual Offense, Commission of" shall mean the Commission by a student of a sexual offense prohibited by 11 Del.C. §§1442 through 1458 inclusive.
- "Criminal Sexual Offense, Commission of" shall mean the Commission by a student of a sexual offense prohibited by 11 Del.C. §§1442 through 1458 inclusive.
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- "Criminal Sexual Offense, Commission of" shall mean the Commission by a student of a sexual offense prohibited by 11 Del.C. §§1442 through 1458 inclusive.
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Weather-related make-up days will be determined by the Board of Education as needed.

Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.
“Deadly Weapon” shall have the same meaning as provided in 16 Del.C. §4902A(5), a person who, at least 18 years of age unless the person is the parent or legal guardian of a minor who is a qualifying patient, has agreed to assist with a patient’s medical use of marijuana; has not been convicted of an excluded felony offense; and assists no more than 5 qualifying patients with their medical use of marijuana.

“Detention” shall be the detaining of students after school hours or during non-class school hours for infractions of regulations not warranting suspensions. A detention may be used at the discretion of the teacher or the building administrator subject to the following procedures: No student will be detained after school hours until the parent is notified. The local school administrator is responsible for notification of parents as to the time, place and length of detention. Detention shall include any advance notice that may be made by the parents for the student’s transportation and in the event of parental hardship in providing transportation, the local school administrator may use his discretion in executing the detention assignment.

“Disorderly Conduct” shall mean conduct in the School Environment which causes public inconvenience, annoyance, alarm, or distress by: engaging in fighting or violent tumultuous or threatening behavior or making or an unreasonable noise or an offensively coarse utterance or gesture or displaying, addressing, abusing or using obscenity or any person present.

“Distribute,” “Distributing” or “Distribution” means the transfer or attempted transfer of Alcohol/Palcohol, a Drug, A Look Alike Substance, a Drug Like Substance, or Drug Paraphernalia to any other person with or without the exchange of money or other valuable consideration.

“District” means a reorganized school district or vocational technical school district established pursuant to Chapter 10 of Title 14 of the Delaware Code.

“Drug” means any controlled substance or counterfeit substance as defined in 16 Del.C. §4701 including, for example, narcotic Drugs such as heroin or cocaine, amphetamines, anabolic steroids, and marijuana, and shall include any prescription substance which has been given to or prescribed for a person other than the student in whose possession it is found.

“Drug Like Substance” means any non-controlled and non-prescription substance capable of producing in behavior or altering a state of mind or feeling, including, for example, some over the counter cough medicines, certain types of glue, caffeine pills and diet pills. The definition of Drug Like Substance does not include tobacco or tobacco products which are governed by 16 Del.C. §4702(1), while acting in the course of his or her professional practice, and which is specifically intended for the student in whose possession it is found.

“Drug Paraphernalia” means all equipment, products and materials as defined in 16 Del.C. §4701.


“Expulsion” means, for purposes of this regulation, the exclusion from the regular school setting for a period determined by the local District board or Charter School board of a student who has committed a severe violation of this code.

“Extortion” shall be defined as intentional or attempt to obtain money, goods, services, or information from another by force or threat of force.

“Fighting” shall mean any aggressive physical altercation between two or more individuals.

“Firearm” shall mean any firearm, criminal Violent device, handgun, rifle, shotgun, or other type of firearm as that term is defined in the federal Gun Free School's Zone Act at 18 U.S.C.A. §921.

“Gambling” shall mean participation in games of chance for money or other things of value.

“Gun Free School’s Violation” shall mean the prohibited bringing to school, or Possession while in school of a Firearms by a student.

“Harassment” shall mean any actions or statements made with the intent to harass, annoy, or alarm another person which: (A) insults, taunts, or challenges the other person or; (B) is a cause of alarming or distressing conduct which is so severe, persistent, or pervasive that it is reason-ably likely to limit a student’s ability to participate in or benefit from the educational programs of the school district or charter school.

“Irresponsibility” means the act of disobeying authority.

“Intoxication” means any non-controlled and non-prescription substance capable of producing in behavior or altering a state of mind or feeling. (16 Del.C. §4752A)

“A Medical Marijuana Oil” means as defined in 16 Del.C. §4902A(10).

“Misuse of Technology” shall mean: The use of school technology equipment in: Soliciting, using, receiving or sending pornographic or obscene material; or Accessing unauthorized email; or The unauthorized downloading and/or installing of files; or Intentionally damaging technology equipment in the School Environment; or A situation in which a student deliberately: Tampers with, damages, alters, accesses, crashes, or corrupts the computer/communications system in the School Environment resulting in the loss or corruption of information or the ability of the system to operate; or In any way disrupts or degrades the school or district’s technology infrastructure.

“Non-prescription Medication” means any other over the counter medicine; some of these medications may be a “Drug Like Substance”.

“Offensive Touching” shall mean intentionally touching another person either with a member of his or her body or with any instrument, knowing that the person is thereby likely to cause offense or alarm to such other person; or Intentionally striking another person with saliva, urine, feces or any other bodily fluid, knowing that the person is thereby likely to cause offense or alarm to such other person.

“Palcohol” shall mean powdered Alcohol.

“Pornography” shall mean the Possession, sharing, or production of any known obscene material in the School Environment.

“Possess”, “Possessing” or “Possession” means that a student has on the student’s person, in the student’s belongings, or under the student’s reasonable control prohibited by placement of and knowledge of the whereabouts of Alcohol/Palcohol, a Drug, Drug, A Look Alike Substance, or Drug Paraphernalia.

“Prescription Medications” means any substance obtained directly from or pursuant to a valid prescription or order by a legal practitioner, as defined in 16 Del.C. §4701(24), while acting in the course of his or her professional practice, and which is specifically intended for the student in whose possession it is found.

“Rape or Attempted Rape” shall respectively mean sexual intercourse and attempted Sexual intercourse without consent of the victim in both cases.

“Reckless Behavior” means: When a person intentionally or recklessly starts a fire or causes an explosion and recklessly places a building or property in danger of destruction or damage or places another person in danger of physical injury.

“Repeive or Fugitive” means an individual who meets the criteria and requirements of 14 Del.C. §202(1).

“Repeated Violations Student Code of Conduct” shall mean five or more violations of the school's Code of Conduct within a school year, excluding chronic infractions for tardiness or unexcused absences to school/ class.

“School Environment” means within or on school property, at school sanctioned supervised activities, including, for example, on school grounds, on school buses, at functions held on school grounds, at extracurricular activities held on and off school grounds, on field trips and at functions held at the school in the evening.

“Sexual Act” means (1) contact between the penis and the vulva or the penis and the anus or (2) contact between the penis, the mouth and the anus, or (3) penetration, however slight; (2) contact between the mouth and the penis, the mouth and the vulva, or the mouth and the anus; or (3) the penetration, however slight, of the anal or genital opening of another by a hand or finger or by any object, with the intent of causing sexual penetration or penetration of the vagina or the penis or the anus of another by a hand or finger or by any object, with the intent of causing sexual penetration.

“Sexual Assault” shall mean any unwanted sexual behavior committed by a perpetraor who is a stranger to the victim or by a perpetrator who is known by the victim.

“Sexual behavior byblood,marriage, or adoption” shall include sexual behavior under this definition include but are not limited to: sexual harassment as defined in §763 of Title 11; sexual contact as defined in §761(f) of Title 11; Sexual intercourse as defined in §761(g) of Title 11; sexual penetration as defined in §761(i) of Title 11; and child sexual abuse as defined in §901 of Title 10.

“Sexual Intercourse” shall have the same meaning as provided in 11 Del.C. §761(g).
Weather-related make-up days will be determined by the Board of Education as needed.

Kindergarten registration is conducted year-round. Please contact your child’s school to schedule an appointment.

Board of Education @ SC, 7 p.m.
**Disposition** shall mean a temporary separation from school for violations of school regulations or public law dealing with school operations.

Tampering with Public Records shall mean a person knowingly without valid authorization removes, mutilates, destroys, conceals, makes a false entry in or falsely alters any original record or other written material filed with, or reliance upon which a public office or public servant.

Teen Dating Violence shall mean assaultive, threatening or controlling behavior, including stalking as defined in 11 Del.C. §1312, that one person uses against another person in order to gain or maintain power or control in a current or past relationship. The behavior can occur in both heterosexual and same sex relationships, and in serious or casual relationships.

Teen Dating Violence shall mean when: (1) A person threatens to commit any Crime likely to result in death or in serious injury to person or property; or (2) A person commits an act with intent of causing an individual to believe that the individual has been exposed to a substance that will cause the individual death or serious injury.

Teen Dating Violence - Security Threat shall mean when a person makes a false statement or statements: (1) Knowing that the statement or statements are likely to cause evacuation in the School Environment; or (2) Knowing that the statement or statements are likely to cause serious inconvenience in the School Environment; or (3) In reckless disregard of the risk of causing terror or serious inconvenience in the School Environment.

Theft means those acts described in 11 Del.C. §§ 841 through 846 inclusive.

Unlawful Sexual Contact III shall mean when a student has sexual contact with another person or causes the victim to have sexual contact with the student or a third person and the student knows that the contact is either offensive to the victim or occurs without the victim's consent.

Unsafe Items means items which can (or attempted to use) to cause injury, i.e., fireworks, firecrackers, a folding pocketknife with blade “3” or less, etc.

Unsafe Items or handling it is reasonably known to have ingested, smoked or otherwise assimilated Alcohol/Palcohol, a Drug or a Drug Like Substance, or is reasonably found to be under the influence of such a substance.

Unsafe Items possession of a Drug and/or Alcohol/Paraphernalia shall mean, that in the School Environment, a student unlawfully Possesses, Uses or is under the influence of Alcohol/Palcohol, a Drug, Drug Paraphernalia, or any substance or paraphernalia consistent with the definitions of these substances or paraphernalia.

Violation of Behavior Contract shall mean the failure of a student to comply with the provisions of any behavior contract between the student, his/her legal guardian, and the school.

**Philosophy of Discipline**

Discipline in the Indian River School District is the maintenance of an environment in the school that is conducive to learning. The district believes that the most effective discipline programs are preventive, simple, and flexible enough to accommodate differences in specific situations. Students, parents, teachers, and administrators must accept responsible, cooperative roles in promoting behavior that encourages learning and the development of individual potential. The schools exist as social and educational institutions concerned with the objectives of providing learning activities capable to the development of responsible and intelligent citizens. School officials are therefore granted the authority to maintain an orderly and non-threatening educational environment which considers student conduct and behavior as an essential and developmental aspect of the learning process.

Students may have the right to participate in the development, implementation and modification of rules and regulations establishing appropriate conduct and behavior.

Students have the right to be informed about violation of rules and regulations and be granted the right to a hearing regarding serious offenses.

Minor infractions and misconduct may be handled through conferences with teachers and administrators.

Procedures for handling it is reasonably known to have ingested, smoked or otherwise assimilated Alcohol/Palcohol, a Drug or a Drug Like Substance, or is reasonably found to be under the influence of such a substance.

Procedures for the disciplinary action shall be conducted in accordance with the judicial concept of inno-cent until proven guilty.

Students shall have the right to an education and any disciplinary action regarding their conduct which hampers that right shall be reasonable and within the laws of the State.

**Disciplinary action shall be fair, consistent, and appropriate to the infraction or offense.**

**Effective Implementation**

For this discipline policy to be implemented most effectively, it is felt that the parents should be informed at the earliest indication of a discipline problem. Teachers are strongly encouraged to contact parents/guardians via the telephone or to have conferences with parents to prevent problems.

Mutual understandings, expectations, and respect can and should be gained during the conversations/conferences. Likewise, administrators are strongly encouraged to follow the same procedures with parents/guardians, as are the teachers.

**Student Responsibilities**

Students are expected to conduct themselves in an orderly, safe and responsible manner. Students are expected to attend classes daily and on time. Students are prohibited from loitering in the hallways at any time. Students are also responsible for their possessions. Students have the right to privacy in their personal possessions unless the principal/designee has reasonable suspicion of a student possessing, and is therefore responsible for, all items in the student’s locker. If a student does not lock one’s locker, the student remains responsible for items found in the locker.

**Student motor vehicle use to, in, and from the school environment is a privilege which may be extended by school districts to students in exchange for their cooperation in the maintenance of a safe school environment. The building principal or assistant principal shall be the determiner in issuing student parking privileges on school grounds. Such privileges may be provided or revoked at the principal’s discretion. Reasonable suspicion of a student who may be in violation of a district policy may result in the student being asked to open an automobile in the school environment to permit school authorities to search for such items. Failure to open any part of the motor vehicle on the request of school authorities may result in the police being called to conduct a search, and will result in loss of the privilege to bring the vehicle on campus. The district presumes a student possesses, and is therefore responsible for, all items found in the student’s motor vehicle. The presumption applies to any car a student drives to school without regard to who owns the car. Before a student brings a car to school or a school activity, he/she should carefully inspect the car. If a student fails to lock one’s car, the student remains responsible for items found in the car.

Students are expected to conduct themselves in an orderly, safe and responsible manner. Students are expected to attend classes daily and on time. Students are prohibited from loitering in the hallways at any time. Students are also responsible for their possessions. Students have the right to privacy in their personal possessions unless the principal/designee has reasonable suspicion of a student possessing, and is therefore responsible for, all items found in the student’s locker. If a student does not lock one’s locker, the student remains responsible for items found in the locker.

**Student Motor Vehicle Use**

Student driver's license shall be granted to any student who has met the requirements to be issued a license. A student who has successfully completed a driver education course may be granted a license. The district presumes a student possesses, and is therefore responsible for, all items found in a student’s motor vehicle. If a student fails to lock one’s car, the student remains responsible for items found in the car.

**Policy for Use of Corporal Punishment**

Under Delaware Code, no public school teacher, administrator, official employee or agent of the School Board may subject a student enrolled in the school district to corporal punishment, when defined as paddling, slapping or prolonged maintenance of physically painful positions, when used as discipline. Corporal pun-
ishment relates to physical contact between the student, teacher, and/or administrator for the purpose of corrective action and/or maintenance of safety and well being of students and staff.

Adult Student

Every teacher and administrator in the Indian River School District shall have the right to exercise authority over a student to control behavior and discipline during any school activity in the following manner:

- Using reasonable and necessary force to quell a disturbance or prevent an act that threatens physical injury to any person;
- Using reasonable and necessary force to obtain possession of a weapon, or other dangerous object within a pupil's control;
- Using reasonable and necessary force for the purpose of self-defense or the defense of others;
- Using reasonable and necessary force for the purpose of preventing any student from interfering with the administration of the school;
- Using reasonable and necessary force to protect the safety of others; or
- Using incidental, self, or reasonable physical contact designed to maintain order and control.

Drug and Alcohol/Palcohol Abuse by Students

The following paragraphs on the possession, use, or distribution of drugs and alcohol/palcohol shall apply to all buildings within the Indian River School District. The possession, use, or distribution of alcohol/palcohol, a drug, a drug-like substance, look-alike substance and/or drug paraphernalia are wrong and harmful to students and are prohibited within the school environment. Such substances have the potential of producing, if used;

- a change in behavior;
- a stimulating or depressing effect on the central nervous system;
- physical dependence;
- a high psychological dependence

The following statements further describe the district's policy in that regard.

(1) All prescription or non-prescription drugs are to be secured through the office of the school nurse. Authorized drugs are those prescribed to a student by a licensed physician or that which can be purchased over the counter and for which the student has written permission from a parent/guardian. In all cases, all medications should indicate the dosage or amount prescribed, and are to be delivered to the school nurse and administered as per physician's/parent's/guardian's written order. Violation of this policy could result in disciplinary action up to and including expulsion. All medications not reported to the nurse will be considered unauthorized. Federal and/or state regulations and guidelines may exempt students in certain circumstances from having to store their medication in the nurse's office as they may need quick access. In those cases specific criteria must be met and a signed consent from the student, parent, and nurse must be in the student's file. Such medications on the person with the exception of a Section 504 accommodation or when an IEP Team has determined the use of the medication is necessary for the student's educational placement (see 14 DE Admin Code 817)

Other provisions of this policy related to consumption and distribution will be in effect.

(2) A student shall not knowingly possess, use, distribute/attempt to distribute, or be under the influence of any narcotic drug, hallucinogenic drug, opiate, amphetamine, barbiturate, marijuana, alcoholic/palcohol beverage, diet pills or intoxicant of any kind, or any other substance, legal or illegal with or without consideration, upon the express or implied representation that the substance is a narcotic drug, an hallucinogenic drug, opiate, amphetamine, barbiturate, marijuana, alcoholic/palcohol beverage, diet pills, intoxicant of any kind.

(3) Any student who violates any of the receipt, possession or use provisions of this policy for the first time shall be subject to a ten (10) day out-of-school suspension or the successful completion of 10 days at CAMP (Character Academic and Motivational Program) located at the GW. Carver Educational Center, state or local police referral for appropriate action and the student shall be expelled for a period of up to a maximum of 180 school days, but not less than 30 school days, from the date of the incident. However, the Board of Education may waive the expulsion of a first-time offender of these provisions of this policy provided the student enrolls and participates in an approved course of instruction or program of rehabilitation appropriate for the type of violation. Students who violate the receipt, possession, or use provisions of this policy with an illegal substance and are granted a waiver shall be placed on school probation during the 10-day placement at CAMP or 10- day OSS. For students enrolling and participating in instruction or a program of rehabilitation, the suspension or CAMP placement, and the waiver shall remain in effect (even through succeeding years if necessary) until the student successfully completes the instructional or rehabilitative program.

(4) If the student fails to show satisfactory evidence that he/she is participating in an approved program, or the student violates this policy a second time, or subsequent time during his or her school career, the student will receive a mandatory Out-of-School Suspension and the Superintendent will immediately implement the expulsion for the remainder of the year. At that time, the student will be expelled for a period of not less than 10 school days, up to a maximum of 180 school days from the date of the incident.

(5) Any student who distributes or attempts to distribute under the provisions of this policy shall be subject to a ten (10) day out-of-school suspension, a state or local police referral for appropriate action, and shall be expelled for a period of not less than 10 school days, up to a maximum of 180 school days from the date of the incident. The Board of Education under these violations may offer the option described under paragraph 3 above which concerns waiver of expulsion.

(6) All alcohol/palcohol, drugs, drug-like substances, look-alike substances and/or drug paraphernalia found in a student's possession shall be turned over to the police for investigation, and be made available, in the case of a medical emergency, for medical identification. All substances shall be sealed and documented, and, in the case of substances covered by 16 Del. C. Ch. 47, turned over to police as potential evidence. A request for analysis shall be made where appropriate.

The following paragraphs on the possession, use, or distribution of alcohol/palcohol/drug abuse treatment programs, the monitoring of student participation in those programs and other procedures necessary to carry out this section of the policy.

Medical Marijuana Oil

A Designated Caregiver may possess for the purpose of administering and may administer to a minor qualifying patient Medical Marijuana Oil in a school bus and on the grounds or property of the preschool or secondary school in which a minor qualifying patient is enrolled. The Designated Caregiver shall not be a school nurse or other school employee hired or contracted by a school unless he or she is a parent or legal guardian of the minor qualifying patient, and said parent or legal guardian possesses no more than the number of dose(s) prescribed per day of Medical Marijuana Oil which is kept at all times on their person.

School Bus Discipline

Recognizing that pupil safety and welfare on school buses depend, to some degree, on the conduct of pupils themselves, and that misbehavior which distracts a school bus driver is a serious hazard to the safety of all passengers, the Indian River School Board, herewith established the following as a means of uniformly dealing with school bus discipline problems:

"School bus transportation is a privilege extended to all pupils who qualify for same under state law. This privilege can be revoked temporarily or for the remainder of the year for violations of 'School Bus Safety Regulations.' The 'Student Code of Conduct' of the Indian River School District shall be in effect on every school bus transporting Indian River School District students or at any designated Indian River School District school bus stop.

Violations of the 'Bus Safety Regulations' are to be submitted by the bus driver on a discipline report form to the appropriate principal or assistant principal as soon as practical. Administrators alone have authority to invoke school bus suspensions. When suspensions from school bus transportation are invoked, parents or guardians will be notified in writing, by bus transportation are invoked, parents or guardians will be notified in writing, by

Extra-Curricular Activities

A student must be in school one half day of the extra-curricular event, or the last day preceding the event if the activity occurs on a non-school day, to be eligible to participate in any extra-curricular activity after regular school hours unless authorized by the principal. One half day is defined as three (3) hours for students who will be participating in any extra-curricular activity. Any student representing the school or attending any extra-curricular activities is subject to the jurisdiction of the school during all aspects of participation. Normal disciplinary measures will apply to breaches of acceptable behavior and will include the possibility of being denied the privilege of further participation in or attendance at said activity. The principal shall make this determination.

Tardiness

Unexcused tardiness to school on the part of any student may be addressed through disciplinary action by the principal or assistant principal. Prior to giving consequences to students for being tardy to school, each school will clearly define in writing its tardy policy, include it in its student handbook to be distributed to each child, and review it in discipline assemblies with students, and share it at parent open houses at the beginning of each school year.

Sexual Harassment or Sexual Misconduct

Sexual harassment or sexual misconduct by a student toward another student or district employee will not be tolerated within the jurisdiction of the Indian River School District or at any school-sponsored activity, whether held within or outside the district. The following behaviors are examples of conduct that is prohibited:

- Physical assaults of a sexual nature.
- Other unwanted and unnecessary physical contact.
- Subtle pressure or requests for sexual contact.
- Verbal or written threats of a sexual nature, including but not limited to inappropriate comments about an individual's body or sexual activities.
- The inappropriate use of sexually explicit or offensive language in discussions with or to describe an individual.
The Board of Education of the Indian River School District will conduct two (2) suspension programs and school administration may use either of these depending upon the severity and/or number of previous disciplinary offenses of a student.

Suspension Programs

The Board of Education of the Indian River School District will conduct two (2) suspension programs and school administration may use either of these depending upon the severity and/or number of previous disciplinary offenses of a student.

Suspension

Suspensions are authorized by the building principal or assistant principal for a period of time ranging from one day to ten school days. After having a conference with the student, the Superintendent or designee may suspend the student additional days when the administrative recommendation is to expel the student, or if unusual circumstances require exceptions from this policy. Exceptions must be applied in a consistent manner to serve the best interest of the student population.

In-school Suspension Guidelines:

- Absolutely no talking, except to the teacher, will be tolerated.
- No gum or snacks will be allowed.
- Amplie supplies and materials, including textbooks, must be brought to the suspension center by the student.
- There is to be no contact with other students during the day.
- Students are to be working at all times.
- Students are not permitted to engage in any other school activities until the suspension is completed.
- Students unable to discipline themselves to finish the period of suspension may be subject to an out-of-school suspension and/or expulsion for the remainder of the year by the Board of Education.

Out-of-School Suspension

The second type of suspension that the Board of Education of the Indian River School District will have is the out-of-school suspension. This type of suspension is very serious and may be assigned by the building administrator or to an available assistant principal. The Board of Education may suspend students for periods in excess of ten (10) school days when an administrative recommendation is to expel the student or if unusual circumstances warrant such action.

Out-of-School Suspension/Grading

Out-of-school suspensions will be regarded as excused absences. A student will be allowed the opportunity to make up and receive full credit for all work and tests missed during the out-of-school suspension. The student’s parent/guardian must request in writing that the student be given the option to return within the school year. The Board of Education may suspend a student for periods up to ten (10) school days when the student is in violation of the Student Code of Conduct.

Students who are expelled for behavior during the school year shall not be allowed to return to the school district and will be required to complete any suspended work at an alternative school or by distance learning. Students who have been expelled shall not be eligible to return to the district for a period of one (1) year.

For all violations of this policy, an expulsion is a separation from the school district for a minimum of one year. The Board of Education will consider such action for a second offense unless the student is an out-of-boundary student or transfers to the district for a period of less than the remainder of the school year. Expulsion will be considered for a student who is a minor under the age of fifteen (15) who is charged with a violation of state law.

Use of Cell Phones on Buses

Cell phone and ECD use by students while riding to and from school on the bus or during school sponsored activities shall be at the discretion of the bus driver and/or staff supervising students on the bus. The Superintendent or his/her designee is authorized to establish procedures to determine whether exceptional circumstances require exceptions from this policy. Exceptions must be applied in a consistent manner to serve the best interest of the student population.

The use of cell phones and other electronic communication devices ECD is prohibited in grades K-8. Thus, during periods of confiscation, and at any time when the device is turned over to an employee, the district, each school, and its employees shall not be responsible for safekeeping, loss or damage.

A student’s IEP or 504 team shall be authorized to approve exceptions to the above-referenced cell phone and ECD policy for a particular student for educational purposes only.

Indian River School District shall not assume any responsibility for theft, loss, or damage of a cell phone, or unauthorized calls/use of the cell phone.

Assignment to an Alternative Program/Administrative Placement

Assignment to an alternative program is the removal of a student from the regular school program due to continuous violations of school regulations or public laws dealing with school operations. This procedure may be implemented in lieu of an expulsion and agreed upon with student, the student’s parent/guardian, building administrator and Administrator of Student Services. Alternative program placement is designed to meet the student’s particular needs and may be located at the Sussex County Opportunity Program in Education (SCOPE), or the district’s school for a period of one year. Assignment for an alternative program will be made according to procedures established for the program, Delaware Education Administrative Code Title 14/611 6.0.

Expulsion

For all violations of this policy, an expulsion is a separation from the school district for a minimum of
30 days up to a maximum of 180 days or the remainder of the school year, as recommended by the hearing officer and determined by the Board of Education. The Board of Education will use hearing officers to engage in the fact-finding process with respect to student disciplinary issues. The board will retain its authority and responsibility to make the final decision in such matters, but will make its decision based upon a review of the record of a hearing conducted by a hearing officer. Such an approach preserves the board’s role of making the policy decision, but eliminates the board’s involvement in lengthy hearings aimed at gathering the facts. Thus, for example, in the case of a student expulsion, the hearing officer gathers the facts, prepares a proposed findings of fact, and makes a recommendation to the board. The board reviews the record to assure that the proposed findings are supported by substantial evidence, and the board makes the policy decision as to whether the conduct of the student should result in expulsion. Expulsions are for very serious and/or continuing violations of school regulations or public laws dealing with school operations or others, including, but not limited to, tobacco use, weapons offenses, sexual offenses, weapons offenses, and drug offenses. The district may take appropriate action including expulsion.

Student Records
When a student is expelled and there is no waiver of that expulsion, an indication of the expulsion, and the reason therefore, will be made a part of the student’s permanent record. This indication will be made before the student’s record is released or prior to graduation, whichever comes first. If a student violates any provision of this policy which could lead to expulsion and subsequently, but prior to the actual expulsion, ceases to be an official student of the Indian River School District, the student’s permanent record will indicate any action taken as a result of that violation, up until the time the student ceased to be an official student of the district.

Reciprocal Expulsion
A student expelled and/or pending an expulsion from a public or private school in the State of Delaware or any other state, including Sussex County Vocational Technical School District, will not be permitted to attend a school in the Indian River School District until the student has completed the expulsion period defined by the school district that assigned the expulsion.

Social Probation
Social probation will be assigned as a consequence for students who are suspended out of school, or are attending an alternative placement for disciplinary reasons. While on social probation, the student may attend regularly scheduled classes during the hours that the school is normally open. The student will present evidence of proper behavior for the full term of the suspension, including participation in all curricular and extra-curricular activities.

INTERVIEW BY AGENCY OFFICIALS OTHER THAN POLICE
Social probation begins at the time of the infraction and continues through the end of the day of the last day of social probation is assigned.

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INTERVIEW BY AGENCY OFFICIALS OTHER THAN POLICE
Social probation begins at the time of the infraction and continues through the end of the day of the last day of social probation is assigned.
An important mission of the interscholastic athletics program is to teach and reinforce values relating to sportsmanship, competition, and fair play. It is expected that team personnel, parents, and spectators respect this mission by exhibiting appropriate behavior at athletic events.

**Student Eligibility Requirements**

Students must meet the following requirements to be eligible to participate. Participation of ineligible students shall result in individual and team sanctions, including forfeits for the team.

1. All participants are required to have a valid annual medical evaluation.
2. Students must submit a current DIAA Pre-Participation Physical Exam, a Medical Card for Athlete and a Student/Parent Athletics Participation Contract before being allowed to participate in practices or contests.
3. **Grading Scale** - DIAA rules will be followed. They are available in the DIAA handbook located on the DOE Delaware website and as an appendix to this contract. See appendix A.
4. A student may not participate when he/she is serving a suspension, Alternative Placement, Character Academic and Motivational Program (CAMP), or expulsion. The student becomes eligible to participate on the next school day following the suspension or completion of these programs.
5. Students must satisfy school and district Participation Standards.
6. Students and their parents must sign the school Student-Parent Athletic Participation Contract and Parent Permission form.

**Assumption of Risk**

Participation in interscholastic athletic activities often includes intense competition and poses the potential for serious, catastrophic, or life-threatening injury. Participants and parents are urged to consider that there are inherent risks and hazards associated with athletic participation. Risks vary from sport-to-sport and can occur under direct supervision and with use of proper safety equipment.

**Communication with Coaches**

Parents should not attempt to address coaches immediately after games and practices. Coaches have many post-game/practice responsibilities, including supervision of players. Also, the post-game/practice period is often emotionally charged, and not conducive to productive discussion. If a parent feels a need to communicate a concern, the parent should contact the coach and/or athletic director/principal to arrange a later meeting.

**Dismissal From or Quitting a Team**

Once an athlete begins practice in a sport and his/her squad membership is terminated for a reason other than being cut due to lack of ability, he/she is ineligible to participate in any other sport during that season unless he/she is given prior approval by the athletic director and/or the administration after a thorough investigation of the case with all involved parties.

**Participation Standards**

Participation in interscholastic athletics is a privilege. Accordingly, students must meet certain standards in order to earn the privilege of participation. At a minimum, the following standards are required of all student-athletes.

1. Exhibit public behavior that will reflect positively on the team, school, and community. Athletes should not be engaged in any activity that would result in police intervention.
2. Exhibit responsible, respectful, and trustworthy behavior to teammates and the coach.
3. Exert efforts to maintain a high level of academic achievement.
4. Comply with all team, school, and school system rules, regulations, and policies.
5. Exhibit appropriate behavior at all team and school-related activities.
6. Attend all team functions unless ill or given prior permission to be absent by the coach.
7. Respect and comply with decisions made by the coach and athletic department.
8. Respect calls and decisions made by game officials.
9. Display good sportsmanship at all times.
10. Report to the coach any issues or developments that may affect eligibility status.

**Illegal Substances/Alcohol/Tobacco/Steroids/Controlled Substances**

All student athletes are expected to refrain from the use of all tobacco products, drugs, and alcohol, both at school and during non-school times. Parents are responsible to oversee and monitor their student’s behavior while off school grounds and are expected to take appropriate, decisive action to identify and prevent non-prescribed use of these substances by their student.

The possession, use, or distribution of any of these substances on school grounds or at a school sponsored activity will result in additional serious disciplinary consequences as outlined in the district discipline policy. Academic performance of a student in relation to instructional objectives/standards and other requirements of a course or area of study.

**Extracurricular Activities during Inclement Weather**

Maintenance of students’ safety and well-being is a top priority of the Indian River School District. This policy applies to any before-school, after-school, evening, Saturday, or Board-approved Sunday activity.

In the event of inclement weather, the Superintendent in consultation with the President of the Board of Education can decide to cease operations. When schools are dismissed early due to inclement weather, all official and unofficial activities will be cancelled for that evening. School should be cancelled the entire school day, all extra-curricular activities will be cancelled for a 24-hour period. Refer to EBCD Reg. for additional procedures in the event of closings or subsequent days.

**GRADING SYSTEMS**

**Philosophy**

The Indian River School District’s grading system is designed to evaluate a student’s academic progress and to effectively convey this information to students, parents, and other appropriate parties. Grades are to be used to measure the progress of a student in relation to instructional objectives/standards and other requirements of a course or area of study.

Implementation procedures shall insure that grading practices are consistent with this policy.

**Kindergarten**

1 = Below Grade Level Expectations
2 = Progressing Toward Grade Level
3 = Meets Grade Level
4 = Beyond Grade Level

**Non-Numerical Grading Scale for Grades K-5**

S = Satisfactory
N = Needs Improvement
U = Unsatisfactory
I = Incomplete

**Grading Scale for Elementary (Grades 1-5) and Middle School**

1. The grading scale for all elementary and middle school students shall be as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>95 – 100</td>
<td>A+</td>
</tr>
<tr>
<td>90 – 94</td>
<td>A</td>
</tr>
<tr>
<td>85 – 89</td>
<td>B+</td>
</tr>
<tr>
<td>80 – 84</td>
<td>B</td>
</tr>
<tr>
<td>75 – 79</td>
<td>C+</td>
</tr>
<tr>
<td>70 – 74</td>
<td>C</td>
</tr>
<tr>
<td>65 – 69</td>
<td>D</td>
</tr>
<tr>
<td>64 or lower</td>
<td>F</td>
</tr>
</tbody>
</table>

**High School Grading Scale (Effective School Year 2018-2019)**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>95 – 100</td>
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<td>90 – 94</td>
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<td>D</td>
</tr>
<tr>
<td>64 or lower</td>
<td>F</td>
</tr>
</tbody>
</table>

Ineligibility does not include summer days. If there are penalties left at the end of the school year, the penalty will carry over to the first day of the next school year.

**Participation on Outside Teams**

While participating on a school team, athletes are permitted to participate in the same sport outside of the school during the sport season. The outside participation may not conflict with the team schedule of the school. This includes practices, games, and playoffs.

**Social Media**

Personal webpages and other social media outlets are considered an extension of how you represent yourself. Pictures and/or information included on such sites will be considered the truth. Any student who has this information or acts/speaks in a derogatory way on personal webpages or social media will be held to the same standards as if acting in person.
Class Ranking and Valedictorian/Salutatorian

1. Ranking is started in the ninth grade and continues until a student completes high school.

2. Ranking includes:
   All courses will be weighted as shown in the grading scale. College Prep courses will be weighted at 3.0. Courses designated as honors will be weighted at 4.5. Courses designated as College Level Courses, Advanced Placement, International Baccalaureate or taken through an approved university will be weighted at 5.0. Weighting occurs on grades of C or above. Courses that are not graded numerically will not be used in determining class rank. A district-wide administrative committee shall determine the weighting status of established and new courses. The weighting system applies to grade point average and class rank only.

3. The senior class valedictorian will be determined in the following way:
   a. Only seniors who have attended the high school for their last two (2) years will be considered.
   b. The student that meets the above criteria with the highest GPA will be the valedictorian. The student with the second highest GPA will be the salutatorian.

    c. If there is a tie in GPA carried out four (4) decimal places (the ten-thousandth place), a tie for the valedictorian and/or salutatorian will be recognized.

Progress Reports

Progress Reports for all students will be issued by teachers and distributed to all students midway through the marking period, according to dates published in the district calendar. A parent/guardian of any student in danger of failing for the marking period, semester/year will be contacted in a reciprocal manner (i.e., phone call, e-mail, parent conference). The meeting and corresponding documentation will be noted in eSchool/Tracker.

1. Fair and reasonable amount of homework is expected to be assigned at each grade or subject level.
2. All assignments should be checked and/or evaluated in appropriate order to provide students with corrective feedback on a timely basis.
3. Homework shall be for practice/reinforcement. No new concepts or objectives shall be introduced as homework.

GRADUATION REQUIREMENTS POLICY

Definitions listed in Title 14: Career Pathway means the three (3) credits of pre-planned and sequential courses required for graduation designed to develop knowledge and skills in a particular career or academic area.

Computer Science means an advanced placement, honors, college prep or integrated computer science course that meets both the computer science and mathematics graduation credit requirement in addition to those mathematics course requirements under subsection 5.1.1.

Credit means the acquisition of skills and knowledge at a satisfactory level as determined by the district and charter school boards through 135 hours (a Carnegie Unit) of actual classroom instruction, which may include various methods of delivery or through locally approved options contained in Section 8.0.

Department means the Delaware Department of Education.

English Language Arts means those four components of reading, writing, language, and speaking and listening that are included in the State Content Standards for high school English Language Arts as required in 14 DE Admin. Code 501.

Health Education means those components that are included in the State Content Standards for high school health education as required in 14 DE Admin. Code 501.

High School means grades 9 through 12.

Mathematics means those conceptual categories of number and quantity, algebra, functions, geometry, statistics and probability combined with problem solving, modeling, reasoning, communicating, and making connections that are included in the State Content Standards for high school mathematics as required in 14 DE Admin. Code 501 either through integrated courses or in courses titles such as Algebra I, Algebra II, Geometry, Trigonometry, Pre-Calculus, Calculus, Computer Science, Discrete Mathematics, Statistics, and Probability.

Novice-high proficiency level means the novice-high level of proficiency of certain skills and knowledge as defined by the American Council for the Teaching of Foreign Languages (ACTFL).

Physical Education means those components that are included in the State Content Standards for high school physical education as required in 14 DE Admin. Code 501 and 503. In addition to the one credit required for high school graduation, only one additional elective credit in physical education in courses such as weightlifting, yoga, fitness, running, or tennis may be used to fulfill the graduation requirements.

Science means those components of the nature of science which include science and engineering practices, matter and its interactions, motion and stability, energy and its effects, waves and their applications, Earth’s place in the universe, Earth’s systems, Earth and human activity, life structure and processes, ecosystems, heredity, diversity and continuity of living things, engineering design, and the links among engineering, technology, science, and society that are included in the State Content Standards for high school science as required in 14 DE Admin. Code 501 either through integrated courses or in courses such as Earth Science, Biology, Chemistry and Physics.

Social Studies means those components of civics, economics, geography, and history that are included in the State Content Standards for high school social studies as required in 14 DE Admin. Code 501 either through integrated courses or in courses such as United States History.
Credits Required

- English: 4 credits
- Social Studies: 3 credits
- Math: 4 credits
- Science: 3 credits
- Physical Education: 1 credit
- Health: .5 credit
- Career Pathways: 3 credits
- World Languages: 2 credits
- Elective Courses: 4 credits
- Total Credits: 24.5 credits

All students must meet the State of Delaware’s required credits for graduation as listed below:

- English: 4 credits
- Social Studies: 3 credits
- Math: 4 credits
- Science: 3 credits
- Physical Education: 1 credit
- Health: .5 credit
- Career Pathways: 3 credits
- World Languages: 2 credits
- Elective Courses: 4 credits
- Total Credits: 24.5 credits

Promotion

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<thead>
<tr>
<th>Grade</th>
<th>Credits</th>
<th>Credits Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-10</td>
<td>6</td>
<td>1 Eng 1 Math</td>
</tr>
<tr>
<td>10-11</td>
<td>12</td>
<td>2 Eng 2 Math</td>
</tr>
<tr>
<td>11-12</td>
<td>18</td>
<td>3 Eng 3 Math</td>
</tr>
</tbody>
</table>

Grades 9-12

Beginning with the Class of 2018, students in Grades 9 through 12 must have earned the following total credits in order to be promoted to the next high school grade:

- Promotion: 36 credits
- Credits Required: 24.5 credits
Title 14, Chapter 4, § 403 (a) Any parent of a school age child may apply to enroll his or her child in a school program in the District, including the Southern Delaware School of the Arts (S.D.S.A.), by submitting a written application provided by the Department of Education to the District and to the District of Residence. This application process will take place on or after the first Monday in November and ends on the second Tuesday in January for enrollment during the following school year. However, a parent may apply to the district until the first day of the school year for enrollment in a kindergarten program during that school year. The Indian River School District Pre-K, Howard T. Ennis and G. W. Carver Academy are not open to school choice. In-district and non-district choice students currently enrolled in the district’s Spanish Immersion, IB and STEM programs who are terminated or withdrawn from that particular program.

Returning students who are not included in this definition are:

• In-district siblings of in-district students who are already enrolled in the program or school and who will be returning to the program or school for the following academic year provided that the siblings meet the requirements for the program or school. Exiting students are not considered siblings for this enrollment preference.

• Out-of-district siblings of out-of-district students who are already enrolled in the program or school and who will be returning to the program or school for the following academic year provided that the siblings meet the requirements for the program or school. Exiting students are not considered siblings for this enrollment preference.

• In-district students who are already enrolled in a school program within the District for the following academic year.

• Non-district students. All applications will be processed and all qualifying students consistent with the criteria in this policy, the district shall use a lottery process to admit additional students and generate a ranked waiting list.

The district shall accept applications in a manner consistent with the policy adopted pursuant to this subsection until the third Friday in March, and who will be returning to the program or school for the following academic year provided that the siblings meet the requirements for the program or school.

Exiting students are not considered siblings for this enrollment preference.

The Parent of a school age child may withdraw the application at any time prior to action on the application by the Board by giving written notice to the Board of Education and the Board of the District of Residence.

The Parent of a school age child may withdraw the application at any time prior to action on the application by the Board by giving written notice to the Board of Education and the Board of the District of Residence.

The district may disapprove an application because of a lack of capacity in a particular program or school. For the purposes of this policy, “lack of capacity” means that the school or program calculates projected enrollment for the following academic year to be at least 85% of its building capacity.

Duration of Enrollment in the Indian River School District

The district may disapprove an application because of a lack of capacity in a particular program or school. For the purposes of this policy, “lack of capacity” means that the school or program calculates projected enrollment for the following academic year to be at least 85% of its building capacity.

District Procedures

Within 10 working days after an application deadline, the district shall transmit a notice to the district of residence that it has received the application.

The board of education shall take action no later than the last day of February of the school year preceding enrollment for a school or program for admission to a particular grade or grades 1 through 12, and no later than June 15 of the school year preceding enrollment to approve or disapprove an application for admission to a kindergarten program. SDSA may act on applications accepted in accordance with the provisions of § 403(a) of Title 14 to fill remaining availability.

With respect to any applications filed in accordance with the provisions of § 403(b) of Title 14, the district shall take action to approve or disapprove the application no later than 45 days after receipt thereof, unless the application is received prior to a lottery conducted as outlined in a local education agency's enrollment policy in the case of over-enrollment.

No later than November 30 of each year, the board of the district shall transmit to the Department of Education notice of the capacity of each school in the receiving district for the following academic year and the projected enrollment for the following academic year. The capacity and projected enrollment figures may be revised until January 30.

No later than October 31 of each year, the district shall hold at least 1 public information session about choice opportunities available in schools and programs in its district for the upcoming academic year.

Approval Criteria of Applications

Priority will be given to the following categories of students in the order listed:

1) Returning students who continue to meet the requirements for the program or school, including students graduating from one school to another within a single program.

2) In-district and non-district choice students currently enrolled in a school program within the designated feeder pattern, if any, for the school.

3) Out-of-district siblings of out-of-district students who are already enrolled in the program or school and who will be returning to the program or school for the following academic year provided that the siblings meet the requirements for the program or school. Exiting students are not considered siblings for this enrollment preference.

4) Out-of-district siblings of out-of-district students who are already enrolled in the program or school and who will be returning to the program or school for the following academic year provided that the siblings meet the requirements for the program or school. Exiting students are not considered siblings for this enrollment preference.

5) District students.

6) Children of school employees holding a permanent position that meets the state requirements as a pension eligible position; as long as they otherwise meet the criteria of the program or school and reside in the State of Delaware.

7) Non-district students.

Any SDSA student attempting to move to another IRSD school building other than his/her home school.

Applying for admission to a school program within the District. Students who meet the district’s criteria for acceptance in the policy but who are not selected due to a lack of capacity in the school or program shall be placed on a ranked waiting list maintained by the district until the first day of the district’s school year for which they applied.

The district may disapprove an application because of a lack of capacity in a particular program or school. For the purposes of this policy, “lack of capacity” means that the school or program calculates projected enrollment for the following academic year to be at least 85% of its building capacity.
b. Multiple violations or one or more serious violations of the district's student code of conduct.

2) A pupil accepted for enrollment in a school or program shall remain enrolled therein for a minimum of 2 years unless during that 2-year period:

a. A pupil graduates from the school or completes the program.

b. The pupil's parent or parents cease to be residents of the pupil's original district of residence.

c. At the conclusion of any academic year during such 2-year period, the pupil ceases to meet the academic requirements for such school or program.

d. If the resident of a [School Choice] request/approval was a student’s day care attendance and the day care attendance is no longer relevant.

e. The board of the district of residence, the board of the receiving district, and the parent or parents of the pupil agree for any reason to terminate such enrollment.

f. The provisions of this section (2a-2e) shall apply unless the district, at its sole discretion, agrees to maintain a child in a choice placement. Due to the unique educational and developmental needs of primary age children, on a case by case basis, the district may grant exceptions to allow students in grades kindergarten through grade 3 to continue even if they fail to meet the academic standards.

g. The pupil's parent's or guardians wish to terminate the agreement due to a reported, recorded, and substantiated instance of "bullying" against their child as defined in § 4112D of Title 14.

A parent may apply to terminate a student's own enrollment in the district prior to the expiration of the minimum period established in section 1 of this policy by submitting a written application provided by the Department of Education to the child's then-existing district of enrollment, no later than December 1 for enrollment during the following school year. If a parent of a child fails to file an application by the deadline of December 1 and good cause exists for the failure to meet the deadline, the child's then-existing district of enrollment shall accept and consider the application in the same manner as if the deadline had been met.

If a child for whom an application has been submitted has been suspended, expelled, or has been absent 2 years during a school year, in the district of residence, the board of the receiving district may, in its sole discretion, refuse to consider the application or refuse to approve the application, or refuse to enroll the child in the receiving district until the child has been reinstated in the district of residence. Having said this, the board of the district of residence shall not re-enroll any student who has been expelled to make a student eligible for School Choice.

Credits/Graduation

A student who has enrolled in the District and has met the district's graduation requirements shall be granted a diploma by the district. The District shall accept credits toward graduation requirements awarded by another school district.

Funding

The district of residence, the receiving district and the new district of enrollment will agree to pro-rata of student funding in the event of a mid-year termination of a choice enrollment.

Intra-District Choice

Where the district of residence includes more than one school or more than one program within any school providing instruction at a given grade level, a parent of a child entering such grade level may apply to enroll their own child's own public school program within the district of residence other than the program in which the child would normally be enrolled based on the child's place of residence in the manner provided in this policy, and in such cases, the district shall also be considered to be the receiving district for all purposes of this policy, except that the provisions of § 408 Title 14 (State and Local Education Funding) shall not apply to any such applications or changes in enrollment.

The School Choice Program falls under Delaware State Law-Title 14, Chapter 4.

SOCIAL MEDIA MONITORING

The purpose of social media pages (Facebook, Twitter, et al.) is to share information about the Indian River School District and its schools. Postings may highlight the accomplishments of students and staff; promote upcoming meetings and events, and announce weather-related school closings and delays. The district welcomes comments, questions and concerns from the public on social media postings. Comments will be monitored by school and district officials and every effort will be made to reply in a timely manner to private messages sent through social media.

The district and its schools will remove social media comments that:

- Contain vulgar or inappropriate language;
- Contain vulgar or inappropriate images;
- Include personal attacks on students, staff or community members;
- Promote discrimination on the basis of race, color, national origin, sex, gender, creed, religion, veteran status, sexual orientation, marital status, citizenship status, pregnancy, age, ancestry, disability, gender identity, genetic information, military status or any other characteristic protected by law;
- Include spam or links to inappropriate or irrelevant websites;
- Are clearly off topic;
- Advocate or promote illegal activity;
- Promote services, products or political organizations;
- Infringe on copyrights or trademarks;
- Include personally identifiable protected student information.

The district and its schools reserve the right to ban users from social media pages for single or repeated violations of the above provisions. Additionally, the district and its schools may remove comment “threads” in which users have posted personal attacks against each other or have shared information that is grossly inaccurate or clearly off-topic.

This policy shall govern all district and school social media pages.
IRSD Election District and School Location Map

CA - G.W. Carver Academy
EM - East Millsboro Elementary School
GE - Georgetown Elementary School
GM - Georgetown Middle School
HE - Howard T. Ennis School
IR - Outdoor Education Center at Ingram Pond
IR - Indian River High School
IERC - Indian River Educational Complex
JMC - John M. Clayton Elementary School
LB - Lord Baltimore Elementary School
LN - Long Neck Elementary School
MM - Millsboro Middle School
NG - North Georgetown Elementary School
PS - Phillip G. Showell Elementary School
SA - Southern-Delaware School of the Arts
SM - Selbyville Middle School
SC - Sussex Central High School