



2024-2025

4240 Lomac Street
Montgomery, AL 36106
(334) 262-0191

Please read this handbook carefully and completely. Failure to adhere to these River Region Academy policies could result in your child being dismissed from our school.

River Region Academy reserves the right to amend, update, or append/add contents to this handbook and will provide due, separate notice of any changes that occur during the school year.

We do not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, language, disability, marital status, sexual orientation, or military status, in any of our activities or operations. We are committed to providing an inclusive and welcoming environment for all employees, students, and parents.

Welcome to River Region Academy! This handbook contains important information about our school. It is essential that you read and retain this handbook so you can refer to it when needed.

Mission & Vision Statements

- The mission of River Region Academy is to provide a safe, personal, quality education where all students are engaged, encouraged, and empowered in learning and inspired to achieve their fullest potential.
- Our vision is for every student to become a critical and creative thinker, lifelong learner, and productive citizen.

Admission & Enrollment

- Admission is based on availability of services, our ability to meet a student's needs, and recommendations from student's most recent (brick and mortar) school.
- Enrollment forms must be completed annually.
- River Region Academy does not discriminate on any basis in the administration of its educational policies, and operates under this policy: No person shall be excluded from participation in, or denied the benefits of, or subjected to discrimination in any program or activity on the basis of race, color, national origin, language, sex, religion, or disability.

School-Home Communications

• Gradelink

River Region Academy uses Gradelink as our online grading and communication system. Gradelink allows parents to see their student's grades as well as send messages to the teachers. Each secondary student and parent will be given a username and password upon final registration.

Parent/Guardian Participation

- Parents are invited and encouraged to participate whenever possible. Teachers are available to discuss a student’s progress or grades upon request. However, because teachers have considerable responsibilities, please schedule appointments with teachers or administration.
- Parent/Guardian-Teacher Conferences may be scheduled as needed.

Parent/Guardian–Student Communication

- Parents should call the school if they need to contact their child during school hours.
- Students should use the school phone if they need to contact their parents during school hours.
- THE USE OF CELLS PHONES, SMARTPHONES, SMARTWATCHES, EARBUDS/AIRPODS, AND/OR ANY ELECTRONIC DEVICES IS PROHIBITED ON CAMPUS, INCLUDING DURING CLASSROOM INSTRUCTION.

Grading Scale

90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

Grade Percentages

Grades K-5	80% Tests, Classwork, and Projects 20% Daily Participation
Grades 6-12	Tests/Projects – 35% Classwork/Homework – 30% Daily Participation – 20% Semester Exams – 15% (except grade 6)

Academic Excellence Award & Scholarship

The valedictorian and salutatorian are awarded each year to the two students with the highest grade-point average in *core courses*, and who have demonstrated school leadership, good moral character, and taken and passed math through Algebra II. The valedictorian and salutatorian must have attended River Region Academy’s day school for a minimum of two consecutive years. Neither representative may have any major behavioral infractions.

Curriculum

- River Region Academy follows the State of Alabama Department of Education’s (ALSDE’s) courses of study. State-approved textbooks and supplemental materials are used to enhance all curricula.
- Independent Study/Binder elective class curriculum is given to each student in grades 7-12 at the beginning of each grading period. The work is completed independently and turned in for grading approximately every three weeks. (Please refer to the Electives Due Date calendar.)
- Students are issued the appropriate books for each class. Each book is the responsibility of the student and should be returned in good condition at the end of the school year. Parents are responsible for replacing the book if it is lost or damaged.
- The State of Alabama graduation requirements are utilized when guiding individual class assignments. River Region Academy will ensure all graduation requirements are met.

Attendance Policy

- Alabama's Compulsory School Attendance Law (2018 Section 16-28, Articles 2 and 3) mandates regular attendance of students (ages 6-17) and holds parents/guardians liable for their child(ren)'s non-attendance.
- Each student must attend a minimum of 140 hours per class to receive credit for the class.
- **Parents should call or text the school at (334) 262-0191 before 9:00 A.M. to report a student's absence.** If we do not hear from a parent/guardian by 9:00 A.M., we will call to verify the absence. This is for safety reasons.
- After 14 absences, students will be required to make up missed hours to receive credit for the class. The cost for make-up hours is \$25.00 per hour, or \$100 per day, and will be charged to the student's account. (For make-up purposes, four tardies are equivalent to one absence.)

Late Arrival/Early Checkout

- Parents should send a note or call the office at (334) 262-0191 if a student will be arriving late or checking out of school early.
- A student will not be dismissed without parent/guardian consent regardless of age/driving ability.
- A tardy of more than 20 minutes will be counted as an absence for that class and will count toward the allowable absent days from that course.
- **Please do not check students out of school from 12:10-12:30 pm.**

Inclement Weather

School closing will be announced on WSFA.

Code of Conduct

We expect our students to act in a manner that exemplifies courtesy, concern for others, safety, responsibility, and respect for property. Violation of any rules within this handbook may be met with those disciplinary procedures outlined below, including dismissal from school.

Students are expected to:

- be in assigned classroom with appropriate materials and ready to work when class begins;
- keep hands, feet, and objects to themselves,
- use school-appropriate behavior and language,
- be polite and respectful,
- follow instructions and class rules (including no gum and no food outside of breaktime),
- follow the dress code, including no ripped jeans,
- not wear a grill or any type of dental jewelry over their teeth,
- not eat any food in the classroom except during the assigned breaktime – breaktime is a privilege, not a right,
- not use or be in possession of prohibited items (chewing gum, weapons, alcohol, tobacco, illegal drugs, etc.), and
- not leave the school building during the school day without permission.

Prohibited Items

Students are strictly prohibited from possessing the following items (either on their person or in a vehicle parked on campus):

- Guns, knives, or any other weapon(s).
- Alcohol,
- Tobacco (including e-cigarettes, vaping devices, or any nicotine delivery device in any form),
- Illegal drugs or drug paraphernalia, and/or
- Prescription or OTC drugs for which the proper authorizations have not been submitted.
- **No electronics, including phones, earbuds/AirPods, and smartwatches may be in use on school property, including outside after school.**
- **No smoking or vaping, no tobacco, no gum, no alcohol, no drugs, and no weapons anywhere on campus.**

Dress Code

Students are not required to wear uniforms; however, everyone must follow these guidelines to dress appropriately for school:

- clothing must fit – nothing too tight or too big;
- clothing must be clean and free of stains;
- clothing must be free of any potentially offensive material (images, words, etc.);
- no caps, hats, scarves, or hoodies are to be worn inside the building;
- shirts must be long enough to cover midriff or be tucked in;
- no yoga pants and/or exercise attire;
- pants must be worn above the hips and be free of rips or tears;
- shorts, dresses, skirts, etc. must not be any shorter than three inches above the knee or be of fingertip length; and
- shoulders should be covered – no tank tops or spaghetti straps; shoulder bands on sleeveless tops must be at least three inches wide.

Dress Code Violations

A parent/guardian will be called for dress code violations. A change of clothes can be brought to school, or the student can go home, change clothes, and return to school.

Harassment/Anti-Bullying Policy

To maintain a safe and healthy learning environment, River Region Academy will not permit, tolerate, or condone harassment against any individual for any reason, including, but not limited to, harassment on the basis of race, color, religion, national origin, sex, age, sexual orientation, or identity, disability, or any other status as protected by applicable law. Comments, conduct, or innuendoes that might be understood by others as offensive or harassing are wholly inappropriate and are to be strictly avoided. This policy applies to students, employees, parents, and visitors to the campus.

Harassment can include, but is not limited to, the following actions:

- **Inappropriate Communication** – Involves any language, including on social media, that bullies, threatens, intimidates, degrades, or berates others. This includes, but is not limited to, racial, religious, or sexual comments or jokes, sexual innuendos or threats of any kind, whether communicated verbally, in writing, or by gesture.
- **Physical Abuse** – Includes, but is not limited to, touching, hitting, kicking, or threatening another person, including restraining by force or blocking the path of another.
- **Interference or Hostile Environment** – Includes any behavior or action that interferes with a student's ability to function in the learning environment, or which otherwise creates a hostile or intimidating school environment.
- **Sexual Harassment** – Includes, but is not limited to, unwelcome sexual advances; requests for sexual acts or favors; other physical conduct of a sexual nature; obscene or suggestive remarks or jokes; verbal abuse or insults; display of explicit, offensive, or demeaning materials; references to a person's anatomy; touching or pulling another's clothing in an offensive or embarrassing manner; or making references or spreading rumors and accusations about someone's sexual encounters; requests for photographs, video, or audio of a sexual nature; and/or sending to other students photographs, video, or audio of a sexual nature.

A student who engages in harassment is subject to immediate discipline, up to and including expulsion from River Region Academy.

Discipline Policy

All students and families are expected to adhere to the Technology Policy, including the Cell Phone/Electronic Device Policy, and the Code of Conduct, including the Harassment/Anti-Bullying Policy. The faculty and staff will guide students to follow the policies in an environment conducive to high expectations. Additionally, we ask parents and families to support the school's policies by enforcing our rules with their children. Failure of a student to abide by our policies can be cause for expulsion from River Region Academy. **Failure to adhere to these River Region Academy policies could result in your child being dismissed from our school.**

Discipline Procedures

It is our belief that positive behavior interventions and supportive corrective strategies are effective discipline practices. Additionally, each student is unique; therefore, choosing an approach to behavioral challenges will be situational and case-based.

Daily Participation Grade: Students receive daily participation grades from each of their teachers based on policies each teacher has put in place. (Please refer to Gradelink for comments.) If inappropriate or unacceptable behavior continues to occur, the teacher may choose to contact the parent/guardian for support.

Conscious Discipline and Positive Behavior Interventions will be utilized if the teacher, parent/guardian, or student chooses to involve the administration. Conflicts within the classroom are opportunities to teach and learn how to become problem solvers and for students to think about their own solutions to their problems instead of relying on adults to be judges who rule on their cases. This approach is applied to all behaviors not in line with our Code of Conduct.

We also consider the reason behaviors occur and may implement behavior intervention plans as a strategy, depending on the situation. If the agreed upon interventions are not effective, the administration and/or parents/guardians will determine if River Region Academy continues to be the best choice for the student to obtain his or her education.

Cell Phone/Electronic Device Policy

While the convenience of smartphones and other electronic devices is a benefit in our connected society, it can cause a disruption within the learning environment. **THEREFORE, THE USE OF CELLS PHONES, SMARTPHONES, SMARTWATCHES, EARBUDS/AIRPODS, AND/OR ANY ELECTRONIC DEVICES IS PROHIBITED ON CAMPUS, INCLUDING DURING CLASSROOM INSTRUCTION.** All non-school issued electronic devices, including cell phones, smartphones, smartwatches, air pods/earbuds, recording devices, MP3 players and/or any other personal electronic devices **must be turned off and placed in the door pouch of the class – or turned off and placed in a backpack if requested by the teacher** – during all classroom instruction. River Region Academy teachers and/or administrators may require students to turn in all cell phones, smartphones, smartwatches, or other electronic devices at the beginning of a class period. Violation of this policy, including failure to turn in any device upon request, will result in a student's cell phone, smartphone, smartwatch, or other electronic device being confiscated for the remainder of the school day and the parent/guardian being contacted. Continued violation of this policy may result in the dismissal of said child from our school.

To avoid classroom disruption, parents are asked to refrain from calling, emailing, or sending texts and/or iMessages to their children during the school day. Parents/Guardians should contact the office at River Region Academy to relay any pertinent messages to students.

Technology Policy

The school's information technology resources are for educational purposes only, and access is given to students who agree to act in a considerate and responsible manner. Access is a privilege – not a right. School staff may review files and communication to maintain system integrity and ensure that users are using the system responsibly.

The following guidelines must be adhered to and apply to the utilization of River Region Academy technology resources as well as any personal cell phones, smartphones, smartwatches, or other personal electronic devices used while on River Region Academy property.

1. Students are to use on-campus internet access for academic purposes only. Examples of internet sites that may not be accessed include but are not limited to:
 - social media sites Snap Chat, Instagram, Twitter, Facebook, YouTube, Pandora, TikTok, etc.,
 - gaming or gambling sites,
 - pornographic or sexually explicit sites,
 - sites promoting 'how to' documents that encourage violence or illegal acts, and
 - sites that promote racism or hate speech.
2. Students may not use any electronics or technological tools to bully, intimidate, or harass others.
3. All students must respect the privacy of others. Any attempt to access private files, phone content, or text/email messages is considered theft.
4. Students may not in any way vandalize equipment or software that belongs to River Region Academy. Examples of unacceptable behavior include but are not limited to:
 - damaging, hacking, or destroying networks, computer hardware or software,
 - physical abuse to equipment, and
 - the creation or intentional use of malicious programs.
5. Students may not transmit, retrieve, or store communication of an obscene, discriminatory, offensive, or harassing nature or containing derogatory, disrespectful, or inflammatory language.
6. Students may not use River Region Academy technological systems for any purpose that is illegal and/or violates school rules.
7. Students may not knowingly post, or post when they *should have known*, any information that could cause damage, danger, or disruption to River Region Academy or any other organization, or to any person.
8. Students must adhere to the license agreements for installing/copying software that is purchased by the school.
9. Violation of the Technology Policy may result in consequences ranging from the loss of access to technology for a set period, to expulsion from River Region Academy.
10. Students may not record, by audio and/or visual means, any other student or River Region Academy teacher or staff member, with the intent of concealing the act of recording from the subject(s) of the recording.
11. Students may not download or otherwise install any software and/or other applications on River Region Academy computers, servers, and/or other electronic devices.

“It doesn't matter who you are or where you come from. The ability to triumph begins with you. Always.”
Oprah Winfrey

**TWO THINGS YOU
ARE IN TOTAL
CONTROL OF IN
YOUR LIFE ARE
YOUR ATTITUDE &
YOUR EFFORT**

“The reputation of a thousand years can be determined by the conduct of one hour.”
Author Unknown

Medication Guidelines

River Region Academy does not have a school nurse on staff. Administration of medications will be permitted on school property only when medically necessary as prescribed by a physician and only after the appropriate authorization forms have been completed. Authorized medication(s) will be administered under the direct supervision of the administrative staff. (The first dose of any newly prescribed medication should always be given at home.) You are responsible for notifying the school of any changes in the child's health or medication. For the safety of our students, the following procedures will be followed:

1. If **prescription medications** are to be given at school, the River Region Academy's Prescription Medication Authorization form must be provided and signed by a licensed prescriber and must specify the name of the medication, dosage, and time to be given. The Prescription Medication Authorization form must also be signed by the parent/guardian of the student. A separate medication permission form must be completed for each medication. Any change in the prescription requires a new permission form.

2. Any **non-prescription medications** from the school's supply may be given only with permission from parent/guardian as noted on the online OTC Medication Authorization form.

3. If **non-prescription medications** other than stock supply are to be given at school, the Prescription Medication Authorization form must be completed and signed by the parent/guardian and specify the name of the medication, dosage, time to be given, and the reason for administration. A separate medication permission form must be completed for each medication. Non-prescription medication can be given no longer than 3 days in a row; after this, a completed Prescription Medication Permission Form from a licensed prescriber must be provided.

4. All medication is to be in the original, properly labeled container. The information on the container must match the information on the Prescription Medication Authorization form. (Please call the school if the medication is being brought by the student.)

5. Students with **emergency medications**, such as inhalers, EpiPens, or insulin, may carry and self-administer these medications only if written permission from a licensed prescriber and the parent is on file with the school.

6. Parents must provide refills of medication. Per state law, any request to withhold, discontinue, or change the dose or schedule of a medication will be reported to the prescribing doctor.

7. Parents are responsible for picking up any unused medication.

8. **SHARING OR DISTRIBUTING MEDICATION WITH OTHERS MAY RESULT IN EXPULSION.**

Transportation

- **Drivers should turn onto Lomac Street from Trinity Blvd so no one needs to cross over oncoming traffic. This is for everyone's safety.**
- You may drop students off as early as 7:30 A.M. **An adult must be present and on duty before students are dropped off.** (Students are dismissed to their classrooms at 7:50 A.M. Students are tardy after 8:00 A.M. and must then enter through the front door.)
- The direction of traffic is one-way, clockwise around the building.
 - > Enter on the upper, or east, side of the school and exit on the lower, west, side.) **Use extreme caution when dropping off and picking up your child(ren).**
 - > Carpool drop-off/pickup is one lane only. Stay in that lane unless a school employee instructs you to pull around another car. **All students should be picked up in the carpool lane.**
- **Drop off and pick up students at the rear entrance of our building where an adult is on duty.**
 - > Students must exit/enter from the passenger side of the vehicle closest to the building at the rear of the building. **Students are not released through the front door 12:15-12:45.**
 - > Students who are being picked up will wait in a safe area out of the path of traffic.
 - > Students who drive to school are required to enter on the upper, east, side of the school and may park on either side of the building.
 - > **Students will not be dismissed through the front door from 12:15-12:45 for safety.**
 - > Students must leave campus within 15 minutes of dismissal.
- If you need to come into the school with your child(ren), park in a marked parking spot on either side of the building and walk your child(ren) in using the front entrance.
- Prior authorization is required for a student to be picked up by someone not on the 'pick up' list.

PLEASE READ THIS HANDBOOK CAREFULLY AND COMPLETELY. FAILURE TO ADHERE TO THESE RIVER REGION ACADEMY POLICIES COULD RESULT IN YOUR CHILD BEING DISMISSED FROM OUR SCHOOL. (Contents subject to change or correction.)



2024-2025 School Year Calendar

August	
5	Teacher Meeting 9-12
5-9	Teacher Work Week (20 hours)
8	Meet the Teacher Night
12	First Day of School

August 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January	
1	New Year's Holiday (no school)
6	First Day for Students (2nd sem)
20	MLK Jr Holiday (no school)
30	Mid-Quarter

September	
2	Labor Day (no school)
6	Mid-Quarter

September 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

February	
6	100th Day of School
17	Presidents' Day (no school)

October	
11	Last Day of 1st Qtr (44 days)
14-15	Fall Break (no school)

October 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

March	
6	Last Day of 3rd Qtr (34 days)
17-20	Spring Break (no school)

November	
4	Staff PD (no school for students)
8	Mid-Quarter
11	Veterans Day Holiday (no school)
25-29	Thanksgiving Break (no school)

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

April	
10	Mid-Quarter
20	Easter

December	
20	Last Day of 2nd Qtr (41 days) Student Dismissal at 11 A.M.
23-31	Christmas Holiday (no school)
1st Semester - 85 days	

December 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May	
8	Last Day of School for Seniors Graduation for Seniors 2024
15	Last Day for K-11 (36 days)
26	Memorial Day (closed) 2nd Semester - 70 days

Absences: The total number of absences allowed for this school year is 14, or 7 per semester. If the number of allowable absences is exceeded in any class, the responsible party will need to pay \$15 per class to make up the missed time. One missed make-up day for a student is \$60.

Arrival Time: 7:30 A.M.
Tardy Bell: 8:00 A.M.
4 tardies = 1 absence.

Dismissal Times
Grades K-5: 12:30 P.M.
Grades 6-12: 12:15 P.M.

School Day
 Student & Staff Holiday (no school)
 Staff PD (no school for students)

Click [HERE](#) to view our current Tuition & Fees