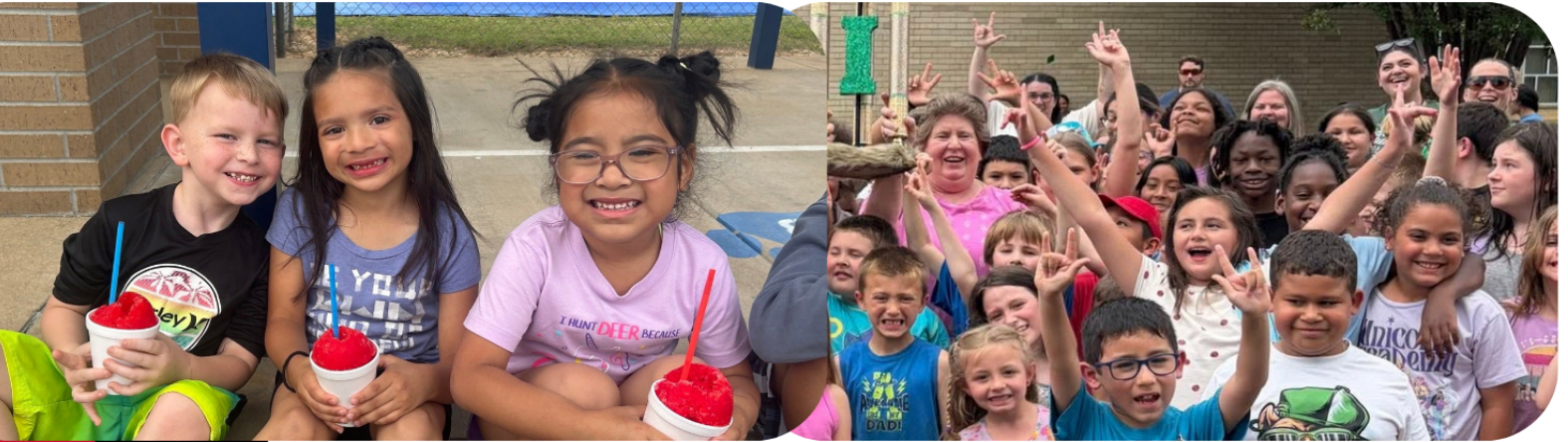




STUDENT HANDBOOK

2026-2027



#WE ARERUSSELLVILLE



Russellville School District Campus Information



CENTER VALLEY ELEMENTARY SCHOOL

5401 SR124
Russellville, AR 72802
479-968-4540
Fax: 479-968-4603



CRAWFORD ELEMENTARY SCHOOL

1116 Parker Road
Russellville, AR 72801
479-968-4677
Fax: 479-890-4910



DWIGHT ELEMENTARY SCHOOL

1300 W. 2nd Place
Russellville, AR 72801
479-968-3967
Fax: 479-890-4958



LONDON ELEMENTARY SCHOOL

154 School Street
London, AR 72847
479-293-4241
Fax: 479-293-5141



OAKLAND HEIGHTS ELEMENTARY SCHOOL

1501 S. Detroit Street
Russellville, AR 72801
479-968-2084
Fax: 479-890-5956



SEQUOYAH ELEMENTARY SCHOOL

1601 W. 12th Street
Russellville, AR 72801
479-968-2134
Fax: 479-968-7973



RUSSELLVILLE INTERMEDIATE SCHOOL

1201 W. 4th Street
Russellville, AR 72801
479-968-2650
Fax: 479-967-5538



RUSSELLVILLE MIDDLE SCHOOL

1203 W. 4th Street
Russellville, AR 72801
479-968-2557
Fax: 479-967-5574



RUSSELLVILLE JUNIOR HIGH SCHOOL

2000 W. Parkway Drive
Russellville, AR 72801
479-968-1599
Fax: 479-890-6419



RUSSELLVILLE HIGH SCHOOL

2203 S. Knoxville Avenue
Russellville, AR 72802
479-968-3151
Fax: 479-968-4264

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Section 1: General Information

Equal Educational Opportunity

No student in the Russellville School District shall, on the grounds of race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability, be excluded from participation in, denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the district.

The Russellville School District shall ensure that no student is denied access to being selected for honors and awards by establishing non-biased and equitable policies and procedures related to honors and awards programs in each school within the district.

Public Complaints Procedure

[School Board Policy 6.7](#)

The Russellville School District is open to complaints that arise through the actions of its employees or the operating procedures and policies. Complaints should begin as close as possible to the origin of the issue. The Board expects the staff and the grieving party to be courteous when a complaint occurs. Parents are asked to contact the school or appropriate central office administrator during the workday. The superintendent will assist parents when an issue is taken to the Board level.

Individuals with complaints concerning personnel, curriculum, discipline (including specific discipline policies), coaching, or the day-to-day management of the schools must address those complaints according to the following sequence:

1. Teacher, coach, or other staff member against whom the complaint is directed
2. Principal
3. Superintendent

Compulsory Attendance Requirements

[School Board Policy 4.3](#)

Extracurricular Activities – Secondary Schools

[School Board Policy 4.56](#)

Extracurricular Activities – Home-Schooled Students

[School Board Policy 4.56.2](#)

Extracurricular Activities – Hierarchy of Activities and Events

Students may be involved in numerous organizations and find themselves with activities scheduled on top of each other. The following hierarchy of events is to help give order to conflicts that arise between organizations. The order is listed from highest priority to lowest priority.

- AAA-sanctioned state events that have an assigned AAA calendar week
- AAA-sanctioned conferences/region tournaments/region assessments/region clinics that have an assigned AAA calendar week
- AAA-sanctioned regularly-scheduled conference/region events (for example – regular conference games)
- AAA-sanctioned non-conference/invitational events that are on the school calendar
- Local activities and events that are on the school calendar before the start of the school year
- Events that are not on the school calendar before the start of the school year
- Performances/competitions/games
- Practices

Residence Requirement

[School Board Policy 4.1](#)

Family and Community Engagement Plans

The full text of the Family and Community Engagement Plan for the District may be found [HERE](#). Please contact your school for additional information.

Contact with Students at School

[School Board Policy 4.15](#)

Parent-Teacher Communication

[School Board Policy 3.30](#)

School Supplies, Textbooks, and Technologies

Students are responsible for all borrowed materials. Any materials, including, but not limited to, textbooks, library books, technological devices, library materials lost, or literacy materials damaged beyond repair, must be paid for by the student. The fine must be paid before the end of the school year. Costs of items vary according to the item.

Wellness Policy

[School Board Policy 5.29](#)

The Russellville School District is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the Russellville School District that

- the Russellville School District will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies;
- all students in grades K-12 will have opportunities, support, and encouragement to be physically active regularly;
- foods and beverages sold or served at school meals will meet the nutrition requirements of the USDA regulations;
- qualified child nutrition professionals will provide students with access to a variety of affordable nutritious and appealing foods that meet the health and nutrition needs of students, in clean, safe settings; and
- to the maximum extent practicable, all schools in our district will participate in available federal school meal programs.

Student Medications

[School Board Policy 4.35](#)

Foreign Exchange Students

Families wishing to host foreign exchange students must obtain approval from the Russellville High School administration. Upon approval to enroll, students will be classified as juniors. Russellville School District encourages foreign exchange students to experience and participate in the full high school culture, including athletic events, school activities, dances, and prom when eligible. However, foreign exchange students will not be permitted to participate in graduation or graduation-related activities, including Senior Day, senior breakfast, distinction banquet, and Celebration of Excellence.

Hardship Licenses and Work Permits

RJHS students are not allowed to drive on campus. Therefore, hardship license paperwork will not be issued. Work permits for students are also not issued at RJHS.



Section 2: Academic Information

Plagiarism

Plagiarism is passing off a source's information, ideas, or words as one's own. Spoken it is the use of someone else's work without giving proper credit to that author or source. The use of the information without proper documentation or acknowledgment is cheating. Copying another student's homework, essay, test, research paper, etc., is also cheating. The following list contains ways to avoid cheating/plagiarism.

- Do not copy another person's words or ideas from any book or reference material unless the source is acknowledged.
- Do not copy someone else's work.
- Do not lend your work to another student.
- Use the approved reference guide to cite sources.
- See the teacher about any questions or proper documentation.
- Remember that all borrowed facts, statistics, or other illustrative material, unless the information is common knowledge, must be documented.

Other Issues of Academic Integrity- Technology

The secondary schools' faculties are committed to promoting positive character qualities; hence, the issues of technological academic dishonesty must also be addressed. All students are expected to be responsible digital citizens; therefore, cheating is unacceptable. The following list represents a partial list of technological misuse/abuse in the classroom.

- Cutting, pasting, or downloading information from the internet
- Rephrasing sentences from the internet
- Text messaging during tests or anytime during the instructional period
- Improper use of any electronic source

Consequences of Academic Dishonesty

Situations of academic dishonesty vary in seriousness and circumstance; therefore, there are levels of offenses. Possible consequences may include but are not limited to:

- When a student copies another student's work, both parties will receive a zero on the assignment. School administrators will be notified for documentation and possible disciplinary action.
- For compositions, research papers, etc., the following consequences are suggested
 - 1st Offense: A zero on the work and parent contact by the teacher.
 - 2nd Offense: A zero on the work and parent contact by the teacher. The student is referred to administration.

DISCLAIMER: The administration reserves the right to issue alternative penalties based on the severity of the situation.

Academic Information: Smart Core Curriculum and Graduation Requirements for the Class of 2027 and Thereafter

[School Board Policy 4.45.2](#)

Special Recognition for Graduating Students

Cumulative weighted grade point average (GPA) is used to determine class rank. All courses taken for high school credit are included. Credit recovery is not utilized for Advanced Placement courses, and any Advanced Placement courses where credit recovery was used at a previous school will not be counted toward the total number of courses required for special recognition.

Students graduating with Diplomas with Distinction and Honors may receive special seating at graduation. Speakers for graduation exercises are determined by class rank within this group. Other academic awards are handled similarly.

Graduation Exercises

Participation in graduation exercises by seniors who have completed all requirements for graduation is encouraged but not compulsory. Because these exercises require planning (rehearsals are held during school hours on school days), all students who wish to participate in the exercises must attend rehearsals. Failure to do so may exclude a student from participating in graduation exercises.

Students who have not completed all requirements for graduation are not eligible to participate in graduation exercises.

Students completing requirements for graduation in the subsequent summer or fall may participate in the next exercise if they desire. In this case, the students must notify the principal's office of their intent to participate in graduation exercises. Foreign exchange students are not allowed to participate in graduation exercises.

Note: Part-time home-schooled students may not participate in graduation exercises.

Merit and Distinction Graduates

Diploma with Merit	To graduate with a Diploma with Merit, a student must complete a Success Ready Pathway and earn a demonstration of readiness via <u>one</u> of the following: • IDENTIFIED HIGH WAGE, HIGH DEMAND INDUSTRY-RECOGNIZED CREDENTIAL • 12 or more post secondary credits • Arkansas Certified Pre-Apprenticeship leading to a Registered Apprenticeship through ATCC • AP Scholar designation ◦ Students who receive scores of 3 or higher on three or more AP exams • AP Scholar with Honor designation ◦ Students who receive an average score of at least 3.25 on all AP exams taken <u>and</u> scores of 3 or higher on four or more of these exams • Seal of Biliteracy • Completion of JROTC pathway and an ASVAB score of 51+
Diploma with Merit and Honors	To graduate with a Diploma with Merit and Honors, a student must earn a Diploma with Merit and have a • cumulative grade point average of 3.50 or higher <u>and</u> • successfully complete at least four weighted courses from at least two different subject areas.
Diploma with Distinction	To graduate with a Diploma with Distinction, a student must complete a Success Ready Pathway and earn a demonstration of readiness via <u>one</u> of the following: • Technical Certificate through ATCC • AP Scholar with Distinction designation ◦ Students who receive an average score of at least 3.5 on all AP exams taken <u>and</u> scores of 3 or higher on five or more AP exams • AP Capstone Diploma ◦ Students who earn scores of 3 or higher on AP exams in AP Seminar and AP Research and on four additional AP exams of their choosing • Enlistment in the Armed Forces and an ASVAB score of 51+
Diploma with Distinction and Honors	To graduate with a Diploma with Distinction and Honors, a student must earn a Diploma with Distinction and have a • cumulative grade point average of 3.50 or higher <u>and</u> • successfully complete at least four weighted courses from at least two different subject areas.

National Merit Scholarships

High school juniors may qualify for National Merit Scholarships by receiving a high score on the PSAT/NMSQT in October of their junior year.

National Merit Scholarship Corporation (NMSC) uses NMSC Selection Index scores to screen students who enter its scholarship programs. Your score is calculated by doubling your Reading and Writing Score, adding it to your Math score, then dividing that sum by 10.

NMSC designates Semifinalists in the program on a state-representational basis to ensure that academically-accomplished young people from all parts of the United States are included in this talent pool. Using the latest data available, an allocation of Semifinalists is determined for each state, based on the state's percentage of the national total of high school graduating seniors.

More info can be found here: <https://satsuite.collegeboard.org/psat-nmsqt/scores/understanding-scores/your-score-explained>
If a junior plans to take the PSAT/NMSQT in the fall, the student must review the [PSAT/NMSQT Student Guide](#) in September and sign up in the RHS counseling office.

The PSAT/NMSQT Student Guide has two main sections

1. information about National Merit Scholarship Corporation scholarship competitions; and
2. test-taking advice and tips.

For more PSAT/NMSQT information: <https://satsuite.collegeboard.org/psat-nmsqt>

Attendance

[School Board Policy 4.7](#)

Tardies

[School Board Policy 4.9](#)

For Secondary Buildings: Tardies are described as missing up to 10 minutes of a class period. If a student misses 10 minutes or more of a class period, he/she is considered absent.

For Elementary Buildings: Tardies are described as missing the first or last 30 minutes of the school day. If a student misses more than 30 minutes at the beginning or end of the day, he/she is considered absent unless excused by administration.

Absences or tardiness because of dress code violations or other disciplinary actions are excused at the discretion of a principal.

Late to School Tardies (Elementary Buildings)

Students arriving to school after the tardy bell must consider the following:

A parent can excuse their child "late to school" no more than five (5) times per semester. After five (5) parent excused "late to school" tardies, "late to school" tardies are considered unexcused (unless approved by a Building Administrator).

Credit Recovery for Attendance (Grades 8-12 Credited Classes)

Credit recovery is designed to allow students who have excessive absences to regain credit. Students with six (6) unexcused absences in a semester may not receive credit for that course. Once the student has six or more unexcused absences in a course, the student may be subject to Saturday School as assigned by the building principal. Failure to attend all assigned sessions of Saturday School and follow all rules may result in loss of credit in that course. Before reaching six unexcused absences, the student or parent/guardian has the right to petition for extra excused absences. Extra excused absences are granted on a case-by-case basis determined by the building administrator.

College Credit/Concurrent Credit

Russellville High School, in partnership with participating colleges or universities, offers concurrent courses taught on the RHS campus by RHS faculty. Students who meet the requirements of enrollment may receive both high school credit as well as credit from the participating college or university ~~ATU~~ for the approved courses:

- Before a student can enroll in a concurrent course, he or she must receive permission from his or her counselor and principal and meet all of a participating college or university's admission requirements and must have a qualifying test score submitted to the participating college or university no later than August 1 of each school year;
- The student will be responsible for the costs of taking the qualifying test as stated in the RULES GOVERNING CONCURRENT COLLEGE AND HIGH SCHOOL CREDIT;
- Composition I is a prerequisite for Composition II and must be taken in consecutive semesters;
- Composition I will count as an elective, and Composition II can only replace English 12;
- Concurrent credit courses taken during grades 9-12 may be accepted at the discretion of the college or university the student chooses to attend.

Make-up Work

[School Board Policy 4.8](#)

Grades

[School Board Policy 5.15R](#)

Marking Grades – 9th-12th Grade Weighted Courses

1. Students who take courses for weighted credit shall be graded according to the uniform marking system.
2. For determining grade point averages, the numeric value of each letter grade shall be

A	5 points
B	4 points
C	3 points
D	2 points
F	0 points

Students who transfer into the district are given weighted credit for AP, IB, and honors courses approved by the Division of Elementary and Secondary Education, and for concurrent college courses taken for weighted credit at his/her previous school(s) according to the preceding scale.

Students taking AP or concurrent credit courses shall receive weighted credit as described in this policy. Credit shall be given for each grading period during the year but shall be retroactively removed from a student's grade for any course in which the student fails to take the applicable AP exam. Students who do not take the AP exam shall receive the same numeric value for the grade he/she received in the course as if it were a non-AP course.

Legal References: *Division of Elementary and Secondary Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools, DESE Rules Governing Advanced Placement Courses in the Four Core Areas in High School, A.C.A. § 6-15-902(c)(1), (c) (3).*

Point System for Honor Rolls

Each term, students who achieve certain academic standards in courses taken for graduation credit may receive scholastic recognition as determined per building. Other individual building recognition systems may be available. The following quality point system is used in computing the grade point and determining academic achievement:

A	4.00
B	3.00
C	2.00
D	1.00
F	0.00

For students enrolled in weighted courses, the following point system is used for computing GPA:

A	5.00
B	4.00
C	3.00
D	2.00
F	0.00

GPA's are only computed on the courses that issue a letter grade:

Student Promotion and Retention

[School Board Policy 4.55](#)



Section 3: Student Behavior and Discipline

[School Board Policy 4.17](#)

The Russellville Board of Education protects the district's students' and employees' health, safety, and welfare. To help maintain a safe environment conducive to high student achievement, the Board establishes policies necessary to regulate student behavior to promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs:

- at any time on the school grounds;
- off school grounds at a school-sponsored function, activity, or event; and
- going to and from school or a school activity.

Student Behaviors

The district's Student Code of Conduct applies to students traveling to and from school or to and from a school activity to the same extent as if the student were on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate the district's Student Code of Conduct. Disciplinary action may include up to removal from any school sponsored activity.

Playground Rules (for campuses with playgrounds)

The playground is an area for fun and recreational activity. Students have the privilege to run and play. The following behaviors are not permitted on the playground and may result in disciplinary action:

- Use of equipment in an unsafe or inappropriate manner (i.e., no standing on top of equipment, no jumping from equipment, share with others);
- Climbing or exiting the fence unless approved by school personnel; and
- Leaving the playground to use the restroom, entering the building, or leaving with a parent without permission from the duty teacher.
- Parents are not permitted to enter building playgrounds during school hours.

Elementary Cafeteria Rules

- Students are to walk into the cafeteria quietly and orderly.
- If students have not finished lunch when their class is dismissed, they may stay a few minutes to finish their meal.
- Students are expected to keep the cafeteria clean (i.e., throwing away trash, discarding unwanted food, reporting spills, returning trays to appropriate location)
- Students are not allowed to take unfinished food onto the playground.

Abuse of Public School Employee

[School Board Policy 3.15](#)

Search, Seizure and Interrogations

[School Board Policy 4.32](#)

Behavior/Items Not Permitted

All Russellville School District students shall comply with the rules and regulations in this handbook. Students are to obey reasonable instructions and submit to policies on school property or at school-sponsored off-campus activities. The following behaviors/items are not permitted and could result in disciplinary action

- Food and drink are only allowed in the hallway or classroom with principal/teacher approval.
- Students are not allowed to sell or trade personal items at school.
- Prohibited items include toys, games, and/or items from home.
- Throwing rocks or other objects on campus is prohibited.
- No laser lights are allowed. (Act 1408 of 1999 prohibits possession of laser pointers by students).
- RSD adheres to a "hands off" policy. Students are to keep their hands to themselves. Playing around may cause serious fights and injury. The "hands off" policy includes using feet, throwing objects, or any type of physical contact.
- Inappropriate displays of affection including, but not limited to, kissing are not permitted.
- Cameras and use of camera phones are not allowed at school unless approved through administration or for explicit educational purposes such as turning in assignments.
- Students are not permitted to film, post, or share any physical or verbal altercations.
- Students are not permitted to possess, fly, or display flags in or from their vehicles. Students not following this rule may have their driving privileges revoked.

Note: Use of approved electronic devices is allowed only for educational purposes in the classroom. Students are responsible for their personal electronic devices. Schools are not liable for theft or destruction of student property.

Bullying, Harassment, and Discrimination- Zero Tolerance Procedures

The district is committed to maintaining a safe, orderly, inclusive, and respectful learning environment where every student is protected and valued. Bullying, harassment, intimidation, hazing, and discrimination in any form will not be tolerated under any circumstances.

The district maintains a strict zero-tolerance stance regarding substantiated acts of bullying, harassment, or discrimination based on race, color, national origin, sex, disability, religion, or any other protected status. Any student determined through investigation to have engaged in such conduct will face immediate and appropriate disciplinary action, up to and including suspension, expulsion, removal from activities, and referral to law enforcement when applicable. Retaliation against individuals who report concerns or participate in investigations is also strictly prohibited and will result in disciplinary consequences.

Reporting and Investigation

Students, parents, and staff are encouraged to report incidents promptly. All reports will be taken seriously and investigated in a timely manner. Retaliation against any individual who reports or participates in an investigation is strictly prohibited and will result in disciplinary action.

Support and Remediation

The district will take appropriate steps to support victims and to prevent recurrence, which may include counseling, behavioral interventions, and safety planning.

Bullying

[School Board Policy 4.43](#)

Prohibited Conduct

[School Board Policy 4.18](#)

Sexual Harassment

[School Board Policy 4.27](#)

Student Assault or Battery

[School Board Policy 4.21](#)

Types of Disciplinary Actions

To ensure a climate conducive to learning, rules are necessary for the school. Every attempt is made to maintain rules clearly and consistently. Each discipline incident is evaluated on the basis of its circumstances and the scope of its impact. Any disciplinary infraction is punishable from the minimum of a reprimand to a maximum of expulsion. The following are descriptions of the disciplinary consequences that may be assigned to a student. Additional disciplinary action may be assigned at the discretion of building leadership.

Detention

Lunch Detention

Lunch detention may be used in buildings at the principal's discretion and is held during the students' lunchtime in a designated area. Lunch detention may be assigned by a teacher or principal for minor offenses including, but not limited to, tardies, classroom misconduct, misbehavior, etc. Failure to attend lunch detention will result in additional days of lunch detention or other disciplinary actions.

Saturday School

Saturday School is held at each secondary building for their students on selected Saturdays from 8:00 am until 11:30 am. Parents are notified and required to provide transportation to and from Saturday School. Administrators assign Saturday School for a variety of disciplinary infractions. Additionally, students may be assigned community service as an alternative for Saturday School. Failure to serve Saturday School in its entirety will result in additional consequences as assigned by the building principal.

Suspension

[School Board Policy 4.30](#)

Expulsion

[School Board Policy 4.31](#)

Student Behavioral Intervention and Restraint

[School Board Policy 4.60](#)

Student Dress

[School Board Policy 4.25](#)

Principals shall have the authority to take appropriate disciplinary action when the dress of any student, or students, in the opinion of such principal is disruptive, undermining, rude, or contemptuous to the extent that it interferes with proper learning processes, detracts from proper decorum of the school, or constitutes a challenge to the authority of the school administration.

The following are expectations that should be followed in regard to dress:

- Clothing and body should be clean and in keeping with health, safety, and sanitary practices.
- All clothing should be worn as designed.
- Sagging is not allowed. Pants must be worn over the hips with a belt if necessary (Act 835 of 2011).
- Pants, shorts, skirts, and dresses should be appropriate and in conformity with good taste and good citizenship.
- Undergarments may not be exposed through the holes of clothing.
- Leggings must be opaque and not expose undergarments.
- Extreme hairstyles that interfere with identifying students or with students' ability to see effectively in the classroom are unacceptable.
- Face paint, stickers, and glitter are not allowed on students and may not be brought on campus unless approved by the building principal.
- Full face coverage is not allowed at sporting events per the Arkansas Activities Association.
- Writing obscenities or vulgar images on clothing or body is not permitted.

Examples of dress that are not acceptable include, but are not limited to:

- shoes with steel taps, plates, or spurs;
- contoured bodysuits (for example: spandex one-piece onesie/romper or spandex shorts);
- one-piece sleepwear;
- chains of any kind (belts, billfolds with chains, etc.);
- costume wear (for example: masks, full body costumes, etc.);
- any type of jewelry (rings, necklaces, etc.) with sharp edges or sharp projections.
- gang attire or wear any clothing in a manner that represents or promotes gang activity (Refer to Policy 4.26);
- items of clothing with sexual messages/notations; vulgar, obscene, or offensive messages; or which advertise weapons, alcohol, drugs, or tobacco;
- sunglasses;
- "see-through" shirts that show underwear;
- bandanas;
- head coverings (hoodies, hats, caps, scarves, etc.);
 - Caps, hats, and gloves must be placed in lockers or backpacks upon entering the school building; otherwise, they may be confiscated. Hoods attached to jackets may not be worn on campus unless weather conditions warrant it. Hoods may not be worn at any time inside the building.
- bare midriff, open-sided/open-backed tops, halter tops, or muscle shirts; and
- blouses and tops that show skin at the midriff, chest, or cleavage.
 - Shirts must touch the pants or skirt.

Note: If a student develops a pattern of wearing inappropriate clothing, the administration and counselors may implement an individual dress code.

Students must follow the dress code policy while on school grounds during the day. This does not apply to school-sponsored costumes, uniforms, or athletic apparel for school activities and events. Students are required to change their clothing if it is inappropriate. Violations must be corrected before students return to class.

Exceptions for principal-approved special events will be given.

Gangs and Gang-Related Activity

[School Board Policy 4.26](#)

Exceptions to limiting access to certain foods and beverages

Afternoon snacks for students who eat an early lunch may be provided as part of the planned instructional program. Snacks should meet the United States Department of Agriculture (USDA) afterschool snack requirements.

Foods integrated as a vital part of the instructional program are allowed. For example, a teacher may include edible manipulatives such as a square of cheese to teach fractions.

The policy does not restrict what parents may provide for their own child's lunch or snacks, but parents may not provide restricted items to other children in school.

The policy does not apply to school nurses during the course of providing health care to individual students.

The policy does not apply to students with special needs whose Individualized Education Plan indicates the use of a "Food of Minimal Nutritional Value" or candy for behavior modification (or other suitable need).

The complete set of rules governing nutrition and physical activity standards in Arkansas public schools may be accessed through the Arkansas Department of Education's [CHILD NUTRITION UNIT](#).

Child Nutrition/Food Service

Believing there is a strong relationship between a sound diet and scholastic achievement, we encourage children to eat a well-balanced breakfast and lunch. The cafeteria serves breakfast and lunch daily with entrée choices at both meals. Meals consist of meat, vegetables, fruit and/or dessert, breads and grains, and milk. All children will have ample time to eat their meal.

Please contact us if we can be of further service to you. The Child Nutrition office can be reached at (479) 498-8836 Monday through Friday from 8:00-4:00. We appreciate the opportunity to be of service to your children.



Section 4: Technology Resource Use

Acceptable Use Policy

[School Board Policy 4.29](#) and [4.29F](#)

Use of Cell Phones and Other Electronic Devices

[School Board Policy 4.47](#)

Educational Technology Use

Russellville School District is dedicated to providing students with effective online tools and applications for learning. RSD uses Google Workspace for Education, managing education accounts for students. This includes Gmail (your child's "rsdk12.net" account), Calendar, Docs, Slides, Sheets, Drive, and Classroom. Students use these accounts for assignments, communicating with teachers, signing into Chromebooks, and learning digital citizenship skills. It is important to note that students cannot receive email from unapproved outside sources.

To use online programs and services, some information, such as the student's name and school email address, may be shared with the application. This information is only used for educational purposes, not commercial ones.

Federal and state law protects children's online information and activities through the Children's Online Privacy Protection Act (COPPA) and Arkansas Act 754 of 2023 "Student Data Vendor Security Act," which limits how online services collect and use student data. RSD ensures apps used comply with COPPA and Act 754 of 2023. For a full list of tools used by each school, [click HERE](#).

District Devices

Students will be assigned or issued technology devices based on the instructional needs of their campus. Elementary and middle-level campuses primarily use cart-based device access, while secondary-level students are typically issued individual 1:1 devices.

Any device issued to a student must be returned in good condition before transferring from the district.

Building principals may implement customized student technology device access plans based on behavioral concerns or instructional needs.



Section 5: Transportation

Introduction

The Russellville School District Transportation Department provides safe transportation for students to and from school every day. Our staff is committed to providing students with a safe enjoyable environment while they ride to school and back home. RSD has 70+ buses in our fleet that our trained drivers utilize each day and our shop personnel keep clean and in top working condition. Our district covers 99 square miles that we serve by running 86 routes and shuttles simultaneously each morning and afternoon covering over 1,700 miles per day. RSD Transportation also runs trips and shuttles each day to average 250+ runs per week focused on keeping your students safe.

Safety

Safety is our number one priority. Our staff trains every year to ensure they are prepared to provide the safest environment possible while transporting students. Outside of physically driving the bus the number one variable in bus safety is student behavior. Bus rules and expectations are in place to help ensure the safety of all students.

Buses are designed using compartmentalization. This means that sitting down in the seat and facing forward is equivalent to wearing a seatbelt in a car. A quiet bus ensures that the driver can hear what is going on around them and they are not distracted by the noise. Every second a driver or staff member spends having to monitor students not following expectations is a second that their eyes or attention are not focused on the road and driving.

We appreciate your partnership with us to ensure bus rules are followed to provide the safest most enjoyable transportation possible.

Some items that create a safety concern that are not allowed on the bus.

- Band instruments too big to be held in lap or may stick up over seat back
- Glass containers
- Flowers
- Open food and drink containers
- Balloons
- Any item that can not be secured in the students lap
- Speakers / Playing music externally
- All items must remain in the backpack

Security

Every bus is equipped with multiple high definition cameras that record both audio and video to help us ensure the safety of our students. The system allows us to accurately diagnose issues that arise on the bus and allows us to address those responsible to make better choices while riding to help increase student safety.

Expectations

Russellville School District considers the bus as an extension of the school and classroom. The same expectations are in place on the bus as in the classroom. When students do not follow the rules and meet the expectation outlined then they create an unsafe environment that can have an impact on other students.

A driver's first responsibility is to drive the bus safely. Please consider they are driving a heavy commercial vehicle safely while supervising 60-80 students through a rear view mirror to ensure a safe environment for your student. There are very few places to safely pull over a bus to address student misbehavior that do not put the bus in a greater risk of an accident. That is why your support and students meeting the expectations are so important in ensuring the safety of all students.

School bus transportation is a service RSD takes pride in offering its students but please keep in mind that transportation is a privilege not a requirement and riding privileges can be revoked by district administration.

Bus Stop Creation

In addition to student safety, the second most important task of the Transportation Department is to develop routes to service students safely and efficiently. Routes are developed to provide the safest most economical operation of our fleet. Every attempt is made to limit the distance students must travel to their designated bus stop location.

Note: Transportation will not drop any student at any address unless the address is verified and listed as the primary residence in the Student Information System, eSchool. In emergency situations, contact the transportation office when these occasions arise and we will assist you.

Below is a list of a few considerations used in developing bus stops per our stop procedures;

- Student Safety.
- The Walk Zone will be 2-4 blocks from any school. Exemptions are at the Transportation Director's discretion.
- K-2 grade students must be met by a guardian or arrangements must have been made with the guardian that an authorized sibling is responsible for the student at the stop. This is called an eye-to-eye transfer and can be requested for students 3rd grade and above. Situations where this procedure is not followed the student will be returned to the building or the transportation office for pick-up. Multiple violations will result in loss of riding privileges.
- An adult must receive students at motels/hotels.
- We will not create stops at businesses, organizations, public places, or with friends of the student or family.
- Students will only be dropped off with guardians listed in eSchool unless prior approval in writing from transportation.
- Students will only be dropped at the verified address and is listed as the primary residence in Russellville School District Student Information System, eSchool.

Routes for students with special needs- students with transportation on IEP - including above list plus;

- These student stops will be located at the residence.
- Must have a parent present at stop.
- Make wheelchair considerations.

ALE and SLC - students in these placements - including above list plus;

- These students are provided with specific transportation and are not allowed to board regular routes or shuttles.

Transportation is not provided for the following students;

- Out of zone elementary students: If your student attends an elementary school other than where they are zoned then it is the guardian's responsibility to transport the student to school.
- Out of district school choice: we are glad you have chosen RSD but it is your responsibility to get them to the building they are attending. If you have special circumstances please contact the transportation office.

The Transportation Director is the only person who can alter or establish stops and routes. Administration reserves the right to change any aspect of the routes when deemed necessary.

Bus Stop Procedures

Note: Transportation will not drop any student at any address unless the address is in the Student information System, eSchool. In emergency situations contact the transportation office when these occasions arise and we will assist you.

The following stop procedures are vital in ensuring students safety.

Note: Do not ask a driver to let students off the bus at any place other than your regular stop. He is not authorized to do this.

Boarding, students should:

- be at the stop 10 mins before the scheduled time.
- remain in a safe place and stand at least 10 ft from the road or as far as possible.
- be waiting at the stop location, buses can not wait for students to come down the road, off the porch, or from the house. A delay at several stops will cause the bus to be late. Each delay compounds as the bus continues through its route.
- be accompanied by a guardian or approved older sibling at all times if they are kindergarten through second grade or if requested by the parent to be eye-to-eye transfer.
- remain calm and do not approach the bus until they have opened the door and signaled you to approach.
- not horseplay at the bus stop.
- load the bus orderly and quickly while following the driver's instructions.

Exiting, students should...

- have a guardian or approved older sibling at the stop waiting if they are kindergarten through second grade or if requested by the parent to be eye-to-eye transfer.
- have a guardian at the stop 10 mins before the scheduled time if they are an eye-to-eye transfer.
- remain seated until the bus has come to a complete stop and the brake is set.
- unload the bus orderly and quickly while following the driver's instructions.
- not enter the driver area until the driver has opened the door and students are instructed to exit the bus.
- exit the bus and move immediately 5 ft away so the driver can see students clearly.
- stop if crossing the street in front of the bus until the driver has signaled them it is safe to cross.

- not horseplay at the bus stop.
- not check the mail after exiting the bus until it has left the area.

Bus Laws

Below are a few laws that many people do not know:

- School bus transportation is a service RSD takes pride in offering its students but please keep in mind that transportation is a privilege not a requirement and riding privileges can be revoked by district administration.
- Individuals must not obstruct or delay any school bus.
- Individuals must not board any bus unless they are assigned to that bus.
- Adults are not allowed to board any bus for any reason.
- Individuals must not check mailboxes until the bus has left the area.
- Individuals must be seated properly at all times while the bus is in motion.
- A school choice or out of zone guardian is responsible for the student's transportation to school.

Student Bus Rules

Student handbook rules apply as the bus is an extension of the classroom and part of a student's school day.

The district's student code of conduct applies to students while traveling to and from school or to and from a school activity to the same extent as if the student were on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate the district's Student Code of Conduct. The preceding paragraph also applies to student conduct on school buses. Students shall be instructed in safe riding practices. The driver of a school bus shall not operate the school bus until every passenger is seated. In addition to other disciplinary measures provided for violation of the district's Student Code of Conduct, the student's bus transportation privileges may be suspended or terminated for violations of the Student Code of Conduct related to bus behavior. Students are eligible to receive district bus transportation if they meet the district's requirements for riding a bus. The transportation to and from school of students who have lost their bus transportation privileges is the responsibility of the student's parent or guardian.

The list below is for clarification on bus-specific situations that may vary from the school handbook's expectations.

1. Anything that distracts the driver will not be tolerated and is a safety issue.
2. Only items needed for academics at school are allowed on the bus. Note: Any instrument that does not fit in the student's lap without sticking up over the seat back is not allowed on the bus.
3. No food and drinks shall be consumed on the bus. An excessive mess will result in disciplinary action (see below).
4. There is to be no profanity or vulgar language on the bus.
5. Any students taking pictures or videoing other students on the bus will be
6. Ride calmly, quietly, and correctly. Anything else is a safety concern, including blocking the aisle.
7. Any act of Vandalism/Defacing/Destruction of School Property including messing with safety equipment will result in disciplinary action (see below).
8. Bullying, physical contact, or verbal abuse will not be tolerated in any form on Russellville School District buses.

Discipline

Every student is treated fairly and equitably when receiving consequences for discipline. Our procedure is to follow a firm but progressive approach to discipline. The Transportation Director can revoke riding privileges beyond a 10 day suspension based on the severity of the incident(s).

Process:

1. A report must be filled out to launch an investigation. Incidences are handled in order of severity.
 - a. Who fills out the report?
 - i. Building Administrators - based on student report or patron.
 - ii. Drivers
 - iii. Transportation Office - based on student report or patron.
2. Transportation will investigate and collect evidence of the incident.
3. Transportation will decide the course of action for consequences to be implemented.
4. Transportation will contact the parent and explain the incident and consequences.
5. Transportation will send a report to the building administrator to be given to the student to notify them of their consequence.

Transportation will track incidences and follow procedures consistently and equitably for all students.

Consequences

At any time, the Transportation Director can determine any step can be skipped based on the severity of the incident.

Grades K-5

1. Bus driver intervention (redirections, warnings, or assigned seating), verbal warning from Transportation Director, and/or a parent contact.
2. Written warning from Transportation Director and parent contact.
3. First suspension is 3 days and parent contact.
4. Second suspension is 5 days and parent contact.
5. Third suspension is 10 days and parent contact.
6. Fourth suspension is-for up to a calendar year.

Grades 6-12

1. Bus driver intervention (redirections, warnings, or assigned seating), verbal warning from Transportation Director, and/or a parent contact.
2. Written warning from Transportation Director and parent contact.
3. First suspension is 5 days and parent contact.
4. Second suspension is 10 days and parent contact.
5. Third suspension is-for up to a calendar year.

Severity Clause: A student who distracts a bus driver from his/her responsibility of safely driving the bus or who engages in conduct endangering other students such as but not limited to fighting, smoking, or disrespect toward the bus driver will receive an immediate suspension from riding if a severe infraction occurs. Suspension time for a severe infraction could result in the denial of bus riding privileges for the remainder of the year. Suspension includes all activities, trips, or other events.

Specific Acts Details

Terroristic Threatening

Any behavior that falls under Terroristic Threatening will be automatic removal for the remainder of the school year at a minimum up to permanently being suspended from transportation.

Vaping

An automatic 10 day suspension and it counts as a step on the scale above. Two vaping incidents is a removal from the bus for the remainder of the year.

Vandalism/Defacing/Destruction of School Property

Grades K-12 Vandalism/Defacing/Destruction of School Property

Restitution will be up to \$100.00 per item, mandatory 3-10 day bus suspension, and suspension extended indefinitely until restitution is paid. A second offense will result in the maximum restitution and suspension up to a year and the student cannot ride the next year until restitution is paid. Suspension includes all activities and trips. Three acts in a 12 month period will result in loss of riding privileges permanently.

Excessive Food Mess

Grades K-12 Excessive Food Mess

Restitution will be up to \$50.00 per incident, mandatory 3-10 day bus suspension, and suspension extended indefinitely until restitution is paid. A second offense will result in the maximum restitution and suspension up to a year and the student cannot ride the next year until restitution is paid. Suspension includes all activities and trips. Three acts in a 12 month period will result in loss of riding privileges permanently.

Concerns

Students will always be treated equitably and with respect. If a student has a concern with something happening on the bus or stop, they need to report it to the driver immediately. If the student is not comfortable reporting it to the driver, they should report it to their building administrator immediately. RSD cannot help unless we are aware of the situation. When reporting, please consider providing the following information to help us investigate accurately and with efficacy:

- The reporter's name and contact information.
- The names of all individuals involved.
- Descriptions of each individual involved.
- Which bus or stop.
- Which section: shuttle or route.

- Where on the bus: front, middle, back, driver side, or passenger side
- Approximate time or section of route: specific time or window of time.

If the guardian has any concerns, please report to the driver, building principal, or Transportation Office as soon as possible so we can work together to resolve the situation.