



River Tech Handbook

2026-2027 (8/10/26)

www.rivertechschool.com

Principal: Dan Hegelund

learn@rivertech.me, 425-444-2081

If texting, please add your name.

Welcome to River Tech School of Performing Arts & Technology!

We're honored to partner with you in shaping students who are thoughtful, creative, Christ-centered, and future-ready. This handbook outlines our shared commitments and the practical details that make River Tech thrive. All students participating in school-sponsored activities must meet the rules and regulations stated in the River Tech Handbook.

— Dan Hegelund

Last updated: Aug 10, 2026

TABLE OF CONTENTS

TABLE OF CONTENTS	2
EMERGENCY SERVICES DIRECTORY	4
SCHOOL CULTURE	5
Idaho Roots	5
A Christian School	5
A Small School, on Purpose	5
What We Stand For, and What We Don't	5
Grit	6
How We Teach Hard Things	6
NONDISCRIMINATION POLICY	6
ATTENDANCE POLICY	6
ABSENCES	7
ASSEMBLY	7
CLOSED CAMPUS	7
END-OF-DAY PICKUP	8
Dismissal Times	8
General Rules (All Grades)	8
Elementary (1–4)	8
Middle School (5–8)	9
High School (9–12)	9
Late Pickup	9
Early Pull-Outs (All Grades)	9
HOMEWORK	9
MAKE-UP WORK	10
QUARTER ASSESSMENTS	10
CLASS CHANGES	10
FOUR-DAY STUDENTS	10
HOME-SCHOOLERS	11
CUBBIES & DESKS	11
FOOD SERVICE/COMMONS AREA	11
LOST & FOUND	12
PORTABLE ELECTRONIC DEVICES	12
SCHOOL CURRENCY	13
EMERGENCY PREPARATION	13
SCHOOL CLOSURE	14
STUDENT CODE OF CONDUCT	14
1. Overview	14
The RIVER Values	14
The Student Pledge	14

2. Standards of Conduct	15
Responsibility	15
Integrity	16
Voice	16
Excellence	16
Respect	17
3. Discipline Policy	17
Purpose & Principle	17
Minor Violations (Teacher Managed)	17
Major Violations (Administrative)	18
Pattern & Trajectory	18
Restoration	18
Transitions, Readiness, and School Order	19
Gold & Privileges	19
4. Progressive Intervention & Enrollment Determination	19
Phase 1: Correction & Awareness	19
Phase 2: Formal Concern & Intervention	19
Phase 3: Enrollment Determination	20
Immediate Removal	20
Important Clarification	20
5. Harassment/Bullying/Threats	21
6. Speech and Language	21
Level 1 — Avoidable Language	21
Level 2 — Targeted Language	21
Level 3 — Profanity and Vulgarity	21
7. Devices	21
8. Plagiarism	22
9. Weapons Policy	22
10. Drug, Tobacco, and Alcohol Policy	22
11. Dress Code	22
Purpose & Principle	22
Detailed Guide	22
Tops	23
Bottoms	23
Coverage & Fit	23
Footwear	23
Layers & Outerwear	23
Accessories & Jewelry	23
Hair & Grooming	23
Makeup & Nails	24
Graphics, Messages, and Symbols	24

P.E. & Active Wear	24
Dress Code Enforcement	25
12. Final Standard	26
PARENT/STUDENT GRIEVANCES	26
Purpose & Principle	26
Biblical Foundation	26
Guiding Principles	26
Processes by Situation	27
A. Student Concern with Another Student	27
B. Parent Concern about a Student Situation	27
C. Student Concern with a Teacher	27
D. Parent Concern with a Teacher	28
Communication Standards (All Steps)	28
Safety & Mandatory Exceptions	28
Non-Retaliation	28
Final Decision	28
Outcomes & Restoration	28
Quick Flow	29
PRIVATE FACEBOOK GROUP	29
FUNDRAISING	29

EMERGENCY SERVICES DIRECTORY

If you are in a dire situation call 9-1-1, for support see the following list:

- Post Falls City Police Department at (208) 773-3517
- Idaho Poison Control Center 1.800.222.1222
- National Runaway Safeline 1.800.786.2929 (1.800.Runaway)
- Domestic Violence Hotline 1.800.799.7233 (1.800.799.Safe)
- National Sexual Assault 1.800.656.4673
- Substance Abuse / Mental Health 1.800.662.4357 (1.800.662.Help)
- Teen Dating Abuse Helpline 1.866.331.9474
- National Suicide Prevention Lifeline 1.800.273.8255 (1.800.273.Talk)
- National Human Trafficking Hotline 1.888.373.7888

- If you have any concerns or questions about River Tech's emergency protocols, please contact Tech Director Jordan Ezell, at 208-660-9798

SCHOOL CULTURE

Idaho Roots

River Tech reflects the character of our region. Idaho runs on faith, family, hard work, and time spent outdoors, and so do we. Kids grow best when school and home share the same direction, and we want parents to know ours before they enroll.

A Christian School

Our staff are Christians, and the shape of the school day reflects that. We open each morning with worship, prayer, and a short devotional. Faith runs through the day rather than being set aside during classes.

We welcome families from many different churches, and we don't promote one denomination over another. C.S. Lewis had a phrase for this: "mere Christianity," a shared foundation that honors the core of the faith while leaving the details to churches and parents.

A Small School, on Purpose

Our classes are small, about fifteen students, because that's the size where a school can actually know a child. Every teacher knows every student by name, knows what they're working on, and notices when something is off. We lean on parents, too, for volunteer days, guest teaching, field-trip help, and honest feedback about what's working and what isn't. River Tech is a community, and your family is part of it.

What We Stand For, and What We Don't

We stand for God, family, church, community, personal responsibility, patriotism, merit, grit, and entrepreneurship.

We don't teach gender ideology, critical race theory, victim mentality, or cancel culture. We are committed instead to a stable, time-tested framework that fosters character, strength, clarity, and wisdom.

Students are addressed as boys and girls. Our teachers prepare students for adult life, including courtship, marriage, and parenting. But our students do not engage in idle talk about crushes, romantic relationships, or LGBTQ.

Grit

Kids need challenge to become capable adults. A child should never experience abuse, harm, or bullying, but they should absolutely experience discomfort, frustration, and the feeling of something genuinely hard, in order to become resilient under pressure.

We spend about twenty minutes each day on drill and calisthenics. Drill teaches focus, posture, and the discipline of moving as a group. Calisthenics builds real physical readiness. Once a week we head to the park, and every three weeks or so we take a field trip, often something physical like wall climbing, trampoline jumping, or roller skating. We celebrate the wins, too, from birthdays and finished projects to end-of-term parties and the kind of everyday moments that make kids feel at home.

We're a technology school, but we believe real-life experiences are foundational for healthy growth. That's why we balance tech classes with performing arts, liberal arts, and life skills, and that's why we protect the things technology can't replace: family time, real friendships, time in nature, creative work, and a growing faith.

How We Teach Hard Things

Our classrooms take on the great stories, histories, and ideas of the world, including the difficult ones. War, mythology, and competing worldviews are central to understanding the human story, and we don't flinch from them. We teach them with Christian commentary and a conservative frame, so that students come away with moral clarity rather than moral confusion.

NONDISCRIMINATION POLICY

Being a Christian and Conservative school, River Tech will favor Christianity and Conservatism over other belief systems in our education. When hiring a teacher, we are more likely to hire a Christian teacher who shares the school's conservative values, than an Atheist teacher who has Neo-Marxist values. That being said, River Tech is committed to a policy of nondiscrimination in relation to biological race, sex, age, handicap, and other human differences. We foster an atmosphere of respect for all people, regardless of their worldview, in harmony with Jesus' instructions, "love your neighbor as yourself." (Mark 12:31). See the Student Code of Conduct, section 5, Harassment/Bullying/Threats.

ATTENDANCE POLICY

Each morning, a guardian must check in their child with a teacher in the foyer.

Each teacher has a list stating who is allowed to pick up the children. During the first week of school, contact learn@rivertech.me or inform one of their teachers to add names and corresponding relation to the list.

Every student at River Tech is considered a homeschool student by Idaho, therefore the parents are responsible for their child's attendance. Regular attendance is essential for student achievement.

For highschoolers attendance is a necessary part of their grade and will be expected to attend as often as they are able. Attendance will be 1/8th of their total grade for each class.

ABSENCES

If a student is going to be absent from school, we ask the parent to email learn@rivertech.me on or before the day of the absence before 8:30am. If there has been no contact, or a child isn't present for a day that was expected, a teacher will attempt to reach the parents. Communication is a priority at River Tech. Parents are encouraged to maintain contact with the school in order to keep track of how many absences have occurred.

Parents are encouraged to schedule doctor and dentist appointments before or after normal school hours.

If a child is sick (has fever, cough, ache, or fatigue), please notify us at learn@rivertech.me and stay at home from school for at least 24 hours after they no longer have a fever (without the use of fever-reducing medicine) to prevent additional children (and teachers) from also getting sick. A fever is 100 degrees or higher. We will send sick children home; you will need to come pick them up.

ASSEMBLY

Each morning, River Tech full-time students will have an assembly where we will have a mix of the following:

- Worship
- Devotional
- Prayer
- The Pledge of Allegiance or National Anthem

CLOSED CAMPUS

River Tech K-12 is a closed campus. The doors to the school will be kept locked except for check-in in the morning and pick up in the afternoon. Drop-off is at 8:10-8:30. If you arrive late, the doors will

be locked. If parents need access to the school at irregular times, communicate that in advance to learn@rivertech.me and when you arrive contact River Tech at 425-444-2271 or 425-444-2081 and someone will come to open the door at one of the following times:

- 9:35
- 10:25
- 11:05
- 11:45-1:00 (lunch)

Students who arrive on school grounds, will be required to stay with teachers until the designated time to leave.

Highschoolers may leave the premises with parent permission during lunch. This is a privilege for responsible students and can be revoked should any student be deemed irresponsible.

END-OF-DAY PICKUP

Dismissal Times

- **High School (9–12): 2:30 PM**
- **Elementary (K–5) & Middle (6–8): 2:35 PM**
- **The front door is the only exit** for all students.

General Rules (All Grades)

1. **Authorized Pickup Only:** Release to parents/guardians or adults on the **Approved Pickup List** (SIS).
2. **Regular Pick-Uppers:** Families may designate regular pick-upers.
3. **Non-Regular Pick-Uppers: Walk to the Front Door** to state identity + student; teachers verify and may request photo ID.
4. **Same-Day Changes:** Notify the school **in writing** (email/text) as early as possible that day so teachers can prepare.
5. **ID & Custody:** Photo ID may be requested; custody orders on file are followed.

Elementary (1–4)

Parent/authorized adult must physically collect at the Front Entrance.

- Teachers escort to the **Front Door** with a roster.
- Teachers verify adult (Approved Pickup List/Regular Pick-Uppers), request ID if needed, then **record the handoff**.

Middle School (5–8)

Front Door release with identification.

- If a teacher clearly identifies a **parent/regular pick-uper** from the lot approach, the student may be released to walk to that vehicle.
- If not clearly identified, the adult **parks (prefer middle rows) and walks to the Front Door** for verification (name match → ID if needed).

High School (9–12)

Independent release at 2:30 PM via the Front Door.

- Students may leave on their own.
- Families wanting parent-only pickup need to email learn@rivertech.me

Late Pickup

- **Grace period: 15 minutes after the last exit (ends 2:50 PM).**
- After 2:50 PM:
 - Students remain with the **Dan or Mary** in the staff offices.
 - **Parents must notify** the school(email/text/call) if they will be late.
 - Teachers keep a **late-pickup log**; habitual lateness may prompt a courtesy conference (and fees if adopted later).

Early Pull-Outs (All Grades)

- **Allowed with clear prior notice on the same day (at the latest).**
- Parent/guardian sends written notice before arriving; on arrival.

HOMEWORK

Each day a student will be expected to complete a set amount of schoolwork, if the work was not complete in class, they are expected to complete it that night at home. Please help your child by reminding them of work they need to complete.

Elementary & Middle Schoolers have a vocabulary test that is due every week. Please help your child by reminding them to study and practice each week. They will also be expected to write a monthly essay.

Highschoolers will receive additional homework. Repeated failure to complete assigned work is a responsibility concern; see the Student Code of Conduct, sections 2 and 3.

MAKE-UP WORK

If a child is absent, they will need to attempt to catch up at home. Teachers may take the initiative to schedule a meeting with parents if they notice a child falling too far behind.

QUARTER ASSESSMENTS

At the end of the 1st and 3rd Quarter parents of students 12 and older will be invited to a parent-teacher meeting to discuss their child's work and behavior in each of their classes. At the end of the 2nd Quarter parents of students 11 and younger will get the same opportunity.

CLASS CHANGES

Students or parents may request to change into a higher or lower level of learning for the current class. This request will be discussed with the teacher and parent of the child in question.

FOUR-DAY STUDENTS

According to Idaho, students at River Tech are designated as homeschoolers. Ultimately it is up to the parents to maintain a well balanced education for their child. Since four-day students only attend the school 80% of the time, there are elements of the full curriculum that you will miss out on.

To accommodate our part-time students, we strive to place the most essential subjects during Tuesday-Thursday, to the degree that it is practical. Nevertheless, since River Tech is only teaching our part-time students 80% of the time, it is the parent's responsibility to teach the remaining part. Parents of four-day students are encouraged to bring work home and continue their studies. Teachers are always happy to advise you as to what you could be teaching.

HOME-SCHOOLERS

River Tech offers flexible enrichment for homeschool families. Choose 1 to 4 days per week, and tuition scales accordingly. Our homeschool programs serve students ages 9–16, unless otherwise specified.

River Tech is a Christian school. All classes are taught with Christian commentary and a conservative moral framework. Our teaching team holds college degrees in their subject areas and brings real-world experience to every classroom.

CUBBIES & DESKS

Each full time student will be assigned a cubby or locker where they will be able to hold the necessary supplies for that class since all desks will be shared. Cubbies and Lockers are the property of the school and may be inspected by school personnel. Students should not keep valuables in their cubbies or lockers. The school is not responsible for lost or stolen items. Students and parents are responsible for the cubby or locker assigned to them, its cleanliness, as well as for its general physical condition and appearance. Any writing, graffiti, or stickers on the outside of a cubby or locker is the student's responsibility to remove, regardless of how it got there.

FOOD SERVICE/COMMONS AREA

Parents will have to provide their child's lunches. The lunches should be a balanced meal containing vegetables, fruit, proteins and whole grains. It is preferred that the lunches would be cold; however, we have access to microwaves for those who need to heat their food. We won't be able to refrigerate lunches so be sure to provide ice packs. Food is to be stored in their backpacks and not in cubbies or lockers. We ask that you don't bring any deserts. Drinks are limited to Milk, Water, and 100% juices. All students must bring a full water bottle to school every day, preferably reusable.

Once a week each age group will be eating lunch in the park and will need a cold lunch. See schedule for designation.

If the child has any dietary restrictions or health conditions please make sure to communicate this to the staff, learn@rivertech.me

LOST & FOUND

The lost & found box is located in the Hallway at the top of the stairs. Please check the box at least once a week to see if there are any missing items. Sometimes kids in the same classroom mix up their similar items and bring them home. It is therefore recommendable to mark any items of value with the child's name.

PORTABLE ELECTRONIC DEVICES

Students are discouraged from bringing a cellular device, but if they choose to do so, it will need to be kept in their backpacks throughout the day. If a student uses the device during the day and a teacher catches them, the device will be confiscated until the end of the day.

However, students are required to bring their own tablet or laptop (based on their level of learning). Parent controls can be activated but aren't necessary since the school has its own built in safety network. These devices should be used for school use primarily and should not contain non-educational applications that are not approved by the school. For student misuse see the Student Code of Conduct, section 7, Devices.

River Tech Student Device Guidelines

Elementary students may use a tablet. Middle-school and high-school students need a laptop, since they will be using programs such as Blender, Unity, and other software that requires a full computer.

Elementary tablets

An iPad released in 2022 or later is recommended. A current Android tablet is also acceptable, such as the Samsung Galaxy Tab A9+.

- At least 64GB of storage, though 128GB is preferred.
- A current iPadOS or Android version is required.
- Amazon Fire tablets are not recommended because they do not reliably support the apps used at school.

Middle-school and high-school laptops

Mac

- Apple-silicon MacBook, M1 chip or newer
- At least 16GB of unified memory

- At least 256GB of storage, though 512GB is preferred

Windows

- Recent Windows 11 laptop
- At least 16GB of RAM
- Dedicated NVIDIA RTX 2050/3050-class graphics or better
- At least 256GB SSD storage, though 512GB is preferred

What to avoid

- 8GB RAM configurations
- Chromebooks
- Intel-based MacBooks
- Windows laptops with only basic integrated graphics

A refurbished laptop can be a good option when purchased from a reputable seller with a clear return policy and warranty. Families are welcome to send River Tech a listing before purchasing if they would like us to confirm that the exact configuration will be a good fit.

SCHOOL CURRENCY

For full-time students the School uses a currency system for rewards. The RTC (River Tech Currency), referred to day to day as Gold, helps motivate students to work harder. Students are rewarded with Gold for their efforts and for occasional behaviors that we would like to acknowledge.

Gold is a recognition system, not a discipline system. Discipline is handled separately under the Student Code of Conduct. Gold is earned for positive contribution and faithful stewardship; it is not deducted as a punishment. See section 3, Discipline Policy, under Gold & Privileges for how Gold relates to privilege eligibility.

EMERGENCY PREPARATION

River Tech works with local government, law enforcement, and other emergency management officials to monitor safety concerns and respond quickly to situations as they arise.

- We are continually improving our responses to emergencies, including inclement weather, fire, dangerous items on campus, utility outages, intruders, etc.
- Our school updates our site for Safe School Plans.
- All teachers must have a clean criminal record check and reference check.
- We provide several training opportunities to our staff to assist them in preparing for a range of potential emergencies.

- Several teaching staff are first responder certified (Red Cross Adult and Pediatric First Aid/CPR/AED).
- Our school conducts emergency drills so that students and staff are aware of the most effective and safe emergency responses.
- Parents are responsible to provide River Tech with all current contact information, both primary and secondary in case of an emergency, learn@rivertech.me
- If a guardian or authorized designee cannot pick up their child following an emergency, they will remain under staff supervision until the guardian or authorized designee arrives at the school.

SCHOOL CLOSURE

In the case that the school may need to shut down, parents will be notified by email and it will be posted on the Website and social media. We will generally follow the Post Falls School District for their decisions on closure.

STUDENT CODE OF CONDUCT

1. Overview

The purpose of the River Tech Student Code of Conduct is to encourage students to follow Christian standards of behavior by clearly indicating acceptable behavior. River Tech exists to cultivate bright minds and disciplined character. Discipline is not primarily about punishment. It is about formation.

“For whom the Lord loveth he correcteth.” — Proverbs 3:12

Correction is an act of care. Standards are an act of love. When these standards are violated, behavior will be corrected calmly and consistently.

The RIVER Values

At River Tech, student conduct is guided by the **RIVER values**:

- **Responsibility** — We do what is expected promptly, carefully, and without being chased.
- **Integrity** — We tell the truth, take ownership of our actions, and do what is right even when no one is watching.
- **Voice** — We use words, tone, and timing that are respectful, clean, and fitting for the moment.
- **Excellence** — We complete our work and carry ourselves with professionalism, care, and purpose.
- **Respect** — We honor people, property, time, and authority through our conduct and attitude.

River Tech students move like the river — steady, directed, and powerful.

The Student Pledge

“Don’t let anyone look down on you because you are young, but set an example for the

believers in speech, in life, in love, in faith, and in purity.” 1 Timothy 4:12

1. I will submit to the civil authority of our country and obey its laws. I understand this will prohibit such things as the use of tobacco of any kind, alcohol, marijuana, vaping, the illegal use of drugs of any kind as defined by federal law, gambling and shoplifting. (1 Timothy 2:1-2, 1 Peter 2:13-14)
2. I will willingly submit to those in authority over me. (1 Thessalonians 5:12, 1 Peter 5:5)
 - *Example: a teacher asks you to sit down after you’ve stood up and walked about the room.*
 - **Don’t:** *argue with the teacher or make a scene.*
 - **Do:** *sit back down promptly and raise your hand if you need permission to get up.*
3. I will respect and honor other individuals. (1 Peter 2:17; Philippians 2:3; and Galatians 5:14)
 - *This includes: interrupting someone while they are speaking, name calling, fighting, belittling, etc.*
4. I will respect the property of others. (Exodus 10:15, Leviticus 19:11, 1 Thessalonians 4:6)
 - *This includes: not touching others property without permission, damaging, or stealing, this goes for school property as well. Accidentally causing damage to property is still a concern; report any accidental damage immediately to a staff member.*
5. I will conduct myself with honor and integrity in both spoken and written Word. (Colossians 3:9-10, 4:6, Titus 2:6-8)
 - *This includes: no filthy, crude, vulgar or inappropriate language or lying.*
6. I will use wholesome speech that respects the name of God, Christianity, and His Church. (Exodus 20:7; Ephesians 4:29; and Hebrews 10:29)
 - *Though you may have disagreements, maintain language that emphasizes respect and consideration for others beliefs.*
7. I will be modest in my dress and appearance. I have read and understand the applicable sections of the Student Handbook related to dress and appearance. (1 Thessalonians 4:3-7, 1 Timothy 2:9-10, 1 Peter 3:3-5)
8. I will use technology in an appropriate and responsible manner. (Psalm 105:21, Luke 16:1-2, James 3:13-3)
 - *This includes: only using school approved applications during school hours. School-approved applications are listed on the school’s website or can be provided by your teacher.*
9. I will inform an administrator or teacher if I learn about anyone threatening to harm themselves or others. (Ecclesiastes 8:11, John 13:34, 1 Thessalonians 4:9)
 - *Report any threats of harm, whether to oneself or others, including verbal threats or actions that suggest potential harm.*

2. Standards of Conduct

Responsibility

Responsibility reflects maturity, stewardship, and prompt obedience.

“Moreover it is required in stewards, that a man be found faithful.” — 1 Corinthians 4:2

Students are expected to demonstrate:

1. Prompt obedience to instruction
2. Composure in transitions
3. Situational awareness
4. Care for property and shared spaces

5. Accountability in daily responsibilities

Examples include:

- Walking indoors
- Immediate response to school signals
- Orderly and efficient lineup formation
- Leaving spaces better than they were found
- Completing expected tasks without repeated prompting
- Completing and turning in assigned work

Repeated irresponsibility becomes a discipline concern.

“He that refuseth instruction despiseth his own soul.” — Proverbs 15:32

Integrity

Integrity reflects truthfulness, honesty, and personal ownership.

“Providing for honest things, not only in the sight of the Lord, but also in the sight of men.” — 2 Corinthians 8:21

Students are expected to:

- Tell the truth
- Take responsibility for their actions
- Complete work honestly
- Admit mistakes without deception
- Do what is right even when unobserved

Examples of integrity violations may include:

- Lying
- Cheating
- Hiding wrongdoing
- Blaming others falsely
- Misrepresenting work or conduct
- Theft — taking something that does not belong to you

Serious dishonesty may result in immediate administrative involvement.

“He that walketh uprightly walketh surely.” — Proverbs 10:9

Voice

Voice reflects speech, tone, timing, and verbal self-control.

“Let no corrupt communication proceed out of your mouth, but that which is good to the use of edifying.” — Ephesians 4:29

Students must:

- Avoid profanity and crude language
- Avoid mocking, degrading, or sarcastically disruptive speech
- Speak respectfully to peers, staff, and guests
- Use an appropriate tone when asking questions or responding to correction
- Contribute to an orderly verbal environment

Directed profanity, verbal harassment, or threatening speech are considered major violations.

See section 6, Speech and Language.

“A soft answer turneth away wrath.” — Proverbs 15:1

Excellence

Excellence reflects professionalism, discipline, quality, and presentation.

“Whatsoever thy hand findeth to do, do it with thy might.” — Ecclesiastes 9:10

Students are expected to:

- Complete work with care and purpose
- Follow dress and appearance standards
- Carry themselves in a neat, prepared, and disciplined way
- Use devices properly as tools for learning
- Approach school responsibilities with seriousness

This includes:

- Following posted dress expectations
- Maintaining a neat, distraction-free appearance
- Using devices only when permitted and for assigned purposes
- Remaining on task
- Avoiding careless or disorderly habits in work and conduct

Repeated disregard for standards of presentation, work quality, or device use may become a discipline concern.

“Let all things be done decently and in order.” — 1 Corinthians 14:40

Respect

Respect reflects honor shown toward others, authority, property, and the learning environment.

“Be kindly affectioned one to another with brotherly love; in honour preferring one another.” — Romans 12:10

Students are expected to:

- Treat others with dignity
- Respond appropriately to authority
- Keep hands to themselves
- Avoid bullying, intimidation, or harassment
- Handle property and shared spaces properly, and never damage property on purpose
- Be where they are scheduled to be, and not leave a class or area without permission
- Contribute to an orderly and safe school culture

Aggressive, threatening, or openly defiant behavior will result in immediate administrative involvement.

“Blessed are the peacemakers.” — Matthew 5:9

3. Discipline Policy

Purpose & Principle

Discipline is both good and necessary. (Proverbs 13:24, Proverbs 29:15, Proverbs 19:17)

River Tech uses a clear two-tier model. Correction is calm, brief, and consistent.

“Let all things be done decently and in order.” — 1 Corinthians 14:40

Minor Violations (Teacher Managed)

Minor violations are isolated departures from expected standards.

Examples may include:

- Running indoors
- Talking during instruction
- Minor dress corrections
- First-time device misuse

- Mild disrespect
- Avoidable or careless language
- Careless messes or disorder
- Incomplete assigned work
- Delayed compliance that ends when corrected

Teacher response may include:

- Immediate correction
- If applicable, reset (redo properly)
- Brief restorative action
- Documentation if behavior becomes repetitive

“A soft answer turneth away wrath.” — Proverbs 15:1

Escalation occurs when refusal, repetition, or pattern develops.

Major Violations (Administrative)

Major violations involve:

- Blatant defiance
- Physical aggression
- Harassment or bullying
- Directed profanity
- Threats
- Serious device misuse
- Academic dishonesty
- Theft or intentional damage to property
- Leaving class or campus without permission
- Serious disrespect toward authority
- Established pattern of repeated minor violations

Administrative responses may include:

- Parent contact
- Detention
- Restitution
- Restorative service, for example cleaning the commons area
- Loss of privileges
- Behavior contract
- Suspension
- Expulsion, when necessary

“He that covereth his sins shall not prosper: but whoso confesseth and forsaketh them shall have mercy.” — Proverbs 28:13

Pattern & Trajectory

A single mistake does not define a student.

“Whatsoever a man soweth, that shall he also reap.” — Galatians 6:7

Repeated minor violations indicate a trajectory concern. When a pattern develops, administrative intervention may occur. Discipline addresses direction, not isolated imperfection.

Restoration

When behavior damages order, relationship, trust, property, or community culture, students may be required to:

- Redo the behavior properly
- Offer an apology
- Repair damage
- Make restitution
- Participate in restorative action or service

“First be reconciled to thy brother.” — Matthew 5:24

Restoration is the goal.

Transitions, Readiness, and School Order

Prompt obedience and orderly movement are expected throughout the school day.

“Obey them that have the rule over you.” — Hebrews 13:17

When signals or instructions are given, students are expected to respond immediately, appropriately, and without unnecessary delay. This includes:

- Stopping when directed
- Moving promptly and with control
- Forming quietly and efficiently
- Being prepared for transitions and instruction

Failure to meet transition standards may result in retraining, corrective resets, or further discipline when needed.

Gold & Privileges

Gold reflects positive contribution and faithful stewardship.

“Well done, thou good and faithful servant.” — Matthew 25:21

Discipline and Gold operate separately. Gold is earned through positive contribution; it is not deducted as a disciplinary penalty. See School Currency.

Eligibility for certain privileges may require:

- No major violations
- Demonstrated responsibility
- Positive behavioral trajectory

4. Progressive Intervention & Enrollment Determination

River Tech is committed to restoration before removal.

“Brethren, if a man be overtaken in a fault, ye which are spiritual, restore such an one in the spirit of meekness.” — Galatians 6:1

Discipline is designed to correct direction and preserve community culture. When patterns of misconduct emerge, the following process will be used.

Phase 1: Correction & Awareness

At this stage:

- Minor violations are corrected by staff
- Patterns are documented
- Parents may be notified informally
- Private conversations may be held

Goal: realignment and growth.

Phase 2: Formal Concern & Intervention

This phase is initiated when:

- Repeated minor violations establish a pattern
- Disrespect becomes habitual
- Authority is persistently resisted
- Conduct undermines school culture
- Growth is not occurring through ordinary correction

At this stage:

- Parents are formally notified
- A meeting is scheduled
- A written behavior contract may be issued
- Clear expectations and measurable standards are outlined
- A review window, typically 30–45 days, is established

The purpose is restoration and demonstrated growth.

Phase 3: Enrollment Determination

If, after formal intervention:

- The pattern continues
- Correction is persistently resisted
- The student undermines authority or community culture
- Growth is not demonstrated within the review period

Leadership may determine that River Tech is not the appropriate environment for the student at this time. This determination is not made lightly.

“A little leaven leaveneth the whole lump.” — Galatians 5:9

River Tech must protect the integrity of its academic and relational culture for the benefit of the entire student body.

Separation decisions may include:

- Withdrawal recommendation
- Non-renewal of enrollment
- Expulsion in severe cases

Immediate Removal

Certain behaviors may result in immediate suspension or expulsion without progressive phases, including:

- Physical violence
- Threats of harm
- Serious harassment
- Severe academic dishonesty
- Weapons on campus
- Drugs, tobacco, or alcohol
- Actions that compromise safety

Important Clarification

Removal is not based solely on the number of infractions. It is based on:

- Trajectory
- Responsiveness to correction
- Influence on community culture
- Willingness to align with River Tech standards

Our goal is restoration. However, consistent rejection of correction may indicate that River Tech is not the right fit.

5. Harassment/Bullying/Threats

An important part of River Tech's educational curriculum is developing each child's social capital through: team building, emotional and social competence, cultivation of empathy, and anti-bullying workshops. We aim to teach our students to get along with others who may differ from them. We also want to cultivate a culture of volunteerism, charity, and missions.

Bullying, threats, and harassment, whether sexual, ethnic, racial, age, religious, or handicap-related, will not be tolerated at River Tech. Students subjected to or observing bullying need to report incidents to a teacher immediately. Written and/or verbal threats of bodily harm to students or staff will be taken very seriously. Any student making a threat regardless of intent, whether jokingly or not, may be subject to suspension or expulsion.

Harassment, bullying, and threats are major violations and involve administration immediately.

6. Speech and Language

Speech is classified in three levels, and each level is handled under the two-tier discipline structure in section 3.

Level 1 — Avoidable Language

Words or phrases that are unnecessary, mildly inappropriate, or commonly discouraged in a respectful environment, for example "dang it" or "that's dumb."

- Handled as a **minor violation**: immediate verbal correction by the teacher.

Level 2 — Targeted Language

Language directed at others in a hurtful or disrespectful manner, for example "you're stupid" or "shut up."

- Handled as a **minor violation** on first occurrence: stronger verbal correction, a clear warning about escalation, and documentation.
- Repetition establishes a pattern and moves to administrative response.

Level 3 — Profanity and Vulgarity

Any use of explicit, vulgar, or profane language, whether directed at others or spoken in frustration.

- Handled as a **major violation**: administrative involvement, parent contact, and restorative action or service.
- Directed profanity, verbal harassment, and threatening speech are always major violations.

7. Devices

Devices are tools for learning. They must be used in appropriate manners and at appropriate times. See Portable Electronic Devices for what students may bring.

- **First or isolated misuse** is a minor violation: teacher correction, and the device is

- confiscated until the end of the day.
- **Repeated misuse** establishes a pattern and becomes a major violation: parent contact, the parent may be required to retrieve the device, and device privileges at school may be suspended for a defined period.
- **Serious device misuse** is a major violation from the first instance. This includes accessing prohibited content, circumventing the school safety network, installing unapproved non-educational applications, and using a device to harass, record, or deceive.
- Cellular devices remain in backpacks throughout the day. A phone used during the day is confiscated until the end of the day.

8. Plagiarism

Plagiarism is defined as the act of presenting other people's ideas and writings as one's own and/or not giving credit to the original source(s). This action is not allowed at River Tech. AI tools such as ChatGPT are not permitted for use on school assignments unless a teacher says otherwise.

Academic dishonesty is a major violation. Severe academic dishonesty may result in immediate removal.

9. Weapons Policy

Students who bring knives, guns or objects constructed as weapons onto school property or to school-sponsored activities will be subject to suspension or expulsion per Idaho Code 33-205 and 18-3302D. For special occasions we may allow the exception of toys that are clearly not close to misrepresenting real weapons. IE. Nerf, Foam, etc.

10. Drug, Tobacco, and Alcohol Policy

In compliance with the Drug Free School and Communities Act Amendments of 1989 (PL100-690) River Tech recognizes its responsibility to maintain a school environment free of drugs, tobacco, and alcohol. Violation of this policy may result in suspension or expulsion, and notification of parents/guardians.

11. Dress Code

Purpose & Principle

River Tech's daily wear standard supports learning, safety, focus, modesty, and professionalism while promoting school identity and parity among students. Our emphasis is on character over appearance (1 Peter 3:3–4). Uniforms are optional; daily wear is flexible within these standards.

Helpful test: Would you feel confident sending your student to a job interview in this outfit?

Detailed Guide

Tops

- Collared polos, henleys, blouses, button-downs, knit tops, t-shirts, crewneck/V-neck sweaters, and cardigans.
- Sleeveless OK with straps ≥ 2.5 inches; arm openings fitted.
- Opaque fabrics appropriate for school.
- Necklines remain professional; keep cleavage covered.

Bottoms

- Chinos/khakis, trousers, joggers(PE only), and neat denim.
- Shorts/skirts/skorts/dresses: fingertip length or longer.
- Distressing refined: any hole $\leq$ half-dollar and not exposing skin above fingertip length.

Coverage & Fit

- Midriff and seat remain covered during normal activity.
- Garments fit securely at the waist for a polished, professional look.
- Garments can be loose overall but not overly baggy.
- Undergarments remain fully covered.

Footwear

- Daily wear: clean, secure shoes suited to indoor/outdoor movement.
- Safety-dependent activities (labs, shop, certain field trips): closed-toe required.
- P.E.: running shoes and athletic socks.

Layers & Outerwear

- In-class: sweaters, cardigans, light jackets, vests, school-spirit outerwear.
- Arrival/dismissal/outdoors: sunglasses, bandanas, scarves, heavy coats; store during class unless needed for health.

Accessories & Jewelry

- Subtle, safe, distraction-free.
- Piercing jewelry worn in ears only (modest studs/hoops).
- No spikes, sharp hardware, or unsafe accessories.
- Belts, watches, simple bracelets/necklaces welcome when subtle/safe.

Hair & Grooming

- Clean, neat, professional.
- No carved names/symbols/numbers.
- One natural hair color; natural-colored highlights/lowlights allowed.

- Facial hair neatly trimmed.

Makeup & Nails

- Moderate and well-kept; suited to a professional/educational setting.

Graphics, Messages, and Symbols

- Allowed when **school-appropriate** and aligned with River Tech values.
- Not allowed: violence, drugs/alcohol/tobacco, profanity, sexual content, or demeaning themes.

P.E. & Active Wear

- Required: running shoes; athletic shorts/sweats/joggers; athletic top.
- Length and coverage standards apply. Tie back long hair for safety.

Definition — Normal Activity: walking, sitting, standing, bending, and/or stretching.

Below is a visual reference of what to wear/not wear. Pictures that are sloppy/inappropriate will showcase many examples of dress code violations, though the overall look is wrong, pay attention to why each detail was added.



Great

- ✓ Fit and wardrobe is modest & professional
- ✓ Full coverage of midriff & seat
- ✓ Classic, neat hairstyle off the face
- ✓ Clean, closed-toe shoes
- ✓ No distracting jewelry or accessories
- ✓ Nails are short & plain in color



Okay

- ✓ Crewneck tee is an approved top
- ✓ Graphic is fun but appropriate
- ✓ Shorts meet fingertip-length rule
- ✓ Secure footwear
- ✓ Expresses personality within guidelines
- ✓ Casual but still clean & neat
- ✓ Maintains proper coverage
- ✓ Hair is kept well



Sloppy

- X Baggy clothes have an unprofessional fit
- X Outfit does not look put-together
- X Hair is messy and unkempt
- X Fails "clean & neat" grooming rule
- X Slides are not secure or professional
- X Lacks professional appearance
- X Shows lack of attention to detail



Inappropriate

- X Exposed midriff is a violation
- X Bright pink hair is an unnatural color
- X Holes on jeans are larger than a half-dollar
- X Banned accessories (choker, gloves, bandanna)
- X Makeup is excessive
- X Markings on skin are not allowed
- X Inappropriate graphics
- X Distracting jewelry
- X Long, bright nails violate nail policy

Dress Code Enforcement

- An isolated dress correction is a minor violation, handled by the teacher with a quiet correction and, where possible, an on-the-spot fix.
- Repeated disregard for dress standards becomes a pattern concern and moves to administrative response.

12. Final Standard

River Tech students are expected to pursue:

- Self-control
- Prompt obedience
- Truthfulness
- Respectful speech
- Professional conduct
- Composure
- Integrity

“Add to your faith virtue; and to virtue knowledge... and to knowledge temperance.” — 2 Peter 1:5–6

Students who consistently reject these standards may not be a fit for River Tech’s academic and spiritual culture.

PARENT/STUDENT GRIEVANCES

Purpose & Principle

Resolve concerns promptly, fairly, and biblically—protecting relationships, supporting learning, and strengthening our school community.

Biblical Foundation

- **Matthew 18:15–17** – Go first to the person privately; then include one or two others; then bring it to leadership if still unresolved.
- **Galatians 6:1** – Restore gently.
- **Ephesians 4:15** – Speak the truth in love.
- **James 1:19–20** – Quick to listen, slow to speak, slow to anger.
- **Proverbs 15:1** – A gentle answer turns away wrath.

Guiding Principles

1. **Start small & close** (speak directly to the person first when safe/appropriate).
2. **Seek understanding** (listen first; clarify facts).
3. **Be timely** (address concerns promptly).
4. **Respect privacy** (avoid gossip; protect dignity).

5. **Pursue resolution** (agree on clear next steps).
6. **No retaliation** (good-faith concerns are protected).

Scheduling note: When a meeting is needed in pathways **B–D**, the parent or student should **email the teacher to request and schedule the meeting**. If the concern reaches the **Principal** step, **email the Principal** and **cc the teacher**.
(For **A. Student ↔ Student**, students go in person to the teacher—no email needed.)

Processes by Situation

A. Student Concern with Another Student

1. **Student → Student (private conversation)** – Student shares the concern respectfully and proposes a repair (ideally within **2 school days**).
2. **Student → Teacher (awareness + mediation)** – If unresolved, the student goes **in person to the shared teacher** to make them aware and request mediation. The teacher facilitates a **restorative mediation** and records the outcome.
3. **Teacher-coordinated parent meeting** – If mediation fails, the **teacher reaches out to both sets of parents** to **schedule a joint meeting** with the **teacher mediating**.
4. **Principal involvement (final step)** – If still unresolved, escalate to the **Principal** for next steps/restorative plan. **The Principal's decision is final.**

B. Parent Concern about a Student Situation

1. **Parent → Shared Teacher** – Parent **emails the teacher** (homeroom or relevant class) to schedule a meeting; teacher facilitates resolution.
2. **Parent + Principal (final step)** – If unresolved, parent **emails the Principal (cc teacher)** to schedule a meeting. **The Principal's decision is final.**

C. Student Concern with a Teacher

1. **Student → Teacher** – Student shares concern privately; if a meeting is needed, the student **emails the teacher to schedule**.

2. **Student + Principal (final step)** – If unresolved, student **emails the Principal (cc teacher)** to schedule. **The Principal's decision is final.**

D. Parent Concern with a Teacher

1. **Parent → Teacher** – Parent **emails the teacher** to request and schedule a meeting.
2. **Parent + Principal (final step)** – If unresolved, parent **emails the Principal (cc teacher)** to schedule. **The Principal's decision is final.**

Communication Standards (All Steps)

- Use **specific facts/examples**; avoid assumptions and labels.
- **Assume good intent**; ask clarifying questions.
- **Confidentiality**: share details only with those directly involved in resolution.
- **Documentation**: staff note the concern, date, participants, and agreed next steps.
- **Email** is the default channel for scheduling meetings (teacher first; Principal when escalated).

Safety & Mandatory Exceptions

Skip directly to the **Principal** (and authorities as required) for immediate risk, harassment, discrimination, self-harm, abuse, or other legally reportable concerns. River Tech complies with all mandatory reporting laws.

Principal email: learn@rivertech.me

Non-Retaliation

No student, parent, or staff member will be penalized for raising a good-faith concern. Retaliation results in disciplinary action.

Final Decision

The **Principal is the final authority** for grievance decisions at River Tech.

Outcomes & Restoration

Outcomes may include clarifications, apologies, seating/class adjustments, restorative conferences, behavior contracts, consequences per the handbook, and follow-up check-ins. Aim for **restored relationships** and a healthy learning environment.

Quick Flow

- **Student vs. Student:** Student → Student → **Teacher (in-person awareness + mediation) → Teacher sets joint parent meeting → Principal (final)**
- **Parent about Student Issue:** Parent → **Email Shared Teacher → Email Principal (cc teacher) — final**
- **Student vs. Teacher:** Student → **Email Teacher → Email Principal (cc teacher) — final**
- **Parent vs. Teacher:** Parent → **Email Teacher → Email Principal (cc teacher) — final**
- **Emergency/Safety: Contact Principal immediately** (and authorities if required)

PRIVATE FACEBOOK GROUP

We encourage all parents to join our private Facebook group:

River Tech School K-12 - Private Group

<https://www.facebook.com/groups/1019181042165588>

Here we post news, photos, and videos of our daily activities. River Tech aims to plan at least five special events a year such as: concerts, musicals, parties, etc. We will also email you about important events.

FUNDRAISING

While Tuition covers basic expenses, extra funds would be a tremendous blessing for our students. It would allow for classroom and playground enhancements, school trips, summer camps, quality school supplies, and expensive tech equipment, such as computers and 3D-printers. If you own a company that would like to sponsor our school, we will add your company as a sponsor on our school website.

We will try to raise funds throughout the school year through the selling of tickets, t-shirts, yearbooks, photos, etc.