

Rocky River Elementary School
2026-2027
Student Handbook



Rodney the Roadrunner

Rocky River Elementary School
500 Rocky River Road, North
Monroe, NC 28110
Telephone: 704.290.1523
Fax: 704.292.1395

Principal: Stephanie Funderburk
Assistant Principal: Sheila Levesque

WEBSITE

Both UCPS and RYRES maintain websites that contain a wealth of useful information. Please visit the UCPS website at www.ucps.k12.nc.us and the Rocky River website at <http://rockyriver.ucps.k12.nc.us>. You may also follow the school on Facebook and Twitter.

Rocky River Elementary School: A Leader in Me Lighthouse School

Mission Statement: Inspiring Learners, Empowering Leaders

School Mascot: Rodney the Roadrunner

School Colors: Blue and Yellow

Blackboard Connect

Blackboard Connect is a communication tool used to notify you of important school messages. This system relies on the telephone to notify you of school delays or closings, Parent meetings, and other special announcements. ***We need your correct telephone number so you can receive our messages. If your telephone number changes at any point throughout the school year, please notify your child's teacher and the front office with the correct number.***

UCPS ELEMENTARY SCHOOL HANDBOOK

The following topics are addressed in the *UCPS Elementary School Handbook*. The majority of these topics are governed by UCPS Board Policy and/or administrative guidelines: Annual Parent Notification, Appeals Policy, Attendance, Checks, Communicable Diseases, Connect-Ed Messages, Discipline: Code of Student Conduct, Discrimination, Discrimination/Harassment/Bullying, Food Allergies, Gangs: Prohibition of Gangs and Gang Activities, Healthy Schools and Healthy Youth, Internet Use, Medication, Promotion and Retention, Seclusion and Restraint, Student Records, and Tobacco Use.
<https://resources.finalsite.net/images/v1756296022/unioncountyps/ipvpuvxeu2afczknrw3c/ES-Handbook-2025-2026.pdf>

BELL SCHEDULE

To meet state requirements that elementary school-aged children receive 6.5 hours of daily instruction, our bell schedule will reflect this. The instructional day begins at 7:30 AM and ends at 2:00 PM. Please note the following:

Arrival

7:00-7:30	Buses unload and car rider arrival, students report to class
7:00-7:25	School Breakfast is served
7:30	Tardy Bell/ Instructional Day Begins

Dismissal

1:57	PreK, Kindergarten, ECS, BFC dismissal
2:00	Car rider, Van Rider, and 3rd grade dismissal
2:03	1st and 2nd grades dismissal

2:05

4th, and 5th grades dismissal

ACADEMICS

REPORT CARDS:

Report cards are issued every nine weeks. The first reporting period will be a student-led conference to include the student, parent, and teacher. Report cards will be sent home on the following dates during the 2026-2027 school year:

11/2/26

1/25/27

4/5/27

6/4/27

GRADING SCALE and HONOR ROLL:

UCPS utilizes a 10-point grading scale, effective beginning with the 2015-2016 school year. The grading scale is:

A: 90-100

B: 80-89

C: 70-79

D: 60-69

F: 59 and below

UNION COUNTY PUBLIC SCHOOLS' CRITERIA FOR HONOR ROLL

A HONOR ROLL

1. Students must have all "A's" in Reading, Math, Science/Health, and Social Studies.
2. They must have a "3" or "4" in written composition.
3. There can be no N's in any subcategories.
4. Students must have an "S" in the following areas: · Art · Music · Physical Education · Media/Guidance · STEM
5. Students must have an "S" in all areas of Citizenship, Behavior & Work Habits

A-B HONOR ROLL

1. Students must have "A's" or "B's" in Reading, Math, Science/Health, and Social Studies.
2. They must have a "3" or "4" in Written Composition.
3. There can be no N's in any subcategories.
4. Students must have an "S" in the following areas: · Art · Music · Physical Education · Media/Guidance · STEM
5. Students must have an "S" in all areas of Citizenship, Behavior & Work Habits

TERRIFIC KID, CHARACTER, AND PRINCIPAL AWARDS:

Our school strives to recognize all students for their achievements. Students are recognized for demonstrating excellent character traits, serving as role models in the classroom, doing their best work in school, following our school expectations, and other positive qualities observed by teachers and administrators. Ceremonies to recognize the students are scheduled throughout the school year.

TESTING:

Our school follows the NC state testing program. Students in grades 3-5 will be administered the End of Grade (EOG) Tests. Areas assessed are reading and math. Grade 3 will also take a pre-test at the beginning of the school year, and grade 5 will also be tested in science at the end of the school year. A complete testing schedule can be found on the Union County Public Schools website.

TAKE HOME FOLDERS:

All students will be issued a Take-Home Folder by their child's teacher. This is for homework, important papers, and daily notes exchanged between parents and teachers. This is a great communication tool. If your child's class uses a point system, behavior points will be recorded daily so parents are aware of their child's behavior.

HOMEWORK:

The educational philosophy of UCPS emphasizes teaching the fundamentals of reading, writing, communication, mathematics, and their application in all subject areas. Homework is an extension of classwork and a vital part of the learning process. Students must assume responsibility for their coursework and homework, just as they will assume job responsibilities in the future.

SCHOOL SUPPLIES:

A grade-level-specific school supply list is available on our school website at <http://rockyriver.ucps.k12.nc.us> or from your child's teacher. Please send all supplies to school within the first ten days of school. If you need assistance with providing your child with school supplies, please contact our school counselor, Kaitlyn Jackson-Manno, at 704.290.1523.

BOOK BAGS:

Students should bring a book bag to school to carry school books and other belongings. We request that students not use rolling book bags. Please contact the school office if you need assistance.

TRANSPORTATION/ATTENDANCE

At the beginning of the school year, you will establish a routine transportation plan for your child(ren). ***To make a change, your child MUST have a written note from a parent/guardian. The note must be given to the teacher and approved by the office.*** We understand that parents may occasionally need to change how their child goes home. If this should happen, a written note from the parent/guardian is still required. Written communication may include an email or fax. Emergency transportation changes must be communicated to the office before 1:00 p.m. We cannot guarantee that students will be notified of the change if calls are received after this time.

BUS RIDER INFORMATION:

Bus transportation is provided to all students who choose to use this service. We believe all students can behave appropriately and safely while riding on a school bus. All students are expected to follow the bus rules so the driver can safely transport them. Riding the bus is a **privilege**, so all students must follow bus behavior expectations.

Be Safe at Your Bus **STOP!**

Stand at your assigned stop (10 minutes early).

Turn left and right. Look both ways before crossing.

Observe the stop sign and flashing **red** lights.

Proceed **only** when all cars have stopped.

BUS RIDING PRIVILEGES MAY BE REVOKED FOR ANY OF THE FOLLOWING:

(North Carolina Public School Law 115-C-245)

1. Refusing to be seated
2. Refusing to remain seated/moving up and down the aisle while the bus is moving
 582420840. Not allowing others to be seated.
 582421064. Fighting
 582421232. Throwing objects in or out of the bus
 582421288. Spitting/Littering
 582421904. Unnecessary noise, yelling, or talking too loudly
 582422072. Tampering with the bus equipment/emergency door
 582422352. Inappropriate language
 582422240. Distracting the driver
 582421344. Eating or drinking on the school bus
 582421400. Rude or discourteous conduct
 582420896. Bringing radios, video games, or any other electronic equipment
 582421456. Other infractions that may impede the safety of students
 582421457. Bullying other student(s)
 582421458. Possession of a weapon

If a student breaks a rule, the following consequences are applied:

1. **Warning conference with the student.**

582421680. **Call or note to the parent.**

582421681. **Suspension from the bus – student bus privileges may be revoked at the administration's discretion**

UCPS Transportation Services endeavors to provide safe, on-time transportation for all students. As such, students must partner with bus drivers to ensure a safe and comfortable ride while on the bus and at the bus stop. The information presented here is consistent with the UCPS Code of Conduct {School Board Policy #4-3 AG} for Elementary Students. When violations of the UCPS Code of Student Conduct occur while students are using UCPS Transportation Services, the following disciplinary actions will be applied consistently to all elementary students attending Union County Public Schools.

Level I Infraction Disciplinary Action

1st Referral of Level I Violation	Parent contact: Provide a three-strike detailed history of the student
2nd Referral of Level I Violation	Parent contact; bus privileges suspended for 1 day or equivalent (mornings/afternoons)
3rd Referral of Level I Violation	Parent contact; bus privileges suspended for 2 full days or equivalent (mornings/afternoons)
4th Referral of Level I Violation	Parent contact; bus privileges for 3-5 days or equivalent

****Bus privileges may be revoked at any time by the administration, depending on the severity of the offense (Level II, Level III, & Level IV Infractions).***

*****Parents/guardians are not permitted on the school bus at any time. In addition, parents cannot verbally confront a driver or prevent the driver from completing their route. Any attempt to obstruct the driver will be directed to the Rocky River Transportation Specialist and could result in legal action.***

CAR RIDER INFORMATION

AM CAR RIDER:

Students may be dropped off in the car rider line between 7:00 –a.m. and 7:30 a.m. Students should not be dropped off at the school before 7:00 a.m., as they will not have adult supervision. All students who arrive after the start of the instructional day (7:30 AM) are considered tardy and must be brought to the office to be signed in. The school clock is set to cell phone time and is periodically checked to ensure consistency. The car rider line becomes extremely congested between 7:15 and 7:30. Your child is more likely to be tardy if you are dropping off during this time. We encourage you to arrive between 7:00 and 7:15 to avoid being tardy. You may not park and walk your child across the carpool line unless you plan to enter the school for a meeting or to volunteer. This slows down the carpool line and impacts safety. If you plan to come to the school, we ask that you park in a designated parking space.

****All students who have not entered the front doors by the 7:30 a.m. bell will be considered tardy.***

Car riders are to be dropped off only through the car rider line. **PARKING LOT DROP-OFFS ARE UNSAFE AND UNACCEPTABLE. DROP-OFFS ANYWHERE ELSE ON CAMPUS OTHER THAN THE CAR RIDER LINE ARE ALSO UNACCEPTABLE.**

***Independence Day – Monday, September 14th**

This is the first day all students are expected to walk to class without any assistance during morning arrival. Rocky River staff will be stationed throughout the building to ensure that students safely arrive at their morning destination.

PM CAR RIDER:

Car riders are dismissed in the afternoon through the car rider line only. Parents/guardians picking up students are required to have an official Rocky River pick-up sign. Car rider signs will be available at the front office during the school year. Students will not be put into cars without this sign—**no exceptions!** Cars without signs will be parked, and the person will need to report to the office to present a valid driver's license. If this is someone other than the parent/guardian and there is no change in the transportation note, the parent/guardian will be called to verify the authenticity of the pick-up. If the parent/guardian cannot be reached, the emergency contact person will be called. *All visitors are required to follow the car rider line procedures. Individuals not following school safety procedures will be addressed on an individual basis

Under no circumstances will "walk-up" pick-ups be allowed. Students must stay in the car rider hallway until the parent/guardian has arrived in the line.

Parents are responsible for the timely pickup of their student(s) during regular afternoon dismissal and after-school extracurricular activities.

After School Extra-Curricular Activities: Students participating in after-school extra-curricular activities (tutoring, special programs, etc.) should be picked up promptly at the designated time. Students will not be allowed to continue participation if they are habitually picked up late from these activities.

EARLY DISMISSAL:

Early dismissals are discouraged. Any student dismissed before completing 3 hours of instructional time will be counted absent for the day, and the UCPS Attendance Policy 4-1 will apply. Students released between 11:30 AM and 1:30 PM will receive a PM tardy. **Students will not be released for early dismissal after 1:30 PM.**

EARLY DISMISSAL—INCLEMENT WEATHER:

An important "Action Plan for Early Dismissal" form will be issued at the beginning of the school year. It is to be completed and returned to the school within the first ten days of the school year. Teachers will keep this "action plan" on file, and it will serve as official parental direction for the release of students if school is dismissed early. Guardians are responsible for making changes to this dismissal plan in writing.

TARDY POLICY:

Prompt arrival at school is expected of all students. Students are counted tardy when they arrive at school after the beginning of the school day. When tardy, parents are required to sign in their child(ren) in the front office. Tardy students will not be allowed to enter the classrooms without being signed in.

Students are considered tardy if they have not entered through the front doors by the 7:30 a.m. bell.

When a student accumulates 10 tardies, parents will meet with the school administration to develop a

plan for on-time school attendance for the remainder of the school year. If the parent does not attend the conference and students continue to have attendance concerns, the students will be referred to an attendance counselor and/or social worker.

AFTER-SCHOOL CARE PROGRAM:

Rocky River hosts an after-school program sponsored by UCPS. [Add details.](#)

SCHEDULING/CLASSROOM PLACEMENTS

In preparation for the 2026-2027 school year, we sought input from the counselor, teachers, and administrators at RyRES on each of our students. With the information that we have about each student, we have worked to create balanced classes. We consider each child's strengths, needs, and personality before making a placement.

Every teacher at Rocky River Elementary is highly qualified and enthusiastic about teaching your child(ren). Parents/guardians are encouraged to meet with your child's teacher to discuss any special needs or concerns you may have regarding your child(ren).

COUNSELOR:

Our counselor is available to talk with parents individually. Should you have questions or concerns about your child, please contact Kaitlyn Jackson-Manno at 704.290.1523.

CONFERENCES/CONCERNS/QUESTIONS:

Parents may make appointments for conferences with teachers, the counselor, or administration by telephoning the school office. If at any time you have a concern or question regarding your child(ren), your child's teacher is your first point of contact. Often, students may misunderstand situations, and simple communication between the teacher and the parent will solve a problem. If you have not received communication from the teacher or you are unable to resolve the concern with the teacher, please telephone an administrator at 704.290.1523. All parent-teacher meetings must be scheduled in advance.

CAFETERIA

Breakfast and lunch are served daily. Eating breakfast is not a requirement; however, all students are required to eat lunch. Students may choose to bring lunch from home or get one from the cafeteria. Soft drinks and energy drinks are NOT allowed. Lunch menus are distributed at the beginning of each month or are available on the UCPS website at <http://nutrition.ucps.k12.nc.us/php/menus.php>. **For the 2026-2027 school year, breakfast and lunch will be provided free of charge to all Rocky River students.**

FOOD PRODUCTS BROUGHT TO SCHOOL:

All food products brought to school for student consumption must be commercially prepared, labeled, and packaged. *No exceptions!* This applies to all times when food is brought to school and distribution to students other than a parent's own student is the outcome (e.g., classroom parties). If your child has a food allergy, such as a peanut/tree nut allergy, please contact the school nurse and your child's teacher to take the necessary precautions.

We welcome you to have lunch with your child when you have the opportunity. We request that you not bring food from a fast food establishment or restaurant for your child. Our cafeteria staff works hard to provide healthy, well-balanced meals, and we invite you to enjoy the good meals prepared

here. Drinks with caffeine should not be provided at school.

MEDICATIONS:

The administration of medication to students by employees is permitted only with proper written authorization and instruction from the student's parent/guardian, in accordance with the guidelines outlined in Board of Education policy 4-6, Administration of Medicines. Please refer to the UCPS Elementary Student Handbook for the Administration of Medicines Policy (4-6). **Medication must be brought to the school by the parent/guardian, not the child.**

http://www.ucps.k12.nc.us/BOE/policy_manual/4-06.pdf

DISCIPLINE/POLICY/PROCEDURES

Our school-wide discipline policy is part of our Leader in Me focus.

Rocky River Elementary School Discipline Plan 2026-2027 School Year

All classrooms have the following habits/expectations posted.

We Practice the 7 Habits by LEADing in all areas of the school.

Listening to learn
Engaging in appropriate activities
Acting Safely
Demonstrating Responsibility

School Plan

House points are earned by students, which result in special recognition across the entire school. Each staff member and each student is assigned a house to be part of for their entire time at Rocky River. The four houses are Isibindi, Altruismo, Amistad, and Reveur. Students earn points for academic achievement and behavior. These points accumulate, and the "winning house" is rewarded every 9 weeks.

Individual Plan

In some classrooms, students will be able to move up or down a leader behavior chart during the day. The levels will be:

(4 Points) Blue—LEADER IN EVERY WAY!

(3 Points) Green—READY TO LEARN (all students start the day here)
You're ready to go!
You're on your way!
Set your personal goal today.

(2 Points) Yellow -1st—Verbal Warning
Be in charge of your choices and turn them around
Get your day on proactive ground!

(1 Point) Red—2nd—Reflective Time
Don't get hung up on silly mistakes!
Put first things first, you've got what it takes!

Any behavior infractions after 1 point will result in 0 points, a call home to the parent, and/or a possible office referral. Each student will clip up or down throughout the day to chart their behaviors. At the end of the day, the student will record the numbers 1-2-3-4 in their take-home folder so parents are clearly aware of their daily behavior. If a student is having a few challenging days, the teacher is encouraged to contact the parent to discuss ideas to help increase positive behavior. Any immediate office referral will result in 0 points for the day. Office referrals are for serious and immediate action that is necessary. A parent will be contacted for an office referral follow-up.

Above is our school-wide discipline. We adhere to the policies outlined in the code of student conduct and the board of education policies. This handbook is available online for your review. Students are to review this information with their parents to be aware of the behavioral expectations.

As an additional incentive, students can earn House Points for positive behavior and academic achievements. Each student in the school is a member of a "house," and works to gain points for their house. The houses are: Altruismo, the givers and MVPs; Amistad, the house of friendship; Isibindi, the house of courage; and Reveur, the house of dreamers. At the end of each nine weeks, the house with the most points earns a celebration.

CODE OF STUDENT CONDUCT-Elementary Schools: **Policy 4-3(a)**

Please refer to the UCPS Student Handbook for a copy of this policy. You may also access this policy at: <https://go.boarddocs.com/nc/ucps/Board.nsf/Public?open&id=policies#> .

RYRES DRESS CODE:

Student hair and clothing are to be **non-disruptive** and **appropriate for the learning environment**. Parents will be notified, if necessary, concerning inappropriate hair color/cut and/or dress. The Rocky River Elementary Student Dress Code Policy was established in accordance with UCPS School Board Policy 4-17.

Rocky River Elementary Student Dress Code

Students should dress appropriately for classroom activities. Students should arrive at school neat and clean. The following dress is appropriate and not a distraction to learning:

- Shorts/skirts must be beyond fingertip length
- Pants must be free of holes and at or above the waist (no sagging)
- Shoes must be safe for daily physical education activities/recess. (No flip flops, roller shoes, platform) - preferably closed toe shoes
- Shirts must cover the waistline. If tank tops are worn, the straps must be at least 2" in width.

The following dress is not permitted:

- Shorts and skirts above fingertip length
- Halter tops, spaghetti straps, bare midriffs, "muscle shirts", or mesh/see through tops not covering undergarments
- Tank tops whose straps are less than 2" wide
- Low-cut or revealing tops or blouses

- Clothing with holes or tears above the knee
- Clothing advertising alcohol, cigarettes, or inappropriate language
- Sagging pants - pants, jeans, or shorts are not allowed to be worn hanging down on the hips with undergarments or skin showing
- Head Coverings - Bandanas, hats, headscarves, "doo rags", sunglasses, or hoods (including sweatshirt/jacket hoods)
 - The only exceptions will be for school-sponsored special occasions or religious reasons.

*Parents/Guardians will be notified to bring suitable clothing to school if their student is not adhering to the dress code.

PERSONAL BELONGINGS/VALUABLES:

Please do not allow children to bring toys or other valuable personal belongings to school. iPads, iPods, cell phones, gaming devices, trading cards, etc., are not permitted per policies 14 and 15 found in the *UCPS Student Handbook*. If these items are brought to school and used during the school day, they will be confiscated, and parents will be required to come to school to pick up the item(s). Repeated offenses could result in suspension from school. Cell phones are permitted but must be turned off and in the student's book bag. Bringing money to school, except for school-related charges, is strongly discouraged. Rocky River Elementary Staff are not responsible for any lost or stolen items that students bring to school.

Please write your child's first and last name on all book bags, coats, jackets, lunch boxes, and similar items.

STUDENT USE OF TELEPHONES:

Students will not be called to the office to receive a telephone call. The secretary will take a message and relay it to the student. Parents will be telephoned by school personnel in the event of sickness, injury, or emergency, not the student. Students are responsible for bringing needed materials to school. Parents will not be called to bring items that were left at home to school. In addition, all personal cellphones are to be turned off and placed in the child's backpack in his or her cubby during the instructional day. If students do not comply with this rule, the school administration may retain it and return it to the parent. Students may not take calls, even from parents, during the school day.

CELL PHONES:

If a student brings a cell phone to school, it must be powered off and in their bookbag the entire school day. Parents should not call or text their child; instead, they should communicate with the front office. Students will not be permitted to make calls to anyone or use their phones for any purpose while at school during school hours (7:00-2:30). Violating this policy will result in the phone being taken and returned to the parent outside of the instructional day.

INVITATIONS:

Student birthdays are important to us! As important as they are, birthday parties and other "social" invitations MAY NOT be passed out at school unless an invitation is given to each child in the classroom out of respect for those children who may be left out for one reason or another. *Please do not send balloons or flowers to school due to student allergies.* Instead, consider purchasing a book and donating it to the media center in your child's honor.

LOST AND FOUND:

Lost items that are found are to be turned into the lost-and-found closet. Please label all personal items for proper identification. Periodically, unclaimed articles of clothing and other items will be donated to local

charities.

VOLUNTEERS/VISITOR/FUNDRAISER POLICY

FAMILY ENGAGEMENT TEAM:

Family involvement is an essential element of a child's academic success. RYRES has created a Family Lighthouse Team to bridge the home-school connection and enable parents to make meaningful contributions that support and enhance the total school program. Parents are encouraged to sign up to assist during the school year, and RYRES offers many opportunities for families to take an active role in their child's education, and make 2026-2027 a successful school year.

VOLUNTEER POLICY:

UCPS requires that everyone who volunteers in the school have an approved Volunteer Application on file. All applications must be completed online. You may find the applications on the Union County home page, or feel free to ask the front office staff, and they will help you locate this information. Please note that it takes three to four weeks, sometimes longer, for applications to be processed. If you want to volunteer and participate in activities in your child's classroom and/or chaperone field trips, you **MUST** have an approved application on file. We highly recommend completing an application at the beginning of the school year. Please access this link to complete a volunteer application online:

<https://volunteers.ucps.k12.nc.us/>

FUNDRAISERS:

Rocky River Elementary School will sponsor a variety of fundraisers during the school year. Participation in school fundraisers is optional.

RETURNED CHECKS:

The Union County Board of Education has entered into an agreement with Paylance, Inc. for the collection of all returned checks issued to all Union County School locations. The Board requires that you make sure the following information is on all checks written:

Full Name
Street Address
Home Phone Number
Second Phone Number

If your bank returns your check, it will automatically be forwarded by the Union County Board of Education's bank, directly to Check Redi, after the first presentation. Check Redi will contact you to collect the face amount of the worthless check plus the state-allowed collection fee. The collection fee is currently \$25.00 in our state; however, this fee is subject to change as allowed by law. If you do not respond properly or Check Redi is unable to contact you, Check Redi may re-present your check to the bank electronically, along with applicable collection fees.

FIELD TRIPS:

Each grade level is permitted to take two (2) school-sponsored field trips each year in addition to those sponsored by UCPS. Field trips are for those students in each respective grade level and are an extension of classroom learning. **Siblings of students are NOT permitted to attend school or UCPS-sponsored field trips.** Tickets will only be purchased for students, teachers, and approved parent volunteers selected to serve as chaperones. Parents/guardians who do not have volunteer approval are

not permitted to serve as chaperones or to attend the trip with the students. **All field trips will begin and end on school grounds.** All chaperones must ride the bus with students.

PICTURES:

Strawbridge Studios, Inc. has been selected to photograph our students for the 2026-2027 school year. Individual student pictures are taken twice during the school year, once in the fall and once in the spring.

All students must have their picture taken in the fall. This picture is used for each student's identification badge and for the yearbook. Identification badges are used not only for identification but also for lunch and media center check-out.

NC HEALTHY SCHOOLS:

NC Healthy Schools focuses on improving the health of students and staff by coordinating and providing resources across eight components of school health. With all of these components in place and working together, students will be healthier in school and in class and ready to learn. In healthy schools, children are more alert, more focused on learning, and miss less school. They not only learn better, but also learn lifelong healthy behaviors to prevent the leading causes of death in North Carolina: heart disease, stroke, and cancer. Healthier schools lead to healthier students, which lead to healthier communities. Please visit <http://www.nchealthyschools.org/> for more information.

Thank you for your support of our school and students. Should you need additional information concerning school procedures, please feel free to call the office.