

STUDENT HANDBOOK ADDENDUM

2017-2018



6401 Parkwood Blvd.
Frisco, TX 75034

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WELCOME LETTER

Dear FHS Parents,

Welcome to the 2017-2018 school year!

This Frisco High School Handbook Addendum has specific information relating to school policies, procedures, and guidelines. Please note that this is a campus-specific addendum, and additional information on district policies and procedures can be found in the FISD Student Handbook.

You can find the FISD Student Handbook on the district website. For those families who prefer a hard copy, one can be provided for you. Please contact the front office indicating your desire for a hard copy, and a handbook will be sent home.

Thank you for your continued partnership in the education of your child and for your support of our school. We look forward to another successful year at Frisco High School.

Sincerely,

FHS Administration



SCHOOL VISION, MISSION, AND CORE VALUES

FHS VISION:

Pursue Excellence. Inspire Compassion.

FHS MISSION:

The mission of Frisco High School is to live the Frisco SPIRIT.

FHS CORE VALUES:

SERVICE

PERSEVERANCE

INTELLECTUAL CURIOSITY

RELATIONSHIPS

INTEGRITY

TRADITION

DIVISION OF STUDENTS FOR ADMINISTRATORS & COUNSELORS

Principal: Erin Miller

Associate Principal: Danny Barrentine

Lead Counselor: Leigh Casares (A – Bk)

Alpha	Administrator
A – En	Tai Davis
Ep – Lo	Jenna Gates
Lu – Ri	Jason Jetton
Ro - Z	Jon Boettcher

Alpha	Counselor
Bl - Gi	Mari Harrison
Gl - Ma	Ashley Rutherford
Mc - Ro	Sara Robinson
Ru - Z	Kelli Chandler

SCHOOL ALMA MATER

Dear Frisco High,
We're all for you.
Dear Frisco High,
To you we'll be true.
Dear Frisco High,
We're all for you.
Three cheers for Frisco,
The gold and the blue.

SCHOOL FIGHT SONG

Stand up and sing, Stand up and sing for Frisco High School.
For today, we raise the Blue and Gold above the rest (Rah, Rah, Rah).
Our team is fighting, and we are sure to win this fray.
We've got the rep, we've got the pep, and this is Frisco High School's Day!

SCHOOL COLORS

Royal Blue and Gold

SCHOOL MASCOT

Raccoons

FHS BELL SCHEDULE

Period 1	9:00 am	10:30 am
Period 2	10:35 am	12:05 am
Flex Time	12:10 pm	12:35 pm
Period 3	12:40 pm	2:40 pm
Period 4	2:45 pm	4:15 pm

LUNCH SCHEDULE

	Start Time	End Time
A Lunch	12:40	1:10
B Lunch	1:10	1:40
C Lunch	1:40	2:10
D Lunch	2:10	2:40

Frisco High School has a closed campus lunch policy. Students may not leave campus for lunch. Students who leave campus during lunch are assigned a 3-hour Saturday school detention. Repeated offenses will lead to increased consequences.

If a parent brings up food for his or her student, he or she must wait in the office until the student's lunch period (not Flex) and hand it to the student. We will not allow the student out of class, and we will not allow the parent to just leave the food behind. Food delivery services will not be permitted. Parents can continue to drop off homework, clothes, and other non-perishable items that students may have forgotten.

**CAREER and TECHNICAL EDUCATION CENTER
BUS & BELL SCHEDULE 2017 - 2018**

Period	CTE Center	FHS
0		7:15 – 8:45
1	8:40 - 10:10	9:00 – 10:30
2	10:40 - 12:10	10:35 – 12:05
Flex Time		12:10 – 12:35
3	Lunch at Home Campus 1:00 - 2:30	12:40 – 2:40 Including lunches
4	3:00 - 4:30	2:45 – 4:15

Period	BUS Pick-Up at HS	BUS Drop-Off at CTEC	Start	End	BUS Pick-Up at CTEC	BUS Drop-Off at HS
1	near local elementary school	8:45	CTEC 8:45 HS 9:00	CTEC 10:15 HS 10:30	10:15	10:25
2	10:30	10:40	CTEC 10:45 HS 10:35	CTEC 12:15 HS 12:05	12:15	12:25
3	12:50	1:00	CTEC 1:00 HS 12:40	CTEC 2:30 HS 2:40	1:45	1:55
4	2:50	3:00	CTEC 3:00 HS 2:45	CTEC 4:30 HS 4:15	4:35	near local elementary school

** See bus routes online for information on specific pick-up times at local elementary schools
<http://www.infofinder.com/tfi/address.aspx?cid=F104981938917>

FHS CLUBS/ORGANIZATIONS and SPONSORS

ACADEMIC DECATHLON	Melody Nicholson, Krista Wagner
AUDIO/VIDEO CLUB	Bob Bernet
ATHLETICS /FOOTBALL	Vance Gibson
BAND	David Simon
BASEBALL	Corey Farra
BASKETBALL - BOYS	Andy Steele
BASKETBALL - GIRLS	Rosie Ortiz
BEST BUDDIES	Melanie Newberry, Tami Lewis
BLUE CREW	Lisa Wilson
BPA (Business Professionals of America)	David Chalker
CHEERLEADERS	Lisa Wilson
CHOIR	Tracy Bradstreet
COLOR GUARD	Toby Leikness
COMPUTER SCIENCE CLUB	Scott Kaufman
CROSS COUNTRY - BOYS	Chad Wujek
CROSS COUNTRY - GIRLS	Stacey Shope
DEBATE	Charissa Kellems
DECA	Jamarcus Langston
DRILL TEAM (STARS)	Nicole Funderburg
FFA (Future Farmers of America)	Craig Rounsaville
FRENCH CLUB/HONOR SOCIETY	Meriem Kabani
GOLF	Mary Black
HOSA (Health Occupation Students of America)	Jan Swanson
INTERNATIONAL THESPIAN SOCIETY	Liz Shurr
ISM (Independent Study Mentorship)	Karene Goff
MU ALPHA THETA	Maryam Rafiee, Michael Mai, Lisette Ballero
NATIONAL ART HONOR SOCIETY	Suzanne Blair
NATIONAL HONOR SOCIETY	Cindy Michell
NATIONAL TECHNICAL HONOR SOCIETY	Scott Kaufman
ORCHESTRA	Julie Daniels
POWERLIFTING	Jeff Harbert
QUILL AND SCROLL HONOR SOCIETY	Toni Mitchell
SOCCER - BOYS	Daniel Dollinger
SOCCER - GIRLS	Jaime Leraas
SOFTBALL	Bryan Poehler
STEM	Thor Anderson, Angela Landry
STUDENT COUNCIL	Amy Stanwick, Megan DeWolfe
SWIMMING/DIVING	Andrew Stewart
TENNIS	Brian Woods
TRACK - BOYS	Larry Epstein
TRACK - GIRLS	Stacey Shope
UIL ACADEMICS	Susan Rose
USITT (United States Institute for Theatre Technology)	Zachary Elms
VARSITY CLUB	Andrew Steele, Jacki Steele, Stacey Shope
VOLLEYBALL	Janie Litchford
WRESTLING	Scott Pope
YEARBOOK	Toni Mitchell

Additional clubs/organizations are offered every year based on student interest. A complete list of active clubs/organizations can be found in the counseling office and on the school website. Any student who is interested in starting a new student organization should contact the Associate Principal.

ACADEMICS

Academic Ethics and Plagiarism

FISD expects all students to maintain the highest degree of academic ethics. This requires putting the utmost effort into all class work and assignments and avoiding the ethical pitfalls of plagiarism and cheating.

Plagiarism and Cheating:

Plagiarism and cheating interfere with the assessment and feedback process that is necessary in order to promote academic growth. Education is based on learning specific skills, forming lifelong work habits, and developing mature coping skills according to each student's unique abilities. Stress sometimes propels students to make unethical choices. Students are expected to produce their own work except on projects designated by the teacher as cooperative efforts. Teachers will indicate which assignments are to be cooperative efforts and will establish guidelines for the use of such aids as calculators, computers, word processors and published study guides. If a student is in doubt about the ethical standards applicable to a particular situation, the student is responsible for clarifying the matter with the teacher. Remember, each student is responsible for securing his/her own work.

Plagiarism and cheating include, but are not limited to:

- Submitting material written by someone else or rephrasing the ideas of another without giving the author's name or source.
- Presenting the work of tutors, parents, siblings, or friends as your own.
- Submitting papers, or portions of papers, from the Internet written by someone else.
- Exchanging assignments with other students, either handwritten or computer generated, whether you believe they will be copied or not.
- Using any form of memory aid during tests or quizzes without the expressed permission of the instructor.
- Using a computer or other means to translate an assignment from one language into another language and submitting it as an original work.
- Giving or receiving answers during tests or quizzes.
- Taking credit for group work when you have not contributed an equal or appropriate share toward the result.
- Accessing a test or quiz for determining the questions in advance of its administration.
- Using summaries/commentaries (Cliff notes, Spark Notes, etc.) in lieu of reading the assigned materials.

Consequences

The teacher will notify the parent and Assistant Principal of any student who is caught plagiarizing or cheating. When work is plagiarized or copied from another student, one or both of the students may be penalized.

In addition, the following consequences will be assigned for cheating/plagiarism on **major/minor assignments**:

- **1st Offense**: Student will receive a zero on the major assignment/assessment . The student will be assigned an alternate assignment/assessment to be made up outside of school hours. The maximum grade the student can receive on the alternate assignment/assessment will be a 70%. Retest policy will not apply.
- **2nd Offense (in any class)**: Student receives a zero on the major assignment/assessment, and the retest policy will not apply.
- **Any subsequent offenses** may result in graduated disciplinary consequences in accordance with the campus disciplinary plan as they are often considered persistent misbehavior.

Offenses on daily assignments will result in a zero with no alternative assignment.

Please see the resources below:

- [Alternatives to Cheating and Plagiarism](#)
- [Parental Support](#)

LATE WORK

Late work will be accepted if the assignment is turned in by the next time that class meets. Late work will receive a 15 point deduction per school day from the grade earned. Any assignment turned in beyond two school days late will receive a grade of a zero.

MAKE-UP WORK

Students must collect make-up assignments for all the classes missed on the day they return to school. If a student was aware of an assignment deadline before the absence occurred, the assignment or exam is due the day the student returns to school. Students are allowed to make up assignments or tests missed during any absence.

Examples of the make-up work policy can be found on the following page:

Absent 1 day:

A day	B day	A day	B day
Absent	Return to school. Collect work from “A” day missed.	Turn in makeup work.	

Absent 2 days:

A day	B day	A day	B day	A day
Absent	Absent	Return to school. Collect “A” and “B” day make-up work.	Turn in “B” make-up work.	Turn in “A” make-up work.

Absent 3 days:

A day	B day	A day	B day	A day	B day	A day
Absent	Absent	Absent	Return to school. Collect “A” and “B” day make-up work.	Day to work. No missed work due.	Turn in “B” make-up work.	Turn in “A” make-up work.

Absent 4 days:

A day	B day	A day	B day
Absent	Absent	Absent	Absent

A day	B day	A day	B day
Return to school. Collect “A” and “B” day make-up work.	Day to work. No missed work due.	Day to work. No missed work due.	Turn in “B” make-up work.

FISD RETESTING GUIDELINES

Students will be able to retest grades 84 and below on MAJOR exams for a maximum score of an 85. Students scoring an 85 or above on the original exam will not have an opportunity to retest for a higher grade. **Tests for the purpose of this guideline include major tests ONLY; quizzes, projects, major writing assignments are not eligible for retests.** A grade of a “zero” received on a major test for cheating or a lack of legitimate effort, as determined by the teacher, on the original major test **is not eligible** to be retested.

1. Students will have a window of FIVE school days after the exam is returned to retest. Remediation and retest must be completed by the end of the Five-day window.
2. Requirements to retest, such as attending tutoring sessions and/or completing remedial assignments, will be determined by campus guidelines.

This retest policy does not include:

- CBAP Process (English Language Arts Curriculum Based Assessment Prompt)
- Projects
- Presentations, speeches, lab reports, and writing assignments that fall under the current Project Guidelines

Project Guidelines:

- Any project assigned and included as a portion of the “major assignment” should be assessed using a rubric that is given to the students at the time the project is assigned.
- The project should be broken down into parts, each part given a deadline/due date prior to the deadline of the completed project.
- Each portion should be assessed as the project progresses, providing several measures of progress

in addition to the grade for the final project.

NOTE: A cumulative assessment/test that will count as a major grade given the last week of the last grading period for year-long classes or for one-semester classes **IS NOT SUBJECT TO** the retest guideline since time for remediation and retesting is not available at the end of the semester or end of the school year.

FLEX TIME

Flex Time is a 25-minute block of time each day when students can choose what activity is best for them based on their academic and/or personal needs. FHS students will have the opportunity to seek academic support through teacher tutorials, create peer study groups, complete homework and make-up assignments, attend club meetings, utilize the library, attend study and soft skills workshops, enjoy quiet time listening to music or reading, or socialize with their peers. Students who are in need of extra support in classes will be required to attend teacher-assigned tutorials. Consequences will be assigned for students who do not attend assigned tutorials. Through Flex Time, our students are empowered to make the appropriate academic and social decisions necessary for success at Frisco High School. Flex Time is a great benefit for students who are involved in extracurricular activities or ride a bus to school as students can now access their teachers for support during the middle of each day as needed. In addition throughout the year, Flex Time will also be utilized for pep rallies, class meetings, and school assemblies in order to decrease the amount of instructional time that is used for school-wide activities.

PreAP/AP CLASSES

PreAP/AP classes at Frisco High School are open to all students. Students are encouraged to enroll in classes that will challenge them appropriately, meet their academic interests, and prepare them for their future career goals. **Students are expected to remain in advanced classes after registration; however, if needed at the end of the first six-weeks, students may request a schedule change to an on-level class. The student must submit the appropriate schedule change form within three school days of the last day of the six weeks. Students may obtain the necessary form from their counselor.** The grade the student earned in the first six-weeks will be transferred to the newly scheduled class.

After the first six-weeks' grading period, the next opportunity to drop a PreAP or AP course will be at the end of the semester. The deadline to turn in the appropriate form at semester will be the last FULL day of the first semester. The student and his or her parent/legal guardian must confer with the teacher, counselor, and assistant principal prior to withdrawing from a PreAP or AP class at either of these opportunities. A student will be allowed to move into a Pre AP/AP course with the parent's, current teacher's, and Pre AP/AP teacher's approval; students will be responsible for all summer assignments and previous material covered in the Pre AP/AP class(es).

All students AP classes are expected to participation in the AP exam process. AP exams closely mimic college expectations and help prepare students for that standard of academic rigor. Starting with students who will be entering college in the fall of 2016, Texas public colleges and universities are required to award credit to students who score a 3 or higher on AP exams.

To encourage participation in AP exams, FISD has previously partially reimbursed students for the cost of these exams; however, due to increased costs of doing so, FISD will no longer be able to continue these reimbursements. Students who qualify for free/reduced lunch can speak to their counselor regarding reduced fees for AP exams.

PROGRESS AND GRADING REPORTS

At the end of the first three weeks of a grading period, teachers shall prepare a progress report. Progress reports will be made available on the Frisco ISD Home Access Center (HAC) to make students and their parents/guardian aware of failing grades. Six-weeks grade reports will be posted on HAC by the Friday following the end of the six-weeks grading period. Parents are encouraged to check HAC frequently throughout each grading period for the most current information on their student's progress in a class. Students who receive a grade below 70 at the end of the six-weeks grading period will be suspended from extracurricular activities for the following three-week period.

TUTORIALS

Teachers will be available for tutoring before and after school as their assigned schedule permits for a minimum of 90 minutes per week. Teachers will communicate their tutoring schedule to students in addition to posting it in a prominent place in their classroom. Tutorials will be taught by one or more instructors from the course or department. **Students may go to any teacher in a department to receive tutorial services.** Students who attend tutorials either voluntarily or due to mandatory assignment should be prepared to work on academic assignments. Students who attend tutorials without having appropriate materials may be removed and may receive disciplinary action. **Students who fail to make satisfactory academic progress may be assigned Mandatory Tutorials. Failure to attend Mandatory Tutorials is a violation of the State's Compulsory Attendance Law. Per district policy, students who violate the Compulsory Attendance Law will be referred to Truancy Court.**

Tutorial times will be posted on the FHS website; however, tutorial times are subject to change. Students are responsible for communicating with teachers to avoid scheduling conflicts.

GENERAL INFORMATION

ARRIVAL AND DISMISSAL PROCEDURES

FISD High Schools are organized on a four-period day with 90-minute class periods. School begins at 9:00 A.M. and dismisses at 4:10 P.M., Monday through Friday. Students are under the authority of school personnel when they arrive on FISD property or when students are at a school-sponsored event. Students should arrive no earlier than 7:45 a.m. and no later than 8:54 a.m. Students are considered to be "in school" when they board a bus or step on campus and are not allowed to leave campus without permission from the office. Certain areas of the school will be accessible to students before and after school for specific purposes. Students are required to remain in the area where their activity is scheduled to take place. The cafeteria is the main area for assembly in the morning. Should a student need to leave campus, they will need to report to the front office and follow normal sign out procedures.

Arrangements should be made for transportation home for all students at the end of the school day at 4:10 p.m. **Students not attending a tutorial or an after-school activity should not be on campus after 4:30 p.m. each day. For safety purposes, school doors will be locked at 4:30 p.m. There will be no loitering in the hallways allowed. Disciplinary consequences may occur if found on campus after 4:30 p.m.**

LATE ARRIVAL AND EARLY RELEASE

Students with late arrival should not be on campus until 10:35 am, and students with early release must leave campus by the start of 4th period (2:34 pm). Students not adhering to this will serve disciplinary consequences, and continued abuse of this policy may result in placement in a class during their late

arrival/early release time.

ATTENDANCE

A parent/guardian of a school age child has the responsibility to require that their child attend school regularly. When sickness or other obligation necessitates an absence, **a note signed by the parent/guardian** explaining the reason for the absence **is required** the day the student returns to school. If a student fails to submit a note, the absence will be considered unexcused, and the student will be allowed **three (3) days to submit a written note** (emails acceptable) excusing the absence. **The absence will be unexcused if a parent/guardian fails to provide a note within the specified time.** A student shall be excused from attending school for the purpose of observation of religious holy days, including travel for that purpose, such days shall be limited to not more than one day for travel to and one day for travel from the site where the student will observe the religious holy days. Additionally, a student may be excused for temporary absence resulting from an appointment with a health care professional if that student commences classes or returns to school on the same day of the appointment. **Education Code 25.087; 19 TAC 129.21**

A person required to attend school **may be excused for temporary absence** resulting from any unusual cause acceptable to the Superintendent, the principal, or the assistant principal of the school in which the student is enrolled. Such causes may include but are not limited to: 1) personal sickness; 2) family emergency; 3) documented juvenile court proceeding; 4) Board-approved extracurricular activity; or 5) approved college visitation. **Education Code 25.087**

The student's administrator may not accept more than five parent notes for excused absences and may require doctor's notes in order to excuse an absence. See "Truancy" section for more information on school attendance. Additional modifications to attendance procedures may be needed based on TEA's interpretation of new legislation (HB 2398).

BACKPACKS/BOOK BAGS

Students are highly encouraged to use smaller drawstring bags and small purses for personal items throughout the school day in order to prevent crowded conditions in classroom aisles, hallways, and lunches. Teachers may require students to place their belongings in a designated area in the classroom. Backpacks shall not be left outside the classroom or in the hallways at any time.

DELIVERIES

If a parent brings up food for his or her student, he or she must wait in the office until the student's lunch period (not Flex) and hand it to his or her student. Students will not be permitted to leave class to accept deliveries, and parents will not be permitted to leave food in the office. Food delivery services will not be permitted. Parents may continue to drop off homework, clothes, and other non-perishable items that students may have forgotten.

DRESS CODE

All Frisco High School students are expected to follow the FISD Dress Code standards as detailed in the FISD High School Handbook. Any student in violation of dress code will be assigned the following consequences. Dress code infractions accumulate throughout each school year.

- 1st violation: Warning
- 2nd violation: 1 hour detention
- 3rd violation: Saturday School – 3 hours
- 4th violation: 1 day of ISS and Campus Intervention Team (CIT) meeting
- 5th violation: 2 days of ISS

6th violation: 3 days of ISS

Students who violate the FISD Dress Code guidelines two or more times are subject to more stringent dress code standards (i.e. shirt must be tucked in and belt fastened to keep pants at waist level, garments must extend to or beyond knee-length, etc.) to be assigned by an administrator. Continued dress code infractions are considered persistent misbehavior and may result in placement at DAEP.

DRUG DOGS

As part of Frisco High School's ongoing effort to provide a drug-free educational environment, handlers with trained dogs will periodically patrol the parking lot, hallways, locker areas, dressing rooms, and classrooms. Parking privileges may be revoked if a student refuses to allow a search of their vehicle when requested by administration. The dogs will not search individual persons.

ELECTRONIC DEVICE POLICY

All students will be required to place cell phones in caddies when they enter the classroom at the beginning of each period. Teachers will instruct students when they may get their phones for classroom activities or brain breaks and then put them back. If a student has his or her cell phone on his or her person when the phone should be in the caddy, the phone will be confiscated. Students are allowed to have devices out during lunch in the cafeteria, during Flex time, and between classes. Students or others may not tape record classes without the approval of the teacher and principal. Electronic devices are not allowed in ISS.

Students should not be using their electronic device for phone calls. If the need arises, a student may call from the office phone located at the front of the school. Parents should be cautious when calling or sending text messages to their children during school hours because this may cause the phone to be confiscated.

If a student uses such a device or displays the device during the prohibited time, it will result in confiscation of the device. If a student refuses, for whatever reason, to surrender the cell phone/electronic device, this action will be considered insubordination and may result in a suspension from school. Any cell phone/electronic device use that disrupts instructional time may result in more severe consequences.

Upon confiscation, the cell phone/paging device will only be returned to a parent or guardian. Students who violate the FHS cell phone/paging device policy will face disciplinary consequences (detailed below), regardless of the circumstance under which the policy was violated. A student's administrator may add individual specific cell phone restrictions to these disciplinary consequences as needed.

- 1st Offense Phone confiscated and returned to parent
- 2nd Offense Phone confiscated, \$15 fine assessed and phone returned to parent upon payment of fine
- 3rd Offense Phone confiscated, \$15 fine assessed and phone returned to parent upon payment of fine
- 4th Offense Phone confiscated, \$15 fine assessed, Campus Intervention Team (CIT) meeting scheduled, and phone returned to parent upon payment of fine
- 5th Offense Phone confiscated for the remainder of the school year

It is the responsibility of the student to notify their parent(s) that their phone has been confiscated. At their discretion, parents may set a time to pick up the device and pay the fine, if applicable. Cell phones must

be picked up by 4:30 pm. Devices not picked up by June 1, 2018, at 4:10 p.m. will be disposed of following district guidelines. Electronic device fees must be paid online via My Payments Plus. *Code of conduct discipline can be implemented for violations of using/exhibiting prohibited items.*

Note: Students bring phones and other items to school at their own risk. It is the responsibility of the student to secure his/her belongings. The District will not be held responsible if a phone or other item is lost, stolen, or misplaced, including those that have been confiscated.

ELECTRONIC/VAPOR CIGARETTES

Beginning with the 2013-2014 school year, the FISD Student Code of Conduct has included electronic/vapor cigarettes in its list of prohibited items. These items will be confiscated, and disciplinary consequences will be assigned.

FIELD TRIPS

Students failing one or more classes may be prohibited from attending field trips if they will miss the class they are failing. The decision will be made by the teacher of the class in which the student is failing in consultation with the student's assistant principal.

ID CARDS

All Frisco High School students will be issued one (1) free Student ID card each school year. For safety reasons, students are required to have their student ID card with them at all times. Failure to comply may result in disciplinary consequences.

The process for replacing a student ID is as follows:

1. Visit www.legacystudios.com.
2. Click on "Reorder ID Card" on the bottom right-hand side of the screen
3. Complete the form with the necessary information.
4. Each replacement card is \$5 and once the form has been completed, a student/parent will be directed to PayPal to complete the transaction.

The new ID card will arrive to the home address within 1 - 2 weeks.

LETTER JACKETS

Academic Lettering

One of the ways Frisco High School recognizes and rewards academic achievement is through the awarding of Academic Letter patches. Juniors and seniors at Frisco High School may earn this recognition by meeting the following standards:

1. The student must earn a cumulative 95 or higher weighted grade average for a minimum of four semesters of high school course work. Only juniors and seniors are eligible under this criterion.
2. All classes that count for class rank will be considered.
3. At least one of those four semesters must be completed at a Frisco ISD high school.
4. Students who have less than a 95 weighted grade average after four semesters, but whose cumulative grade average improves to a 95 or higher at the end of any subsequent semester may apply for the award at the end of that semester.

Jackets will be ordered during the same time period as athletic and club letter jackets. Students will be able to order letter jackets after they qualify at the next available ordering time. Students may receive only one academic letter patch during their high school career. Students who are eligible will be notified through the Principal's office.

Athletic, Club, & Organization Lettering

Students at Frisco High School may letter through a variety of sports, clubs, and organizations. Each organization will define its "Lettering Criteria" and distribute to students at the beginning of the school year or season. Students may earn a letter in any of the following activities:

- Varsity Athletics
- Varsity Cheerleading and Blue Crew
- Fine Arts: Arts, Band, Choir, Orchestra, Stars
- UIL Academic Activities: Academic Events, One Act Play
- Student Council
- Yearbook

Jackets will be ordered three times during the 2017-2018 school year through TSR in the FHS cafeteria. Students will be notified by their sponsor should they letter and will receive an information packet at that time.

LOST AND FOUND

Items not claimed from lost and found every Friday by 4:30 pm may be donated to a charity organization.

MEDICATION

The district shall not purchase oral nonprescription medication for students.

All medication must be turned in to the nurse upon arrival to school. A student may be subject to FISD disciplinary action if found with any type of medication.

In order for students to receive *district-approved oral nonprescription medication (Tylenol, Advil, Benadryl, Tums, Cough Drops, & Throat Strips)* while at school, the parent/guardian must complete and sign the Request for Administration of Medication form. Parents must send the age-appropriate medication to school in the original container (smallest container available), which must be properly labeled. The nurse may give up to 10 doses of the district-approved oral nonprescription medications. After students take 10 doses of a medication, the parent/guardian will be notified that a doctor's note will be needed in order to continue to give the student the medication.

All other nonprescription medications must have a doctor's note and must be in the original container, which must be properly labeled. The parent/guardian must complete and sign the Request for Administration of Medication form & send the medication to school.

All prescription medication that cannot be scheduled to be taken outside of school hours may be given at school. Parents must complete and sign a Request for Administration of Medication form, and the medication must be in the original container, which must be properly labeled.

A list of medications that are used in the school clinic is available upon request from the school nurse. Please contact the school nurse with any questions.

PARKING ON CAMPUS

- Drivers are required to register vehicles through the Main Office and obtain a parking sticker.

Stickers are to be displayed while the registered vehicle is parked at Frisco High School. Stickers are to be displayed on the driver's side front window. Stickers are removable and can be re-applied.

- Registration and stickers are \$50 (per year)/\$30 (2nd semester) and are the responsibility of the driver. A fee of \$10 may be charged for replacement stickers.
- Vehicle registration stickers are the property of Frisco High School. Stickers may not be traded, loaned, given away, borrowed or sold. The sticker is intended for the sole use of the student registering the car. If a student driver withdraws from school or the sticker is no longer needed, it must be returned to the office.
- Students are not permitted to park on campus without a sticker. Students should contact the office if you are driving an alternate car without a sticker.
- Students are responsible for any damages caused to school property or other vehicles.
- Care, custody, and control rules/laws apply to all vehicles on FHS property.

The district has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable belief that the vehicle contains articles or materials prohibited by the district. A student's refusal to comply and provide access to a vehicle that they drove to school and parked on school property whenever there is reasonable belief that the vehicle contains articles or materials prohibited by the district will result in the administering of consequences by an administrator that may include Out-of-School Suspension, In-School Suspension, loss of parking privilege, loss of extracurricular activity attendance or participation, and loss of attendance at other school sponsored activities. Students who violate the FHS parking policy will face the following disciplinary consequences, regardless of the circumstance under which the policy was violated.

Parking consequences:

· Standardized at all high schools via guidelines

1st Offense: \$10 Fine

2nd Offense: \$10 Fine

3rd Offense: \$15 Fine

Subsequence Offenses: \$15

Failure to pay fine(s):

Loss of parking privilege

Failure to purchase Parking Permit

Hold List

Office Referral

PEP RALLIES

In order to promote school spirit at FHS pep rallies, students are encouraged to wear royal blue and gold attire. Students who choose to not attend a pep rally for whatever reason must report to the cafeteria. Due to safety/seating concerns, parents may not be able to attend all pep rallies. When parents are allowed, parents must arrive early, check-in to the front office, and sit in the designated area reserved for parents.

STUDENT STAFFING (CAMPUS INTERVENTION TEAM/CIT)

If a counselor, teacher, or administrator determines that a student is severely at risk academically or behaviorally, they may request a "staffing/CIT" to be held involving all of the student's parents, teachers, counselor, and assistant principal. This can be an effective tool in combating serious academic and

behavioral problems. These meetings will be coordinated by a counselor or administrator and scheduled so that everyone may attend.

TARDY POLICY

Tardiness is viewed as a disruption to the classroom environment. Coming in late not only deprives the tardy student of their full learning time, but tardiness also disrupts the education of other students and the effectiveness of the teacher. Promptness and punctuality are skills necessary and beneficial for both school and the work place.

Students who are tardy to any class period will not be allowed to enter without an admit slip from the computerized tardy system. The tardy system will assign consequences as listed:

- Tardy 1-2-3 Warnings
- Tardy 4-5-6 1 hour Thursday Night Live (TNL) detention
- Tardy 7-8 2 hours TNL detention
- Tardy 9 One day In School Suspension
- Tardy 10 Two days In School Suspension
- Tardy 11 Two days Out of School Suspension
- Tardy 12 Further consequences will be assigned. Consequences can include OSS, SOC, and/or Truancy Court

Failure to serve assigned consequences may result in further consequences such as ISS/OSS or truancy charges.

Flagrant disregard for the tardy policy may result in accelerated assignment of disciplinary consequences. Consequences for tardiness are assigned from the cumulative count of ALL combined classes. The tardy count starts over each semester.

TRUANCY

As established in Sub-Chapter C of Chapter 25, Section 25.092 of the Texas Education Code, a student is required to attend each class 90% of the days scheduled in a given semester in order to receive credit for said class. Students who do not meet this 90% attendance code due to either excused or unexcused absences will be notified during the last six weeks of the need to meet with the FHS attendance committee. The attendance committee will determine the amount of time that a student will need to serve in Credit Restoration in order for the student to receive course credit. Credit Restoration includes a \$10 per day fee.

Any student who is not in attendance at least 75% of the time for any course cannot undergo the Credit Restoration process and cannot receive credit for the course(s) in which they are in violation of the attendance code. Additional changes to FHS's truancy procedures may be made based on TEA's interpretation of new legislation (HB 2398).

VISITORS

All visitors must check in the front office. Visitors are not allowed in the building during school business hours except for official business such as obtaining transcripts, diplomas, or as approved by the principal. During the school day, former students and students from other schools not taking classes at FHS may not be in classrooms during student instructional time. Violators will be removed from campus and will be

subject to “no trespassing at any Frisco High School events” for a minimum of 2 consecutive years. Parents may not monitor classroom activities without prior approval of the principal.

VISITOR REGISTRATION SYSTEM

The initial time any visitor comes to school and needs to enter beyond the double door entry, the visitor will need to provide a driver’s license/ID to be scanned.

VISITORS FOR LUNCH

Any person not listed as a student’s contact who wishes to visit that student for lunch must complete a request form at least 48 hours prior to the visit. Requests may be obtained in the FHS front office or on the school website. Visitor requests may be denied by an administrator.

DISCIPLINE ADDENDUM

DESCRIPTIONS OF DISCIPLINARY SETTINGS

1. **Detention:** Detentions are typically assigned as a 1-hour session held on Tuesdays from 7:45-8:45 a.m. and 4:20-5:20 p.m. Additional forms of a detention may include a detention during lunch and/or Flex Time.
2. **In-School Suspension (ISS):** 1 to 10 days in a supervised setting from 9:00 a.m. to 4:10 p.m. isolated from other students, including lunch period. Students who have late arrival or early release will be required to serve from 9:00 a.m. to 4:10 p.m. Attendance at and participation in school activities is suspended. Schoolwork for each teacher is completed in this setting. Work that is not completed will result in additional ISS time until the work is satisfactorily completed. Students must report directly to the ISS classroom or their assistant principal’s office upon arrival at school on days they are assigned to ISS.
3. **Out of School Suspension (OSS):** 1-3 consecutive days in an off-campus setting. Schoolwork must be accepted. Students must turn in their assignments upon their return to school or the FHS late policy will be enforced. Students may not attend any school functions during this time.
4. **Thursday Night Live (TNL):** 1 to 2 hour supervised detention on Thursday afternoon from 4:20 p.m. until 6:20 p.m. TNL is assigned to students who have accumulated excessive tardies. *See FHS Tardy Policy for details.*
5. **Saturday School:** Students may be assigned Saturday school for various discipline issues including, but not limited to, truancy (ex. skipping class, leaving campus during lunch), failing to serve a detention, and multiple dress code violations. Saturday school is held from 9:00 am until 12:00 pm. Failure to attend Saturday school will result in additional consequences.
6. **DAEP Placement:** The FISD Alternative Education Program (DAEP) is provided at the Student Opportunity Center (SOC) at 6928 Maple Street in Frisco. Transportation to and from SOC is the student/parent’s responsibility. SOC provides behaviorally at-risk students with an alternative and innovative instructional environment which helps motivate the student to develop appropriate coping skills. Students assigned to SOC are prohibited from attending any school activities and prohibited from being on any FISD campus during the placement.

7. **Expulsion:** Student dismissed from school for the remainder of a semester or remainder of the school year and will be assigned to the Juvenile Justice Alternative Education Program (JJAEP) in McKinney. The district will provide transportation to the JJAEP.

Students with disabilities are subject to applicable State and Federal law in addition to the code of conduct. To the extent any conflict exists, state and/or federal law will prevail.