HERITAGE HIGH SCHOOL

2018-19 PARENT / STUDENT
HANDBOOK ADDENDUM

14040 Eldorado Parkway • Frisco, TX 75035 • Phone: (469) 633-5900 • Fax: (469) 633-5951
Website: http://schools.friscoisd.org/hs/heritage

Heritage High School does not discriminate on the basis of race, creed, color, national origin, gender or disability

Superintendent: Dr. Mike Waldrip
THE FOUNDATION
Motto

We are... Heritage

Mission Statement

The Mission of Heritage High School is to inspire and prepare students to demonstrate strong character, leadership, accountability, scholastic excellence and service to others.

Vision Statement

We believe in a Commitment to Graduate (C2G®)...
- continuous improvement and lifelong learning
- perseverance and character through successes and failures
- all students can and will succeed

In turn, we believe in...
- a safe learning environment
- cultivating relationships through collaboration among students and staff
- showing Coyote C.L.A.S.S.
- the power of The Pack!

Power of The Pack:
I understand this is not about me
Together we strive to be all we can be
Family is first, we honor this bond
Therefore our strength is above and beyond
We will never surrender but will always fight back
Because Coyotes are Champions and We trust in the Pack!
Coyote School Alma Mater

Our Heritage, Our Pride
As the years are passing by,
We will reminisce and cherish
Our beloved Heritage High
And as we travel down the road that lies before us,
We will look back and see we’ve come so very far
And all our memories and friendships
Will have made us who we are
Our Heritage, Our Pride
As the years are passing by
We will reminisce and cherish
The Maroon and Gold of Heritage High!

School Fight Song

Fight Coyotes, Fight! Fight Coyotes Fight!
Fight for our victory and pride!
We’ve got the will, we’ve got the might!
We’ll be victorious tonight, Her-it-age!
All in the crowd stand up and shout!
Cheer for Maroon and Gold!
We will fight ‘til the end
We will battle, we will win!
Make our Heritage High School proud!

School Colors
Maroon and Vegas Gold

School Mascot

Coyote
ADMINISTRATION & SUPPORT STAFF

Administrative Staff
Mark Mimms, Principal .......................................................... x35901
Rhonda Feather, Secretary ....................................................... x35906
Dr. Katey Gray, Associate Principal/Curriculum ....................... x35902
Kiara Henderson, Assistant Principal, Alpha A – D .................. x35903
Ronnie Sterling, Assistant Principal, Alpha E – La ..................... x35926
Michelle Zurek, Assistant Principal, Alpha Le – Rh ................. x35905
Brent Benningfield, Assistant Principal, Alpha Ri – Z .......... x35904

Counseling Staff
Valerie Harrison, Lead Counselor ............................................. x35912
Denine Hammonds, Alpha A – D .............................................. x35916
Julie Miller, Alpha E – La .......................................................... x35914
Lannis Nelson, Alpha Le - Rh .................................................. x35915
Tina Kao, Alpha Ri – Z ............................................................. x35913

Support Staff
AP Secretary/Benningfield & Zurek – Tonya Francois, ............... x35910
AP Secretary/Henderson & Sterling -- Selena Brandon .............. x35925
AP Secretary/Financial & Gray – April Villa ............................. x35924
Athletic Director-- Kenneth Gilchrist ........................................ x35970
Athletic Director Girls – Deidre Rucker ..................................... x35940
Athletic Trainer -- Jim Kurowski ............................................. x35964
Athletic Trainer -- Taran Sharpe ............................................. x35964
Attendance Clerk -- Cindy Judd .............................................. x35918
Counseling Clerk – Tami Ferrell ............................................ x35911
Data Clerk – Lynn Metts ......................................................... x35907
Digital Learning Coach – Mandi Bush ...................................... x35932
Librarian – Amanda Butler ..................................................... x35922
Library Circulation Desk – Amanda Butler .............................. x32972
Parking Attendant -- Otis Jones .............................................. x25931
Receptionist – Claire Nixon .................................................... x35900
Registrar – Lori Vandenbush .................................................. x35917
School Nurse – Laura Sickels ................................................. x35908
School Resource Officer/SRO -- Frisco Police Officer, Jeremy Petty x35920
SPED Secretary –Jaime Jacobsen ............................................ x35923
Technology Specialist -- Greg Meyers ..................................... x35974
Testing Coordinator – Rebecca Hill ......................................... x35909
Truancy Prevention Facilitator – Jody Lyons ......................... x35919

GENERAL INFORMATION

DELIVERIES & MESSAGES
Please make travel, lunch, clothing and other arrangements with your student before he/she arrives at school. Because of the large number of students enrolled at Frisco ISD High Schools, office staff will accept deliveries for students under very limited circumstances. Office staff will accept delivery of items such as schoolwork, books or class materials in addition to clothing or uniforms needed for class or other school related activities. Messages for students will be accepted only for emergencies or in regard to transportation changes. Office staff will not accept delivery of flowers, candy or gifts for students. Parents or others may arrange for their student to meet them at the front office during passing periods or during the student’s lunch period if they wish to deliver other items. Our fire detection system includes laser beam technology that can be activated by released helium. Therefore we ask that helium filled balloons not be brought into the building.

CLOSED CAMPUS
Heritage High School is a closed campus. During the lunch periods, students are to remain in the cafeteria. All other areas are considered unauthorized areas. Students are not permitted off campus at any time unless a parent/guardian provides a written request. Disciplinary action will be taken for students who leave campus without permission. Attendance personnel will verify all requests.

VISITORS
All visitors to the campus that are going beyond the security doors of the front office will be required to present their Drivers License so it can be scanned and checked against the National Database of Registered Sex Offenders. Parents and other visitors are welcome to visit the District’s schools. All visitors must first report to the main office to sign in and obtain a visitor's badge. Visits to individual classrooms during instructional time are permitted only with prior approval of the principal and teacher, and such visits are not permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment.
HOLD LIST
Students who have lost textbooks or who owe fees/finelines will be placed on the Hold List. Students will not receive a class schedule during August registration until all items are cleared from the List.

VERIFICATION OF ENROLLMENT AND ATTENDANCE (VOE) FORM
To obtain a driver license, the Texas Department of Public Safety must be provided with a VOE form for the purpose of verifying that a student has 90 percent attendance in each course for the semester. Please see HHS Attendance Clerk, Cindy Judd in the front office to request a VOE form. Please provide at least a 24-hour notice.

ARRIVAL AND DISMISSAL PROCEDURES
HHS classes begin at 9:00 a.m. and dismisses at 4:15 p.m., Monday through Friday. Students are under the authority of school personnel when they arrive on FISD property, or anytime students are at a school-sponsored event. 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 and signing out with HHS Attendance Clerk, Cindy Judd in the front office. All students are required to report to the HHS cafeteria unless attending a scheduled morning tutorial. Students are not allowed to be anywhere other than the cafeteria or designated area unless granted permission from a teacher or administrator. Should a student need to leave campus, they are required to report to the front office and follow normal sign out procedures. Students should not be on campus prior to 8:00am or after 4:45 p.m. unless accompanied by a staff member or attending an approved extra-curricular activity.

LATE ARRIVAL AND EARLY RELEASE
HHS juniors and seniors who are on track for graduation with regard to both credit and EOC requirements may sign up for either late arrival or early release. Students who opt for either must have transportation and may not be on campus when they are not scheduled in a class. Any student unable to leave campus immediately after their last class will not be permitted to have early release. Students with late arrival should not be on campus until 10:40 am, and students with early release must leave campus by 2:50 pm. Students not adhering to these guidelines are subject to disciplinary consequences, and continued abuse of this policy may result in placement in a class during their late arrival/early release time.

HERITAGE HIGH SCHOOL - STUDENT PARKING
As a part of new FISD Regulations, a Frisco ISD High School student parking permit will cost $50 for the year and $30 for the Spring Semester only. A Frisco ISD High School student parking permit may be purchased through MyPaymentsPlus. You may also pay with cash or check if necessary in the Heritage Front Office. Passes will be issued at Heritage High School. You must show proof that you have a current driver’s license and insurance. A parent must sign the form so you may need to take this form home and bring it back at a later time. If permit is purchased online, please bring receipt of payment with you along with your registration form. This form must be submitted — regardless of payment method. You will bring the form back to HHS Financial Secretary, April Villa in the front office. The registration form will be available in the front office for those who do not obtain one at schedule pick up.

All students who plan to park at Heritage High School will be required to register their vehicle and obtain a parking permit which must be displayed while the vehicle is on campus. If a student’s parking permit is lost or destroyed, the student will be required to pay $10.00 for a replacement permit. The theft of a parking permit is a violation of the student code of conduct and will result in consequences consistent with the Heritage High School discipline management plan. No unlicensed drivers will be allowed to park or drive on the Heritage High School campus. Student parking will be located in the West Student Lot and the East Student Parking lots only. The East Student Parking Lot is divided between the A Lot and the B (Band) Lot. After the Fall Semester, Students are allowed to park in the B (Band) Lot. The North and South side of the Heritage High School is reserved for faculty/staff members and visitors. Students are not permitted to park on the North and South side of the Heritage High School. All students are required to leave their vehicle and the parking lot area immediately upon their arrival at school. All students are required to have permission from an administrator to go to their vehicle during the school day. Students who must leave campus during the school day are required to sign out in the office after obtaining permission to leave school. Students are required to sign back in upon their return.

1. $50 - First & second semesters gives students approval to park in designated spaces during school hours.
2. $10 - Replacement fee if lost, stolen, or misplaced permits, grounds for Revocations listed above. The parking fee is non-refundable once the semester begins or if the parking permit is revoked. Students are responsible for safeguarding their permits.
3. Fines for not having sticker and/or not parking in designated student parking areas are listed below. After receiving a violation notification for not having a sticker, the student must go to the HHS Financial Secretary, April Villa, within 3 days to pay the fines.
4. Failure to pay fine(s)
   * Loss of parking privilege
   * A hold at registration
   * Graduation and/or Prom hold restrictions
5. All vehicles parked on campus must have a valid parking sticker. The sticker must be affixed in the lower right hand corner of the windshield (across from registration and inspection sticker). Failure to display the sticker correctly may result in administrative discipline that is listed below in the consequences section.

6. Temporary permits will only be issued to students who have purchased and displayed an Heritage High School parking permit.

7. Using a sticker other than your own is a serious violation. You may not give your sticker to another student. If theft and use of another’s sticker is involved, the SRO will be called upon to investigate and driving privileges of the driver in question will be revoked. The parking fee paid is non-refundable.

8. Students involved in before/after school extra-curricular activities may park in the West Student Parking Lot. All other students will park in the East Student Parking Lot A. You may not back into a parking space and have the car headed the wrong direction. You must park within the lines.

9. There is to be no parking where the curbs are painted red (fire lane). It may result in a citation being written by the Frisco Police Department/Student Resource Officer.

10. Do not park in bus lanes, loading zones, visitor parking, handicapped parking, or teacher parking.

11. Anyone speeding in the parking lot, continued and willful disobedience of parking lot rules especially those relating to speed exceeding 10 MPH, parking the fire lands or handicap spaces, sitting in car, loitering, littering, parking in areas not designated for student parking, or improper displaying of the parking permit, theft or damage to school property will have their parking privileges revoked. The parking fee paid is non-refundable.

12. Students are to leave their automobiles and clear the parking lot as soon as they have parked their vehicle. At no time are students permitted in the parking lot during the school day without a pass signed by an administrator.

13. No students will be allowed to ride or be transported in the back of a pick up truck while on the HHS campus.

14. If you have received a violation, you may be asked to show proper ID – Driver’s license and proof of insurance.

15. If you are driving a different car other than the one we have on record, please let the front office know as soon as possible. Vehicles without valid permits will have a warning sticker applied.

16. Possession of a weapon or possession, use, sale or the distribution of alcohol, drugs or controlled substances, drug paraphernalia, or any other contraband will have their parking privileges revoked. The parking fee paid is non-refundable.

17. The district has the right to search a vehicle driven to school by a student that is 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/or loss of attendance at other school sponsored activities.

18. Frisco ISD declare no responsibility for and assume no liability arising from fire, theft, vandalism, damage or loss of any vehicle or any article left therein while located on school district property or while in intow.

BICYCLES AND OTHER PERSONAL TRANSPORTATION DEVICES
Students may ride their bicycles to school when the weather permits. Students are encouraged to walk their bicycles for safety reasons where appropriate. Bicycles are to be parked and locked in the bike racks provided on the North side of the school.

Skateboards, skates, scooters, roller blades, RipSticks, and Hoverboards are not allowed on school property, including FISD buses. These items should not be brought to school and may be confiscated, with parents required to pick them up.

BACKPACKS/BOOKBAGS [updated 08/17/18]
Any bag brought to class must be small enough to not impede movement in the classroom.

CARE OF VALUABLES
Each student enrolled at HHS shall be personally responsible for his/her valuables. The school will assume no responsibility for articles that are lost or stolen. Students are advised not to bring expensive jewelry, money in large amounts, or other valuable possessions to school. Valuables that must be brought to school should be kept locked in the student’s locker or on the student’s person at all time. During PE, athletics, dance or other classes that require the student to change clothes, valuables should be kept in a locked locker.
ELECTRONIC HOME ACCESS CENTER
All FISD secondary schools participate in the Home Access Center, a web based communications system that allows parents and students to obtain information online regarding the student's current grades as well as assignment information. Teachers are required to update their information every week. Teachers may also include additional information as they deem appropriate. Students and parents will be given instructions regarding utilization of this system at the beginning of each school year.

MEDICATION /CHANGE IN MEDICATION POLICY:
Students are not allowed to have any medications in their possession at school. This includes prescription meds, over-the-counter meds, vitamins, and herbs. A student in possession of medicines may be subject to discipline. Medications to be administered to students during school hours must be turned in to the nurse or an administrator upon arrival at school. Please refer to the FISD 2018 - 2019 Student Handbook for further information regarding this policy.

HEALTH PROBLEMS
If a student has a health problem we need to be aware of, such as arthritis, scoliosis, hearing loss, heart problems, diabetes, allergies etc., please notify HHS School Nurse, Laura Sickels at 459-633-5908, so we can work together in making necessary adjustments to ensure each student's success at Heritage High School.

2018-2019 GRADING PERIODS & BELL SCHEDULE

<table>
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<tr>
<th>GRADING PERIODS</th>
<th>A/B REGULAR DAY</th>
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<tbody>
<tr>
<td>1st</td>
<td>Period 1A &amp; 1B</td>
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<td>2nd</td>
<td>Period 2A &amp; 2B</td>
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<td>3rd</td>
<td>Activity Period</td>
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<tr>
<td>4th</td>
<td>Period 3A &amp; 3B</td>
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<td>5th</td>
<td>Lunch A</td>
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<td>6th</td>
<td>Lunch B</td>
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<td>Lunch C</td>
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<td>Lunch D</td>
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<td>Period 4A &amp; 4B</td>
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Character Leadership Accountability Scholarship Service
ATTENDANCE

COMPULSORY ATTENDANCE/TRUANCY
Please refer to http://www.friscoisd.org/about/resources-and-information/school-attendance for the most recent attendance/truancy information.

SEMESTER TARDY POLICY
Tardiness is viewed as a disruption to the classroom environment. Entering a classroom late not only deprives the tardy student of learning opportunities, but disrupts the education of his/her peers. Promptness and punctuality are skills necessary and beneficial for both the school and the workplace. Students who are tardy to any class period will not be allowed to enter their assigned classroom without an admit slip from the office. Consequences as listed below:

Tardy 1 – 3: Warning
Tardy 4 & 5: Thursday Night Live (ThNL), Parent Notification
Tardy 6 & 7: Saturday School ($15 fee), Parent Notification
Tardy 8: Day of In School Suspension (ISS), Parent Notification & CIT with Truancy Coordinator
Tardy 9+: Determined by Truancy Coordinator

*** Campus Consequences for tardiness are assigned from the cumulative count of all classes for each semester. For the purpose of truancy court, a cumulative count will be taken of all tardies in each class for the full school year and four tardies in a single class period will count as 1 unexcused absence, as outlined in Texas Compulsory Attendance Education Code.

STUDENT BEHAVIOR AND CODE OF CONDUCT

SCHOOL DANCES
School dances are designed to provide a healthy, safe, respectful and enjoyable environment for students to socialize. It is the responsibility of each student to read, understand and abide by the guidelines set forth on the school dance waiver. The following procedures have been established to ensure the enjoyment and safety of all students.

1. Before purchasing a dance ticket, ALL students must sign a waiver regarding HHS school dance procedure, including appropriate dance behavior.
2. Students bringing a guest from another school will be required to complete a guest dance form for approvable before the guest ticket can be purchased. Invited guest are expected to arrive with and remain with their host while attending the dance. It will be the responsibility of the HHS students to ensure that their guests adhere to all expectations as defined in the school dance waiver.
3. Inappropriate dancing of any kind will not be permitted (including, but not limited to; twerking, freaking, grinding, front to back) or dancing in a sexually explicit manner.
4. Attire must meet the expectations as defined in the HHS dance waiver and/or the FISD dress code policy.
5. Students may not leave the dance early unless parent(s) are notified by an administrator. Any student who leaves the dance, for any reason, will not be permitted to return to the dance.
6. Inappropriate conduct by a HHS student or their guest will result in immediate removal of one or both parties from the dance.
7. All students purchasing a ticket must be in good standing with HHS and FISD. Administration reserves the right to deny any student(s) from attending a HHS dance.

DISCIPLINARY SETTINGS

1. Thursday Night Live (ThNL) Cafe – 2 hour supervised detention on Thursday afternoon beginning at 4:20 p.m.
2. In-School Suspension (ISS) Room F108 - 1 to 10 days in a supervised school setting from 9:00 a.m. to 4:15 p.m. Students must attend all 4 class periods on the HHS campus. Students will not be permitted to observe late arrival, early dismissal (including job related needs) or attend an off campus classes. Students may not be permitted to participate in or attend school activities during the duration of placement in ISS.
3. Out-of School Suspension (OSS) - 1-3 days off campus under parent supervision. The suspended student may not attend any Frisco ISD school related function during the duration of placement in OSS.
4. Saturday School (SS) Front Entrance of the School - 3 hours of supervised study time on Saturday morning from 9:00 a.m. to 12:00 noon. A cost of $15.00 will be charged for any student assigned to attend SS. All SS payments should be paid in full on or before the Friday before the assigned SS date. Payments should be submitted to HHS Financial Secretary, April Villa in the front office. Students will be placed on hold list for non-payment.
5. DAEP Placement – Please refer to the Frisco ISD Student Handbook.
6. Expulsion - Please refer to the Frisco ISD Student Handbook

HIGH SCHOOL DRESS CODE

- “Sagging pants” are not allowed. Jeans, slacks, shorts and all other pants must be worn at or about the waist at all times. Even if a shirt is extremely long, the pants must be worn at the waist. Undergarments should not be visible at any time.
- Tears, frayed or ragged edges, and holes must be below fingertip length on any article of clothing.
- Sunglasses, caps, hats, bandanas are not permitted to be worn in the building.
- Clothing should be worn for the purpose for which it was designed. No undergarments or pajamas are to be worn as outerwear.
- Shoes must be worn; house shoes are not permitted. Tennis shoes must be worn in physical education classes.
Shoes with wheels are not allowed.
- Earrings and single nose studs are permissible. All other visible body-piercing jewelry or ornaments are prohibited.
- Dresses, skirts and shorts that extend to or below the students’ fingertips when their arms are held to their sides are acceptable.
- Tights, leggings, jeggings, and other form-fitting pants must be worn with dresses, skirts, shorts, or shirts that extend to or below fingertip length.
- See-through, bare midriff, halter-type, shoulder-baring (unless they have at least a 2” shoulder strap), or spaghetti strap blouses or any revealing or low-cut clothing is not permitted. Shirt hems should extend well below the waist of pants/shorts/skirts whether in a sitting or standing position.
- Underwear-type sleeveless shirts, athletic tank tops and jerseys with large arm holes, beach wear, swim wear, halter tops, and tube tops are not appropriate or acceptable. Shoulder straps on tops and other clothing must be a minimum of two inches in width and must cover the undergarments.

Students in violation of the student dress and grooming code will be expected to change to appropriate attire (provided by the school) when violations are brought to their attention. Students will not be allowed to leave campus for the purpose of changing clothes; however they may have a parent or guardian bring a change of clothes from home. Students who fail to meet this requirement of compliance with Dress and Grooming Code will be sent to the office for disciplinary action and may spend the remainder of the day in In School Suspension.

Students who persistently violate the dress code may be held to a higher dress standard. Students are expected to be in compliance with the dress code at any school-related event or activity; school officials have the authority to ask them to leave if they are inappropriately dressed. Note: The principal, in connection with the sponsor, coach or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity and may impose higher standards.

POSSESSION & USE OF ELECTRONIC COMMUNICATION DEVICES

Cell phones or other electronic devices used for communication are banned from use during ALL TEST administrations. Phones or other electronic devices may not be kept in pockets, jackets, purses, backpacks, etc. within the designated testing classroom. A student discovered to be in possession of a cell phone or other electronic device once testing has begun may be subject to disciplinary actions and the test in progress marked “no score.”

When a test is not being administrated, students may utilize electronic communication devices in the classroom for educational purposes only when the teacher deems appropriate. Each teacher will designate the BYOD expectations for the class period using a stoplight:
- **Red:** Devices must be POWERED OFF, not just on silent or vibrate. Teacher should remind students once at the start of class to power off their devices. **NOTE:** The teacher will confiscate a device from a student who is using the device during a “red” class period, and a consequence will be assigned. See the list of offenses below.
- **Yellow:** Devices are FACE DOWN on the corner of the desk. They must be on silent or vibrate. Devices will only be touched with permission from the teacher. Students may ask to use their devices when they feel it is appropriate to enhance the lesson or their learning.
- **Green:** Students may have devices out and use them without asking first AS LONG AS they are used to enhance the lesson/assignment. Student must stay on task. Devices must be on silent or vibrate.

Use of electronic communications devices during the school day is a privilege. Adherence to the guidelines is essential to maintaining an academic environment and the integrity of the classroom. Students must comply with staff directives, including but not limited to, using appropriate device volume. When in use, devices must be on vibrate or silent mode so that no audible tone is heard. Using functions on electronic devices in any manner that disrupts the educational environment, from within or from outside the classroom, or violates the rights of others, including, but not limited to using the device to cheat, violate school conduct rules, harass or bully staff or students or use their device for unlawful purposes will be subject to disciplinary action, up to and including suspension, expulsion and will be reported to the local authorities.

Cell phones and other personal electronic communications devices that are being misused will be confiscated. Confiscated cell phones and electronic devices will only be returned to a parent or guardian with no exceptions. Students who violate the Frisco ISD/Heritage High School cell phone/electronic device policy will face disciplinary consequences (detailed below), regardless of the circumstance under which the policy was violated. 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.

**First offense** – Phone confiscated and returned to a parent.
**Second and Third offense** - Phone confiscated, $15.00 fine, and phone returned to parent upon payment of fine.
**Fourth offense** - Phone confiscated for the remainder of the semester or school year and a $15.00 fine assessed.

Note: Students bring phones and other items to school at their own risk. Frisco ISD/Heritage High School will not be held responsible if a phone or other item is lost, stolen, or misplaced, including those that have been confiscated. Please refer to [http://www.friscoisd.org/about/resources-and-information/student-handbooks](http://www.friscoisd.org/about/resources-and-information/student-handbooks) for further information.

**FRISCO ISD/HERITAGE HIGH SCHOOL BULLYING/HARASSMENT/HAZING GUIDELINES**

Please refer to the 2018-2019 Frisco ISD student handbook for detailed information and procedures for reporting.
SCHEDULE CORRECTION POLICY AND GRADES
To support academic success, our goal is to have all students in appropriate classes as quickly as possible. Schedule change requests must be submitted to the appropriate counselor during the designated schedule change period. Schedule changes will only be considered for the following six criteria:

1) an incomplete schedule
2) course already completed
3) enrolled in a course not requested
4) program change (sports, band, etc.)
5) missing graduation requirement
6) course level change (See note below)

Note: Pre AP/AP classes are the only classes that may be dropped at the end of the 1st six weeks grading period of a course or at the end of the semester. This change will occur only if the teacher, student and parent concur on the change.

GRADING SYSTEM
Student academic evaluation is achieved through the use of a grading system. An average grade of 70 is required for successful completion of a course. The grading system of the Frisco Independent School District shall be in accordance with the following scale:

- A = 90-100
- B = 80-89
- C = 70-79
- F - Below 70

All courses will use a uniform grading scale divided into three categories as follows:

- Major Grades – 50%
- Minor Grades – 30%
- Daily Grades – 20%

One-half credit may be earned in one semester. Students who fail one semester of a course may:

- Take the semester failed when offered to gain a passing grade.
- Be permitted to continue the course and by cumulative grade average pass the unit. Grades from correspondence courses, credit by exam, summer school or credit recovery can NOT be averaged with regular session semester grades to earn credit for both semesters of a year long course.
- If the course is not a required course, the student may choose to take another elective.

Students enrolled in their first year of a cooperative education classes are not eligible for partial credit unless they complete the entire year. Students in the second year of a cooperative education class may earn credit for only one semester of enrollment in a cooperative education class. Grade reports are distributed each six weeks, usually by the Friday following the end of the grading period. Progress reports to parents are sent out at three-week intervals.

PROGRESS AND GRADE REPORTS
Three-week progress reports and six weeks grade reports will be made available on the Frisco ISD Home Access Center to make students and their parents/guardian aware of failing grades.

Students who receive a grade below 70 at the end of the six-weeks grading period will be suspended from extracurricular activities. (for guidelines refer to the academic eligibility guidelines in the 2018-19 FISD student handbook) NOTE: Students who receive a grade below a 70 in any PreAP and/or AP class and have met required criteria may obtain a one-time waiver from the principal to remain eligible.

RESOLUTION OF INCOMPLETES
All “I”s per six weeks should be resolved no later than 4:20 p.m. on Friday of the next week following the last day of the just completed six weeks grading period. Exceptions to this guideline involving extenuating circumstances require the approval of the principal. Also, students who participate in UIL activities should refer to the academic eligibility guidelines in the 2018-19 FISD student handbook.

GRADING GUIDELINES
Grades will be divided into three categories according to district policy and generally are defined as:

Major – 50% Academic summative measurements of accumulated knowledge and skills over a longer period of time following in-class and at-home practice. There will be a minimum of two in a six weeks grading period which may consist of tests, projects, presentations, or major writing assignments.

Minor – 30% Academic measurements of knowledge and skills following in-class and at-home practice. There will be a minimum of two minor academic measurements in a six weeks grading period which may consist of quizzes, projects, presentations, labs, essays, or in-class assignments.

Daily – 20% Daily skills practice divided into the following categories

- Preparedness – The ability to create an efficient system that allows you to manage materials and be prepared for learning.
- Participation – The ability to engage in required classroom tasks such as group work, class discussion, or individual practice.
- Punctuality – The ability to follow a schedule and meet deadlines.
Practice - The ability to recognize, record, and organize important information or apply skills from classroom lecture/ outside readings
These skills collectively will be taught, reinforced, and assessed a **minimum of four** times in a six weeks period.

**Project Guidelines:**
Any project assigned should be assessed using a rubric and provided to the students at the time the project is assigned. The rubric outlines the knowledge and skills of which the students will be assessed. Students may have “checkpoints” leading up to the due date of the project which may be reflected in the daily/minor category but not as part of the overall project grade.

**ACADEMIC POLICIES**

PLEASE REFER TO THE FRISCO ISD STUDENT HANDBOOK FOR THE MOST UPTODATE INFORMATION CONCERNING THE FOLLOWING AREAS OF ACADEMIC POLICIES.

- Make-up work guidelines
- Make-up test and re-test guidelines
- Re-test guidelines
- Plagiarism
- Cheating
- Consequences for academic dishonesty

**FIELD TRIPS**
Students failing one or more classes may be prohibited from attending field trips if they would 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. All other field trip questions should be directed to HHS Assistant Principal, Kiara Henderson.

**SENIOR ACTIVITIES**
All graduating seniors will be allowed to participate in the graduation ceremony, Senior Day or other similar events. Early graduates, however, will not be allowed to attend the prom unless they are a guest of a currently enrolled senior. Students who graduate in more than four years will not be allowed to attend senior activities except under extenuating circumstances with approval of the campus principal.

- **Graduation & DAEP Placement:**
  Seniors who are placed for disciplinary reasons in the DAEP at the Student Opportunity Center through the last day of instruction for the current school year **may not participate** in graduation ceremonies. Seniors on the ACE (Academic) side of the Student Opportunity Center must have completed all coursework and requirements outlined by the home campus prior to the first graduation rehearsal in order to be eligible to participate in that campus’ graduation exercises.

- **AP Exam Reimbursement:**
  Please refer to the 2018 – 19 Frisco ISD Student Handbook.

- **Valedictorian and Salutatorian Requirements:**
  Each district high school shall have a valedictorian and salutatorian. Candidates shall be in attendance at the awarding high school continuously, commencing with enrollment no later than the first day of the second six-week grading period of the student’s junior year until graduation. The valedictorian shall be the eligible graduate with the highest GPA; the salutatorian shall be the eligible graduate with the second highest GPA.

  In the case of a tie, the tie shall be broken with the following series of tiebreakers:
  1. Count the number of AP classes taken (the highest number shall be declared the valedictorian)
  2. If still tied, add to this count the number of Pre-AP courses taken.
  3. If still tied, average the junior and senior years only.

  **Note:** For more information of weighted grades please see High School Academic Catalog/Course Guide.

- **Speaking at graduation**
  The district has the right to limit a student's participation in graduation activities for violating the district’s Code. In order to be considered as an eligible student speaker at graduation ceremonies, a student shall not have engaged in any serious misconduct in violation of the district’s Code, including an out-of-school suspension, removal to a DAEP, or expulsion during his or her last semester. (For information regarding a student assigned to DAEP at the time of graduation see DAEP – Restrictions during Placement.

**GRADUATION PROGRAM**

Under the Foundation High School Program (FHSP), students have the opportunity to build on the FHSP by earning Endorsements, Performance Acknowledgements, and a Distinguished Level of Achievement. Students will need to declare their preferred endorsement area, in writing, by the beginning of their 9th grade year. Students will be able to change their endorsement at any time. An endorsement is basically an opportunity for students to select a “major” during their high school career. An endorsement can be earned by taking additional courses in Career and Technical Education (CTE) or by taking additional non-CTE courses specified within the endorsement requirements.
The endorsement areas are:
- Arts & Humanities
- Business & Industry
- Multidisciplinary
- Public Service
- Science, Technology, Engineering & Math (STEM)

NOTE: To earn the STEM endorsement students MUST take Algebra II, Chemistry & Physics in concert with other Foundation + Endorsement Program requirements.

FISD offers courses to meet endorsements in all areas. There are specific course requirements in the foundation curriculum based on the Endorsement selected.

A student may elect to graduate without an endorsement under the high school foundation plan with school administrator approval after the student’s sophomore year. The student and the student’s parent or guardian must be advised by the school counselor of the benefits of graduating with one or more endorsement and the student’s parent or guardian must file written permission with the high school allowing the student to graduate without an endorsement.

More specific information about the graduation plans and the endorsements may be found at: 
http://www.friscoisd.org/departments/guidance-and-counseling/academic-advisement/graduation-plans

Dream - Believe - Achieve - Remember

CLUBS AND ORGANIZATIONS

Student activities are considered to be an integral part of the Heritage curriculum. These activities are designed to meet the varied interests of the student body. All students are encouraged to participate and take an active part in these activities. Student clubs and performing groups such as band, choir, drill team and athletic squads may establish codes of conduct and consequences for misbehavior that are more strict than those for students in general. All Heritage sponsored clubs and organizations must be supervised by a school faculty or staff member.

- Academic Decathlon (AC DEC)
- Academic UIL
- Academic Training
- Band
- Baseball
- Basketball
- Broadcast
- Business Professional of America (BPA)
- Cheerleading
- Chess Club
- Choir
- Color Guard
- Coyote Crew
- Debate
- DECA
- Drama Club
- Football
- French Club
- Friends of Rachel
- Future Farmers of America (FFA)
- Future Scientist & Engineers (FUSE)
- Golf
- Hightoppers
- National Art Honor Society
- National French Honor Society
- National Honor Society (NHS)
- National Technical Honor Society
- Orchestra
- Philanthropy Club
- Powerlifting
- Soccer
- Softball
- Spanish Club
- Student Council
- Swimming & Diving
- Teen Leadership
- Tennis
- Track/Cross Country
- Volleyball
- Wrestling
- Writers Club
- Yearbook