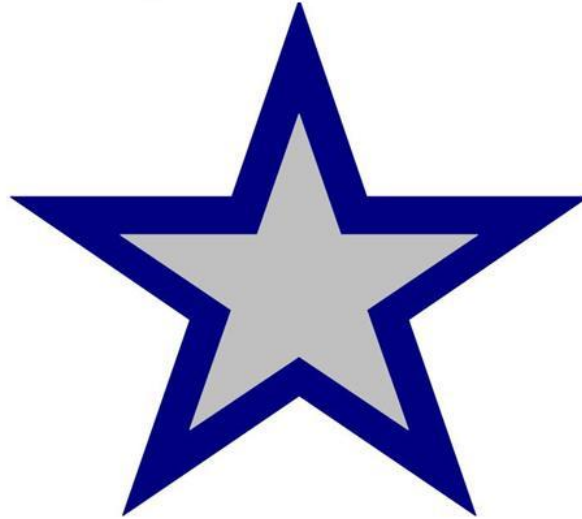


# ***Lone Star*** High School



# **Student Handbook Addendum** **2017 - 2018**

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**Purpose**

The purpose of this handbook is to inform the Lone Star High School students about procedural aspects of LSHS. **Please refer to the full FISD Student Handbook and Student Code of Conduct for further explanation and details of FISD policy.**

## **Section 1: LSHS Foundations**

### **Motto**

**One Mission  
One Nation**

### **Mission**

To Educate & Graduate the  
Lone Star Nation

### **Vision**

Together, we will do everything the Lone Star way.

### **Belief**

*We Believe...we are all teachers and we are all  
learners...TOGETHER!*

### **Campus Commitments**

- Commitment to Graduate
- Commitment to a Kind, Compassionate & Understanding Ranger Nation
- Commitment to Character

### ***The Lone Star Spirit***

**STRENGTH  
INTEGRITY  
LOYALTY  
STEWARDSHIP  
PERSEVERANCE**

Students are nominated and voted on quarterly for each of these traits by the staff of LSHS. Quarterly winners are announced through Round-UP and displayed in the designated trophy case. Seniors are nominated by all students and selected by staff for annual recognition in the yearbook.

# **Lone Star High School**

## **Alma Mater**

Frisco Texas is where we are.  
Nothing shines brighter than our Lone Star  
We take pride in this great land.  
Together as Rangers we do stand.  
One Ranger, One Mission is our song.  
Fearsome, united we are strong.  
The eyes of Lone Star watch over you.  
Always to her we will be true.

## **Fight Song**

We are the Lone Star Rangers  
Fierce, Brave and Strong  
Call the Posse  
Let's make a stand  
For our Lone Star Land!  
We are the Lone Star Rangers  
Defend the Pride  
Guns Up Rangers  
Silver & Blue to the end.  
Lone Star Nation Strong!

## **Colors:**

Silver  
& Blue

## **Mascot:**

RANGERS

## Division of Administrators & Counselors

Karen Kraft – Principal		Abby Cole – Lead Counselor	Students A, FC Dallas
Keith Tolleson – Associate Principal		Christie Weir – Counselor	Students B-E
Albert Leal – Assistant Principal	A-E	Brenda Elmore – Counselor	Students F-L
Jody Brown – Assistant Principal	F-L	Crys Wuthrich – Counselor	Students M-R
Kensie Shirack – Assistant Principal	M-R	Allie Spletter – Counselor	Students S-Z
Jesse Chavoya – Assistant Principal	S-Z, FC Dallas		

## Bell Schedule

2017-2018

### *BELL SCHEDULE*

Lone Star High School

<b>Warning Bell</b>	8:55	
1 <sup>st</sup> Period	9:00-10:30	
2 <sup>nd</sup> Period	10:35-12:05	
<b>Round-Up, R.I.O.T. Time &amp; Pep Rally</b>		
<b>12:10-12:35</b>		
3 <sup>rd</sup> Period	12:40-2:40	
<u>LUNCHEES</u>		
A Lunch	12:40-1:07	Class: 1:10-2:40
B Lunch	1:10-1:37	Class: 12:40-1:10/1:40-2:40
C Lunch	1:40-2:07	Class: 12:40-1:40/2:10-2:40
D Lunch	2:10-2:40	Class: 12:40-2:10
4th Period	2:45-4:15	

## Section 2: General Information

### Announcements

Announcements will be made each day during 2<sup>nd</sup> period and will include the Pledge of Allegiance, Texas pledge and the moment of silence.

### Backpacks/Book Bags

Lone Star High School students may use backpacks, book bags, satchels, large purses or other items to carry school supplies and belongings to school. Students who carry these items to class may be asked to leave them in a designated place in the teacher's classroom. Students should leave all extracurricular clothing, instruments, uniforms, and other materials in their assigned school locker or designated practice facility.

### Bicycles/Skateboards

Since riding a bicycle to school requires students to obey the same traffic rules that apply to automobiles, students must also accept the same responsibility for safety. Students are to ride in single file WITH the traffic, stop for lights and stop signs, signal for turns, give pedestrians the right of way and watch out for their own safety and the safety of others. Students must also remember to walk their bikes when on school property or crossing at crosswalks. Students must secure their bikes with locks because the school cannot be responsible for lost or stolen bikes.

Skateboards may not be ridden on campus and must be kept in the front office.

Skates, shoes with wheels, scooters, roller blades, RipStiks and hover boards are not allowed at school.

### Building Access

**Students will be allowed to enter the building through the main entrance and cafeteria entrance on school days.** The cafeteria will be the main area of assembly in the morning. Students with late arrival should plan to arrive at school no more than 15 minutes before their class begins and remain in the cafeteria. Students with early release are required to leave campus **immediately** once their school day ends unless they have scheduled an appointment or have prior permission from a teacher, counselor or administrator. Main office hours are 8:00 am to 4:30 pm.

### Campus Clubs and Organizations

Lone Star students may establish non-curricular campus clubs by requesting permission from LSHS Administration. All clubs must have a staff member as a club sponsor. A Permission Request Form and Sponsor's Acknowledgement of Role/Responsibility Form must be submitted and approved by administration prior to the first club meeting. Non-curricular clubs must reapply each school year.

### Care of Valuables

Each student in the school shall be personally responsible for his/her valuables. The school will assume no responsibility.

Students are advised not to bring expensive jewelry, money in large amount, 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. During PE, athletics, dance or other classes that require the student to change clothes, valuables should be kept in a locked locker.

**Students bring phones and other items to school at their own risk. The District will not be held responsible if a phone or other item is lost, stolen, or misplaced, including those that have been confiscated.**

### C.I.T. – Campus Intervention Team

If a counselor, teacher, administrator or parent determines that a student is severely at risk academically or behaviorally, they can request a C.I.T. meeting. This can be an effective tool in combating serious academic and/or behavioral problems. These meetings will be coordinated by a counselor and/or administrator so that everyone may attend.

## **Changing Address and Telephone Number**

Students who change their residence, mailing address, or telephone number after enrollment are required to report the change within five school days to the school administration so that records may be corrected and kept current. Proof of residence will be required annually.

## **Class Dues**

A portion of Class Dues is collected each year which covers the cost of each student's senior t-shirt, senior prom ticket and senior breakfast. Class dues will total \$85. Students will pay \$25 each year and \$10 in their senior year. Payment is due by October 1st each year. Class dues can be paid through **My Payments Plus**. Class Dues are non-transferable. Refunds must be requested by October 1st of a student's senior year. If dues are not paid in full by October 1st of a student's senior year, the individual cost for each item is as follows: Senior T-Shirt \$15; Senior Prom \$75; Senior Breakfast \$10. Seniors may purchase ONE Guest ticket for prom at the cost of \$75.

## **Conflicts in Activities**

Because of a crowded school calendar of events, it is possible that students may face conflicts in scheduled events, between organization and club activities. The general procedures in resolving conflicts are as follows:

1. Activities under the University Interscholastic League program must take precedence over non-UIL activities.
2. Local activity conflicts are resolved with the first to be scheduled being given priority.
3. Other conflicts are resolved by mutual agreement of the sponsors and instructors.

## **Deliveries**

Because of the large number of students enrolled at Lone Star HS and in an effort to minimize classroom disruptions, Office Staff will not accept deliveries for students. Parents, or those on the Student's Contact List, may arrange for their student to meet them in the front office during passing periods or the student's lunch period to deliver items in person. Parents must communicate to their student when to meet them in the front office to pick up delivery items and personally deliver the items. School personnel will not send notes or otherwise communicate with students about when they should come to the front office for deliveries. Messages for students will be accepted for emergencies or to relay transportation change. Our fire detection system utilizes technology that can be activated by released helium filled balloons or similar items; therefore no helium filled items will be allowed in the building.

### **CLOSED CAMPUS**

Lone Star High School is a closed campus. Students are to remain in the cafeteria during the lunch periods. All other areas are considered out-of-bounds. Students are to remain on campus at all times including R.I.O.T. Time. When students return to LSHS from class at other Fisd campuses, they must enter school through the front entrance.

## **Field Trips/Extra Curricular Group Trips/Senior Day**

Students must be academically eligible in order to attend class field trips, curricular group trips and any Senior Day activities.

## **ID Cards**

All Lone Star 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. Students will be required to show ID upon entry into all school dances and other special events when noted. Students who lose or damage their ID card may purchase a replacement ID card at a cost of \$10 before or after school in room F113.



## Lettering – Organizations & Criteria

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 and will order letter jackets during these times:

<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
Cross Country	Academic Letter	Art
Football	AcDec	Band
Volleyball	Athletic Training	Color Guard
	Basketball	Baseball
	Cheer	Guitar
	Posse	Orchestra
	Rangerettes	Powerlifting
	Swimming	Soccer
	Wrestling	Softball
		StuCo
		Tennis
		Track
		UIL Academics
		UIL OAP
		Yearbook

## Lockers

Lockers remain the property of the school even when assigned to an individual student. The school reserves the right to inspect all lockers. Searches of lockers may be conducted at any time there is reasonable cause to do so, whether or not the student is present. A locker will be assigned to all 9<sup>th</sup> grade students and any other student that requests one. Thus, students are not allowed to share lockers or place their personal items in the locker of another student. Students with locker change requests or locker issues should see Mr. Brown in A110.

## Parking on Campus

All students and staff who plan to park at Lone Star High School will be required to [register](#) their vehicle and obtain a parking permit which must be displayed while the vehicle is on campus. Unlicensed drivers will not be allowed to park or drive on the Lone Star High School campus. Students who must leave campus during the school day are required to sign out in the office after obtaining permission to leave school. Students must have permission from an administrator to go to their vehicles during the school day. Students who violate parking rules or drive in a reckless or unsafe manner will face disciplinary action. Consequences can include, but are not limited to: warning, detention, ISS, booting or the vehicle, suspension of parking privileges, terminations of parking privileges or towing of the vehicle at the owner's expense. Care, custody, and control rules/laws apply to all vehicles driven to Lone Star High School. Please visit our website for a detailed [parking map](#).

## Pep Rallies

Pep Rallies are an integral part of establishing a strong sense of unity, pride and school spirit at Lone Star High School. **Students that are scheduled for class at another FISSD campus at the same time as a Pep Rally must attend their scheduled class. That includes students that are being honored at the Pep Rally.** Students are permitted to be in two areas during a Pep Rally: the Main Gym or Cafeteria. Attendance and participation in pep rallies is considered a privilege and may be restricted. Students who are in a disciplinary placement (i.e ISS, OSS, DAEP) are prohibited from attending pep rallies during the school day. Students in a disciplinary placement may also be prohibited from attending the annual LSHS Community Pep Rally. The LSHS Pep Rally calendar can be found at the back of this Handbook Addendum or on the LSHS website.

Parents are welcome to attend LSHS Pep Rallies. However, due to the increased student enrollment and capacity of the gym, the parent section will be limited to the first 50 attendees. Attendees must arrive prior to the pep rally to be properly entered in Raptor as a visitor. Parents will be expected to stand during the duration of the pep rally as the student by does. Overflow viewing will be in the concession lobby area after students have entered the gym.

## Possession of Electronic Communication Devices

Please see [FISD Student Handbook](#)

### School Office

The school office is open from 8:00 a.m. until 4:30 p.m. All school business should be transacted during those hours. Students go there to enroll, withdraw, file excuses for absences, secure reinstatement and secure permission to leave school during the day. **All calls made by students should also go through the school office.**

### Silver Star Award

Active student participation is a key goal in building school spirit at Lone Star High School. Students who participate in a variety of activities and do so at a level to receive a letter will receive a special principal's recognition. The *Silver Star* will be awarded to students for lettering in **THREE** or more activities in a school year.

### Telephone Use

Students are permitted to use the designated phone in the main office area. **All student calls should go through this office. Parent support of this is necessary – please limit text messages to your student during school hours. In urgent situations, we will deliver messages to students if needed.**

### Visitors (Raptor note)

Parents and other visitors are welcome to visit Lone Star High School. All visitors must first report to the main office to sign in and obtain a visitor's badge by presenting their driver's license to be scanned through the Raptor system. The Raptor system is a security program that allows schools within Frisco ISD to work in conjunction with law enforcement to prevent unwanted visitors (i.e. sex offenders, domestic dispute offenders and other trespassers) from having access to our students during the school day. Raptor also allows us to track those individuals who have been permitted access to the building. Visits to individual classrooms during instructional time are permitted only with approval of the Principal and teacher. Observers in classrooms are limited to no more than one hour. Trespassing on school premises is strictly prohibited in accordance with Section 37.107 of the Texas Education Code.

## Section 3: Academic Information

### Academic Ethics and Plagiarism Policy

Lone Star High School expects its students to maintain the highest degree of academic ethics. This means putting the utmost effort into all class work and assignments and avoiding the ethical pitfalls of plagiarism and cheating.

Plagiarism Rationale: Plagiarism demonstrates a lack of integrity and character that is inconsistent with the goals and values of Lone Star High School. Excellent written expression of well-formulated ideas is a fundamental skill for academic and career success. Plagiarism interferes with the assessment and feedback process that is necessary in order to promote academic growth. Plagiarism defrauds the instructor with a false view of a student's strengths and weaknesses. It may prevent further instruction in addressing areas of weakness and delay the student in reaching his or her potential.

Plagiarism includes, but is not limited to:

- Taking someone else's assignment or portion of an assignment and submitting it as your own
- 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 purchased papers as your own
- Submitting papers, or portions of papers, from the Internet written by someone else as your own
- Supporting plagiarism by providing your work to others, whether you believe it will be copied or not.

Cheating Rationale: Cheating demonstrates a lack of integrity and character that is inconsistent with the goals and values of Lone Star High School. 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. When students choose to cheat, it may be a symptom of more serious problems such as inappropriate class placement, over commitment to extra-curricular activities, and/or academic desperation. The compromise of their values through cheating may lead to loss of self-esteem, as the students are often painfully aware of their shortcomings and fight a tiring battle to preserve their images at the cost of their ethics. True self-esteem is based on competence. Cheating robs students of their opportunity to become competent. 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.

Cheating includes, but is not limited to the following:

- Copying, text messaging, faxing, emailing, or in any way duplicating assignments that are turned in, wholly or in part, as original work.
- 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.
- It is the responsibility of the student to secure their own papers, so other students will not have the opportunity to copy them or be tempted to do so.
- 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.

### *Alternatives to Cheating and Plagiarism*

Students do not need to cheat or plagiarize. Lone Star High School provides numerous support services for students to help them achieve success honorably. These support services include, but are not limited to, the following: tutorials, opportunities to redo assignments, opportunities for mastery, administrative support, before and after school library time, and peer support. Students who seek appropriate help when they need it will be more successful and will feel more satisfied with their accomplishments.

The following behaviors promote true student achievement:

- Be prepared. Try to keep to a realistic schedule balancing academic obligations and your social and personal life.
- Make certain that you understand your assignments and the grading assessment that will be used. If you have questions about an assignment or an assessment, talk to your instructor. Do not rely solely upon a classmate for clarification.
- If you study for a test with a classmate, make sure that you do not sit near each other during the test since your responses (and errors) may be similar.
- Be cautious when reading or scanning someone else's paper before writing your own. Some of the ideas in the other person's paper may be ideas that you would have used, but you will now need to credit the person whose paper you read for those ideas.
- Use all avenues of support available to you - for help needed beyond the classroom; see your instructor, other instructors in the department, a peer tutor, or a parent or other adult who is well versed in the subject.
- Assignments should be considered individual unless the instructor states otherwise
- Be organized. Having class notes in an orderly, easily accessible format will save time and anxiety when studying for a test or writing a paper.
- Keep current with assignments. If you need to read an entire novel the evening before a test or before a paper is due on that novel, your performance on either will suffer.
- If, for whatever reason, you choose to use another's ideas or solutions, cite that person as a source on your paper or project.
- Know what constitutes cheating, including all the variations of plagiarism.

### ***Parental Support***

Parental support of academic achievement and ethical development is fundamental to students' long-term success. The following behaviors will assist parents in promoting true student achievement:

- Teachers are available for extra help before and after school. In addition, peer tutors are available when extra help is needed. Encourage your child to take advantage of the extra one-to-one time
- Assess your child's abilities realistically. Help her/him to choose courses in which she/he will be successful and challenged without undue stress. Consult your child's counselor with additional questions
- Don't push children beyond their limits with your expectations or aspirations. Many times students make bad decisions because the pressure to excel is greater than their ability to meet the expectations
- If you suspect your child is experiencing difficulty in a class, please contact the teacher. The sooner the problem is identified; the sooner steps can be taken to alleviate it
- If your child is caught cheating and you are called, please remember that this is a learning experience; help your child to accept the consequences for his/her inappropriate actions

### ***Consequences***

Any student who is caught plagiarizing or cheating will receive a disciplinary referral and be assigned to Saturday School, and the parent(s) of the student(s) will be notified. Students will be given an opportunity to complete a new assignment designed by the teacher for a maximum grade of a 70. When work is copied from another student, both students will be penalized, unless the student whose work is copied had no knowledge their work was being plagiarized. Subsequent offenses will result in graduated disciplinary assignments in accordance with the campus disciplinary plan as they are then considered persistent misbehavior. A student who is a member of National Honor Society must self-report any incidents of academic dishonesty to the organization's sponsors immediately.

## **Advanced Placement Information – FISD**

[FISD Student Handbook](#)

### **Changing Class Schedules**

Students pre-enroll in the spring semester for the upcoming school year, and the master schedule will be based on that information. Students will be able to see and change their course requests through April of the current school year by contacting their counselor. Schedule change requests will only be taken during the Schedule Pick-Up time. Students will remain in any class on their schedule through the end of the first semester.

Pre AP/AP classes are the only classes that may be dropped at the end of the 1<sup>st</sup> marking 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. If consensus is not achieved, the issue will be referred to the Campus Intervention Team.

## Grading System and Grade Reporting

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 ISD 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%

## Homework

Homework has a definite place in the learning process. Study habits may originate in the school but must be developed in the home, on the student's own initiative, and with the support of his/her parents and community. Students will receive a variety of activities to be completed at home.

## LSHS Retest Guidelines

- Students earning below an 85 may be required to attend tutoring sessions and/or complete remedial assignments to earn the right to retest as determined by the teacher in relation to the student's relative level of mastery.
- The retest grade cannot lower the student's major grade average and will be discounted if this is the outcome of the retest.
- Tests in Dual Credit courses are not eligible for retakes.
- The retest will include the same TEKS and/or SEs.

## LSHS Retest Schedule

- All major exams eligible for retest must be graded and returned to the class according to the required minimums during the marking period in order to open the 5 day retest window.
- Once a major exam has been reviewed, it is considered "returned" to the class.
- Teachers will post the 5 day retest window on their board.

## LSHS Late Work Policy

**Daily, Minor & Major Work:** Students may turn in work late with the following guidelines.

- Late work submitted up to 2 school days will receive a maximum grade of an 85.
- Late work submitted after 2 school days will receive a maximum grade of a 70.
- No late work will be accepted after 5 school days.
- Due to the lesson planning process, Verbal Presentations and/or Speeches must be scheduled during a teacher's next available scheduled tutorial time. The days until that time are counted as the number of corresponding days late.

## LSHS Make-Up Work Policy

- Make-Up work is work that a student has missed due to an absence whether excused or unexcused. Make-up work applies to ALL students. On the **first** day that a student returns to the class(es) that he/she missed, the student will be responsible for scheduling a time with the teacher to receive and complete any work, including daily activities for a grade that was missed during the absence. Work missed should generally be made up within two school days of the absence. Note: Extended absences (3 or more consecutive class meetings per class) will be dealt with on an individual basis taking the cause of absence into consideration.
- Verbal Presentations and/or Speeches missed due to an excused absence must be completed during a teacher's scheduled tutorial time. Students must complete these projects/presentations at the first opportunity upon their return or

the Late Work policy will begin. Verbal presentations and/or projects take priority over all other assignments for make-up.

## Guidelines for Projects

Any project assigned and included as a portion of the “major assignments” should be assessed using a rubric that is given to the students at the time the project is assigned. In addition, 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.

## Eligibility

Students who receive a grade below a 70 at the end of the six-weeks will be academically ineligible for extracurricular activities for the following three-week period. Students may earn eligibility by passing ALL classes at the next reporting period. Students are academically ineligible as long as an **Incomplete** remains on the grade report. Students enrolled in Pre AP/AP classes can apply for a waiver through the principal’s office. Waivers will be granted based on the guidelines stated in the waiver application. Please see the 2016-2017 eligibility calendar at the end of this handbook for specific dates.

## Section 4: Attendance & Tardy Policy

When students become ill during the school day, they must be examined by the school nurse in order to determine whether they need to leave campus.

Please see [FISD Student Handbook](#) for additional FISD Attendance and Tardy Policies.

### LSHS Tardy Policy

Tardiness is viewed as a disruption to the classroom environment. Coming in late not only deprives the tardy student of full learning time, but 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 tardy to any class period must have a pass from the LSHS Tardy System in order to enter a classroom after the tardy bell. The tardy system will assign consequences as listed:

Tardy 1-2-3	Warnings	(e-mail to parents with registered e-mail addresses)
Tardy 4-5-6	1 hour Tardy Detention	(e-mail to parents with registered e-mail addresses)
Tardy 7-8	2 hour Tardy Detention	(e-mail to parents with registered e-mail addresses)
Tardy 9	3 hours Sat. School	(student referral – parent notified)
Tardy 10	1 day ISS	(student referral – parent notified)
Tardy 11	2 days ISS	(student referral – parent notified)
Tardy 12	Further consequences will be assigned which can include OSS, SOC or Truancy court. (student referral – parent notified)	

- Failure to serve a detention will result in a Sat. School placement and a referral.
- Failure to serve consequences more than TWO times may result in ISS or more severe consequences.

## Section 5:

### Student Behavior and Student Code of Conduct

Please see [FISD Student Handbook](#).

### FISD High School Dress Code

Please see [FISD Student Handbook](#).