



2011-2012

Frisco Independent School District

Middle School
Student Handbook

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About This Handbook

Welcome to the 2011-2012 school year in FISSD! Teachers and staff want this to be a year filled with fun and interesting educational experiences for our students. We look forward to working with you to make this a great learning year.

The Student Handbook is designed to be in harmony with Board policy and the Student Code of Conduct that is adopted by the Board and building principals. Please be aware that the handbook is updated annually, while policy adoption and revision takes place throughout the calendar year. Changes in policy that affect Student Handbook provisions will be made available to students and parents through newsletters and other communications.

Four separate documents have been combined in these pages for your convenience. The Middle School Handbook details information in four separate sections to make the handbook easier to use for students, teachers and parents.

Section 1: General Information

Section 2: Academic Information

Section 3: Attendance

Section 4: Expectations for Student Behavior and Student Code of Conduct

Frisco Independent School District Mission Statement

By providing a unique learning environment that maximizes student opportunity and invests in meaningful relationships, the mission of the Frisco Independent School District is to partner with parents and community in developing caring citizens equipped to continue learning and pursue their aspirations.

Belief System

Education is a shared responsibility of students, school, home and community.

With that as an essential principle, we believe that:

- Every person can learn.
- Each person is ultimately responsible for his/her own learning.
- Learning is lifelong and unlimited.
- Each person is unique.
- Everyone has equal inherent worth and deserves to be treated with respect and dignity.
- Everyone needs challenge and encouragement.
- Imagination and creativity are vital.
- Integrity is essential.
- A safe and orderly environment is necessary for learning.
- Meaningful relationships have profound lifelong impact.
- There is always room for improvement.

Table of Contents

Table of Contents	3
Section 1: General Information.....	7
Admission of New Students.....	7
Announcements	7
Arrival and Dismissal Procedures	7
Athletics	8
Attendance Policy	8
Beginning the School Day	8
Bicycles.....	8
Book Bags, Backpacks and Assorted Containers.....	9
Bus Transportation Regulations.....	9
Cafeteria.....	10
Online Payments: MealpayPlus	11
Care of Valuables	13
Changing Address and Telephone Number	13
Check Acceptance Policy.....	13
Cheerleading	13
Child Find Under IDEA	13
Child Sexual Abuse	14
Clinic Procedures.....	14
Clubs and Organizations	14
Communications	15
Campus Appeals and Complaints in Frisco ISD.....	15
<u>Informal Level</u>	15
<u>Campus Team or Principal's Designee Level One</u>	15
<u>Principal's Designee or Campus Team Level Two</u>	15
<u>Campus Principal Level Three</u>	15
Counseling and Guidance Services	16
Dating Violence.....	16
Dress Code.....	16
Driver License Attendance Verification	18
Drug Dog	18
Extracurricular Eligibility	18
FERPA – Student Records.....	19
Fire/Emergency/Safety Drills.....	21
Fund – Raising Activities	22
Gang-Free Zones.....	22
Health Services	22
Immunizations.....	22
Fever	24

Steroids	24
Bacterial Meningitis.....	24
Vision and Hearing Screening Requirements.....	26
<i>Human Sexuality Education Parent Notification</i>	27
Lockers	27
National Junior Honor Society	28
Parent Teacher Association/Organization.....	28
Pesticides/Asbestos.....	28
Pets on School Grounds	28
Physical Activity for Students	28
P.E. - Uniforms/Substitutions.....	29
P.E. - Off-campus programs	29
Pledges of Allegiance and Minute of Silence	29
Excusing a Student from Reciting a Portion of the Declaration of Independence	29
Protecting Student Rights.....	29
Possession and Use of Electronic Communication Devices.....	29
“Opting Out” of Surveys and Activities.....	31
School Health Advisory Council.....	31
School Property and Building Use	31
School Publications –	31
Distribution of Non-School Materials	31
School Resource Officer.....	32
School-Sponsored Trips	32
School Telephone	33
Sexual Offender Registration Program.....	33
Skateboards, Skates, Scooters, and Roller Blades	33
Statements of Nondiscrimination	33
Student Accident /Medical Supplemental Insurance	34
Student Council	35
Student Safety	35
Student Speakers	37
STAAR/Student Success Initiative	37
Textbook Covers	38
Tobacco Prohibited.....	38
Transfers for Students	38
<u>Priority Guidelines</u>.....	39
Vending Machines	40
Visitors	40
Withdrawal Procedure	40
Section 2: Academic Information	41
6th Grade Course of Study	41
7th Grade Course of Study	41
8th Grade Course of Study	41
Electives	41
Pre-AP Courses	42
Pre-AP, Algebra I and Spanish Expectations.....	42
Academic Ethics and Plagiarism Policy	42
Cheating	42

Consequences of Plagiarism/Cheating.....	43
Middle School Credit by Examination Without Prior Instruction.....	43
Gifted and Talented Program.....	44
Grading System.....	44
Homework.....	45
Make-Up Examinations.....	45
Make-Up Work.....	45
Parking on Campus.....	45
Progress and Grade Reports.....	45
Promotion and Retention.....	45
Middle School Retest Regulations.....	46
Semester Exams.....	46
Student Registration.....	46
Student Schedules.....	46
Accelerated Instruction (for all grade levels):.....	47
New Students:.....	47
Schedule Changes.....	47
Tutorials.....	47
Students with Learning Difficulties.....	47
Planning Ahead for Higher Education.....	48
Top Ten Percent Rule.....	48
TEXAS Grant.....	49
Section 3: Attendance.....	49
General Attendance Requirements.....	49
Attendance.....	49
Compulsory Attendance.....	49
Absences Due to Family Trips/Vacations.....	50
Make-up Work for Planned Absences (Unexcused).....	50
Make-up Work for students who are absent 10 or more consecutive days and are withdrawn and then reenroll.....	51
Attendance for Course Credit.....	51
Frisco ISD Truancy Warning Notice.....	52
Section 4: Code of Conduct.....	54
<i>Disregard for Authority.....</i>	<i>57</i>
<i>Mistreatment of Others.....</i>	<i>57</i>
Property Offenses*.....	58
Possession of Prohibited Items.....	58
Possession of Telecommunications Devices.....	58
Illegal and Prescription Drugs.....	59
Misuse of Technology Resources and the Internet.....	59
Safety Transgressions.....	60
Miscellaneous Offenses.....	60
Discipline Management Techniques.....	60
Students with Disabilities.....	61
Techniques.....	61
Notification.....	61
Appeals.....	61
Routine Referral.....	62

Formal Removal	62
Returning Student to Classroom	62
Suspension	63
Process	63
General Misconduct.....	63
Misconduct Identified in State Law	63
Mandatory Placement: Misconduct That Requires DAEP Placement	64
Sexual Assault and Campus Assignments	65
Emergencies	65
Process	65
Placement Order.....	65
Coursework Notice.....	65
Exceeds One Year	66
Exceeds School Year.....	66
Exceeds 60 Days	66
Appeals	66
Restrictions during Placement	66
Additional Misconduct	67
Notice of Criminal Proceedings	67
Withdrawal During Process	68
Newly Enrolled Students	68
At School, Within 300 Feet, or at School Event.....	70
Within 300 Feet of School.....	71
Property of Another District.....	71
While in DAEP.....	71
Mandatory Expulsion: Misconduct That Requires Expulsion	71
Federal Law	71
Texas Penal Code.....	71
Under Age Ten	72
Emergency	72
Process	72
Hearing.....	73
Board Review of Expulsion	73
Expulsion Order.....	73
Length of Expulsion	73
Withdrawal during Process	74
Additional Misconduct	74
Restrictions during Expulsion	74
Newly Enrolled Students	74
Emergency Expulsion	75
DAEP Placement of Expelled Students	75
Glossary of Disciplinary Terms	75
Notification of Legal Authority	87

Section 1: General Information

Admission of New Students

Any student admitted to a Frisco ISD middle school must have records such as report cards and/or a transcript from the previous school attended to verify his/her academic standing. Verification of residency and current immunization records are also required. Every student enrolling in a Frisco ISD public school for the first time must present a signed statement from a physician or documentation of immunizations as required by the Texas Department of Health. Not later than 30 days after enrolling in FISSD, the parent and school district in which the student was previously enrolled shall furnish records which verify the identity of the student. These records may include the student's birth certificate or a copy of the student's school records from the most recently attended school. (Texas Education Code 25.002)

Needed immunizations can be found at www.tdh.state.tx.us/immunize/docs/school/6-14.pdf

In order for a person other than a parent, legal guardian or other person having lawful control to enroll a student in FISSD, all district administrative guidelines must be satisfied. Falsification of information required by these guidelines is a very serious offense. In addition to the penalty provided by Section 37.10, Penal Code, a person who knowingly falsifies information required for enrollment of a student in a school district is liable to the district if the student is not eligible for enrollment in the district but enrolled on the basis of false information. The person is liable, for the period during which the ineligible student is enrolled, for the greater of:

- the maximum tuition fee the district may charge under Section 25.038; or
- the amount the district has budgeted for each student as maintenance and operating expenses.

[Texas Education Code 25.001(h)]

Accommodations for Children of Military Families

Children of military families will be provided flexibility regarding certain district requirements, including:

- Immunization requirements.
- Grade level, course or educational program placement.
- Eligibility requirements for participation in extracurricular activities.
- Graduation requirements.

In addition, absences related to a student visiting with his or her parent related to leave or deployment activities may be excused by the District.

Announcements

School announcements are made over the public address system. Any announcement must be written in the form in which it is to be read and signed by the sponsor requesting it. When the announcements begin, students should be attentive and wait until the conclusion of the announcement before resuming activities.

Arrival and Dismissal Procedures

Frisco Middle Schools are organized on an eight period day with approximately 45-minute class periods. School begins at 8:25 am and dismisses at 3:35 pm, Monday through Friday. Students are under the authority of school personnel during scheduled school hours. Students should arrive no earlier than 7:45 am and no later than 8:15 am. Students are considered to be "in school" when they

board a bus or step on campus. 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. All students are required to report here unless permission is granted to meet with a school official. All students are expected to remain seated in their designated area. Students are allowed to move about to obtain breakfast, prepay for food, discard trash or go to the restroom.

Remember: Before school, students are not allowed to be anywhere other than the cafeteria unless granted permission from a teacher or administrator.

Arrangements should be made for transportation home for all students at the end of the school day at 3:35 pm. Students not attending an after-school activity should not be on campus after 3:55 pm each day (teachers are not on duty and supervision of students is not possible).

Athletics

Athletics may be taken in lieu of physical education classes. Students may try out for sports while not enrolled in athletics, and enrollment in athletics does not insure that a student will make a team. If an athlete is not participating in a special program designed for developing inherent athletic abilities, he/she will be enrolled in a regular physical education class. All students participating in athletics must have a notarized Athletic Release Form on file. The school district does not provide personal injury insurance but does recommend adequate coverage. All athletics are governed by Frisco ISD Board Policy and UIL regulations.

Attendance Policy

When a student has been absent, a parent/guardian must report to the school the reason for the absence. Each absence reason must be reported by either written note or email within 3 days of the occurrence.

**For Compulsory Attendance Law and Specific Attendance Requirements please refer to Section 3:Attendance of this handbook.*

Beginning the School Day

The middle school tardy bell rings at 8:25 am. The middle school instructional day is from 8:25 am to 3:35 pm. The instructional day for elementary students begins at 7:50 am and ends at 2:50 pm. The instructional day for high school students begins at 9:00 am and ends at 4:10 pm.

Bicycles

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 walk their bikes when on school property or crossing at cross-walks.

Students need to be sure to secure their bikes with locks. The school will not be responsible for lost or stolen bikes.

Book Bags, Backpacks and Assorted Containers

Backpacks, book bags, etc., will be allowed to transport books and belongings to and from school. The above mentioned must be able to collapse and fit into the student's locker as students will not be allowed to carry any of the above mentioned between classes, to classes or to the cafeteria. Adoption of this policy is due to the health and safety concerns of the students.

Bus Transportation Regulations

The Frisco Independent School District has adopted the following rules of conduct for students while being transported by school buses owned, operated or controlled by the School District. These rules have been formulated to provide for the safety of all pupils to and from school and/or related activities. Any violation of these rules will be reported by the bus driver to the respective principal for corrective action. All principals are directed to enforce the safety rules by the appropriate action, which may include the temporary or permanent withdrawal of riding privileges, depending upon the seriousness of the violation and all other circumstances of each individual case. Due to student safety, students are videotaped while riding Frisco ISD transportation.

School Bus Riders Safety Rules and Regulations

1. Students must remain seated at all times and face the front of the bus.
2. Any or all seats may be assigned any time at the driver's discretion.
3. Nothing may be extended outside the windows at any time.
4. Emergency doors and windows may not be entered or exited except for emergency purposes.
5. No type of weapon, explosive, fireworks, sharp or pointed articles will be permitted.
6. No type of alcoholic beverage, controlled drug or substance will be permitted. No type of tobacco product will be permitted.
7. Students must follow the driver's instructions at all times.
8. Cursing, obscenities, harassment and scuffling are forbidden.
9. Students may not depart at any unauthorized stop unless approval is granted by a school administrator.
10. Non-eligible students may not ride the bus at any time. Students are "non-eligible" if they reside inside of a two mile radius of the campus they attend and if they are not on a regular FISD bus route.
11. No objects may be thrown, tossed or pitched inside or outside the bus.
12. All items brought on board must fit in the student's lap. Seats will not be taken by large band instruments, schoolwork, projects or any item which takes up another student's seat. Please make special arrangements for transporting these large articles.
13. Drivers are not required to wait for students at the bus stop, or to sound the horn while students come out of their residence. Students must be at the stop before the bus arrives.
14. Frisco ISD students and staff are the only authorized persons to board school buses.
15. No type of animal, pet or bird is permitted on buses.
16. Fighting is absolutely forbidden.
17. Students may not eat, drink or litter while on the bus.
18. Students may be denied bus privileges and required to pay for any damage to any part of the bus including seats and equipment.
19. Any student who rides a Frisco ISD bus that is not assigned to him/her must first receive authorization from the office. A transportation authorization stamp with date and office designee signature is given to the student. The student will give the stamped approval to the driver.

Misconduct will be punished in accordance with the Student Code of Conduct; bus riding privileges may be suspended. The bus driver will submit a disciplinary report to a campus administrator. An administrator will contact the parent.

If a student gets on the wrong bus, the student will be delivered back to his or her school. If it is after school hours and no personnel are at the school, the department will attempt to contact and make arrangements with family/emergency contacts. If no one is available, the student will be taken to the police station. If a student does not get off the bus in the afternoon, his or her parents may call the school or the transportation department. Please see website for contacts:
<http://www.friscoisd.org/departments/transportation/>.

Drivers are not allowed to hold parent conferences while in route. Please feel free to contact the transportation department to discuss any matters of concern regarding bus services – call 469-633-6140 for special education routes and 469-633-6150 for regular routes.

Cafeteria

FISD Child Nutrition personnel prepare nutritious breakfasts and lunches daily. All meals are analyzed for essential nutrients and meet the dietary guidelines for each grade level. Menus are posted in each school and on the Frisco ISD web page. Child Nutrition staff will provide alternatives for special diets classified as disabilities with documentation from a doctor. Other allergies may, but are not required, to be accommodated.

Breakfast prices are \$1.00 for students and \$1.35 for adults/guests. Lunch prices are \$2.40 for students and \$2.85 for adults/guests.

1. Each student will use his or her student identification number or I.D. card for food / purchases. Students should:
2. Refrain from giving out their student identification number.
3. Stay in line and wait their turn.
4. Cooperate with the adults on duty.
5. Use good manners and show consideration for others.
6. Speak quietly
7. Before leaving:
 - a. Clean your table
 - b. Dispose of trash properly
 - c. Leave the floor clean
 - d. Use recycle bins when possible

Parents and relatives may have lunch with students. In these cases, parents/relatives **may only provide lunch for their students**. The Texas Public School Nutrition Policy prohibits distribution of food to non-family members. Please remember that all guests should sign in at the school office.

Students are not allowed to order food from an outside vendor. Students or parents should only bring enough food for themselves, and no large quantities to feed other students are allowed. The Texas Nutrition Policy does not allow sharing food. Students should only bring enough food or snacks for themselves.

The district participates in the National School Breakfast and Lunch Programs. Free- and reduced-priced meals are available based on financial need upon application completion. Applications are

available in the school office, online at www.friscocafe.org or in the Child Nutrition Administration Office. Parents may also securely complete an application online at www.SchoolLunchApp.com.

SCHOOL LUNCH PAYMENTS:

Prepayment of meals is necessary for all purchases (breakfast, lunch or snacks) in the cafeteria to speed meal service. All students should bring their lunch money to the cafeteria before school starts. Prepaying meals speeds service lines and allows students maximum time to eat their meals.

“Charging” - Students with no money in their account will be allowed to “charge” two meals. Students may not charge any snack items. After charging the permitted two meals, an alternate meal will be provided at no cost. Parents will receive low balance phone call reminders via School Messenger.

Alternate Meals - Although not required, the FISD Child Nutrition Department currently provides an alternate lunch meal for students who have exceeded the allowable two-meal charge limit. For the 2011-2012 school year, the alternate lunch meal is a **cheese sandwich and a carton of fruit juice**. The alternate lunch is intended as an “emergency meal” when a student is over the two-meal charge limit.

Online Payments: MealpayPlus

Prepayments may be made in cash, by check or on the Internet at www.friscocafe.org or www.mealpayplus.com. MealpayPlus was designed to provide parents with a safe and convenient way to pay for students’ lunches online. No more lost lunch money! It also allows parents to be in complete control of money being applied to lunch accounts. Parents may look at account balances and transactions at any time. Parents may set up recurring payments at specified balances so lunch accounts never run out of money. All payments received are updated in 24-48 hours at the campus. **There is no transaction fee for using MealpayPlus. Setting up recurring payments with MealpayPlus ensures that there is always money available in your student’s account.** Bonus account accumulates contributions made when you make payments on your account. For each \$100 online payment made to a **single** meal account, you accumulate one meal credit. Bonus amounts will be redeemed first when purchases are made.

Child Nutrition Check Acceptance Policy

In the event that a check written to any campus cafeteria is returned unpaid by your bank, the Frisco ISD Child Nutrition program will redeposit the check electronically. **Additionally, you authorize service charges and processing fees, as permitted by state law, of \$30 to be debited from the same account by paper draft or electronically.** The Child Nutrition department will not accept checks for payment for the remainder of the school year once a check is returned unpaid by your bank. The use of a check for payment into a student lunch account is parental acknowledgment and acceptance of this policy and its terms. All checks are collected through **PayTek Solutions at 1-800-641-9998**. *Payments may be made with cash or online with MealpayPlus.*

TEXAS PUBLIC SCHOOL NUTRITION POLICY

Frisco ISD’s Child Nutrition programs operate under the direction of the Texas Department of Agriculture. On March 3, 2004, the Texas Public School Nutrition Policy (TPSNP) was issued effective August 1, 2004, in an effort to allow students the opportunity to eat a hot school lunch. The policies that are enforced at all Middle School campuses are as follows:

FMNV--Foods of Minimal Nutritional Value are defined as the four categories of foods and beverages (soda water, water ices, chewing gum and certain candies) that are restricted by the U. S. Department of Agriculture under the child nutrition programs.

- Middle school campuses may not serve or provide access for students to FMNV ***and all other forms of candy*** at any time anywhere on school premises until after the end of the last scheduled class. FMNV may not be sold or given away to students on school premises by school administrators or staff (principals, coaches, teachers, etc.), students or student groups, parents or parent groups, guest speakers or any other person, company or organization.
- The policy does not restrict what parents may provide for their own child's lunch or snacks. Parents may provide FMNV or candy items for their own child's consumption, ***but they may not provide restricted items to other children at school.***

COMPETITIVE FOODS are foods and beverages sold or made available to students that compete with the school's operation of the National School Lunch Program, which includes the School Breakfast Program. This definition includes, but is not limited to, food and beverages sold or provided in vending machines, in school stores or as part of school fundraisers. School fundraisers include food sold by school administrators or staff (principals, coaches, teachers, etc.), students or student groups, parents or parent groups, or any other person, company or organization.

- A middle school campus may not serve competitive foods (or provide access to them through direct or indirect sales) to students anywhere on school premises from 30 minutes before to 30 minutes after meal periods except for those food items made available by the school food service department. All foods, beverages and snack items must comply with the nutrition standards and portion size restrictions as defined by the TPSNP. www.squaremeals.org
- Prepackaged snacks must comply with fat and sugar limits of the TPSNP, and must be single-size servings. No snacks (homemade and prepackaged) may contain any FMNV or consist of candy or dessert type items (cookies, cakes, cupcakes, pudding, ice cream or frozen desserts, etc.).
- The policy does not restrict what parents may provide for their own child's lunch or snacks. Parents may provide FMNV or candy items for their own child's consumption, ***but they may not provide restricted items to other children at school.***

Exemptions under the TPSNP (the following excerpts are for clarification; for a complete list, parents may go to www.squaremeals.org)

School Events

Students may be given FMNV, candy items or other restricted foods during the school day for up to three different events each school year to be determined by campus. The exempted events must be approved, in writing, by a school official. During these events, FMNV may not be given during meal times in the areas where school meals are being served or consumed, and regular meal service (breakfast and lunch) must continue to be available to all students in accordance with federal regulations.

All child nutrition forms, including lunch applications, may be accessed on the www.friscocafe.org.

Additional information concerning the TDA Texas Nutrition Policy may be found at www.squaremeals.org.

Care of Valuables

Each student in the school shall be personally responsible for his or her valuables. The school will assume no responsibility. 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 be kept on the student's person. School personnel cannot give change. Remember that vending machines do not take bills larger than one dollar.

Changing Address and Telephone Number

Students/Parents who change their residence, mailing address or telephone number after enrollment are required to report the change promptly to the school administration so that records may be kept current and/or corrected when necessary. A valid proof of residence must be provided, such as a utility bill.

Check Acceptance Policy

FISD has established the following policy for accepting checks and collecting NSF checks: For a check to be an acceptable form of payment it must include your current, full and accurate name, address and telephone number. **When paying by check you authorize the recovery of an unpaid check and the recovery of the state allowed fee by means of electronic re-presentment.** In the event a check is returned by the bank unpaid, checks will no longer be an acceptable form of payment for the remainder of the school year. Alternative forms of payment must be used instead of a check payment (cash, money order, or cashier's check). **No temporary checks will be accepted.**

Cheerleading

Cheerleading squads will consist of 24 members broken into a 7th grade team and an 8th grade team with 12 members each. The tryouts are held in the spring, enabling members to order uniforms for the following school year before school is dismissed in June. There are no carry-over cheerleaders from one year to the next. Both new and former candidates for cheerleader must tryout each year.

Eligibility requirements include:

1. At the time of the tryouts, the student shall be in the sixth or seventh grade and currently enrolled in an FISD middle school.
2. A permission form signed by parents must be returned by the tryout deadline.

Child Find Under IDEA

The Frisco Independent School District is responsible for identifying, locating and evaluating children with known or suspected disabilities who reside within the school district's boundaries to determine whether a need for special education and related services exists.

As part of this Child Find effort, the Frisco ISD Department of Special Education Services maintains a free information and referral service. This service helps identify children who may need assistance with learning challenges. By pinpointing and addressing learning problems early, every infant, child and youth is offered the opportunity for educational success. All referrals are considered confidential, and services are provided at no cost. The parent, legal guardian or surrogate parent retains the right to refuse services and is provided other procedural safeguards under federal and state law.

For more detailed information, call the Child Find information number at 469-633-6969 or contact the Department of Special Education Services at 469-466-6900.

Child Sexual Abuse

The District has established a plan for addressing child sexual abuse, which may be accessed at <http://www.friscoisd.org/departments/guidancecounseling/index.htm>. As a parent, it is important to be aware of warning signs that could indicate a child may have been or is being sexually abused. Sexual abuse in the Texas Family Code is defined as any sexual conduct harmful to a child's mental, emotional or physical welfare as well as a failure to make a reasonable effort to prevent sexual conduct with a child. Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility under state law to report the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

Possible physical warning signs of sexual abuse include difficulty sitting or walking, pain in the genital areas and claims of stomach aches and headaches. Behavioral indicators may include verbal references or pretend games of sexual activity between adults and children, fear of being alone with adults of a particular gender or sexually suggestive behavior. Emotional warning signs include withdrawal, depression, sleeping and eating disorders and problems in school.

A child who has experienced sexual abuse should be encouraged to seek out a trusted adult. Be aware as a parent or other trusted adult that disclosures of sexual abuse may be more indirect than disclosures of physical abuse, and it is important to be calm and comforting if your child, or another child, confides in you. Reassure the child that he or she did the right thing by telling you.

As a parent, if your child is a victim of sexual abuse, the campus counselor or principal will provide parenting topics from DFPS (Dept. of Family & Protective Services) to prevent child abuse and neglect. The Department of Family and Protective Services (DFPS) also manages early intervention counseling programs. To find out what services may be available in your county, see the following website: <http://www.dfps.state.tx.us/itsuptoyou/parenting.asp>

The following Web sites can help you become more aware of child sexual abuse:

<http://www.tea.state.tx.us/index.aspx?id=2820>

<http://sapn.nonprofitoffice.com/>

<http://www.taasa.org/member/materials2.php>

http://www.oag.state.tx.us/AG_Publications/txts/childabuse1.shtml

http://www.oag.state.tx.us/AG_Publications/txts/childabuse2.shtml

Reports may be made to:

The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (1-800-252-5400 or on the Web at <http://www.txabusehotline.org>).

Clinic Procedures

A student who becomes ill during school hours is to report to the teacher who will then send the student to the clinic. The school nurse will notify parents/guardians in the event a child needs to go home. A nurse is on duty or on call at all times for emergencies.

Clubs and Organizations

Activities of the middle schools are considered to be an integral part of the 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, performing groups and athletic teams may establish codes of conduct and consequences for misbehavior that are stricter

than those for students in general. In addition, higher academic standards may be required for participation in these activities.

Communications

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 regularly per campus requirements. 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 the year.

Campus Appeals and Complaints in Frisco ISD

Procedure for Receiving and Resolving Campus Discipline Appeals

Appeals of campus disciplinary action from Frisco ISD employees, students, parents and the public, by formally adopted policy, should be registered and addressed in the following manner:

Informal Level

In most circumstances, employees, students, parents and the public are expected to discuss their appeal at the lowest possible administrative level, either with the appropriate supervisor for employee concerns, the appropriate teacher for student issues or the applicable administrator for public complaints.

Campus Team or Principal's Designee Level One

The complainant requests a conference with the Campus Team **within ten business days** of the time that they knew, or should have known, of the event causing the appeal. The Campus Team shall hold a conference within **ten business days** of the request. The Campus Team shall have **ten business days** following the conference to investigate, if necessary, and to provide the complainant with a written response.

Principal's Designee or Campus Team Level Two

If the meeting with the Campus Team does not yield a satisfactory outcome, the complainant may request, **within ten business days**, a conference with a campus administrator. The request must be filed in writing after receipt of a response or, if no response was received, within ten days of the response deadline. At the conference, the complainant will submit a written document that includes a statement of the appeal, any evidence in its support, the solution sought, complainant's signature and the date of the Campus Team conference. The campus administrator shall have **ten business days** following the conference to investigate, if necessary, and to provide the complainant with a written response.

Campus Principal Level Three

If the campus administration outcome is not satisfactory, the complainant may submit to the principal a written request for a conference. The request must be filed in writing **within ten business days** after receipt of campus administration level response. The principal shall hear the appeal and take whatever action he/she deems appropriate. The principal shall respond **within ten business days** of hearing the level three appeal. All principal decisions are final and cannot be appealed beyond the campus level.

Parent and Student Complaints

Parent and student complaints will be handled in accordance with Policy FNG (LOCAL).

Employee Complaints

Complaints concerning employees will be handled in accordance with policy and should be submitted to the Human Resources Department.

Expulsion Appeals

All expulsion appeals will be handled in accordance with policy FNG (LOCAL).

Extracurricular Complaints/Concerns and Disciplinary Appeals

Complaints and disciplinary appeals concerning student activities are handled in accordance with complaint resolution procedures and discipline management program. See principal's office for timeline and process.

Special Complaints

Complaints alleging certain forms of harassment shall be processed in accordance with policy FFH (LOCAL).

In summary, complaints should be resolved at the lowest administrative level. Complainants attempting to circumvent levels should be advised of the acceptable complaint procedure by the administrator or central office members who inappropriately receive the complaint.

Note: "Days" shall mean District business days. In calculating timelines under this policy, the day a document is filed is "day zero," and all deadlines shall be determined by counting the following day as "day one."

Counseling and Guidance Services

Counselors are available to counsel with students about career choices, schoolwork, course selection, personal problems and higher education aspirations. Other guidance services include orientation of students to new situations, information services, research and pupil appraisal. Counseling and guidance services are available to students and parents. Parents may call for appointments; normally, students may see the counselors by prearranged appointments. Parents who wish to confer with a counselor about their child should contact the office by phone and arrange a conference.

Dating Violence

Teen Dating Violence is defined as the intentional use of physical, sexual, verbal or emotional abuse by a person to harm, threaten, intimidate or control another person in a dating relationship, as defined by section 71.0021, Texas Family Code. Fisd counselors have information available for students, parents, staff and the community regarding dating violence.

Dress Code

All requirements within this policy will be strictly enforced. In order to attend their regular classes, students are required to be in full compliance with this policy.

FISD Dress Code

The dress and grooming standards of the Frisco Independent School District are meant to promote a positive, professional learning environment where the focus is on instruction and not on clothing. Clothing, hairstyles, and accessories should not be disruptive, immodest or compromise student safety.

Students shall come to school looking clean, neat and ready to learn. The District prohibits pictures, emblems or writings on materials or clothing that are lewd, offensive, vulgar, immodest or promote or refer to alcoholic beverages, drugs or any other substance prohibited under policy FNCF (1).

The District also prohibits any clothing or grooming that in the administrator's judgment may reasonably be expected to cause disruption of or interference with normal operations. Clothing or other personal items depicting or promoting acts of violence, guns, weapons, death, dismemberment, disfigurement, gang activity or affiliation or other offensive items or wording are specifically prohibited.

The following statements serve as guidelines so that there is no question of what is acceptable.

- “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.
- Inappropriate exercise clothing will not be allowed without an appropriate covering garment.
- Pants and other articles of clothing that are torn, ragged, frayed or pants with holes are not permitted.
- Sunglasses, caps, hats, bandanas and other headwear are not to be brought into the building.
- Hairstyles or unnatural hair colors that, in the judgment of the school administrator, cause a disruption of the educational environment are not allowed.
- 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 and no shoes with wheels are allowed.
- Earrings are permissible. All other visible body-piercing jewelry or ornaments are prohibited.
- Reasonable standards of modesty must be met.

Boys:

- Shirts with sleeves must be worn at all times.
- Shorts that extend to or below the students' fingertips when their arms are held to their sides are acceptable.

Girls:

- Sleeveless tops with a minimum width of two-inch wide straps are acceptable. The shirt straps must be wide enough to cover undergarments.
- See-through, bare midriff, halter type, shoulder-baring 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.
- Dresses, skirts and shorts must extend to or below the student's fingertips when their arms are held to their sides, regardless of any or all clothing that may be worn underneath the dress, skirt or shorts.

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. Students who fail to meet this requirement of compliance with the Dress and Grooming Code 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.

Driver License Attendance Verification

For a student between the ages of 16 and 18 to obtain a driver license, the Texas Department of Public Safety must be provided written parental consent to access the student's records for purposes of verifying 90 percent attendance for credit for the semester.

Drug Dog

A trained drug dog will visit your child's campus occasionally to help us to maintain a drug-free environment.

Extracurricular Eligibility

The Frisco Board of Trustees encourages participation in competitive events sponsored by University Interscholastic League (UIL). No events shall be scheduled and no student shall be allowed to participate in any UIL event unless all rules and regulations pertaining thereto are strictly enforced. The Superintendent or a designated representative is to maintain all necessary records and reports and see that all UIL rules and regulations are met.

Conflicts in Activities:

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

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

Academic Eligibility Requirements

Participation in all competitive activities, as part of an FISD activity group or organization, is contingent upon meeting the academic requirements established by the governing body responsible for that competitive activity.

A student must be passing all of the courses in which he/she is enrolled at the end of the six weeks to be eligible to participate in extracurricular activities during the next six weeks. This participation applies to all meetings, performances or contests that take place before and after school or on weekends. There is a seven-day grace period at the end of a six weeks before ineligibility goes into

effect. A student who has been academically ineligible may become eligible immediately at the end of 3 weeks ineligibility if passing grades in all courses are verified.

*To be eligible during the first six weeks at the beginning of the school year, the student must have been promoted to the seventh or eighth grade.

FERPA – Student Records

Family Educational Rights and Privacy Act (FERPA) and Student Education Records

See policy FL(local and legal)for more information

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. "Parent" includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or guardian. The District shall presume that a parent has authority to inspect and review the student's records unless it has been provided with evidence that there is a court order, state statute, or legally binding document that specifically revokes these rights. A court may order the custodian of records to delete all references in a child's records to the place of residence of either party appointed as conservator before their release to another party appointed as conservator.

Federal law requires that, as soon as the student becomes eligible, control of the records goes to the student. However, the parents may continue to have access to the records if the student is a dependent for tax purposes.

These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

The principal or Superintendent is custodian of all records for currently enrolled students at the assigned school. The principal or Superintendent is the custodian of all records for students who have withdrawn or graduated. The Director of Special Education is the custodian of additional records of students in special education.

Records may be inspected by a parent or eligible student during regular school hours.

If circumstances effectively prevent inspection during these hours, the District will either provide a copy of the requested records, or make other arrangements for the parent or student to review the requested records. The records custodian or designee will respond to reasonable requests for explanation and interpretation of the records. The address of the Superintendent's office is 6942 Maple Street, Frisco, Texas 75033.

Copies of student records are available at a cost of ten cents per page, payable in advance. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, one copy of the record will be provided at no charge upon written request of the parent.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A parent (or the student if he or she is 18 or older or is attending an institution of postsecondary education) may inspect the student's records and request a correction if the records are considered inaccurate or otherwise in violation of the student's privacy rights. If the District refuses the request to amend the records, the requestor has the right to request a hearing. If the records are not amended as a result of the hearing, the requestor has 30 school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, contesting a student's grade in a course is handled through the general complaint process defined by *Policy FNG*.

(3) The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Personally identifiable information in education records shall not be released without the written consent of the student's parents, except to the following or as otherwise outlined by law:

- School official, such as employees, trustees, or agents of the District, including an attorney, a consultant, a contractor, a volunteer, and any outside provider used by the District to perform institutional services; an employee of a cooperative of which the District is a member or of a facility with which the District contracts for placement of students with disabilities; a contractor retained by a cooperative of which the District is a member or by a facility with which the District contracts for placement of students with disabilities; a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. School officials have a "legitimate educational interest" in a student's records when they are working with the student; considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities; compiling statistical data; reviewing an education record to fulfill the official's professional responsibility; or investigating or evaluating programs. In addition access may be required by various governmental agencies and officials or in response to a subpoena or court order. Records will be sent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

Please Note:

The District's policy regarding student records is available from the principal's or Superintendent's office. The parent's or eligible student's right of access to and copies of student records does not extend to all records. Materials that are not considered educational records—such as teachers' personal notes about a student that are shared only with a substitute teacher—do not have to be made available to the parents or student.

The *Family Educational Rights and Privacy Act* (FERPA) also requires that school districts, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, districts may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures.

According to FERPA, "directory information" is information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. In those definitions directory information includes, but is not limited to, the student's name, address, telephone listing, electronic mail address, photograph, date and place of birth, dates of attendance, grade level, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, honors and awards received, and the most recent educational agency or institution attended.

Frisco ISD does not consider address, telephone listing and electronic mail address as directory information and will not release this information. All other information shall be considered directory information in order to promote school programs and student achievements.

Parents shall be given annual notification of directory information through the student handbook and through the online registration process. If a parent does not wish the District to disclose this directory information from his or her child's educational records to promote school programs and student achievements without prior written consent, the parent shall notify the school of this in writing following enrollment. A parent can change their election in writing at any time.

The District must comply with a request by a military recruiter or an institution of higher education for students' names, addresses, and telephone listings, unless parents have advised the District not to release their child's information without prior written consent

You as a parent may grant or deny any request from the District to make videotape or voice recording of your child. State law, however, permits the school to make a videotape or voice recording without parental permission for the following circumstances:

- When it is used for school safety
- When it relates to classroom instruction or a co-curricular or extra-curricular activity; or
- When it relates to media coverage of the school

Throughout the year we have the privilege of taking video footage of Frisco ISD students and the programs, activities, and honors in which they are involved. This film is used for video yearbooks, educational access programming and the FISD website and other websites for promotional and educational purposes as an avenue to honor student achievement. FISD also gives your child the opportunity to participate in distance learning field trips to places all over the world, as well as to other schools within the district.

Please note that if we use a child's image on the website or cable channel, we will not associate his/her full name directly with his/her image unless we have received special permission, such as in the case of members of broadcast teams and video production classes.

If for some reason you do not authorize your child's photograph/image to be taken and used for promotional purposes, please make this objection in writing at your school within 10 days of enrollment.

Fire/Emergency/Safety Drills

Each school in the Frisco Independent School District follows state laws and district guidelines in the case of individual or school-wide emergencies. Student safety is very important. Each campus has a trained Crisis Management Team that will coordinate any emergency procedures. In case of an emergency, students should follow school procedures and the directions of their teachers. Telephones will not be available for student use during school emergency situations.

Fire drills are conducted for two purposes:

1. To train students to leave the building in an orderly and quick fashion in case of an emergency alarm.
2. To teach self control in times of emergency.

When the fire alarm is sounded, all students must respond to the adult's directions to move to the designated area. They should walk in an orderly manner, with no talking or pushing. When the

students reach the safety zone designated by the teacher, they should face the building but remain in line. In addition to fire drills, disaster drills may also be conducted. Each campus will perform two “lockdown” drills per semester.

Fund – Raising Activities

The school administration must approve any plan or activity used by a class or organization for making money. Only activities that raise money through payment of admissions or where value is received for money paid may be used. No advertising will be sold without the approval of the administration.

Gang-Free Zones

Certain criminal offenses, including those involving organized criminal activity such as gang-related crimes, will be upgraded to the next highest category of offense if they are committed in a gang-free zone. For purposes of the district, a gang-free zone includes a school bus and a location in, on, or within 1000 feet of any district-owned or leased property or campus playground.

Health Services

(Includes Communicable Diseases, Medication at school and Immunizations)

Students will not be admitted to school without correct proof of current immunization (Section 38.001 of the Texas Education Code).

Immunizations

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical reasons or for reasons of conscience, including a religious belief, the student will not be immunized. For exemptions based on reasons of conscience, only official forms issued by the Department of State Health Services, Immunization Division, can be honored by the District. The immunizations required are: diphtheria-tetanus-pertussis, measles-mumps-rubella, poliomyelitis, hepatitis B, meningococcal and varicella (chicken pox). The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by the Department of State Health Services. Proof of immunization may be personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a U.S. licensed physician stating that, in the doctor's opinion, the immunization required poses a significant risk to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition.

[For further information, see policy FFAB and the Department of State Health Services Web site: <http://www.dshs.state.tx.us/immunize/default.shtm>.]

The emergency information card on file in the office should be kept current regarding telephone numbers and people to be notified in case of accident or illness if parents cannot be reached.

Medication

Students are not allowed to have any medications in their possession at school. This includes prescription meds, over-the-counter meds, vitamins and herbs.

Exceptions: A student with asthma and/or severe allergic reaction (anaphylaxis) may be permitted to possess and self-administer prescribed asthma and/or anaphylaxis medication at school or school-related events only if he or she has written authorization from his or her parent and written authorization & instructions from a physician or other licensed health care provider. The prescription medication must be prescribed for the student as indicated by the prescription label on the medication. The student must also demonstrate to his or her physician or licensed health care provider and to the school nurse the ability to use the prescribed medication, including any device required to administer the medication. If the student has been prescribed asthma and/or anaphylaxis medication for use during the school day, the student and parents should discuss this with the school nurse or principal.

See Policy FFAC (LEGAL).

A student with Cystic Fibrosis may be permitted to possess and self-administer prescribed Pancreatic Enzyme Supplements at school or school-related events only if he or she has written authorization from his or her parent and written authorization and instructions from a physician or other licensed health care provider. The prescription medication must be prescribed for the student as indicated by the prescription label on the medication. The student must also demonstrate to his or her physician or licensed health care provider and to the school nurse the ability to use the prescribed medication. If the student has been prescribed medication for Cystic Fibrosis for use during the school day, the student and parents should discuss this with the school nurse or principal.

In accordance with a student's individual health plan for management of diabetes, a student with diabetes will be permitted to possess and use monitoring and treatment supplies and equipment while at school or at a school-related activity. See the school nurse or principal for information.

See Policy FFAF (LEGAL).

All prescription medication that cannot be scheduled for hours other than at school may be given at school. We must receive a signed Request for Administration of Medication form from the parent/guardian. The medication must be in the original container and must be properly labeled.

The District will not purchase oral nonprescription medication for students. In order for students to receive district-approved oral nonprescription medication (Tylenol, Advil, Benadryl, Tums, Cough Drops and Throat Strips) while at school, the parent/guardian must complete and sign the Request for Administration of Medication form and send the medication to school in the original container that is properly labeled. The nurse may give up to 10 doses of the district-approved oral nonprescription medications. When students take 10 doses of a medication, the parent/guardian will be notified and a doctor's note will be needed to continue to give the student the medication.

A list of medications that are used in the school clinic is available on request from the school nurse.

Protocols established by the District's Medical Advisor are also available on request. Portable Oxygen, AED's and Epi-Pens may be used to assist students in an emergency situation.

All other nonprescription medications must have a signed note from the physician and must be in their original containers. No baggies with medications, please. The physician may fax us a note for the medication. A *Request for Administration of Medication* form must be completed and signed in the clinic for all medication dispensed at school. At the end of the school year, all medications must be picked up from the clinic by a parent/guardian. All medications not picked up by the end of the day on the last day of school will be destroyed.

Herbal Substances and Dietary Supplements

Herbal Substances and Dietary Supplements will not be given to students while at school unless all of the requirements below are met:

Herbal Substances and Dietary Supplements provided by the parent and only if:

1. The child's personal physician has ordered that such product(s) be administered;
2. The order specifies that the product(s) must be administered during school hours; and
3. The child's individualized education program (IEP) or 504 Plan reflects that the product(s) are necessary for the provision of a free, appropriate public education for a student with a disability.

See Policy FFAC (LOCAL).

Fever

A student with a temperature of 100 degrees or above will be excluded from school. The student's temperature must be **below 100 degrees for a full 24 hours (without taking a fever reducing medication)** before returning to school.

Steroids

Parents and students should be aware that state law prohibits students from possessing, dispensing, delivering or administering an anabolic steroid. Anabolic steroids are for medical use only, and only a physician can prescribe use. Under state law, body building, muscle enhancement or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a healthy student is not a valid medical use and is a criminal offense.

Psychotropic Drugs

Teachers and other District employees may discuss a student's academic progress or behavior with the student's parents or another employee as appropriate; however, they will not recommend use of psychotropic drugs. A District employee who is a registered nurse, an advanced nurse practitioner, a physician or a certified or credentialed mental health professional can recommend that a student be evaluated by an appropriate medical practitioner, if appropriate.

“Psychotropic drug” means a substance used in the diagnosis, treatment or prevention of a disease or as a component of a medication and intended to have an altering effect on perception, emotion or behavior. It is commonly described as a mood or behavior-altering substance.

[For further information, see Policies at FFAC.]

Bacterial Meningitis

What is Meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord—also called the meninges. It can be caused by viruses, parasites, fungi or bacteria. Viral (aseptic) meningitis is common; most people recover fully. Medical management of viral meningitis consists of supportive treatment, and it is usually not necessary to use antibiotics. Parasitic and fungal meningitis are very rare. Bacterial meningitis is very serious and may involve complicated medical, surgical, pharmaceutical and life support management.

There are two common types of bacteria that cause meningitis:

- Strep pneumonia cause pneumococcal meningitis; there are over 80 subtypes that cause illness
- Neisseria meningitis—meningococcal meningitis; there are 5 subtypes that cause serious illness—A, B, C, Y, W-135

What are the symptoms?

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms.

Children (over 1 year old) and adults with meningitis may have:

- Severe headache
- Sensitivity to bright lights
- Neck stiffness, joint pains
- High temperature
- Vomiting
- Drowsiness or confusion

* In both children and adults, there may be a rash of tiny, red-purple spots or bruises caused by bleeding under the skin. These can occur anywhere on the body. They are a sign of blood poisoning (septicemia), which sometimes happens with meningitis, particularly the meningococcal strain.

How serious is bacterial meningitis?

If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases it can be fatal, or a person may be left with a permanent disability, such as deafness, blindness, amputations or brain damage (resulting in mental retardation or paralysis) even with prompt treatment.

How is Bacterial Meningitis spread?

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but do not survive long outside the body. They are spread when people exchange saliva (such as kissing, sharing drinking containers, utensils or cigarettes).

The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks or even months. Being a carrier helps stimulate the body's natural defense system. The bacteria rarely overcomes the body's immune system to cause meningitis or another serious illness.

What is the risk of getting Bacterial Meningitis?

The risk of getting bacterial meningitis in all age groups is about 2.4 cases per 100,000 persons per year. However, the highest risk group for the most serious form of the disease, meningococcal meningitis, is children 2 to 18 years old.

How is Bacterial Meningitis diagnosed?

The diagnosis is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood. Spinal fluid is obtained by a lumbar puncture (spinal tap).

How can Bacterial Meningitis be prevented?

- Students should not share food, drinks, utensils, toothbrushes, or cigarettes.
- Students should limit the number of persons you kiss.

Vaccines against pneumococcal disease are recommended both for young children and adults over 64. A vaccine against four meningococcal serogroups (A, C, Y, W-135) is available. These four groups cause the majority of meningococcal cases in the United States. This vaccine is recommended by

some groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and effective (85-90%). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within 7 to 10 days after the vaccine is given and lasts for up to 5 years.

What should you do if you think you or a friend may have Bacterial Meningitis?

Seek prompt medical attention.

For More Information:

Your student’s school nurse, family doctor and the staff at your local or regional health department office are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Texas Department of Health office to ask about the meningococcal vaccine. Additional information may also be found at the web sites for the Centers for Disease Control and Prevention: www.cdc.gov and the Texas Department of Health: www.tdh.state.tx.us.

Health Screenings

Vision and Hearing Screening Requirements

The Vision and Hearing Screening Program, Texas Health and Safety Code requires that all children enrolled for the first time in any public, private, parochial, or denominational school or in a Department of Family and Protective Services licensed child-care center and licensed child care home in Texas, or who meet certain grade criteria (specified below), must be screened or have a professional examination for possible vision and hearing problems.

The requirements apply each year for children enrolled in any licensed child-care center and licensed child care home or school program at the ages or grades listed below:

WHO MUST BE SCREENED	WHEN SCREENING MUST BE DONE
4-years-old by September 1st Kindergartners Any other first-time entrants (4 years* through 12th grade)	Within 120 days of admission
1st-, 3rd-, 5th-and 7th graders	Anytime within the school year (preferably within first semester)

Acanthosis Nigricans

The Texas Risk Assessment for Type 2 Diabetes in Children is a legislatively mandated program developed, coordinated, and administrated by The University of Texas Pan-American Border Health Office (BHO). The program assesses children who may be at high risk of developing Type 2 Diabetes in Texas Education Agency Regional Education Service Centers 1, 2, 3, 4, 10, 11, 13, 15, 18, 19 and 20. During vision/hearing and scoliosis screenings of 1st, 3rd, 5th and 7th graders in public and private schools, certified individuals assess children for the acanthosis nigricans marker, a skin condition that signals high insulin levels. Children who are positively identified with the marker undergo additional assessments of body mass index (BMI), BMI percentile and blood pressure. Referrals are issued to the parents of these children, alerting each parent of their child's risk factors

and encouraging further evaluation from a health professional. Becoming aware of and understanding what the risk factors suggest can help stimulate the changes necessary to prevent or delay future health problems for children at risk of developing Type 2 Diabetes and other conditions.

Spinal Screening Program

In 1985 the Texas Legislature passed House Bill 832, which requires screening for abnormal spinal curves for students in grades 6 and 9 attending public and private schools. The school is then required to notify the parents if a child shows any signs of a possible curvature. Screening should be done during the growth spurt years, ages 10-14 years (Grades 5-9), to detect spinal deformities early. The screening requirement for children entering grades 6 and 9 may be met if the child has been screened for spinal deformities by a physician and a record has been provided.

Note: The Frisco Independent School District Health Services department does share personal identifiable student health information with state and local public health entities on a need to know basis for the purposes of immunization compliance and communicable disease control as required by state law.

Human Sexuality Education Parent Notification

Frisco ISD regards parents/guardians of children as the first and primary teachers. This is especially the case in regard to spiritual, moral and sex education. Sexuality education is the parent/guardian's right and responsibility; by law, our role as educators through the teaching of courses such as health and other science disciplines is to provide instruction specific to human sexuality.

The Frisco ISD content of human sexuality instruction teaches about the human anatomy and the reproductive system, including information on sexually transmitted diseases, human immunodeficiency virus (HIV) and acquired immune deficiency syndrome (AIDS).

The curriculum has been selected by the Board of Trustees with the advice of the local school health advisory council. The health advisory council is primarily comprised of parents of students enrolled in the District and who are not employed by the District. The instruction presents abstinence as the preferred choice of behavior for unmarried persons of school age as a means of preventing unwanted pregnancies, and the transmission of sexually transmitted diseases. More information about the curriculum and instruction can be found in the District Notices area of the FISD website, at www.friscoisd.org.

*This notice serves to inform parents/guardians of the District's basic content of human sexuality instruction and of a parent's right to remove his/her student from any part of that instruction. Parents or guardians who do **not** want his/her child to participate in FISD human sexuality instruction should provide a signed written notice to school principals.*

A specific information item will be sent to parents of students in grade 6 who have the opportunity to attend the AIM for Success program – this is an abstinence based assembly presentation that parents can preview. Parents may opt their students out of this program through a written notice to the school principal as well.

Lockers

Lockers remain under the jurisdiction of the school even when assigned to an individual student. The school reserves the right to inspect all lockers. A student has full responsibility for the security of the locker and is responsible for making certain that it is locked and the combination is not available to

others. Searches of lockers may be conducted at any time there is reasonable cause to do so, whether or not the student is present.

National Junior Honor Society

National Junior Honor Society is open to qualified students in seventh or eighth grade. To be eligible for membership, a student must have attended a Frisco middle school for the full semester prior to consideration and have a 94 average in the core subjects for the fall semester just completed. Selection for membership is based on outstanding scholarship, character, leadership, service and citizenship. Dues are \$5.00 per semester. Interested parents and students should seek information from the counseling office at the beginning of the school year.

Parent Teacher Association/Organization

The school PTAs and PTOs work to help foster the relationship between the school and the home, the parents and the teachers. These groups also work in partnership with the school and community to enhance the educational opportunities and experiences for all young people.

Pesticides/Asbestos

FISD applies pesticides as part of an integrated pest management program. All persons applying pesticides are required to receive special training in pesticide application and pest control. In addition, FISD has a policy that requires use of non-chemical pest control tactics whenever it is possible.

Information concerning these applications may be obtained by calling Tim Sanz, the district's Integrated Pest Management Coordinator, at 469-633-6340.

*Copies of the inspections and assessments of asbestos-containing materials and the complete District Management Plan are both available for review at the FISD Annex, 6948 Maple, Frisco, Texas 75033.

Pets on School Grounds

No pets are allowed on FISD property while students are at school unless authorized by the principal for a preapproved instructional purpose. Those walking students to or from school with pets will not be allowed on FISD property. Those on city sidewalks/public easement should still be cognizant of students walking/riding bikes to and from school for safety considerations. This does not apply to service animals.

Physical Activity for Students

Middle school students are required to participate in moderate or vigorous physical activity for at least 225 minutes during each two school week period for four semesters of their middle school career. For additional information regarding the District's requirements and programs for middle school students, please contact the principal.

Physical Fitness Assessment

Annually, school districts will conduct a physical fitness assessment on students in grades 3-12. At the end of the school year, a parent may submit a written request to the school district to obtain results of his or her child's physical fitness assessment conducted during the year.

P.E. - Uniforms/Substitutions

P.E. uniforms must meet district specifications of plain black shorts and a plain white or light grey t-shirt. These uniforms must be purchased at the parents' expense.

P.E. – Off-campus programs

Students can earn credits for physical education for appropriate private or commercially sponsored physical activity provided that the program meets district criteria. Questions regarding the process of approval should be addressed to the campus principal.

Pledges of Allegiance and Minute of Silence

Texas law requires students to recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag each day. Parents may submit a written request to the principal to excuse their child from reciting a pledge. A moment of silence will follow recitation of the pledges. The student may choose to reflect, pray, meditate or engage in any other silent activity so long as the silent activity does not interfere with or distract others.

Excusing a Student from Reciting a Portion of the Declaration of Independence

As a parent, you may request that your child be excused from recitation of a portion of the Declaration of Independence. State law requires students in social studies classes in grades 3-12 to recite a portion of the text of the Declaration of Independence during Celebrate Freedom Week, unless (1) you provide a written statement requesting that your child be excused, (2) the district determines that your child has a conscientious objection to the recitation, or (3) you are a representative of a foreign government to whom the United States government extends diplomatic immunity [See policy EHBK(LEGAL)].

Protecting Student Rights

Your child will not be required to participate without parental consent in any survey, analysis or evaluation—funded in whole or in part by the U.S. Department of Education—that concerns:

- Political affiliations or beliefs of the student or the student's parent.
- Mental or psychological problems of the student or the student's family.
- Sexual behavior or attitudes.
- Illegal, antisocial, self-incriminating or demeaning behavior.
- Critical appraisals of individuals with whom the student has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians and ministers.
- Religious practices, affiliations or beliefs of the student or parents.
- Income, except when the information is required by law and will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

Parents will be able to inspect the survey or other instrument and any instructional materials used in connection with such a survey, analysis or evaluation. [For further information, see policy EF.]

Possession and Use of Electronic Communication Devices

Beginning with the 2011-2012 school year, Frisco ISD secondary schools will allow the use of electronic communication devices by students at specified times. Electronic communication devices include but are not limited to the following: cell phones, smart phones, mp3 players, iPod Touches, iPads and eReaders.

It is not mandatory for students to bring their own mobile learning devices. When electronic devices are used to enhance student learning in the classroom, students without a personal device will be provided access to an appropriate digital device. Students who choose to bring their personal devices must log in and use the Frisco ISD filtered wireless network during the school day.

NOTE: Students bring electronic communication devices 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.

Students may utilize electronic communication devices in the classroom for educational purposes when the teacher deems appropriate. While the district encourages students to use electronic communication devices for educational purposes in the classroom, use is prohibited during passing periods and lunch. Additionally, students will be allowed the opportunity to use their devices before/after school.

Use of electronic communications devices during the school day is a privilege. Adherence to the guidelines below is essential to maintaining an academic environment and the integrity of the classroom.

Guidelines

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 Phone Rule

All cell phone conversations during the school day should only take place under the supervision of staff personnel.

Using any device that permits recording the voice or image of another in any way that either disrupts the educational environment, invades the privacy of others, or is made without the prior consent of the individuals being recorded is prohibited. Also, using any device that permits recording the voice or image of another to take, disseminate, transfer or share audio, images, video or photographs that reveal private parts of the body that are ordinarily covered by clothing is prohibited. The possession of pornographic images or video on any electronic device is prohibited.

Misuse of Computers, Electronic Devices and the Internet

- Violating policies, rules, or guidelines.
- Using the Internet or other electronic communications to threaten students or employees or cause disruption to the educational program.
- Sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
- Using email or Web sites at school to encourage illegal behavior or threaten school safety.

Note: The online registration signature page acknowledging the FISD Technology Responsible Use Policy must be received before being allowed to use FISD computers/devices and student electronic communication devices.

“Opting Out” of Surveys and Activities

As a parent, you also have a right to receive notice and opt your child out of participating in:

- Any survey concerning the private information listed above, regardless of funding.
- School activities involving the collection, disclosure or use of personal information gathered from your child for the purpose of marketing or selling that information.
- Any non emergency, invasive physical examination or screening required as a condition of attendance, administered and scheduled by the school in advance and not necessary to protect the immediate health and safety of the student. Exceptions are hearing, vision or scoliosis screenings, or any physical exam or screening permitted or required under state law. See Policies EF and FFAA.

School Health Advisory Council

During the preceding school year, the FISD’s School Health Advisory Council held three meetings. Additional information regarding the District’s School Health Advisory Council, including the number of meetings scheduled or held during the year, can be found on the district website at www.friscoisd.org.

School Property and Building Use

School property must be taken care of by the middle school students in order to preserve the best appearance possible in the building. Students who willfully or carelessly damage school property will be assessed the cost of repair, will not be granted report cards or transfers within or outside the District until cash settlements have been made for such damage and may be subject to disciplinary action.

School Publications

Distribution of Non-School Materials

Written or printed materials, handbills, photographs, pictures, films, tapes or other visual or auditory materials not sponsored by the District or by a District-affiliated school-support organization shall not be sold, circulated, distributed or posted on any District premises by any District student, except in accordance with this policy. The District shall not be responsible for, nor shall the District endorse, the contents of any non-school literature distributed by students. For purposes of this policy, “distribution” means the circulation of more than ten copies of material from a source other than the District. Materials distributed under the supervision of instructional personnel as a part of instruction or other authorized classroom activities shall not be considered non-school literature and shall not be governed by this policy. [For distribution of non-school literature by non-students, see GKDA]

Non-school literature shall not be distributed by students on District property if:

1. The materials are obscene, vulgar or otherwise inappropriate for the age and maturity of the audience.
2. The materials endorse actions endangering the health or safety of students.
3. The distribution of such materials would violate the intellectual property rights, privacy rights or other rights of another person.
4. The materials contain defamatory statements about public figures or others.

5. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
6. The materials are hate literature or similar publications that scurrilously attack ethnic, religious or racial groups or contain content aimed at creating hostility and violence; and the materials would materially and substantially interfere with school activities or the rights of others.
7. There is reasonable cause to believe that distribution of the non-school literature would result in material and substantial interference with school activities or the rights of others.

All non-school literature intended for distribution by students on school campuses or other District premises under this policy shall be submitted to the building principal or designee for prior review in accordance with the following:

1. Materials shall include the name of the person or organization sponsoring the distribution.
2. Using the standards found in this policy at LIMITATIONS ON CONTENT, the building principal or designee shall approve or reject submitted materials within two school days of the time the materials were received.

Prior review shall not be required for distribution of non-school literature by District students only in the following circumstances:

- A. Distribution of materials by a student to other attendees during a meeting of a non-curriculum-related student group authorized to meet at school during non-instructional time in accordance with FNAB(LOCAL); or
- B. Distribution of non-school materials in circumstances for which exceptions to prior review are authorized at GKDA(LOCAL).

Even when prior review is not required, all other provisions of this policy shall apply.

Each campus principal shall designate times, locations, and means by which non-school literature that is appropriate for distribution, as provided in this policy, may be made available or distributed by students to students or others at the principal's campus.

The Superintendent or designee shall designate times, locations and means for distribution of non-school literature by students at District facilities other than school campuses, in accordance with this policy. Failure to comply with this policy regarding distribution of non-school literature shall result in appropriate administrative action, including but not limited to confiscation of nonconforming materials, suspension of a non-curriculum related student group's use of District facilities, and/or other disciplinary action in accordance with the Student Code of Conduct.

Decisions made by the administration in accordance with this policy may be appealed in accordance with FNG(LOCAL).

School Resource Officer

In order to assist the District in providing a safe and secure learning environment, as well as offer additional instructional and counseling support, a uniformed police officer will be assigned to work closely with the middle school campus.

School-Sponsored Trips

No student is to go on a study trip or school sponsored trip of any kind unless his/her parent or guardian has signed the "Study Trip Permission Slip." Students on school-sponsored trips are subject to regular school rules. School-sponsored trips are a privilege and a student's participation can be restricted.

School Telephone

Because of the tremendous amount of essential business which must be transacted over the office telephones, students are requested not to ask for use of the telephone except in emergencies. Office personnel will deliver messages in cases of emergency. No toll calls from office telephones are to be made by students.

Sexual Offender Registration Program

The Sexual Offender Registration Program in Texas, commonly known as Ashley's Law, was passed in 1995. The law requires convicted sexual offenders to register with local law enforcement officials. Law enforcement is then required to pass the information on to school officials if the victim of the offense was a minor. The law leaves to local discretion the decision on what schools can do with the information. In consultation with local law enforcement officials, Frisco ISD has developed a procedure utilized by a majority of school districts in Texas. That procedure is to inform campus principals when the superintendent receives information on sexual offenders. The principal then alerts personnel as needed.

Frisco ISD encourages principals to educate parents on how to access the information from local law enforcement. Law enforcement officials are in a better position to prevent mistakes such as inadvertent identification of victims or misidentification of offenders. The information on sex offenders can be accessed by visiting the local police station or websites or by accessing the Texas Department of Public Safety website.

Please understand that this law is intended to provide information to the public that there are convicted/adjudicated sex offenders in their communities so that they can make choices for their families' protection; however, the public should not rely entirely on public notification to educate themselves on potential danger from sex offenders within their communities. We caution against a false sense of security in the belief that we know where all sex offenders are located. If a sex offender is non-compliant, the law allows for a penalty to be assessed, but verification of registration when offenders move is difficult to track. There is no substitute for always knowing where your children are and for maintaining close supervision. Together we can help our children be aware of their surroundings and to understand how to handle themselves in potentially harmful situations.

Skateboards, Skates, Scooters, and Roller Blades

These are not allowed on school property.

Statements of Nondiscrimination

Access, Admission and Employment

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment and all unions or professional organizations holding collective bargaining or professional agreements with the Frisco Independent School District are hereby notified that this District does not discriminate on the basis of race, color, religion, national origin, sex, age or disability in admission or access to, or employment in its programs and activities. Any person having inquiries concerning the Frisco Independent School District's compliance with the regulations implementing Title IX is directed to contact:

Rick Burnett, Student Issues
12025 Rolater Road

Frisco, Texas 75035
(469) 633-6590

Brad Longfellow, Personnel Issues
6948 Maple Street
Frisco, Texas 75033
(469) 633-6000

Mr. Rick Burnett and Mr. Brad Longfellow have been designated by the Frisco Independent School District to coordinate the District's efforts to comply with the regulations of implementing Title IX.

Section 504 of the Rehabilitation Act of 1973

Section 504 is an Act that prohibits discrimination against persons with a disability in any program receiving Federal financial assistance. The Act defines a person with a disability as anyone who:

1. Has a mental or physical impairment that substantially limits one or more major life activity (major life activities include activities such as caring for one-self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working);
2. Has record of such impairment; or
3. Is regarded as having such impairment.

4. In order to fulfill its obligation under Section 504, The Frisco Independent School District recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with disability will knowingly be permitted in any of the programs and practices in the school district. The school district has specific responsibilities under the Act, which include the responsibility to identify, evaluate and, if the child is determined to be eligible under Section 504, to afford access to appropriate educational services. If the parent or guardian disagrees with the determination made by the professional staff of the school district, he/she has the right to a hearing with an impartial hearing officer.

The Family Educational Rights and Privacy Act (FERPA) also specifies rights related to educational records. This Act gives the parent or guardian the right to: 1) inspect and review his/her child's educational records; 2) make copies of these records; 3) receive a list of all individuals having access to those records; 4) ask for an explanation of any item in the records; 5) ask for amendment to any report on the grounds that it is inaccurate, misleading or violates the child's rights; and 6) a hearing on the issue if the school refuses to make the amendment.

*If there are questions, please feel free to contact the Section 504 Coordinator for the school district by calling Debbie Pool (student issues) or Brad Longfellow (personnel issues) at (469) 633-6000.

Student Accident /Medical Supplemental Insurance

The District is not responsible for medical costs associated with a student's injury but we do offer parents some options that can be of help, particularly if the family is uninsured. At the beginning of each school year, the District makes available an optional, low-cost student accident insurance program to assist parents in meeting medical expenses. It can be accessed at school or on the website at

<http://www.friscoisd.org/departments/RiskManagementInsurancePrograms/index.htm>.

Under this program FISD provides an opportunity for you to purchase student accident insurance at a low cost. Participation in this insurance program is strictly voluntary. AN IMPORTANT NOTE: Even if you already have medical insurance, this low cost coverage is designed to supplement your other insurance by assisting with deductibles and balances left unpaid by your primary carrier. If you have no other insurance the benefits **may not be adequate to cover the full cost** of medical treatment. Please reference policy details and benefits in regards to specific coverage questions.

Several voluntary options are available:

- 24-hour –Injury only plan that protects your student around-the-clock/anywhere in the world; until school starts the following year.
- At-School – Injury-only plan that protects your student during the regular school term, on school premises while school is in session.
- Extended Dental–An accident only supplemental plan provided to students covered by At-School, 24–Hour or Football student insurance.
- Football–An additional plan that provides injury only coverage for high school interscholastic football. This policy is different from the UIL Extracurricular Activity Insurance provided by the district.

Online enrollment is possible: <http://www.bene-marc.com/>

Printed program enrollment brochures are available from Frisco ISD athletic trainers or in the main office at every campus. It is the responsibility of the parent or guardian to complete the enrollment and premium payment directly with the insurance company. Frisco ISD will not collect forms and payments for this coverage.

Student Council

Student Council members are representatives of the student body that foster closer cooperation between the school faculty, administration and student body, focusing on problems/issues concerning the school and student body. Student Council helps to provide a forum for student concerns, while creating and maintaining school interest, spirit and loyalty. Student Council members should practice good citizenship and leadership and will be expected to adhere to high standards for academics and behavior. Student Council members are elected by their peers. For more information on Student Council, please contact the campus level sponsor.

Student Safety

Each school in the Frisco Independent School District follows state laws and district guidelines in the case of individual or school-wide emergencies. Parents should be aware of the following:

- Each of our campuses has a trained Crisis Response Team, which will coordinate any emergency procedures.
- Each school in Frisco ISD is required by state law to conduct nine fire drills per school year. Additionally, each school also conducts two lockdown drills per semester and tornado drills.
- Ordinarily, inclement weather will not require an early dismissal of school. We urge you to let your child remain at school unless otherwise instructed through the local radio and television media. (Notices will be on the FISD website as well – www.friscoisd.org. In inclement weather, school may be the safest place for your child.
- Each campus may be required to have their 7th and 8th graders take a Safe and Secure Schools Survey.
- By law, we may only release your child to a parent, legal guardian or the emergency contact you have listed on your child’s enrollment or health card. In the event of an emergency or crisis in which your child is involved, you should know:
 1. You will be notified as soon as possible.
 2. The school must obtain your permission to release your child to an unauthorized person.
 3. If you are a custodial parent and the non-custodial parent has been barred from seeing your child or having access to student records, a copy of the court order must be on file in the school office.

4. If your child has a medical emergency, the hospital must obtain your permission before performing any procedures.

At times, these rules may seem inconvenient. However, our responsibility is to protect your child, and we must obey the law. Please be sure that the people you identify as “emergency contacts” on your child’s enrollment or health cards are people to whom you would allow us to release your child to, and advise those individuals that you have listed them as an emergency contact. Persons that come to pick up students may be required to show identification. The persons picking up your son/daughter must be a custodial parent or a person identified as an emergency contact. Students’ parents will be contacted prior to a student’s release if the above criteria are not met.

School Safety: The “ChooseToCare” System

ChooseToCare is a progressive twist on a proven concept – the “tip-line”. Tip-lines have helped many organizations, public and private, to detect problems early on, minimizing harm and in many cases preventing it all together. When properly implemented, tip-lines serve to support a climate of safety, honesty and integrity within the organizations they serve. What makes *ChooseToCare* unique is that it is Web-based. This enables users to provide school officials with valuable information, securely from the privacy of their own homes. *ChooseToCare* is not meant to replace traditional and established methods of communication, but to supplement them. By providing another option for members of our school community (students, parents, administrators, teachers, etc.) to offer valuable information that they might otherwise choose to keep to themselves, *ChooseToCare* helps ensure that our schools will remain safe for all.

Why a Web-based process? We believe *ChooseToCare* will appeal to the growing number of persons for whom the “online” experience has become second nature. This includes, but is not limited to, students and other members of our community who grew up with keyboards at their fingertips. Experience has shown that more people choose to come forward when provided the option of remaining anonymous. Participants are also offered a toll-free number to use if they prefer.

ChooseToCare is a professional tip-line administrator that is not a part of the school system. Tip-lines that are administered by objective third parties are more frequently used. *ChooseToCare* supports its website on a secure server that uses 128-bit encryption and digital certificate verification. Processes have been established to ensure that information received through the website is communicated directly, securely and confidentially to the school district official specifically designated to receive tip information.

FISD knows that the vast majority of our community members are honest, dedicated people who care for the safety of students and school personnel. However, we have to be prepared to deal effectively with those who would jeopardize what is so valuable to all of us. That is why we subscribe to *ChooseToCare*.

ChooseToCare Fact Sheet

ChooseToCare is an innovative, web-based, student, parent and teacher “tip-line.”

ChooseToCare is safe, secure and provides multiple privacy options for users.

There is always a percentage of the student population that has valuable information but will not use existing and conventional resources to convey their information to school authorities. Students withhold such information for many reasons, including: lack of awareness, fear of being wrong, fear of reprisal from suspects or peers, concerns about confidentiality, difficulty trusting or being simply non-confrontational.

ChooseToCare does not replace existing resources, but supplements resources already in place. It is part of a “layering-on process.”

ChooseToCare and its web-based format appeals to the segment of the student population and extended school community that finds the Internet to be a preferred way to communicate.

ChooseToCare is available in Spanish.

ChooseToCare provides a toll-free number option for those who are not web-enabled

ChooseToCare provides other web-based services, such as Safe and Drug-free surveys, to support schools in their efforts to keep students safe.

ChooseToCare uses state-of-the-art technology for optimum security.

ChooseToCare is endorsed by the Texas School Safety Center.

Student Speakers

See Board Policy FNA - Students Rights and Responsibilities, Student Expression.

STAAR/Student Success Initiative

Transition to STAAR

State of Texas Assessments of Academic Readiness (STAAR) will replace the Texas Assessment of Knowledge and Skills (TAKS) starting in the 2011-2012 school year. This new testing system addresses legislative mandates outlined by Senate Bill 1031 in 2007 and House Bill 3 in 2009. While designed to test students' knowledge and skills in a deeper way, STAAR will continue to be based on the Texas Essential Knowledge and Skills (TEKS).

What is different about STAAR?

The STAAR tests will be more rigorous than the TAKS tests and are designed to measure a student's college and career readiness, starting in elementary school. These readiness standards will be defined by those TEKS considered critical for success in the current grade/course and important for preparedness in following grades/courses, and ultimately for college and career. The majority of the test (60-65 percent) will concentrate on these readiness standards, but STAAR will also assess other TEKS for the current grade/course -- known as supporting standards. The Texas Education Agency (TEA) provides more information about the assessed curriculum for each STAAR test at: www.tea.state.tx.us/student.assessment/staar/.

The Texas Education Agency (TEA) is still developing several aspects of the STAAR testing system. District documents will be updated as new information becomes available, and TEA will post additional resources to the TEA STAAR [webpage](#) provide above as they are finalized.

The most significant difference between the TAKS and STAAR testing systems will be seen at the high school level. Under the TAKS system, high school students had to pass only four exit-level tests to graduate, and the scores did not count toward their course grades. Under STAAR, first time high school freshmen in 2011-2012 will be required to take 12 end-of-course (EOC) assessments in the core content areas – math, science, English and social studies. Fifteen percent of the EOC score will count toward the final course grade for the corresponding class, which will be reported on the student's transcript. The other 85 percent will be determined from the classroom semester grades. More detailed information on EOCs can be found in the FISD High School Student Handbook.

The State of Texas Assessments of Academic Readiness (STAAR™) will replace the Texas Assessment of Knowledge and Skills (TAKS) starting in the 2011-2012 school year. STAAR will include assessments in the following grades and subjects at the middle school level:

6th grade – Mathematics and Reading

7th grade – Mathematics, Reading and Writing

8th grade – Mathematics, Reading, Social Studies and Science

STAAR™, Student Success Initiative (SSI), and Grade Promotion

Enacted by the 76th Texas Legislature in 1999 and modified by the 81st Texas Legislature in 2009, the Student Success Initiative (SSI) grade advancement requirements applied to the Texas Assessment of Knowledge and Skills (TAKS) reading and mathematics tests at grades 5 and 8 prior to the 2011-2012 school year. STAAR will become the assessment used in the SSI process beginning with the 2012-2013 school year. For the 2011-2012 school year only, the Student Success Initiative (SSI) promotion requirements for grades 5 and 8 will not include STAAR results. Students will be assessed for promotion to the next grade by other academic information, such as grades, district developed assessments, and teacher recommendations. This transition between the 2011-2012 and 2012-2013 school years is necessary since performance standards for STAAR at grades 3-8 will not be set until fall 2012. Grade promotion for grades 4, 6 and 7 is not tied to passing STAAR.

As specified by SSI requirements, a student may advance to the next grade level only by passing the state assessments in math and reading or by unanimous decision of the grade placement committee that the student is likely to perform at grade level after additional instruction. The goal of the SSI is to ensure that all students receive the instruction and support they need to be academically successful in reading and mathematics. This effort depends greatly on schools, parents, and community members working in partnership to meet individual student needs. Districts are required to provide remediation to any student who fails a STAAR assessment, whether in grades 3-8 or high school.

Textbooks

Textbooks and other instructional materials used in the classroom are provided by the State. When a student is issued a textbook, his/her name should be written in the book in ink. Books should be properly covered at all times. Each student is responsible for the books issued to him/her. A lost book must be paid for prior to the student receiving a new one. If a book is found after it has been paid for, the student may be refunded the money upon presentation of the receipt issued at the time of payment. All book numbers are kept by the subject teachers. Fines will be assessed for damaged textbooks. A student whose textbook or library record is not clear will not be issued any school textbooks until the records are cleared. Release of student records may be delayed pending payment for textbooks/library books.

Textbook Covers

Texas Education Code 31.104C requires each textbook, other than electronic textbooks, to be covered. Please contact your campus if your student has been unable to obtain a book cover.

Tobacco Prohibited

FISD and its staff strictly enforce prohibitions against the use of tobacco products by students and others on school property or at school-sponsored and school-related activities.

Transfers for Students

Administrative Guidelines

General public student transfer requests will only be accepted from July 18 to August 10, 2011. Requests submitted prior to the acceptance date will be returned to requestor. General public requests for new residents moving in after August 10 and employees new to FISD hired after June 10 will be accepted and considered on an individual basis.

When reviewing petitions for student transfers, Frisco ISD will consider each request on an individual basis; however, the guidelines below are in place to ensure consistency in our process. The transfer petitions will be considered by the Board's designee within 30 days of their receipt. If the designee denies the transfer request, the parent may file a written request of a hearing before the Board. If the parent chooses to appeal to the Board, the hearing will be held within 30 days of the written request for the hearing. All authorizations for K-8 student transfers are for a one-year period; **petitions must be submitted annually**. An approval for one year does not guarantee nor imply the approval of future transfers to the same campus or to the feeder campus.

Priority Guidelines

1. Due to the rapid growth in FISSD, the Board's designee will generally deny requests for student intradistrict transfers to campuses projected at 90% of capacity or greater as of June 1 unless significant extenuating circumstances exist. Portable building space will not be included in calculations of percentage of capacity.
2. Generally, requests for K-8 intradistrict transfer to campuses that are projected at less than 90% of capacity will be approved for any and all reasons.
3. Petitions for intradistrict transfer during the semester will be denied based on potential disruption of the educational program at both the assigned and requested campuses.
4. Extenuating circumstances may include documented medical, psychological or other special needs of students who seek to remain on a campus that they have attended for at least the previous year. The Board's designee will investigate the petitions submitted on these grounds by consulting with the professional staff at the requested school. If campus professionals concur that there is risk of harm to the student by reassigning him or her, the request to remain will be given priority consideration.
5. Students with a previously approved transfer may request to remain on the same campus even when that campus is projected to be more than 90% capacity, if their home-zoned campus has a higher projected enrollment.
6. K-5 students rezoned by the District to a campus projected at a higher capacity than their previous home zoned campus, may request and receive a transfer to remain at their previous campus.
7. Sibling Transfers – Sibling status will not guarantee transfer approval. Requests to transfer to attend a school outside their attendance area with their sibling will be evaluated as all other requests and will not be given preference. Siblings must meet criteria for transfer eligibility.
8. Due to the diverse and specialized allocation of staffing at high school campuses, building capacities and UIL considerations, **ALL GENERAL PUBLIC HIGH SCHOOL STUDENT TRANSFER REQUESTS WILL BE DENIED.**
9. With approval of the home campus counselor/principal, high school students may petition for transfer to a four-year campus if they are on the fast track for early graduation and required course work is not available at their home campus.

General Clarifications

- Parents whose transfer requests are approved will be responsible for providing transportation to and from the campus.
- New students to FISD receiving an approved transfer should go to their campus to complete registration paperwork.
- A student whose parent is a Frisco ISD employee may remain on a campus that he/she has attended for at least the previous year if the parent transfers or is reassigned to another campus or to a district-level position.
- For the purpose of these guidelines, full time employees, long term substitutes and officials who serve the entire District will be allowed to have their children remain at a campus that the student has attended for at least the previous year regardless of the projected percentage of capacity if the parent maintains his/her standing with the campus and/or the District.
- A student whose parent is a full time FISD employee may attend the campus that all other students within their current Frisco campus attendance zone would attend as they transition to middle/high school.
- Buildings housed on the same campus will be considered as unified regarding the provision that employees may bring their children to the campus at which he/she works.
- Student transfers may be revoked for lack of academic progress, attendance, tardies and misconduct.

Vending Machines

FISD does not allow food vending machines in its schools for student access. Drink vending machines operate under the Texas Department of Agriculture guidelines. Elementary schools may serve juice and water. Carbonated beverage machines in secondary schools may be on after lunch periods and cannot be located in the cafeteria areas.

Visitors

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 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. 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.

Withdrawal Procedure

Students wishing to withdraw from school must give the registrar 24 hours notice prior to the intended withdrawal date. The student will be given a TEA withdrawal form that he/she will take to each of his/her teachers, the nurse, the cafeteria manager and the librarian for a withdrawal grade and clearance of textbooks and library books. Once this form is completed, the student will then take it to

the grade level assistant principal. The student will then meet with the appropriate counselor for an exit interview at which time the student will officially be withdrawn. The student will be given a copy of the withdrawal form to take to his/her new school. Official records will be forwarded upon the request of the receiving school. Failure to follow procedure may cause a delay or a block of all records.

Section 2: Academic Information

6th Grade Course of Study

Math
Reading
English
Social Studies
Science
Physical Education
Computer Literacy (one semester)
One elective

7th Grade Course of Study

Math
Reading
English
Texas History
Science
Physical Education or Athletics
Two electives

8th Grade Course of Study

Math
Literature
English
U.S. History
Science
Three electives

Electives

Traditional electives offered may include but are not limited to:

Electives Offered

Grades 6 –8
Choir
Band
Art
Orchestra
Physical Education
Theater Arts
Computer Literature

Electives Offered

Grades 7–8
Skills for Living
Robotics
Multimedia
Spanish 1A (7th Only)
Athletics
Teen Leadership
Tennis
Video Production
Animation/Graphics

Electives Offered

Grade 8 Only
Keyboarding
Spanish 1B (8th Only)
Broadcasting
Yearbook
Health

Pre-AP Courses

Advanced Placement courses will be offered for students in the areas of Mathematics and Language Arts at all grade levels and in Science for students in the 7th and 8th grades.

FISD Middle Schools will offer the following courses in which the student will receive High School credit if all requirements are achieved:

- Spanish (Students must complete both Spanish IA in 7th grade and IB in 8th grade to receive a foreign language credit.)
- Algebra I
- Geometry
- Health

Pre-AP, Algebra I and Spanish Expectations

A student who earns below a 70% in two consecutive six week grading periods will be placed on academic probation and a committee including the student, parent and teacher will convene to develop a plan for future success. If at the conclusion of the six weeks of probation the student again earns below a 70%, the committee will reconvene to determine if Pre-AP, Algebra I and/or Spanish I is the appropriate placement. Students enrolled in these courses should expect high standards and an additional time requirement.

Academic Ethics and Plagiarism Policy

Frisco ISD 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 FISD. Plagiarism interferes with the assessment and feedback process that is necessary in order to promote academic growth. Plagiarism may prevent further instruction in areas of weakness and delay the student in reaching his or her potential.

Plagiarism includes, but is not limited to:

- Taking someone else's assignments 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.

Cheating

Rationale: Cheating demonstrates a lack of integrity and character that is inconsistent with the goals and values of FISD. Education is based on learning specific skills, forming lifelong work habits and developing mature coping skills according to each student's unique abilities. Students are expected to produce their own work except on projects designated by the teacher as cooperative efforts. If a student is in doubt about the ethical standards applicable to a particular situation, then the student is responsible for clarifying the matter with the teacher.

Cheating includes, but is not limited to:

- Copying, text messaging, faxing, e-mailing or in any way duplicating assignments that are turned in wholly or in part as 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 final result.
- Accessing a test or quiz for the purpose of determining the questions in advance of its administration.

If your child is caught cheating and you are called, please remember that this is a learning experience. Please help your child to accept the consequences for his/her inappropriate actions.

Consequences of Plagiarism/Cheating

Any student who is caught cheating or plagiarizing may receive a grade of “zero” for academic work involved, and the parent(s) of the student(s) will be notified. When work is copied from another student, both students could be penalized with a grade of “zero”. Grades of “zero” which are the result of any form of academic dishonesty are irrevocable. The students may receive a “U” for citizenship during the appropriate grading period and campus administration will be notified. Subsequent offenses will result in graduated disciplinary assignments in accordance with the campus discipline plan.

Credit by Examination

Middle School Credit by Examination Without Prior Instruction

Middle school students who wish to earn credit for a course in which they have had no prior formal instruction may test to do so through credit by exam. Examinations for Grade 6-8 are criterion-referenced tests from Texas Tech University, University of Texas, or other testing instruments approved by the Superintendent or designee. Students must demonstrate 90% or higher mastery on the exam in order to earn credit. Courses taken for high school credit will not be computed in class rank, nor will they count toward NCAA core-course requirements. Students are encouraged to review the course study guide on the university website. Your campus guidance counselor can provide additional information

Texas Tech University
www.depts.ttu.edu/ode/cbereview

University of Texas
www.utexas.edu/cee/dec/k16/index.php?page=credit

Examinations are scheduled in September and May/June. Applications are available from the middle school counselor and must be returned to the counselor for processing. Application deadlines as well as the test sessions are listed below. Parents should be aware that there are no exceptions available for students to test for acceleration and plan accordingly. Students may test at any time during the testing window; but must be registered a minimum of 14 days prior to testing.

For students who move to the Frisco community at the start of the school year, every effort will be made to provide an opportunity for students to test during the second or third week of school.

There is no charge for testing. Students who register for an examination and do not take the examination will be assessed a fine equivalent to the cost of procuring the examination. Exam results will be mailed to the counselor after scoring is completed.

Testing Window

August 29 – September 2, 2011
May 14 – June 1, 2012

Application Deadline

August 19, 2011
May 4, 2012

Middle School Credit by Examination With Prior Instruction

Students under certain circumstances may be able to take Credit by Exam for a course in which they have had prior instruction but did not receive credit. This option must be approved by the campus principal (or designee). This option generally applies to students who have not earned credit due to extenuating circumstances such as a family move, illness, etc. To be eligible for a credit by exam, a student must have had prior instruction in the course and earned a grade greater than 60. It also may apply to students who were home schooled or attended a non-accredited private school who need state approved credit. Students who attended school in a foreign country that was taught in a language other than English may also qualify to test that language (French, Spanish, German) with prior instruction. Students are encouraged to review the course objectives provided on the university websites.

Texas Tech University
www.depts.ttu.edu/ode/cbereview

University of Texas
www.utexas.edu/cee/dec/k16/index.php?page=credit

Students must demonstrate 70% or higher mastery on the exams. Applications are available from the school counselor. There is a fee of \$30 for each semester exam.

Testing Window

September 1 – December 17, 2011
January 9 – June 1, 2012

Application Deadline

November 30, 2011
May 4, 2012

Gifted and Talented Program

Frisco ISD's Gifted and Talented Program (QUEST) is designed to challenge the gifted learner who demonstrates the need for an alternative curriculum and/or instruction. The program is also designed to enhance their social, intellectual, and personal needs. Identification is conducted not to label students but to determine which students require program alterations because of their unique educational needs. Assessments are administered on designated days throughout the school year. For referral information, parents may contact the G/T Pre-AP Integrated Language Arts teacher.

Grading System

To earn credit in a course, a student must receive a grade of 70 (each semester or 70 average for full current year) based upon specific course or campus standards. Guidelines for grading must be in compliance with district policy and shall be communicated to students and parents upon the student's enrollment. In order to arrive at the value of a student's progress during a semester the semester will be divided into three six week grading periods. All grades are numeric from 0-100.

The semester grade will be determined by the following method:

- 1st Grading Period = counts 1/3 of semester average
- 2nd Grading Period = counts 1/3 of semester average
- 3rd Grading Period = counts 1/3 of semester average

Homework

Homework has a significant place in the learning process. In the natural development of a student's activities, the time necessary to complete his/her homework and study to attain competency and depth in knowledge will become greater as the student moves into areas of higher learning. While there are a few subjects in which little or no homework is necessary, the nature of the majority of subjects in the curriculum is such that some work outside of class is necessary for satisfactory progress. Even though homework may not be assigned, there is usually a need for study in the subject. Parents can contribute greatly to their student's success in school by providing for home study in a quiet room with good lighting.

Make-Up Examinations

Students absent during examinations shall not be allowed to miss academic time by making up the exam during class time. The classroom teacher cannot supervise the testing adequately at this time. Make-up examinations may be given before or after school. The teacher will assign the make-up session within the days the student is allowed to make up work. It will be the student's responsibility to make up the examinations during their assigned times. A grade of "0" may be given if the exams are not made up during these assigned times. Teachers do not have the option of giving the examinations during their conference period.

Make-Up Work

It is the student's responsibility to make up work. If the student is aware of an assignment/project/exam deadline before the absence occurs, the assignment or exam may be due upon the student's return to school. Students will be allowed a time equal to the number of days absent to complete make-up work. After two or more consecutive days of absence, the office will assist in providing the students' assignments. Students absent one day should see each teacher upon their return for schoolwork missed.

Parking on Campus

No unlicensed drivers will be allowed to park or drive on a Frisco ISD Middle School campus. Should a student be of legal driving age, the student will be required to register their vehicle with his or her respective campus. Students who violate parking rules or drive in a reckless or unsafe manner will face disciplinary action that may include up to the loss of parking privileges.

Progress and Grade Reports

At the end of the first three weeks of a grading period, teachers shall prepare a progress report for students whose grade average is lower than 70. The notice will be given to make students and their parent/guardian aware of failing grades. Grade reports will be issued to students on the Friday following the end of the grading period. Students who receive a grade below 70 at the end of the grading period will be suspended from extracurricular activities for the following three-week period (for guidelines see Extracurricular Eligibility in the General Information section).

Promotion and Retention

Promotion from one grade level to the next shall be dependent upon the student attaining an overall average of 70 or above for the year in all courses taken. Additionally, students shall attain an average of 70 or above in three of the following subjects: language arts (combined reading/literature /reading improvement grade with English), mathematics, science and social studies.

Middle School Retest Regulations

A classroom teacher must assign a grade that reflects a student's relative mastery of the curriculum as closely as possible. In accordance with grading guidelines, a student shall be permitted a reasonable opportunity to retest in order to demonstrate their level of mastery with the curriculum. Requirements to retest, such as attending tutoring sessions and/or completing remedial assignments, will be determined by campus guidelines. A timeline for completing the requirements will be included.

- All students will be provided the opportunity to retest following the return of each test. *
- The student will be awarded the full value of the retest exam.
- The retest grade cannot lower the student's major grade average and will be discounted if this is the outcome of the test.
- The student will not be given the original assessment for a retest.
- Semester exams are summative assessments and are not eligible for retakes.

** High school credit courses taken in middle school will follow the high school retest regulations. High school retest regulations involve a comprehensive retest during the last week of the grading period. A complete outline of high school retest regulations can be found in the high school student handbook. A copy of this handbook can be accessed on the Frisco ISD website.*

Semester Exams

This year, FISD is implementing some changes in the school calendar and eliminating cumulative semester exams to maximize instructional time for our students. Our ultimate goal is for all of our students to master all learning objectives taught in the classroom. Research shows that instructional time with a quality teacher is the most predictive factor of increased student achievement. The changes that have been made are in effort to maximize learning time.

Assessments and tests are essential in providing students and parents with feedback, document academic progress and inform instructional decisions. Frisco ISD teachers and administrators have been engaged in research and study on the role of assessment and testing with the learning process. A major factor in the increasing number of testing days in our secondary schools is due to the new (STAAR) assessment program. With the new assessment system in mind, changes must be made to preserve as much instructional time in the classroom as possible. Students can and do learn without tests; however, learning is inhibited when instructional time is sacrificed.

Teachers can still administer unit exams that spiral content from throughout the semester. The secondary schools will remain on their normal schedules and not run lengthy reviews or "special" schedules to administer semester exams. Instructional time will be maximized!

Student Registration

Student Schedules

Students pre-enroll in the spring, and the master schedule is based on that information. Each student should decide during the preceding year the subjects he/she will take the following year. Pre-enrollment is done the preceding year, and each student is to follow the courses he/she has chosen and

put on his/her pre-enrollment sheet. However, there are times when the administration finds it necessary to alter pre-enrollment choices in order to equalize class sizes or to provide for other unavoidable circumstances. Counselors are primarily responsible for making schedule changes.

Accelerated Instruction (for all grade levels):

Students identified as needing extra math and/or reading instruction will be placed into an accelerated math and/or reading class. Federal guidelines mandate accelerated instruction for students not mastering the curriculum. This class will take the place of an elective class.

New Students:

Students transferring from another Texas school must provide TAKS results from the most recent administration. If TAKS results are not available immediately, please note that necessary schedule changes will be made to address any academic needs once they are received.

Schedule Changes

Schedule changes are subject to availability in the class requested, student need and master scheduling issues. Students need to choose classes carefully as schedule change requests will only be accepted during the first week of school. A schedule change request does not guarantee that a schedule change will occur. All schedule changes must be approved by the principal or principal's designee.

Tutorials

Tutorials are offered at school, including before and after school, for students who need additional help from their teachers. Students should make arrangements with teachers when in need. Students may be required to bring a note or signed agenda from the teacher of the class or their parent to be allowed in the hallways before or after school.

Students with Learning Difficulties

Providing Assistance to Students Who Have Learning Difficulties or Need Special Education Services

If a child is experiencing learning difficulties, the parent may contact the person listed below to learn about the District's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory and other academic or behavior support services that are available to all students including a process based on Response to Intervention (RtI). The implementation of RtI has the potential to have a positive impact on the ability of districts to meet the needs of all struggling students.

At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the District must decide if the evaluation is needed. If the evaluation is needed, the parent will be notified and asked to provide informed written consent for the evaluation. The District must complete the evaluation and the report within 60 calendar days of the date the District receives the written consent. The District must give a copy of the evaluation report to the parent.

If the District determines that the evaluation is not needed, the District will provide the parent with [prior written notice](#) that explains why the child will not be evaluated. This written notice will include a statement that informs the parents of their rights, if they disagree with the District. The District is required to give parents the [Notice of Procedural Safeguards – Rights of Parents of Students with Disabilities](#). Additional information regarding the IDEA is available from the school district in a companion document [A Guide to the Admission, Review, and Dismissal Process](#).

The following websites provide information to those who are seeking information and resources specific to students with disabilities and their families:

- [Texas Project First](#)
- [Partners Resource Network](#)

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education services is:

Contact Person: Carrie Davidson or Blair Hickey
Phone Number: 469-633-6900

If a student is receiving special education services at a campus outside his or her attendance zone, the parent or guardian may request that any other student residing in the household be transferred to the same campus, if the appropriate grade level for the transferring student is offered on that campus [See policy FDB(LOCAL)].

Planning Ahead for Higher Education

It is never too early for students to plan for higher education while in middle school. Please note the following academic incentive and financial opportunity available upon completion of high school.

Top Ten Percent Rule

Top 10% Program (Excluding University of Texas at Austin)

Top students are eligible for automatic admission to any public university in Texas. Under House Bill 588 passed by the 75th legislature in 1997, students who are in the top ten percent of their graduating class are eligible for automatic admission to any public university in Texas.*

To be eligible for automatic admission, a student must:

- Graduate in the top 10 percent of his/her class at a public or private high school in Texas on the recommended or distinguished diploma program;**
- Enroll in college no more than two years after graduating from high school; and
- Submit an application to a Texas public university for admission before the institution's application deadline. Since deadlines vary, please check with the specific university to verify the application deadline. Application deadlines are FIRM deadlines. A student missing a deadline is usually denied admission.

**Students deficient in admission requirements MAY be required to take enrichment courses before being admitted.*

***The law states that class rank shall be based on the end of 11th grade, middle of 12th grade or at high school graduation, whichever is most recent when the application is completed.*

Top 8% Program (University of Texas at Austin ONLY)

Senate Bill 175, passed by the 81st Texas Legislature, allows the University of Texas at Austin to limit automatic admission to 75 percent of the university's enrollment capacity designated for first-time undergraduate students beginning with admissions for the 2011-2012 academic year. The University has determined that they will automatically admit all eligible 2011 summer/fall freshman.

TEXAS Grant

Students who demonstrate financial need and who have completed the Recommended or Distinguished Achievement program may be eligible for a grant for college tuition. For complete details, please visit: <http://www.collegefortexans.com/TEXASGrant/TEXASGrant.cfm>

Section 3: Attendance

General Attendance Requirements

Attendance

Regular school attendance is essential for a student to make the most of his or her education. Students need to be in school every day to benefit from teacher-led activities, to build each day's learning on that of the previous day, to grow as an individual and to actively participate in activities that make learning come alive. Absences from class may result in serious disruption of a student's mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences. We agree with this Parent Connection quote: *"Children can copy notes or make up an assignment, but they can never get back what's most important: the discussions, the questions, the explanations by the teacher and the thinking that makes learning come alive."* Two state laws, one dealing with compulsory attendance and the other with attendance for course credit, are of special interest to students and parents. Each of these laws is discussed within the following information.

Compulsory Attendance

The state compulsory attendance law requires that a child between the ages of 6 and 18 must attend school and District –required tutorial sessions unless the student is otherwise legally exempted or excused. A student who voluntarily attends or enrolls after his eighteenth birthday is required to attend each school day **until the end of the school year**. However, if a student eighteen or older has more than five unexcused absences in a semester, the District may revoke the student's enrollment. The student's presence on school property is then unauthorized and may be considered trespassing.

School employees must investigate and report violations of the state compulsory attendance law. A student absent from school without permission from any class; from required special programs; from additional instruction assigned by a placement/attendance committee; or from required tutorials will be considered in violation of the law and subject to disciplinary action.

A school-aged student deliberately not attending school may also result in assessment of penalties by a court of law against both the student and/or his or her parents. A complaint may be filed in the appropriate court if the student:

1. Is absent from school ten (10) or more days, or parts of days, within a six month period in the same school year, or
2. Is absent from school on three (3) or more days, or parts of days, within a four-week period.
3. Tardies are considered parts of days.

A student in grades 3-8 will be required to attend any assigned accelerated instruction program, which may occur before or after school or during the summer, if the student does not meet the passing standards on the state assessment for his or her grade level and applicable subject area.

Exemptions to Compulsory Attendance

State law allows exemptions to the compulsory attendance requirements for several types of absences. These include the following activities and events:

- Religious holy days;
- Required court appearances;
- Activities related to obtaining United States citizenship;
- Service as an election clerk; and
- Documented health-care appointments, including absences for recognized services for students diagnosed with autism spectrum disorders.

Absences Due to Family Trips/Vacations

Regular and punctual attendance is the greatest single factor in school success; therefore, a student's first concern should be to attend class regularly. Being unnecessarily absent from school impairs a student's opportunity to succeed in studies and also indirectly encourages the development of poor attitudes toward schoolwork and other obligations. That being said, we do understand that extenuating circumstances can cause a family to choose for their student to be absent. Some of those are unplanned, such as a death in the family. Others are planned, such as a trip or vacation. We strongly discourage students being absent for the purpose of vacations. A significant part of the learning process occurs in direct instruction from the teacher and the interaction between students and teachers within the classroom; worksheets and other assignments cannot take the place of these essential interactions in the classroom.

If, after considering the information above, a family deems it necessary for a student to be absent from school:

1. The parent shall submit a written request, **in advance**, stating that the vacation or trip cannot be taken at another time. **These absences will be considered unexcused.**
2. Only one such trip or vacation per family, per year, can be requested.
3. No more than five consecutive days of absence shall occur, except in extenuating circumstances as determined by the Superintendent or designee.
4. No such trips shall be taken during the last two weeks of a semester, except in extenuating circumstances as determined by the Superintendent or designee. Students will not be allowed to take their final exams early.
5. If a student is going to be absent more than 10 consecutive days, the student will be withdrawn on the 10th day. His/her place in class may be held and they may be reenrolled upon his/her return.

Make-up Work for Planned Absences (Unexcused)

The student shall agree to have any pre-assigned work completed upon his or her first day back to school, although a teacher is not required to give the student work prior to the absence. Some may be

given ahead of time and some may be given upon return. It is the student's responsibility to do make-up work following any absence. Students are responsible for collecting their make-up work the first day they return to the class(es) that was missed. After receiving their make-up work, students will turn in their work as follows: one day of absence, one day (next class period) to make up work; two days absence, two days (class periods) to make up work; three days or more absent, three days (class periods) to make up work. Full credit can be earned as long as the work is turned in within the allotted time.

A teacher may also ask for a reading log, journal or a writing activity to demonstrate learning that occurred on a trip. The student will not be entitled to additional tutoring either before or after the trip.

Make-up Work for students who are absent 10 or more consecutive days and are withdrawn and then reenroll

The teacher may assign the student make-up work based on the instructional objectives for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject or course requirements. As stated above, it is the student's responsibility to obtain this make-up work from the teacher. The students will have three days to complete and turn in the work.

Attendance for Course Credit

To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent, but fewer than 90 percent of the days the class is offered may receive credit for the class if he or she completes a plan, approved by the principal, which allows the student to fulfill the instructional requirements for the class. If a student is involved in a criminal or juvenile court proceeding, the approval of the judge presiding over the case will also be required before the student receives credit for the class.

If a student does not attend a class 90% of the time, it is FISD policy to allow the student to make up the missed time in either Saturday School and/or Detentions prior to the end of the semester in which the time was missed in order to come into compliance with the law and gain credit for the class in question. (Time made up in Saturday School will be at a cost of \$5 per hour as are all other Saturday School assignments.)

FISD middle school students are in violation of the 90% attendance law if and when they accumulate 10 percent absences in any given class. This equals 18 days in a year-long class and nine (9) days in a semester class. Students who are in violation of the attendance code and who fail to make up the amount of time required to be in compliance with the law will be denied credit for that class for that semester. An attendance committee consisting of school administration and faculty will hear any appeals if a student or parent wishes to appeal a denial of credit brought about by failure to attend a class at least 90% of the days in the semester.

Note: All absences, both excused and unexcused, count against the 90% attendance rule and for exemption purposes.

If a student attends less than 75 percent of the days a class is offered or has not completed the plan approved by the principal, then the student will be referred to the attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain the credit, if appropriate. [See Policies at FEC]

The student or parent may appeal the committee's decision to the board of trustees by filing a written request with the superintendent in accordance with Policy FNG(LOCAL).

Frisco ISD Truancy Warning Notice

Notice: Laws and Frisco ISD Rules Governing Compulsory Attendance in Texas Schools
OFFICIAL NOTICE PURSUANT TO EDUCATION CODE 25.095, TO THE CHILD AND PERSON(S) STANDING IN PARENTAL RELATION TO THE CHILD. Failure to comply with the laws and rules governing compulsory attendance may result in legal action or other consequences.

Texas requires a child who is **at least 6 years of age**, or who is younger than 6 years of age and has previously been enrolled in first grade, and who has **not yet reached his/her 18th birthday** to attend school unless exempt by Sec. 25.086. Students enrolled in pre-kindergarten or kindergarten shall attend school. **Education Code 25.085**

Except as provided by Texas Education Code 25.092, a student may not be given credit **for a class** unless the student is in attendance for at least 90 percent of the days class is offered. **Education Code 25.092**

If a student is absent from school on 10 or more days or parts of days within a 6-month period in the same school year or 3 or more days or parts of days within a 4-week period (**tardies are considered parts of days**), the student's parent is subject to prosecution under Texas Education Code Section 25.093, and the student is subject to prosecution under Texas Education Code Section 25.094. An offense under either section is a Class C misdemeanor punishable by a fine not to exceed \$500 for each offense. Each day may be a separate offense. The burden of showing that an absence should be excused is on the student or parent. **Education Code 25.093; Education Code 25.094; Education Code 25.095**

It is an affirmative defense to prosecution under Education Code 25.093 that one or more of the absences required to be proven was excused by a school official or should be excused by the court. The burden is on the defendant to show by a preponderance of the evidence that the absence has been or should be excused. A decision by the court to excuse an absence for this purpose does not affect the ability of the District to determine whether to excuse the absence for another purpose. It is an affirmative defense to prosecution under Education Code 25.094 that one or more of the absences required to be proven were excused by a school official or by the court or that one or more of the absences were involuntary, but only if there is an insufficient number of unexcused or voluntary absences remaining to constitute an offense under 25.094. The burden is on the defendant to show by a preponderance of the evidence that the absence has been excused or that the absence was involuntary. A decision by the court to excuse an absence for purposes of this section does not affect the ability of the School District to determine whether to excuse the absence for another purpose. **Education Code 25.093; Education Code 25.094**

If a student is found to have violated Section 25.094, a court may order: 1) the child to attend school without unexcused absences; 2) the child to attend GED preparatory classes or take a GED examination; 3) the child to attend a special program that the court determines to be in the best interest of the child, including an alcohol/drug abuse program; 4) the child and the parent/guardian to attend classes for students at risk of dropping out of school; 5) the child to complete reasonable community service; 6) the child to attend tutorials; and, 7) the child's driver's license be suspended or not issued. **Code of Criminal Procedure Art. 45.054**

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 teacher 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**

When a student's absence for **personal illness exceeds four (4) successive days**, the student shall provide a statement from a physician or health clinic verifying the illness or other condition requiring the student's extended absence from school (the school nurse is available to verify an illness on the day of the absence). The attendance committee may, if the student has established a questionable pattern of absences, also require a physician's or clinic's statement of illness after a single day's absence as a condition of classifying the absence as one for which there are extenuating circumstances. Absences such as non-school related **vacations and trips**, babysitting, working (including modeling) and non school-sponsored athletic events and programs shall be considered unexcused.

Unless specifically exempt, an enrolled student who is eligible **must attend** an extended-year program or **required tutorial classes** that are provided by the District for students identified as likely not to be promoted to the next grade level; an accelerated reading instruction program to which the student is assigned; an accelerated instruction program to which the student is assigned; a basic skills program to which the student is assigned; or a summer program provided as a disciplinary program. (Saturday School, "Thursday/Friday-Night Live" Tutorials and/or any after-hours school are considered to be extended-year programs.) **Education Code 25.085**

A person who voluntarily enrolls in school or voluntarily attends school after the person's 18th birthday shall attend school each school day for the entire period the program of instruction is offered. A school district may revoke for the remainder of the school year the enrollment of a person who has more than five absences in a semester that are not excused under Section 25.087. A person whose enrollment is revoked under this subsection may be considered an unauthorized person on school district grounds for purposes of Section 37.107.

Section 4: Code of Conduct

Student Behavior and Student Code of Conduct

***Rights and Responsibilities of Students**

All students are entitled to enjoy the basic rights of citizenship recognized and protected by law for persons of their age and maturity. District schools shall foster a climate of mutual respect for the rights of others. Each student is expected to respect the rights and privileges of other students, teachers and district staff. Students shall exercise their rights responsibly, in compliance with rules established for orderly conduct of the District's educational program. The District's rules of conduct and discipline are established to achieve and maintain order in the school. Students who violate the rights of others or who violate district or school rules shall be subject to disciplinary measures designed to correct the misconduct and to promote adherence by all students to the responsibilities of citizens in the school community. Harassment of any nature is against the law and school policies. Students will be assigned appropriate consequences for such harassment.

Student responsibilities for achieving a positive learning environment at school or school-related activities shall include:

1. Attending all classes, daily and on time.
2. Being prepared for each class with appropriate materials and assignments.
3. Being properly attired.
4. Exhibiting respect toward others.
5. Reading and supporting the programs and procedures outlined in the student handbook and other materials.
6. Conducting themselves in a responsible manner.
7. Paying required fees and fines, unless they are waived.
8. Refraining from violations of the student code of conduct.
9. Obeying all local school rules, including safety rules.
10. Seeking changes in school policies and regulations in an orderly and responsible manner, through appropriate channels.
11. Cooperating with staff in the investigation of disciplinary cases and volunteering information when the student has knowledge relating to a serious offense

***Rights and Responsibilities of Parents**

Throughout this plan, "parents" includes a single parent, legal guardian or person having lawful control of the student.

Parents have the responsibility to:

1. Make every effort to provide for the physical needs of their child.
2. Teach their child to pay attention and obey the rules.
3. Be sure their child attends school regularly and promptly report and explain absences and tardies to the school. When parents call the school, the staff member may ask for symptoms if their child is ill in order to better allow personnel to track trends in illnesses.
4. Encourage and lead the child to develop proper study habits at home.
5. Participate in meaningful parent/teacher conferences to discuss their child's school progress and welfare.
6. Attend parent-training workshops for home reinforcement of study skills and specific curriculum objectives.
7. Keep informed of school policies and academic requirements of school programs.

8. Participate in school-related organizations.
9. Be sure their child is appropriately dressed for school and school related activities.
10. Discuss report cards and school assignments with their child.
11. Bring to the attention of school authorities any learning problem or condition that may relate to their child's education.
12. Maintain up-to-date home, work and emergency telephone numbers and other pertinent information at the school.
13. Cooperate with school administrators and teachers.
14. Be sure their child attends school tutorials when required or as the need arises.
15. Read and support the programs outlined in the school handbook and other materials.
16. Submit a signed statement that they understand and consent to the responsibilities outlined in the District's discipline management plan.
17. Control their child. Under Family Code §41.001, a student's parent is legally liable for property damage caused by:
 - The negligent conduct of the student if such conduct is reasonably attributable to the negligent failure of the parent to exercise that duty; or
 - The willful or malicious conduct of a student who is at least 12 but under 18 years of age.

***Rights and Responsibilities of Administrators**

Administrators have the responsibility to:

1. Respond to discipline problems referred to them by teachers.
2. Promote effective training and discipline of all students.
3. Encourage parent communication with the school, including participation in required parent-teacher conferences.
4. Provide appropriate assistance to students in learning mature self-discipline.
5. Assume responsibility and instructional leadership for discipline and for evaluation of the discipline management plan.
6. Successfully complete effective training in the District's discipline management plan.
7. Serve as appropriate role models for the students on their campus in accordance with the standards of the profession.

***Rights and Responsibilities of Teachers**

Teachers have the responsibility to:

1. Successfully complete effective training in the District's discipline management plan.
2. Use discipline management techniques developed in the District's discipline management plan.
3. Ensure good student discipline by being in regular attendance and on time.
4. Be prepared to perform their teaching duties with appropriate preparation, assignments and resource materials.
5. Comply with District and school policies, rules and regulations and directives.
6. Maintain an orderly classroom atmosphere.
7. Teach to the standards of performance required by the District.
8. Establish rapport and an effective working relationship with parents, students and other staff.
9. Teach students to strive toward self-discipline.
10. Encourage good work habits that will lead to the successful completion of assigned work.
11. Serve as appropriate role models for their students, in accordance with the standards of the teaching profession.

Campus Discipline Person

The campus discipline person(s) on each campus shall be the principal and/or assistant principal.

Duties shall include the authority to:

1. Assess and implement the campus discipline management program.
2. Remove a student from campus for compelling disciplinary reasons or pending a hearing.
3. Identify and refer students to school-community guidance centers.
4. Remove students to Disciplinary Alternative education programs.
5. Serve as hearing officer(s).

The Superintendent and/or Assistant Superintendent are authorized to expel students.

It is understood by the administration and School Board that some parts of the Discipline Management Plan may be reviewed and refined annually according to the unique needs of students, teachers and administrators of each building.

School District Authority and Jurisdiction

School rules and the authority of the District to administer discipline apply whenever the interest of the District is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.

The District has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school on district transportation;
2. During lunch periods in which a student is allowed to leave campus;
3. While the student is in attendance at any school-related activity, regardless of time or location;
4. For any school-related misconduct, regardless of time or location;
5. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
6. When criminal mischief is committed on or off school property or at a school-related event;
7. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
8. For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas; and
9. When the student commits a felony, as provided by Texas Education Code 37.006 or 37.0081.
10. When the student is required to register as a sex offender.

The District has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable cause to believe it contains articles or materials prohibited by the District.

The District has the right to search a student's locker or desk when there is reasonable cause to believe it contains articles or materials prohibited by the District.

School administrators will report crimes as required by law and will call local law enforcement when an administrator suspects that a crime has been committed on campus.

The District has the right to revoke the transfer of a nonresident student for violating the District's Code.

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.)

Standards for Student Conduct

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, daily and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet district and campus standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers and other district staff and volunteers.
- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order and discipline.
- Adhere to the requirements of the Student Code of Conduct.

General Conduct Violations

The categories of conduct below are prohibited at school and all school-related activities, but the list does not include the most serious offenses. In the subsequent sections on Suspension, DAEP Placement and Expulsion, severe offenses that require or permit specific consequences are listed. Any offense, however, may be serious enough to result in Removal from the Regular Educational Setting as detailed in that section.

The District prohibits the following:

Disregard for Authority

- Failing to comply with directives given by school personnel (insubordination).
- Leaving school grounds or school-sponsored events without permission.
- Disobeying rules for conduct on school buses.
- Refusing to accept discipline management techniques assigned by a teacher or principal.

Mistreatment of Others

- Using profanity or vulgar language or making obscene gestures.
- Fighting or scuffling. (For assault see DAEP Placement and Expulsion.) Also see school handbook addendum.
- Threatening another student or district employee on or off school property.
- Engaging in bullying, harassment and making hit lists. (See glossary for all three terms.)
- Engaging in conduct that constitutes sexual harassment or sexual abuse, whether by word, gesture or any other conduct, including requests for sexual favors directed toward another student or a district employee.

- Engaging in conduct that constitutes dating violence. (See glossary.)
- Engaging in inappropriate or indecent exposure of private body parts.
- Hazing. (See glossary.)
- Causing an individual to act through the use of or threat of force (coercion).
- Committing extortion or blackmail (obtaining money or an object of value from an unwilling person).
- Engaging in inappropriate verbal, physical or sexual conduct directed toward another student (this includes any public display of affection) or a district employee.

Property Offenses*

- Damaging or vandalizing property owned by others. (For felony criminal mischief see DAEP Placement or Expulsion.)
- Defacing or damaging school property—including textbooks, lockers, furniture and other equipment—with graffiti or by other means.
- Stealing from students, staff or the school.
- Committing or assisting in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code. (For felony robbery and theft see DAEP Placement and Expulsion)

Possession of Prohibited Items

- Possessing or using:
 - Fireworks of any kind, smoke or stink bombs or any other pyrotechnic device;
 - A razor, box cutter, chain or any other object used in a way that threatens or inflicts bodily injury to another person;
 - A “look-alike” weapon;
 - An air gun or BB gun;
 - Ammunition;
 - A stun gun;
 - A pocketknife or any other small knife;
 - Mace or pepper spray;
 - Pornographic material;
 - Sexting images or audio;
 - Tobacco products;
 - Matches or a lighter;
 - Electronic devices that are not approved by the campus principal (ex., CD players, iPods, cameras, phones, MP3 players, Game Boys)
 - A laser pointer for other than an approved use; or
 - Any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists. (For weapons and firearms see DAEP Placement and Expulsion.)

Possession of Telecommunications Devices

Students shall not use a telecommunications device, including a cellular telephone or other electronic device in violation of district and campus rules.

Penalties - If a student uses such a device, leaves the device turned on or displays the device during this time, it will result in confiscation of the device. The device will only be returned to a parent or guardian.

- The first offense will result in the phone/pager being taken up and returned to the parent with a warning for the student/parent.
- The second offense will result in a \$15 fine being required before the phone/pager is returned to the parent.
- The third offense will result in an additional \$15 fine being required before the phone/pager is returned to the parent.
- A fourth offense will result in the phone/pager being confiscated for the remainder of the school year and an additional \$15 fee being required for the return

Parents will be notified within two school days after the device has been confiscated and may set a time to pick up the device and pay the fine if applicable. *If the parent refuses to pick up the phone or pay the fine, the company whose name and address appear on the device will be notified if applicable.*

Disposal - If the device is not picked up by the end of the school year, it will be disposed of following district guidelines.

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. The District will not be held responsible if a phone or other item is lost, stolen or misplaced, including those that have been confiscated.

Illegal and Prescription Drugs

- Possessing or selling seeds or pieces of marijuana in less than a usable amount. (For illegal drugs, alcohol, and inhalants see DAEP Placement and Expulsion.)
- Possessing, using, giving, or selling paraphernalia related to any prohibited substance. (See glossary for “paraphernalia.”)
- Possessing or selling look-alike drugs or items attempted to be passed off as drugs or contraband.
- Abusing the student’s own prescription drug, giving a prescription drug to another student, or possessing or being under the influence of another person’s prescription drug on school property or at a school-related event.
- Abusing over-the-counter drugs. (See glossary for “abuse.”)
- Being under the influence of prescription or over-the-counter drugs that cause impairment of the physical or mental faculties. (See glossary for “under the influence.”)
- Having or taking prescription drugs or over-the-counter drugs at school other than as provided by district policy.

Misuse of Technology Resources and the Internet

Students shall not:

- Violate policies, rules or agreements signed by the student or the student’s parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the District, students or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
- Attempt to alter; destroy or disable district technology resources including but not limited to computers and related equipment, district data, the data of others or other networks connected to the district’s system, including off school property if the conduct causes a substantial disruption to the educational environment.

- Use the Internet or other electronic communications to threaten district students, employees or volunteers, including off school property if the conduct causes a substantial disruption to the educational environment.
- Send, post or possess electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation or illegal, including cyberbullying and "sexting," either on or off school property, if the conduct causes a substantial disruption to the educational environment.
- Use e-mail or Web sites to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment.

Safety Transgressions

- Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
- Engaging in verbal (oral or written) exchanges that threaten the safety of another student, a school employee or school property.
- Making false accusations or perpetrating hoaxes regarding school safety.
- Engaging in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
- Throwing objects that can cause bodily injury or property damage.
- Discharging a fire extinguisher without valid cause.

Miscellaneous Offenses

- Violating dress and grooming standards as communicated in the student handbook.
- Cheating or copying the work of another.
- Gambling.
- Falsifying records, passes or other school-related documents.
- Engaging in actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Repeatedly violating other communicated campus or classroom standards of conduct.

The District may impose campus or classroom rules in addition to those found in the Code. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code.

Discipline Management Techniques

Discipline will be designed to improve conduct and to encourage students to adhere to their responsibilities as members of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Discipline will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment and statutory requirements.

Because of these factors, discipline for a particular offense (unless otherwise specified by law) may encompass varying techniques and responses.

Students with Disabilities

The discipline of students with disabilities is subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail.

In accordance with the Education Code, a student who is enrolled in a special education program may not be disciplined for conduct meeting the definition of bullying, harassment, or making hit lists (see glossary) until an ARD committee meeting has been held to review the conduct.

In deciding whether to order suspension, DAEP placement or expulsion the District will take into consideration a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

Techniques

The following discipline management techniques may be used — alone or in combination — for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

- Verbal (oral or written) correction.
- Cooling-off time or “time-out.”
- Seating changes within the classroom.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.
- Counseling by teachers, counselors or administrative personnel.
- Parent-teacher conferences.
- Grade reductions for cheating, plagiarism and as otherwise permitted by policy.
- Detention.
- Sending the student to the office or other assigned area, or to in-school suspension.
- Assignment of school duties such as cleaning or picking up litter.
- Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Penalties identified in individual student organizations' extracurricular standards of behavior.
- Withdrawal or restriction of bus privileges.
- School-assessed and school-administered probation.
- Out-of-school suspension, as specified in the Suspension section of this Code.
- Placement in a DAEP, as specified in the DAEP section of this Code.
- Expulsion, as specified in the Expulsion section of this Code.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the District.
- Other strategies and consequences as determined by school officials.
- Restitution or other compensations for loss, damage or injury.

Notification

The principal or appropriate administrator shall notify a student's parent by phone or in writing of any violation that may result in a suspension, placement in a DAEP or expulsion. Notification will be made within three school days after the administrator becomes aware of the violation.

Appeals

Questions from parents regarding disciplinary measures should be addressed to the teacher or campus administration, as appropriate. Appeals or complaints regarding the use of specific discipline

management techniques should be addressed in accordance with policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office or the central administration office or through Policy on Line at <http://www.tasb.org/policy/pol/private/043905>.

Consequences shall not be deferred pending the outcome of a grievance.

Removal from the Regular Educational Setting

In addition to other discipline management techniques, misconduct may result in removal from the regular educational setting in the form of a routine referral or a formal removal.

Routine Referral

A routine referral occurs when a teacher sends a student to the principal's office as a discipline management technique. The principal may then employ additional techniques.

Formal Removal

A teacher or administrator **may** remove a student from class for a behavior that violates this Code to maintain effective discipline in the classroom. A teacher **may** also initiate a formal removal from class if:

1. The student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach his or her class; or
2. The behavior is so unruly, disruptive or abusive that the teacher cannot teach, and the students in the classroom cannot learn.

A teacher or administrator **must** remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a DAEP or expelled. When removing for those reasons, the procedures in the subsequent sections on DAEP or expulsion will be followed. Otherwise, within three school days of the formal removal, the appropriate administrator will schedule a conference with the student's parent; the student; the teacher, in the case of removal by a teacher; and any other administrator.

At the conference, the appropriate administrator will inform the student of the misconduct for which he or she is charged and the resulting consequences. The administrator will give the student an opportunity to give his or her version of the incident.

When a student is removed from the regular classroom by a teacher and a conference is pending, the principal may place the student in:

- Another appropriate classroom
- In-school suspension
- Out-of-school suspension
- DAEP

Returning Student to Classroom

When a student has been formally removed from class by a teacher for conduct against the teacher containing the elements of assault, aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder or criminal attempt to commit murder or capital murder, the student may not be returned to the teacher's class without the teacher's consent.

When a student has been formally removed by a teacher for any other conduct, the student may be returned to the teacher's class without the teacher's consent, if the placement review committee determines that the teacher's class is the best or only alternative available.

Suspension

Students may be suspended for any behavior listed in the Code as a general conduct violation, DAEP offense or expellable offense.

In deciding whether to order suspension, the District shall take into consideration self defense (see glossary) and the student's disciplinary history. The District will take into consideration a student's intent or lack of intent.

Process

State law allows a student to be suspended for no more than three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.

Before being suspended a student shall have an informal conference with the appropriate administrator who shall advise the student of the conduct of which he or she is accused.

- The student shall be given the opportunity to explain his or her version of the incident before the administrator's decision is made.
- The number of days of a student's suspension shall be determined by the appropriate administrator, but shall not exceed three school days.
- The appropriate administrator shall determine any restrictions on participation in school-sponsored or school-related extracurricular and co-curricular activities.

Disciplinary Alternative Education Program (DAEP) Placement

The DAEP shall be provided in a setting other than the student's regular classroom. An elementary school student may not be placed in a DAEP with a student who is not an elementary school student.

For purposes of DAEP, elementary classification shall be kindergarten-grade 5 and secondary classification shall be grades 6-12.

Summer programs provided by the District shall serve students assigned to a DAEP in conjunction with other students.

A student who is expelled for an offense that otherwise would have resulted in a DAEP placement does not have to be placed in DAEP in addition to the expulsion.

In deciding whether to order placement in a DAEP, the District shall take into consideration: Self defense (see glossary) and the student's discipline history. The District shall take into consideration a student's intent or lack of intent.

Discretionary Placement: Misconduct That May Result in DAEP Placement

General Misconduct

A student **may** be placed in a DAEP for behaviors prohibited in the General conduct Violations section of this Code.

Misconduct Identified in State Law

In accordance with state law, a student **may** be placed in a DAEP for any one of the following offenses:

- Involvement in a public school fraternity, sorority or secret society, including participating as a member or pledge or soliciting another person to become a pledge or member of a public school fraternity, sorority or secret society.
- Involvement in criminal street gang activity. (See glossary.)
- Any criminal mischief, including a felony.

In accordance with state law, a student may be placed in a DAEP if the superintendent or the superintendent's designee has reasonable belief (see glossary) that the student has engaged in conduct punishable as a felony, other than aggravated robbery or those listed as offenses involving injury to a person in Title 5 (see glossary) of the Texas Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

The appropriate administrator **may**, but is not required to, place a student in a DAEP for off-campus conduct for which DAEP placement is required by state law if the administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.

Mandatory Placement:

Misconduct That Requires DAEP Placement

A student **must** be placed in a DAEP if the student:

- Engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See glossary.)
- Commits the following offenses on school property or within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
- Engages in conduct punishable as a felony.
- Commits an assault (see glossary) under Penal Code 22.01(a)(1).
- Sells, gives or delivers to another person, or possesses, uses or is under the influence of marijuana, a controlled substance or a dangerous drug in an amount not constituting a felony offense. (School-related felony drug offenses are addressed in the Expulsion section.) (See glossary for "under the influence.")
- Sells, gives or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol, if the conduct is not punishable as a felony offense. (School-related felony alcohol offenses are addressed in the Expulsion section.)
- Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.
- Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure.
- Engages in expellable conduct and is between six and nine years of age.
- Commits a federal firearms violation and is younger than six years of age.
- Engages in conduct that contains the elements of the offense of retaliation against any school employee or volunteer on or off school property. (Committing retaliation in combination with another expellable offense is addressed in the Expulsion section of this Code.)

- Engages in conduct punishable as aggravated robbery or a felony listed under Title 5 (see glossary) of the Texas Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:
 1. The student receives deferred prosecution (see glossary),
 2. A court or jury finds that the student has engaged in delinquent conduct (see glossary), or
 3. The superintendent or designee has a reasonable belief (see glossary) that the student engaged in the conduct.

Sexual Assault and Campus Assignments

If a student has been convicted of or placed on deferred adjudication for sexual assault or aggravated sexual assault against another student on the same campus, and if the victim or the victim's parents request that the Board transfer the offending student to another campus, the offending student shall be transferred to another campus in the District. If there is no other campus in the District serving the grade level of the offending student, the offending student will be transferred to a DAEP.

Emergencies

In an emergency, the principal or the principal's designee may order the immediate placement of a student in a DAEP for any reason for which placement in a DAEP may be made on a non-emergency basis.

Process

Removals to a DAEP for mandatory placements shall be made by the campus administrator. Removal to a DAEP for discretionary placement shall be made by the Central Intake Team.

Conference

When a student is removed from class for a DAEP offense, the appropriate administrator will schedule a conference within three school days with the student's parent, the student and the teacher, in the case of a teacher removal.

At the conference, the appropriate administrator will inform the student, orally or in writing, of the reasons for the removal and will give the student an explanation of the basis for the removal and an opportunity to respond to the reasons for the removal.

Following valid attempts to require attendance, the District may hold the conference and make a placement decision regardless of whether the student or the student's parents attend the conference.

Placement Order

After the conference, if the student is placed in the DAEP, the appropriate administrator shall write a placement order. A copy of the DAEP placement order shall be sent to the student and the student's parent. Not later than the second business day after the conference, the Board's designee shall deliver to the juvenile court a copy of the placement order and all information required by Section 52.04 of the Family Code.

If the student is placed in the DAEP and the length of placement is inconsistent with the guidelines included in this Code, the placement order shall give notice of the inconsistency.

Coursework Notice

The parent or guardian of a student placed in DAEP shall be given written notice of the student's opportunity to complete coursework required for graduation, at no cost to the student. The notice shall include information regarding all methods available for completing the coursework.

Length of Placement

The duration of a student's placement in a DAEP will be determined by the central intake team.

The duration of a student's placement shall be determined on a case-by-case basis. DAEP placement shall be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misconduct, the student's attitude and statutory requirements.

The maximum period of DAEP placement shall be one calendar year except as provided below.

The District shall administer the required pre- and post-assessments for students assigned to DAEP for a period of 90 days or longer in accordance with established district administrative procedures for administering other diagnostic or benchmark assessments.

Exceeds One Year

Placement in a DAEP may exceed one year when a review by the district determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended placement is in the best interest of the student.

The statutory limitations on the length of a DAEP placement do not apply to a placement resulting from the board's decision to place a student who engaged in the sexual assault of another student in a DAEP so that the students are not assigned to the same campus.

Exceeds School Year

Students who commit offenses requiring placement in a DAEP at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement.

For placement in a DAEP to extend beyond the end of the school year, the campus and DAEP administrator must determine that:

1. The student's presence in the regular classroom or campus presents a danger of physical harm to the student or others, or
2. The student has engaged in serious or persistent misbehavior (see glossary) that violates the District's Code.

Exceeds 60 Days

For placement in a DAEP to extend beyond 60 days or the end of the next grading period, whichever is sooner, the student's parent shall be given notice and the opportunity to participate in a proceeding before the Board or the Board's designee.

Appeals

Questions or complaints from parents regarding disciplinary measures should be addressed to the campus administration, in accordance with the District's Discipline Management Program. A copy of this policy may be obtained from the principal's office or the central administration office.

Disciplinary consequences will not be deferred pending the outcome of an appeal. The decision to place a student in a DAEP cannot be appealed beyond the Student Management Appeals Committee.

Restrictions during Placement

The district does not permit a student who is placed in a DAEP to participate in any school-sponsored or school-related extracurricular or cocurricular activity, including seeking or holding honorary positions and/or membership in school-sponsored clubs and organizations. A student placed in a

DAEP will not be provided transportation unless he or she is a student with a disability who has transportation designated as a related service in the student's IEP.

For seniors who are eligible to graduate and are assigned to a DAEP at the time of graduation, the last day of placement in the program will be the last instructional day, and the student will be allowed to participate in the graduation ceremony and related graduation activities unless otherwise specified in the DAEP placement order.

Placement Review

A student placed in a DAEP shall be provided a review of his or her status, including academic status, by the campus and DAEP administrators at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan shall also be reviewed. At the review, the student or the student's parent shall be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.

Additional Misconduct

If during the term of placement in a DAEP the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the appropriate administrator may enter an additional disciplinary order as a result of those proceedings.

Notice of Criminal Proceedings

The office of the prosecuting attorney shall notify the District if a student was placed in a DAEP for certain offenses including any felony, unlawful restraint, indecent exposure, assault, deadly conduct, terroristic threats, organized crime, certain drug offenses or possession of a weapon, and:

1. Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence and no formal proceedings, deferred adjudication (see glossary), or deferred prosecution will be initiated; or
2. The court or jury found a student not guilty, or made a finding that the student did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.

If a student was placed in a DAEP for such conduct, on receiving the notice from the prosecutor, the superintendent or designee will review the student's placement and schedule a review with the student's parent not later than the third day after the superintendent or designee receives notice from the prosecutor. The student may not be returned to the regular classroom pending the review.

After reviewing the notice and receiving information from the student's parent, the superintendent or designee may continue the student's placement if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers.

The student or the student's parent may appeal the superintendent's decision to the Board. The student may not be returned to the regular classroom pending the appeal. In the case of an appeal, the Board shall, at the next scheduled meeting, review the notice from the prosecutor and receive information from the student, the student's parent and the superintendent or designee, and confirm or reverse the decision of the superintendent or designee. The Board shall make a record of the proceedings. If the Board confirms the decision of the superintendent or designee, the student and the student's parent may appeal to the Commissioner of Education. The student may not be returned to the regular classroom pending the appeal.

Withdrawal During Process

When a student violates the District's Code in a way that requires or permits the student to be placed in a DAEP and the student withdraws from the District before a placement order is completed, the District may complete the proceedings and issue a placement order. If the student then reenrolls in the District during the same or a subsequent school year, the District may enforce the order at that time, less any period of the placement that has been served by the student during enrollment in another district. If the appropriate administrator or the Board fails to issue a placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a placement order.

Newly Enrolled Students

The District shall decide on a case-by-case basis whether to continue the placement of a student who enrolls in the District and was assigned to a DAEP in an open-enrollment charter school or another district. The District may place the student in the district's DAEP or a regular classroom setting.

A newly enrolled student with a DAEP placement from a district in another state shall be placed as any other newly enrolled student if the behavior committed is a reason for DAEP placement in the receiving district.

If the student was placed in a DAEP by a school district in another state for a period that exceeds one year, this district, by state law, shall reduce the period of the placement so that the total placement does not exceed one year. After a review, however, the placement may be extended beyond a year if the district determines that the student is a threat to the safety of other students or employees or the extended placement is in the best interest of the student.

Emergency Placement

When an emergency placement occurs, the student shall be given oral notice of the reason for the action. Not later than the tenth day after the date of the placement, the student will be given the appropriate conference required for assignment to a DAEP.

Placement and/or Expulsion for Certain Serious Offenses

Registered Sex Offenders

Upon receiving notification in accordance with state law that a student is currently required to register as a sex offender, the administration must remove the student from the regular classroom and determine appropriate placement unless the court orders JJAEP placement.

If the student is under any form of court supervision, the placement shall be in DAEP or JJAEP for at least one semester. The placement may not be in the regular classroom if the Board or its designee determines that the student's presence:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interests of the District's students.

Review Committee

At the end of the first semester of a student's placement in an alternative educational setting and before the beginning of each school year for which the student remains in an alternative placement, the District shall convene a committee, in accordance with state law, to review the student's placement. The committee shall recommend whether the student should return to the regular classroom or remain in placement. Absent a special finding, the Board or its designee must follow the

committee's recommendation. The placement review of a student with a disability who receives special education services must be made by the ARD committee.

Newly Enrolled Student

If a student enrolls in the District during a mandatory placement as a registered sex offender, the District may count any time already spent by the student in a placement or may require an additional semester in an alternative placement without conducting a review of the placement.

Appeal

A student or the student's parent may appeal the placement by requesting a conference between the Board or its designee, the student and the student's parent. The conference is limited to the factual question of whether the student is required to register as a sex offender. Any decision of the Board or its designee under this section is final and may not be appealed.

Certain Felonies

Regardless of whether placement or expulsion is required or permitted by one of the reasons in the DAEP Placement or Expulsion sections, in accordance with Education Code 37.0081, a student **may** be expelled and placed in either DAEP or JJAEP if the Board or its designee makes certain findings and the following circumstances exist in relation to aggravated robbery or a felony offense under Title 5 (see glossary) of the Texas Penal Code. The student must:

- Have received deferred prosecution for conduct defined as aggravated robbery or a Title 5 felony offense;
- Have been found by a court or jury to have engaged in delinquent conduct for conduct defined as aggravated robbery or a Title 5 felony offense;
- Have been charged with engaging in conduct defined as aggravated robbery or a Title 5 felony offense;
- Have been referred to a juvenile court for allegedly engaging in delinquent conduct for conduct defined as aggravated robbery or a Title 5 felony offense; or
- Have received probation or deferred adjudication or have been arrested for, charged with, or convicted of aggravated robbery or a Title 5 felony offense.

The District may expel the student and order placement under these circumstances regardless of:

1. The date on which the student's conduct occurred,
2. The location at which the conduct occurred,
3. Whether the conduct occurred while the student was enrolled in the District, or
4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

Hearing and Required Findings

The student must first have a hearing before the Board or its designee, who must determine that in addition to the circumstances above that allow for the expulsion, the student's presence in the regular classroom:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interest of the district's students.

Any decision of the Board or the Board's designee under this section is final and may not be appealed.

Length of Placement

The student is subject to the placement until:

1. The student graduates from high school,
2. The charges are dismissed or reduced to a misdemeanor offense, or
3. The student completes the term of the placement or is assigned to another program.

Newly Enrolled Students

A student who enrolls in the District before completing a placement under this section from another school district must complete the term of the placement.

Expulsion

Discretionary Expulsion: Misconduct That May Result in Expulsion

In deciding whether to order expulsion, the District will take into consideration: Self defense (see glossary) and the student's disciplinary history. The District will also take into consideration a student's intent or lack of intent. A student **may** be expelled for:

Any Location

A student may be expelled for:

- Engaging in the following no matter where it takes place:
 - Conduct that contains the elements of assault under Penal Code 22.01(a)(1) in retaliation against a school employee or volunteer.
- Engaging in conduct that contains the elements of one of the following offenses against another student, without regard to where the conduct occurs:
 - Aggravated assault.
 - Sexual assault.
 - Aggravated sexual assault.
 - Murder.
 - Capital murder.
 - Criminal attempt to commit murder or capital murder.
 - Aggravated robbery.
 - Breach of computer security.
- Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.

At School, Within 300 Feet, or at School Event

A student may be expelled for:

- Committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
- Selling, giving or delivering to another person, or possessing, using or being under the influence of marijuana, a controlled substance or a dangerous drug, if the conduct is not punishable as a felony.
- Selling, giving, or delivering to another person or possessing, using, or being under the influence of alcohol; or committing a serious act or offense while under the influence of alcohol, if the conduct is not punishable as a felony.

- Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.
- Engaging in conduct that contains the elements of assault under Section 22.01(a)(1) against an employee or a volunteer.
- Engaging in deadly conduct. (See glossary.)

Within 300 Feet of School

A student may be expelled for:

- Engaging in the following conduct while within 300 feet of school property, as measured from any point on the school’s real property boundary line:
- Aggravated assault, sexual assault or aggravated sexual assault.
- Arson.
- Murder, capital murder or criminal attempt to commit murder or capital murder.
- Indecency with a child, aggravated kidnapping, manslaughter, criminally negligent homicide or aggravated robbery.
- Felony drug- or alcohol-related offense.
- Use, exhibition, or possession of a firearm (as defined by state law), an illegal knife, a club or prohibited weapon, or possession of a firearm (as defined by federal law).

Property of Another District

- A student may be expelled for committing any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity of a school in another district in Texas.

While in DAEP

- A student may be expelled for engaging in serious offenses or persistent misbehavior (see glossary) that violates the District’s Code, while placed in a DAEP.

Mandatory Expulsion: Misconduct That Requires Expulsion

A student **must** be expelled for any of the following offenses that occur on school property or while attending a school-sponsored or school-related activity on or off school property:

Federal Law

A student must be expelled for bringing to school a firearm, as defined by federal law, when the offense occurs on school property or while attending a school-sponsored or school-related activity on or off school property. “Firearm” under federal law includes:

- Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive.
- The frame or receiver of any such weapon.
- Any firearm muffler or firearm weapon.
- Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.

Texas Penal Code

A student must be expelled for any of the following offenses that occur on school property or while attending a school-sponsored or school-related activity on or off school property:

- Using, exhibiting or possessing the following, as defined by the Texas Penal Code:

- A firearm (any device designed, made or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use), unless the use exhibition or possession of the firearm occurs at an off-campus approved target range facility while participating in or preparing for a school-sponsored shooting sports competition or a shooting sports educational activity that is sponsored or supported by the Parks and Wildlife Department or a shooting sports sanctioning organization working with the department.
- An illegal knife, such as a knife with a blade over 5½ inches; hand instrument, designed to cut or stab another by being thrown; dagger, including but not limited to a dirk, stiletto and poniard; bowie knife; sword; or spear.
- A club (see glossary) such as an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace and tomahawk.
- A prohibited weapon, such as an explosive weapon, a machine gun, a short-barrel firearm, a firearm silencer, a switchblade knife, knuckles, armor-piercing ammunition, a chemical dispensing device, a zip gun or a tire deflation device. (See glossary)
- Behaving in a manner that contains elements of the following offenses under the Texas Penal Code:
 - Aggravated assault, sexual assault or aggravated sexual assault.
 - Arson. (See glossary.)
 - Murder, capital murder or criminal attempt to commit murder or capital murder.
 - Indecency with a child.
 - Aggravated kidnapping.
 - Aggravated robbery.
 - Manslaughter.
 - Criminally negligent homicide.
 - Behavior punishable as a felony that involves selling, giving or delivering to another person, or possessing, using or being under the influence of marijuana, a controlled substance, a dangerous drug or alcohol; or committing a serious act or offense while under the influence of alcohol.
 - Retaliation against a school employee combined with one of the above-listed offenses on or off school property or at a school-related activity.

Under Age Ten

When a student under the age of ten engages in behavior that is expellable behavior, the student shall not be expelled, but shall be placed in a DAEP. A student under age six shall not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.

Emergency

In an emergency, the principal or the principal's designee may order the immediate expulsion of a student for any reason for which expulsion **may** be made on a non-emergency basis.

Process

If a student is believed to have committed an expellable offense, the principal or other appropriate administrator shall schedule a hearing within a reasonable time. The student's parent shall be invited in writing to attend the hearing.

Until a hearing can be held, the principal may place the student in:

- Another appropriate classroom
- In-school suspension

- Out-of-school suspension
- DAEP

Hearing

A student facing expulsion shall be given a hearing with appropriate due process. The hearing shall be conducted by the campus administrator. The student is entitled to:

1. Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the district,
2. An opportunity to testify and to present evidence and witnesses in the student's defense, and
3. An opportunity to question the District's witnesses.

After providing notice to the student and parent of the hearing, the District may hold the hearing regardless of whether the student or the student's parent attends.

The Board of Trustees delegates to the Executive Director for Student Services authority to conduct hearings and expel students.

Board Review of Expulsion

After the due process hearing, the expelled student may request that the Board review the expulsion decisions. The student or parent must submit a written request to the superintendent within seven days after receipt of the written decision. The superintendent must provide the student or parent written notice of the date, time and place of the meeting at which the Board will review the decision. The Board shall review the record of the expulsion hearing in a closed meeting unless the parent requests in writing that the matter be held in an open meeting. The Board may also hear a statement from the student or parent and from the Board's designee.

The Board shall hear statements made by the parties at the review and will base its decision on evidence reflected in the record and any statements made by the parties at the review. The Board shall make and communicate its decision orally at the conclusion of the presentation. Consequences shall not be deferred pending the outcome of the hearing.

Expulsion Order

After the due process hearing, if the student is expelled, the Board or its designee shall deliver to the student and the student's parent a copy of the order expelling the student.

Not later than the second business day after the hearing, the Executive Director for Student Services shall deliver to the juvenile court a copy of the expulsion order and the information required by Section 52.04 of the Family Code.

If the length of the expulsion is inconsistent with the guidelines included in the Student Code of Conduct, the expulsion order shall give notice of the inconsistency.

Length of Expulsion

The length of an expulsion shall be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude and statutory requirements.

The duration of a student's expulsion shall be determined on a case-by-case basis. The maximum period of expulsion is one calendar year except as provided below.

An expulsion may not exceed one year unless, after review, the District determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended expulsion is in the best interest of the student.

State and federal law require a student to be expelled from the regular classroom for a period of at least one calendar year for bringing a firearm, as defined by federal law, to school. However, the superintendent or other appropriate administrator may modify the length of the expulsion on a case-by-case basis.

Students who commit offenses that require expulsion at the end of one school year may be expelled into the next school year to complete the term of expulsion.

Withdrawal during Process

When a student has violated the District's Code in a way that requires or permits expulsion from the District and the student withdraws from the District before the expulsion hearing takes place, the district may conduct the hearing after sending written notice to the parent and student.

If the student then reenrolls in the district during the same or subsequent school year, the district may enforce the expulsion order at that time, less any expulsion period that has been served by the student during enrollment in another district.

If the appropriate administrator or the Board fails to issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings.

Additional Misconduct

If, during the expulsion, the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the appropriate administrator or the Board may issue an additional disciplinary order as a result of those proceedings.

Restrictions during Expulsion

Expelled students are prohibited from being on school grounds or attending school-sponsored or school-related activities during the period of expulsion.

No district academic credit shall be earned for work missed during the period of expulsion unless the student is enrolled in a Juvenile Justice Alternative Education Program or another district-approved program.

Newly Enrolled Students

The District shall continue the expulsion of any newly enrolled student expelled from another district or an open-enrollment charter school until the period of the expulsion is completed.

If a student expelled in another state enrolls in the District, the District may continue the expulsion under the terms of the expulsion order, may place the student in a DAEP for the period specified in the order, or may allow the student to attend regular classes if:

1. The out-of-state district provides the District with a copy of the expulsion order, and
2. The offense resulting in the expulsion is also an expellable offense in the District in which the student is enrolling.

If a student is expelled by a district in another state for a period that exceeds one year and the District continues the expulsion or places the student in a DAEP, the District shall reduce the period of the

expulsion or DAEP placement so that the entire period does not exceed one year, unless after a review it is determined that:

1. The student is a threat to the safety of other students or district employees, or
2. Extended placement is in the best interest of the student.

Emergency Expulsion

When an emergency expulsion occurs, the student shall be given verbal notice of the reason for the action. Within ten days after the date of the emergency expulsion, the student shall be given appropriate due process required for a student facing expulsion.

DAEP Placement of Expelled Students

The District may provide educational services to any expelled student in a DAEP; however, educational services in the DAEP must be provided if the student is less than ten years of age.

Glossary of Disciplinary Terms

The glossary provides legal definitions and locally established definitions and is intended to assist in understanding terms related to the Student Code of Conduct.

Abuse is improper or excessive use.

Aggravated Robbery is defined in part by Texas Penal Code 29.03(a) when a person commits robbery and:

1. Causes serious bodily injury to another;
2. Uses or exhibits a deadly weapon; or
3. Causes bodily injury to another person or threatens or places another person in fear of imminent bodily injury or death, if the other person is:
 - a. 65 years of age or older, or
 - b. A disabled person.

Armor-Piercing Ammunition is handgun ammunition used in pistols and revolvers and designed primarily for the purpose of penetrating metal or body armor.

Arson is:

1. A crime that involves starting a fire or causing an explosion with intent to destroy or damage:
 - a. Any vegetation, fence, or structure on open-space land; or
 - b. Any building, habitation, or vehicle:
 - 1) Knowing that it is within the limits of an incorporated city or town;
 - 2) Knowing that it is insured against damage or destruction;
 - 3) Knowing that it is subject to a mortgage or other security interest;
 - 4) Knowing that it is located on property belonging to another;
 - 5) Knowing that it has located within it property belonging to another; or
 - 6) When the person starting the fire is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another;
2. A crime that involves recklessly starting a fire or causing an explosion while manufacturing or attempting to manufacture a controlled substance and the fire or explosion damages any building, habitation or vehicle; or

3. A crime that involves intentionally starting a fire or causing an explosion and in so doing:
 - a. Recklessly damages or destroys a building belonging to another, or
 - b. Recklessly causes another person to suffer bodily injury or death.

Assault is defined in part by Texas Penal Code 22.01(a)(1) as intentionally, knowingly or recklessly causing bodily injury to another.

Bullying is written or oral expression or physical conduct that a school district's board of trustees or the board's designee determines:

1. To have the effect of physically harming a student, damaging a student's property or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
2. To be sufficiently severe, persistent, or pervasive to create an intimidating, threatening, or abusive educational environment for a student

Chemical Dispensing Device is a device designed, made or adapted for the purpose of causing an adverse psychological or physiological effect on a human being. A small chemical dispenser sold commercially for personal protection is not in this category.

Club is an instrument specially designed, made or adapted for the purpose of inflicting serious bodily injury or death. A blackjack, mace and tomahawk are in the same category.

Criminal Street Gang is three or more persons having a common identifying sign or symbol or an identifiable leadership who continuously or regularly associate in the commission of criminal activities.

Cyberbullying is the use of any electronic communication device to engage in bullying or intimidation.

Dating Violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control another person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense, as defined by Section 71.0021 of the Family Code.

Deadly Conduct occurs when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, such as knowingly discharging a firearm in the direction of an individual, habitation, building or vehicle.

Deferred Adjudication is an alternative to seeking a conviction in court that may be offered to a juvenile for delinquent conduct or conduct indicating a need for supervision.

Deferred Prosecution may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

Delinquent Conduct is conduct that violates either state or federal law and is punishable by imprisonment or confinement in jail. It includes conduct that violates certain juvenile court orders, including probation orders, but does not include violations of traffic laws.

Discretionary means that something is left to or regulated by a local decision maker.

Explosive Weapon is any explosive or incendiary bomb, grenade, rocket or mine and its delivery mechanism that is designed, made or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror.

False Alarm or Report occurs when a person knowingly initiates, communicates, or circulates a report of a present, past or future bombing, fire, offense or other emergency that he or she knows is false or baseless and that would ordinarily:

1. Cause action by an official or volunteer agency organized to deal with emergencies;
2. Place a person in fear of imminent serious bodily injury; or
3. Prevent or interrupt the occupation of a building, room or place of assembly.

Firearm Silencer means any device designed, made or adapted to muffle the report of a firearm.

Graffiti are markings with paint, an indelible pen or marker, or an etching or engraving device on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

Harassment is:

1. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL); or
2. Conduct that threatens to cause harm or bodily injury to another student, is sexually intimidating, causes physical damage to the property of another student, subjects another student to physical confinement or restraint or maliciously and substantially harms another student's physical or emotional health or safety.

Please see the special area on Harassment and Hazing within this handbook.

Hazing is an intentional or reckless act, on or off campus, by one person alone or acting with others, that endangers the mental or physical health or safety of a student for the purpose of pledging, initiation into, affiliation with, holding office in or maintaining membership in an organization.

Hit List is a list of people targeted to be harmed, using a firearm, a knife or any other object to be used with intent to cause bodily harm.

Knuckles is any instrument consisting of finger rings or guards made of a hard substance and designed or adapted for inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

Machine Gun is any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

Mandatory means that something is obligatory or required because of an authority.

Paraphernalia are devices that can be used for inhaling, ingesting, injecting or otherwise introducing a controlled substance into a human body.

Persistent Misbehavior is two or more violations of the Code in general or repeated occurrences of the same violation.

Possession means to have an item on one's person or in one's personal property, including but not limited to clothing, purse, or backpack; a private vehicle used for transportation to or from school or school-related activities, including but not limited to an automobile, truck, motorcycle, or bicycle; telecommunications or electronic devices; or any other school property used by the student, including but not limited to a locker or desk.

Public School Fraternity, Sorority, Secret Society or Gang means an organization composed wholly or in part of students that seeks to perpetuate itself by taking additional members from the students enrolled in school based on a decision of its membership rather than on the free choice of a qualified student. Educational organizations listed in Section 37.121(d) of the Education Code are excepted from this definition.

Reasonable Belief is a determination made by the superintendent or designee using all available information, including the information furnished under Article 15.27 of the Code of Criminal Procedure.

Self-Defense is the use of force against another to the degree a person reasonably believes the force is immediately necessary to protect himself or herself.

Serious Offenses include but are not limited to:

- Murder.
- Vandalism.
- Robbery or theft.
- Extortion, coercion, or blackmail.
- Actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Hazing.
- Insubordination.
- Profanity, vulgar language or obscene gestures.
- Fighting, committing physical abuse or threatening physical abuse.
- Possession or distribution of pornographic materials.
- Leaving school grounds without permission.
- Sexual harassment of a student or district employee.
- Possession of or conspiracy to possess any explosive or explosive device.
- Falsification of records, passes or other school-related documents.
- Refusal to accept discipline assigned by the teacher or principal.

Short-Barrel Firearm is a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

Switchblade is any knife with a blade that folds, closes or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or centrifugal force. The term does not include a knife that has a spring, detent or other mechanism designed to create a bias toward closure and that requires exertion applied to the blade by hand, wrist or arm to overcome the bias toward closure and open the knife.

Terroristic Threat is a threat of violence to any person or property with intent to:

1. Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
2. Place any person in fear of imminent serious bodily injury;
3. Prevent or interrupt the occupation or use of a building; room, place of assembly or place to which the public has access; place of employment or occupation; aircraft, automobile or other form of conveyance; or other public place;
4. Cause impairment or interruption of public communications, public transportation, public water, gas or power supply or other public service;
5. Place the public or a substantial group of the public in fear of serious bodily injury; or
6. Influence the conduct or activities of a branch or agency of the federal government, the state or a political subdivision of the state (including the District).

Title 5 offenses are those that involve injury to a person and include murder; kidnapping; assault; sexual assault; unlawful restraint; indecency with a child; injury to a child, an elderly person or a disabled person; abandoning or endangering a child; deadly conduct; terroristic threat; aiding a person to commit suicide; and tampering with a consumer product. [See FOC (EXHIBIT)].

Tire Deflation Device is defined in part by Section 46.01 of the Penal code as a device, including a caltrop or spike strip, that, when driven over, impedes or stops the movement of a wheeled vehicle by puncturing one or more of the vehicle's tires.

Under the Influence means lacking the normal use of mental or physical faculties. Impairment of a person's physical or mental faculties may be evidenced by a pattern of abnormal or erratic behavior or the presence of physical symptoms of drug or alcohol use. A student "under the influence" need not be legally intoxicated to trigger disciplinary action.

Use means voluntarily introducing into one's body, by any means, a prohibited substance.

Zip Gun is a device or combination of devices, not originally a firearm, but adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

Types of Offenses and Penalties

Type I Offenses: include but are not limited to

(Consequences include but are not limited to: Verbal warning, Detention, C-hall, In School Suspension - ISS)

- a. Two or more tardies in the same class in any 6 weeks period.
- b. Unexcused absences up to 1/2 of the school day.
- c. Disturbing classes in progress by running and making noises in the hallway.
- d. Leaving classroom without permission.
- e. Exhibiting any unacceptable physical contact, including public displays of affection.
- f. Using profanity.
- g. Displaying any behavior which is disruptive to the orderly process of classroom instruction, such as:
 - Excessive/unnecessary talking
 - Laziness/not working
 - Failure to have required supplies/assignments
 - Name-calling
 - Decorative make-up (Stickers, glitter, etc.)
- h. Violating posted classroom rules of conduct. (Example: No Gum)
- i. Failure to attend a tutorial session.

- j. Cheating on an exam and/or copying the work of another student.
(A grade of zero may also be given.)
- k. Being improperly dressed.
- l. Bringing banned items to school – radios, CD players, Game Boys, water guns, matches, lighters, fireworks, chains, lasers, knives or other items not needed for class.

Type II Offenses: include but are not limited to

(Consequences include but are not limited to: extended detention or C-hall, ISS, Out of School Suspension – OSS)

- a. Failure to attend assigned C-Hall session.
- b. Unexcused absence of a full day or more.
- c. Disrespectful or discourteous remarks to faculty or staff.
- d. Vandalism of any type (restitution also required).
- e. Physically aggressive behavior.
- f. Second commission of any Type I offense.

Type III Offenses : include but are not limited to

(Consequences include but are not limited to: ISS, OSS)

- a. Failure to attend assigned C-Hall second time.
- b. Repeated and flagrant disregard for school rules.
- c. Any type of verbal threat toward any faculty or staff member.
- d. Unexcused absences totaling more than three days.
- e. Continued commission of any Type I or Type II offense.
- f. Smoking or tobacco possession.

Type IV Offenses : include but are not limited to

(Consequences include but are not limited to: Extended ISS, OSS)

- a. Failure to observe rules in assigned in-school suspension class.
- b. Simple assault of another student.
- c. Documented persistent incorrigible behavior.
- d. Theft or vandalism resulting in serious financial loss to school.
- e. Fighting.
- f. Continued commission of any Type I, II, or III offense.

Alternative Education Placement Offenses

Please see Disciplinary Alternative Education Program Section.

Type V Offenses (Expulsion)

See Expulsion Section

Consequences: Descriptions of Disciplinary Settings

Disciplinary settings may include, but are not limited to:

1. *Detention* –scheduled before school, after school or during lunch. (Time will be determined by each individual campus.) Detentions include c-halls, Friday night reflections, lunch detentions and after hours school.
2. *In-School Suspension* – ranging from one class period to ten days in a supervised setting completely isolated from other students. School work missed for each teacher along with a folder of exercises designed to improve social skills will be completed as well. If the student work is not

satisfactory, students will be required to do the packet over. Students who chose to misbehave in I.S.S. will have their assignments extended or referred to the Assistant Principal for further disciplinary action. Students may not attend or participate in any after school or extracurricular activities during this time.

3. *Suspension* - Up to three (3) consecutive days at home in an unsupervised educational setting. School work must be accepted. Students must turn in their assignments upon their return to school or the late work policy will be enforced. State law allows a student to be suspended for as many as three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year. Students with disabilities are subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail. Students may be suspended for any behavior listed in the Student Code of Conduct as a general misconduct violation, Disciplinary Alternative Education Program placement or expellable offense. A student who is to be suspended will have an informal conference with the principal or appropriate administrator advising the student of the conduct of which he or she is accused. The student will be given the opportunity to explain his or her version of the incident before the administrator's decision is made. The number of days of a student's suspension will be determined by the principal or other appropriate administrator, but will not exceed three school days. Students may not attend or participate in any after school or extracurricular activities during this time.

Alternative Placement:

4. *Disciplinary Alternative Education Program (DAEP)* – Keeping Every Youth Successful (KEYS), 7159 Hickory Street and the Student Opportunity Center (SOC), 6942 Maple Street are supervised suspension Special Programs Centers. Placement in the SOC or KEYS usually will be for a minimum of six (6) weeks and may be for the duration of the year. Transportation to and from SOC and KEYS is the student/parent's responsibility.

5. *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 in McKinney. Transportation to JJAEP will be provided by the District.

Miscellaneous Disciplinary Behaviors and Procedures

Arrested Students

Before a student at school is arrested or taken into custody by a law enforcement officer or other legally authorized person, the principal shall verify the official's identity. To the best of his or her ability, the principal shall verify the official's authority to take custody of the student [see GRA], and then shall deliver over the student. The principal shall immediately notify the Superintendent and ordinarily shall notify the parents or other person having lawful control of the student. If the officer or other authorized person raises what the principal considers to be a valid objection to notifying the parents at that time, the principal shall not notify the parents.

Assaults

Students are prohibited from assaulting anyone on school property or at any school-related event. An assault is defined as:

1. Intentionally, knowingly or recklessly causing bodily injury to another person.
2. Intentionally or knowingly threatening another with imminent bodily injury.
3. Intentionally or knowingly causing physical contact with another when the student knows or should reasonably believe that the other will regard the contact as offensive or provocative.

Students violating this policy may be issued a citation for disorderly conduct, suspended from school for three (3) days and placed in In-School Suspension for FIVE (5) days upon their return to school.

*Violations which constitute assaults as defined by the Texas Penal Code § 22.01(a)(1) will result in students being charged with an assault and being placed in the Disciplinary Alternative Education Program.

Bullying

In accordance with FISD Board Policy FFI (LOCAL) bullying is prohibited in any form on school property, in a school vehicle or at a school-sponsored event. Students who have bullied others are in violation of school policy and may be subjected to disciplinary action, up to and including suspension and expulsion.

Bullying is when a student or group of students engages in any gesture or written, verbal, or physical or computerized or other electronically transmitted act, or threat that: 1) Will have the effect of physically harming a student, damaging a student's property or reputation, or placing a student in reasonable fear of harm; or 2) Is sufficiently severe, persistent or pervasive that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

Disruption of Classes

For the purpose of this rule, "School property" includes the public school campuses or school grounds upon which any public school is located, and any grounds or buildings used by district schools for assemblies or other school-related activities, and "public property" includes any street, highway, alley, public park or sidewalk. No person shall be permitted, on school property or on public property within 500 feet of school property, to willfully disrupt, alone or in concert with others, the conduct of classes or other school activities. Conduct that disrupts the educational activities of a school includes:

1. Emissions by any means of noise of an intensity that prevents or hinders classroom instruction.
2. Enticement or attempted enticement of students away from classes or other school activities that students are required to attend.
3. Prevention or attempted prevention of students from attending classes or other school activities that students are required to attend.
4. Entrance into a classroom without consent of either the principal or teacher and either through acts of misconduct and/or of loud or profane language causing disruption of class activities.

Disruption of Lawful Assembly

No student or group of students acting in concert may willfully engage in disruptive activity or disrupt a lawful assembly on the campus or property of any school in the district.

Disruptive activity means:

1. Obstructing or restraining the passage of persons in an exit, entrance or hallway of any building without the authorization of the administration of the school.
2. Seizing control of any building or portion of a building for the purpose of interfering with an administrative, educational, research or other authorized activity.
3. Preventing or attempting to prevent by force or violence or the threat of violence any lawful assembly authorized by the school administration so that a person attempting to participate in the assembly is unable to participate due to the use of force or violence or due to a reasonable fear that force or violence is likely to occur.
4. Disrupting by force or violence or the threat of force or violence a lawful assembly in progress.

5. Obstructing or restraining the passage of any person at an exit or entrance to said campus or property or preventing or attempting to prevent by force or violence or by threats thereof the entrance or exit of any person to or from said property or campus without the authorization of the administration of the school. A lawful assembly is disrupted when any person in attendance is rendered incapable of participating in the assembly due to the use of force or violence or due to a reasonable fear that force or violence is likely to occur. Inappropriate conduct of students, either in or out of class, that for any reason, whether because of time, place or the rights of other students or employees at school or school-related activities is prohibited. Student demonstrations and similar activities shall be prohibited when there is evidence that may reasonably lead school authorities to forecast substantial disruption of, or material interference with, normal school operations or approved school activities.

Harassment

The District will not tolerate harassment of any form.

Students must not engage in unwanted and unwelcome verbal or physical conduct of a sexual nature directed toward another student or District employee. This prohibition applies whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors.

In accordance with FISD Board Policy FNC(Local), students are prohibited from engaging in harassment motivated by race, color, religion, national origin or disability and directed toward another student.

Further, in accordance with DIA(Local) and FFH(Local), employees are prohibited from engaging in harassment motivated by race, color, religion, national origin, disability or age directed toward students or District employees. An employee who suspects or knows that a student is being harassed by a school employee or by another student shall inform his or her principal or immediate supervisor.

Harassment is defined as any repeated, unwelcome and offensive slurs, jokes or other oral, written, graphic or physical conduct relating to an individual's race, color, religion, national origin or disability that creates an intimidating, hostile or offensive educational environment.

Students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

Students who believe they have been harassed by a fellow student or a District employee should immediately report the incident to the campus principal. If the principal is the subject of the complaint, the student may immediately report the incident to the Superintendent's designated administrator.

Complaints regarding harassment should be directed to:

The building principal or Doug Zambiasi (Superintendent's Designee)
6942 Maple
Frisco, Texas 75033
(469) 633-6000

A substantiated charge against a student shall result in disciplinary action in accordance with FISD Board Policy series FO and the Student Code of Conduct.

Hazing

Hazing means any intentional, knowing or reckless act directed against a student, by one person alone or acting with others, that endangers the mental or physical health or the safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are, or include, other students. The term includes but is not limited to.

1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body or similar activity.
2. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or the safety of the student.
3. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or the safety of the student.
4. Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame or humiliation or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the school rather than submit to act described above.
5. Any activity that induces, causes or requires the student to perform a duty or task that involves a violation of the Penal Code.

Students shall have prior approval from the principal or designee for any type of ‘initiation rites’ of a school club or organization. No student shall engage in any form of hazing, nor shall any student encourage or assist any other person in hazing. Acts of hazing and failure to report known hazing can result in criminal penalties as well as school discipline.

Interrogations and Searches

School officials may search a student or a student’s property with reasonable or probable cause that the student possesses contraband, the student’s property contains contraband or with the student’s free and voluntary consent. However, consent obtained through threat of contacting the police authorities is not considered to be freely and voluntarily given.

- Areas such as lockers, which are owned and jointly controlled by the District, may be searched if reasonable cause exists to believe that contraband is inside the locker. Students shall not place, keep or maintain any article or material in school-owned lockers that is forbidden by district policy or that would lead school officials to reasonably believe that it would cause a substantial disruption on school property or at a school-sponsored function. Students are responsible for anything found in their lockers.
- Searches of student’s outer clothing and pockets may be conducted if reasonable cause exists. Highly intrusive invasions of a student’s privacy, such as searches of the students’ person, shall be conducted only if probable cause exists to believe that the student possesses contraband.
- In order to respond to the drug and alcohol abuse problems in the schools and maintain a safe school environment conducive to education, the District shall use specially trained dogs to sniff out concealed contraband, drugs or alcohol on school property.
- Administrators, teachers and the School Resource Officer have the right to question students regarding their conduct or the conduct of others. In the context of school discipline, students have no claim to the right not to incriminate themselves.

- The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker or on the student's person, as a result of a search conducted in accordance with this policy.

Laser Pointer or Similar Light Device Possession

Due to the potential danger resulting from the inappropriate use of a laser pointer or similar device, students may not possess or use a laser pointer or similar device at school or at a school activity. Violation of this policy will result in confiscation of the device and possibly other consequences ranging from detention to AEP placement, depending upon circumstances related to the violation.

Persistent Misbehavior

In determining the class of misconduct, the School District defines persistent misbehavior as **two or more violations of the Code of Conduct**.

Physical Restraint

Any district employee may, within the scope of the employee's duties, use and apply physical restraint to a student that the employee reasonably believes is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous objects.
3. Protect property from serious damage.
4. Remove from a specific location a student refusing a lawful command of a school employee, including from a classroom or other school property, in order to restore order or impose disciplinary measures.
5. Restrain an irrational student.

Police Questioning of Students

For police questioning of a student in school, except by school resource officers, the following guidelines shall apply:

1. The principal shall verify and record the identity of the officer or other authority and request an explanation of the need to question or interview the student at school.
2. The principal ordinarily shall make reasonable efforts to notify the student's parents or other person having lawful control of the student. If the interviewer raises what the principal considers to be a valid objection to the notification, parents shall not be notified.
3. The principal or a designee ordinarily shall be present during the questioning or interview. If the interviewer raises what the principal considers to be a valid objection to a third party's presence, the interview shall be conducted without that person's presence.

Secret Societies

Students shall not become members or promise to become members of any organization composed wholly or in part of students of public schools below the rank of college or junior college which seeks to perpetuate itself by taking in additional members from the students enrolled in such school on the basis of the decision of its membership, rather than upon the free choice of any student in the school, who is qualified under the rules of the school, to fill the special aims of the organization.

Steroids

Parents and students should be aware that state law prohibits students from possessing, dispensing, delivering or administering an anabolic steroid. Anabolic steroids are for medical use only, and only a physician can prescribe use.

Under state law, body building, muscle enhancement or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a healthy student is not a valid medical use and is a criminal offense.

Frisco ISD Secondary Student Responsible Use Policy

Frisco ISD provides students with access to the District's electronic communications system for educational purposes. The electronic communications system is defined as the District's network, servers, computers, mobile devices, peripherals, applications, databases, online resources, Internet access, email, and any other technology designated for use by students. With this educational opportunity comes responsibility.

While the District uses filtering technology and protection measures to restrict access to inappropriate material, it is not possible to absolutely prevent such access. It will be each student's responsibility to follow the rules for appropriate and responsible use. Access to the Frisco ISD network is a privilege and administrators and faculty may review files and messages to maintain system integrity and ensure that users are acting responsibly.

All students in Frisco ISD must adhere to the following standards of responsible use:

- The District may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private.
- Students are responsible at all times for their use of the District's electronic communication system and must assume personal responsibility to behave ethically and responsibly, even when technology provides them the freedom to do otherwise.
- Students must log in and use the Frisco ISD filtered wireless network during the school day on personal electronic devices.
- Students must not access, modify, download or install computer programs, files or information belonging to others.
- Students must not waste or abuse school resources through unauthorized system use (e.g. playing online games, downloading music, watching video broadcasts, participating in chat rooms, etc.).
- Students must not alter computers, networks, printers or other equipment except as directed by a staff member.
- Technology, including electronic communication, should be used for appropriate educational purposes only and should be consistent with the educational objectives of Frisco ISD.
- Students must not release personal information on the Internet or electronic communications.
- Personal FIRD network access information should not be conveyed to other students nor attempts be made to use anyone else's accounts.
- If a student finds an inappropriate site or image, he or she must immediately minimize the program and contact the instructor.
- Students must not create/publish/submit or display any abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation or illegal and should report any instances encountered.

- Students shall adhere to all laws and statutes related to issues of copyright or plagiarism.
- Violation of any of these standards may result in suspension of computer use, Internet privileges and/or other disciplinary action.

The District makes no guarantee that the functions or the services provided by or through the district system will be error-free or without defect. The District will not be responsible for any damage the user may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising from unauthorized use of the system.

Computer network privileges, including Internet access, will be granted only after the online registration signature page acknowledging the FISD Technology Responsible Use policy is received. By signing, you and your child agree to comply with the responsible use policy presented here.

Tobacco Use

Students shall not possess or use tobacco products, including but not limited to cigarettes, cigars, pipes, snuff or chewing tobacco, while under the school’s jurisdiction. Students in violation of this policy will automatically be ticketed by the School Resource Officer and will be assigned to serve three (3) days of ISS.

Notification of Legal Authority

As required by state law (pursuant to Texas Education Code § 37.102), the District has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for every student. In addition to discipline issued by the school for violating the student code of conduct, the Texas Education Code provides that a code of conduct violation can be considered a Class C misdemeanor. To that end, the following violations may result in either the issuance of a citation or being arrested for the offense.

Possession of Prohibited Items

Possessing or using:

- A razor, box cutter, chain or any other object used in a way that threatens or inflicts bodily injury to another person;
- A “look-alike” weapon, an air gun or BB gun.

Use, Possession or being Under the Influence of Illegal, Prescription and Over-The-Counter Drugs

- Possessing or selling seeds or pieces of marijuana in less than a usable amount.
- Abusing the student’s own prescription drug, giving a prescription drug to another student or possessing or being under the influence of another person’s prescription drug on school property or at a school-related event.
- Having or taking prescription drugs or over-the-counter drugs at school other than as provided by district policy.
- Sells, gives or delivers to another person, or possesses, uses or is under the influence of marijuana, a controlled substance, dangerous drug or over-the-counter medication in an amount not constituting a felony offense.

Additionally, any law or ordinance regulating traffic on a public roadway applies to the operation of a vehicle on school property (Texas Education Code § 37.102).