Frisco Independent School District
Student Handbook
2019-2020 School Year
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“Our mission is to know every student by name and need.”

About this Handbook

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

With that as an essential principle, we believe the following to be true for students, staff, families and the community:

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

Preface
To Students and Parents:

Welcome to the 2019-20 school year! Education is a team effort, and we know that students, parents, teachers, and other staff members all working together can make this a wonderfully successful year for our students.

The Frisco Independent School District Student Handbook is designed to provide basic information that you and your child will need during the school year. The handbook is divided into two sections:

**Section I**—Parental Rights—with information to assist you in responding to school-related issues. We encourage you to take some time to closely review this section of the handbook.
Section II—Other Important Information for Students and Parents—organized alphabetically by topic, and, where possible, further divided by applicability to ages and/or grade levels, for quick access when searching for information on a specific issue.

Please be aware that the term “parent,” unless otherwise noted, is used to refer to the parent, legal guardian, any person granted some other type of lawful control of the student, or any other person who has agreed to assume school-related responsibility for a student.

Both students and parents should become familiar with the Frisco Independent School District Student Code of Conduct, which is a document adopted by the board and intended to promote school safety and an atmosphere for learning. That document may be found on the district’s website at www.friscoisd.org and is available in hard copy upon request.

The Student Handbook is a general reference guide only and is designed to be in harmony with board policy and the Student Code of Conduct. Please be aware that it is not a complete statement of all policies, procedures, or rules that may be applicable in a given circumstance.

In case of conflict between board policy (including the Student Code of Conduct) and any provisions of the Student Handbook, the provisions of board policy and the Student Code of Conduct are to be followed.

Please be aware that the Student Handbook is updated yearly, while policy adoption and revision may occur throughout the year. The district encourages parents to stay informed of proposed board policy changes by attending board meetings and reviewing newsletters and other communications explaining changes in policy or other rules that affect Student Handbook provisions. The district reserves the right to modify provisions of the Student Handbook at any time, whenever it is deemed necessary. Notice of any revision or modification will be given as is reasonably practicable under the circumstances.

Although the Student Handbook may refer to rights established through law or district policy, the Student Handbook does not create any additional rights for students and parents. It does not, nor is it intended to, create contractual or legal rights between any student or parent and the district.

If you or your child has questions about any of the material in this handbook, please contact your campus Administration.

[See Objecting to the Release of Directory Information and Consent Required Before Student Participation in a Federally Funded Survey, Analysis, or Evaluation for more information.]

NOTE: References to policy codes are included so that parents can refer to board policy. The district’s official policy manual is available for review in the district administration office, and an unofficial electronic copy is available at http://www.friscoisd.org/ly/news/policy.htm.
Section I: Parental Rights

This section of the Frisco ISD Student Handbook includes information related to certain rights of parents as specified in state or federal law.

Consent, Opt-Out, and Refusal Rights

Consent to Conduct a Psychological Evaluation or Provide a mental Health Care Service

A district employee will not conduct a psychological examination, test, or treatment without obtaining prior written parental consent. The district will not provide a mental health care service to a student except as permitted by law.

NOTE: An evaluation may be legally required under special education rules or by the Texas Education Agency (TEA) for child abuse investigation and reports.

Consent to Display a Student’s Original Works and Personal Information

Teachers may display students’ work, which may include personally identifiable student information, in classrooms or elsewhere on campus as recognition of student achievement.

However, the district will seek parental consent before displaying students’ artwork, special projects, photographs taken by students, original videos or voice recordings, and other original works on the district’s website, a website affiliated or sponsored by the district, such as a campus or classroom website, and in district publications, which may include printed materials, videos, or other methods of mass communication.

Consent to Receive Parenting and Paternity Awareness Instruction if Student is Under Age 14

A student under the age of 14 must have parental permission to receive instruction in the district’s parenting and paternity awareness program; otherwise, the student will not be allowed to participate in the instruction. This program, developed by the Office of the Texas Attorney General and the State Board of Education (SBOE), is incorporated into the district’s health education classes.

Consent to Video or Audio Record a Student When Not Otherwise Permitted by Law

State law permits the school to make a video or voice recording without parental permission for the following circumstances:

- When it is to be used for school safety;
- When it relates to classroom instruction or a co-curricular or extracurricular activity;
- When it relates to media coverage of the school; or
When it relates to the promotion of student safety as provided by law for a student receiving special education services in certain settings.

The district will seek parental consent through a written request before making any other video or voice recording of your child not otherwise allowed by law.

[See Video Cameras on page for more information, including a parent’s right to request video and audio equipment be placed in certain special education settings.]

Limiting Electronic Communications with Students by District Employees

Teachers and other approved employees are permitted by the district to use electronic communication with students within the scope of the individual’s professional responsibilities as described by district guidelines. For example, a teacher may set up a social networking page for his or her class that has information related to class work, homework, and tests. As a parent, you are welcome to join or become a member of such a page.

An employee described above may also contact a student individually through electronic media to communicate about items such as homework or upcoming tests.

If you prefer that your child not receive any one-to-one electronic communications from a district employee or if you have questions related to the use of electronic media by district employees, please contact the campus administration.

Objecting to the Release of Directory Information

The Family Educational Rights and Privacy Act, or FERPA, permits the district to disclose appropriately designated “directory information” from a child’s education records without written consent. “Directory information” is information that is generally not considered harmful or an invasion of privacy if released. Examples include a student’s photograph for publication in the school yearbook; a student’s name and grade level for purposes of communicating class and teacher assignment; the name, weight, and height of an athlete for publication in a school athletic program; a list of student birthdays for generating schoolwide or classroom recognition; a student’s name and photograph posted on a district-approved and -managed social media platform; and the names and grade levels of students submitted by the district to a local newspaper or other community publication to recognize the A/B honor roll for a specific grading period. Directory information will be released to anyone who follows procedures for requesting it.

A parent or eligible student may object to the release of a student’s directory information during the annual registration process.

The district has identified the following as directory information:

- Student name,
- Photograph/image,
- Date of birth,
- Grade level,
- Enrollment status,
- Dates of attendance,
- Participation in officially recognized activities and sports,
- Weight and height of members of athletic teams,
- Honors and awards received, and
- Schools attended by student.

If you object to the release of the student information included on the directory information response form, your decision will also apply to the use of that information for school-sponsored purposes, such as the honor roll, school newspaper, the yearbook, recognition activities, news releases, and athletic programs. FL(LOCAL)].

The district requests that families living in a shelter for survivors of the family violence or trafficking notify district personnel that the student currently resides in such a shelter. Families may want to opt out of the release of directory information so that the district does not release any information that might reveal the location of such a shelter.

Also review the information at Authorized Inspection and Use of Student Records.

Objecting to the Release of Student Information to Military Recruiters and Institutions of Higher Education (Secondary Grade Levels Only)

The district is required by federal law to 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. A form included in the forms packet is available if you do not want the district to provide this information to military recruiters or institutions of higher education.

Participation in Third-Party Surveys

Consent Required Before Student Participation in a Federally Funded Survey, Analysis, or Evaluation

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.
You 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(LEGAL).]

“Opting Out” of Participation in Other Types of Surveys or Screenings and the Disclosure of Personal Information

As a parent, you have a right to receive notice of and deny permission for your child’s participation 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, selling, or otherwise disclosing that information. Note: This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.
- 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 spinal screenings, or any physical examination or screening permitted or required under state law. [See policies EF and FFAA.]

As a parent, you may inspect a survey created by a third party before the survey is administered or distributed to your child.

Removing a Student from Instruction or Excusing a Student from a Required Component of Instruction

Human Sexuality Instruction

As a part of the district’s curriculum, students receive instruction related to human sexuality. The School Health Advisory Council (SHAC) is involved with the selection of course materials for such instruction.

State law requires that any instruction related to human sexuality, sexually transmitted diseases, or human immunodeficiency virus (HIV) or acquired immune deficiency syndrome (AIDS) must:

- Present abstinence from sexual activity as the preferred choice of behavior in relationship to all sexual activity for unmarried persons of school age;
- Devote more attention to abstinence from sexual activity than to any other behavior;
Emphasize that abstinence is the only method that is 100 percent effective in preventing pregnancy, sexually transmitted diseases, and the emotional trauma associated with adolescent sexual activity;

Direct adolescents to a standard of behavior in which abstinence from sexual activity before marriage is the most effective way to prevent pregnancy and sexually transmitted diseases; and

If included in the content of the curriculum, teach contraception and condom use in terms of human use reality rates instead of theoretical laboratory rates.

In accordance with state law, the following is a summary of the district's curriculum regarding human sexuality instruction.

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.

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.

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.

As a parent, you are entitled to review the curriculum materials. In addition, you may remove your child from any part of the human sexuality instruction with no academic, disciplinary, or other penalties. You may also choose to become more involved with the development of curriculum used for this purpose by becoming a member of the district’s SHAC. Please see the campus principal for additional information.

Reciting a Portion of the Declaration of Independence in Grades 3–12

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 U.S. government extends diplomatic immunity. [See policy EHBK(LEGAL).]
Reciting the Pledge to the U.S. and Texas Flags
As a parent, you may request that your child be excused from participation in the daily recitation of the Pledge of Allegiance to the U.S. flag and the Pledge of Allegiance to the Texas flag. The request must be in writing. State law does not allow your child to be excused from participation in the required minute of silence or silent activity that follows. [See Pledges of Allegiance and a Minute of Silence and policy EC(LEGAL).]

Religious or Moral Beliefs
You may remove your child temporarily from the classroom if an instructional activity in which your child is scheduled to participate conflicts with your religious or moral beliefs. The removal cannot be for the purpose of avoiding a test and may not extend for an entire semester. Further, your child must satisfy grade-level and graduation requirements as determined by the school and by state law.

Tutoring or Test Preparation
Based on informal observations, evaluative data such as grades earned on assignments or tests, or results from diagnostic assessments, a teacher may determine that a student is in need of additional targeted assistance in order for the student to achieve mastery in state-developed essential knowledge and skills. The school will always attempt to provide tutoring and strategies for test-taking in ways that prevent removal from other instruction as much as possible. In accordance with state law and policy EC, the school will not remove a student from a regularly scheduled class for remedial tutoring or test preparation for more than ten percent of the school days on which the class is offered, unless the student’s parent consents to this removal.

The school may also offer tutorial services, which students whose grades are below 70 will be required to attend.

[Also refer to policies EC(LOCAL) and EHBC(LEGAL), and contact your student’s teacher with questions about any tutoring programs provided by the school.]

Right of Access to Student Records, Curriculum Materials, and District Records/Policies

Instructional Materials
As a parent, you have a right to review teaching materials, textbooks, and other teaching aids and instructional materials used in the curriculum, and to examine tests that have been administered to your child.

You are also entitled to request that the school allow your child to take home any instructional materials used by the student. If the school determines that sufficient availability exists to grant
the request, the student must return the materials at the beginning of the next school day if requested to do so by the student’s teacher.

A school must provide printed versions of electronic instructional materials to a student if the student does not have reliable access to technology at home.

**Notices of Certain Student Misconduct to Noncustodial Parent**

A noncustodial parent may request in writing that he or she be provided, for the remainder of the school year, a copy of any written notice usually provided to a parent related to his or her child’s misconduct that may involve placement in a disciplinary alternative education program (DAEP) or expulsion. [See policy FO(LEGAL) and the Student Code of Conduct.]

**Participation in Federally Required, State-Mandated, and District Assessments**

You may request information regarding any state or district policy related to your child’s participation in assessments required by federal law, state law, or the district.

**Student Records**

**Accessing Student Records**

You may review your child’s student records. These records include:

- Attendance records,
- Test scores,
- Grades,
- Disciplinary records,
- Counseling records,
- Psychological records,
- Applications for admission,
- Health and immunization information,
- Other medical records,
- Teacher and school counselor student evaluations,
- Reports of behavioral patterns,
- Records relating to assistance provided for learning difficulties, including information collected regarding any intervention strategies used with your child, as the term intervention strategy is defined by law,
- State assessment instruments that have been administered to your child, and
- Teaching materials and tests used in your child’s classroom.

**Authorized Inspection and Use of Student Records**

A federal law, known as the Family Educational Rights and Privacy Act, or FERPA, affords parents and eligible students certain rights with respect to student education records. For purposes of student records, an “eligible” student is one who is age 18 or older or who is
attending an institution of postsecondary education. These rights, as discussed in this section as well as at Objecting to the Release of Directory Information, are:

- The right to inspect and review student records within 45 days after the day the school receives a request for access.
- The right to request an amendment to a student record the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of FERPA.
- The right to provide written consent before the school discloses personally identifiable information from the student’s records, except to the extent that FERPA authorizes disclosure without consent.
- The right to file a complaint with the U.S. Department of Education concerning failures by the school to comply with FERPA requirements.

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 20202-5901

Both FERPA and state laws safeguard student records from unauthorized inspection or use and provide parents and eligible students certain rights of privacy. Before disclosing any personally identifiable information from a student’s records, the district must verify the identity of the person, including a parent or the student, requesting the information.

Virtually all information pertaining to student performance, including grades, test results, and disciplinary records, is considered confidential educational records.

Inspection and release of student records is primarily restricted to an eligible student or a student’s parents—whether married, separated, or divorced—unless the school is given a copy of a court order terminating parental rights or the right to access a student’s education records.

Federal law requires that, as soon as a student reaches the age of 18, is emancipated by a court, or enrolls in a postsecondary institution, control of the records goes to the student. The parents may continue to have access to the records, however, if the student is a dependent for tax purposes and under limited circumstances when there is a threat to the health and safety of the student or other individuals.

FERPA permits the disclosure of personally identifiable information from a student’s education records, without written consent of the parent or eligible student, in the following circumstances:

- When district school officials have what federal law refers to as a “legitimate educational interest” in a student’s records. School officials would include board members and employees, such as the superintendent, administrators, and principals; teachers, school counselors, diagnosticians, and support staff (including district health or district medical staff); a person or company with whom the district has
contracted or allowed to provide a particular institutional service or function (such as an attorney, consultant, third-party vendor that offers online programs or software, auditor, medical consultant, therapist, school resource officer, or volunteer); a person appointed to serve on a team to support the district’s safe and supportive school program; a parent or student serving on a school committee; or a parent or student assisting a school official in the performance of his or her duties.

“Legitimate educational interest” in a student’s records includes 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 educational record to fulfill the official’s professional responsibility to the school and the student; or investigating or evaluating programs.

- To authorized representatives of various governmental agencies, including juvenile service providers, the U.S. Comptroller General’s office, the U.S. Attorney General’s office, the U.S. Secretary of Education, TEA, the U.S. Secretary of Agriculture’s office, and Child Protective Services (CPS) caseworkers or other child welfare representatives, in certain cases.
- To individuals or entities granted access in response to a subpoena or court order.
- To another school, school district/system, or institution of postsecondary education to which a student seeks or intends to enroll or in which he or she is already enrolled.
- In connection with financial aid for which a student has applied or which the student has received.
- To accrediting organizations to carry out accrediting functions.
- To organizations conducting studies for, or on behalf of, the school, in order to develop, validate, or administer predictive tests; administer student aid programs; or improve instruction.
- To appropriate officials in connection with a health or safety emergency.
- When the district discloses information it has designated as directory information [see Objecting to the Release of Directory Information for opportunities to prohibit this disclosure].

Release of personally identifiable information to any other person or agency—such as a prospective employer or for a scholarship application—will occur only with parental or student permission as appropriate.

The principal is custodian of all records for currently enrolled students at the assigned school. The superintendent is the custodian of all records for students who have withdrawn or graduated.

A parent or eligible student who wishes to inspect the student’s records should submit a written request to the records custodian identifying the records he or she wishes to inspect. Records may be inspected by a parent or eligible student during regular school hours. The records
The custodian or designee will respond to reasonable requests for explanation and interpretation of the records.

A parent or eligible student who provides a written request and pays copying costs of ten cents per page may obtain copies. If circumstances prevent inspection during regular school hours and the student qualifies for free or reduced-price meals, the district will either provide a copy of the records requested or make other arrangements for the parent or student to review these records.

A parent (or eligible student) may inspect the student's records and request a correction or amendment if the records are considered inaccurate, misleading, or otherwise in violation of the student's privacy rights. A request to correct a student's record should be submitted to the appropriate records custodian. The request must clearly identify the part of the record that should be corrected and include an explanation of how the information in the record is inaccurate. If the district denies the request to amend the records, the parent or eligible student has the right to request a hearing. If the records are not amended as a result of the hearing, the parent or eligible student 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 or on an examination is handled through the general complaint process found in policy FNG(LOCAL). A grade issued by a classroom teacher can be changed only if, as determined by the board of trustees, the grade is arbitrary, erroneous, or inconsistent with the district's grading policy. [See FINALITY OF GRADES at FNG(LEGAL), Report Cards/Progress Reports and Conferences, and Complaints and Concerns for an overview of the process.]

The district's policy regarding student records found at policy FL is available from the principal's or superintendent's office or on the district's website at www.friscoisd.org.

The parent's or eligible student's right of access to and copies of student records do not extend to all records. Materials that are not considered educational records—such as a teacher's 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.

**Teacher and Staff Professional Qualifications**

You may request information regarding the professional qualifications of your child's teachers, including whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; whether the teacher has an emergency permit or other provisional status for which state requirements have been waived; and whether the teacher is currently teaching in the field of discipline of his or her certification. You also have the right to request information about the qualifications of any paraprofessional who may provide services to your child.
Students with Exceptionalities or Special Circumstances

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.
- Requirements for participation in extracurricular activities.
- Graduation requirements.

In addition, absences related to a student visiting with his or her parent, including a stepparent or legal guardian, who has been called to active duty for, is on leave from, or is returning from a deployment of at least four months will be excused by the district. The district will permit no more than five excused absences per year for this purpose. For the absence to be excused, the absence must occur no earlier than the 60th day before deployment or no later than the 30th day after the parent’s return from deployment.

Additional information may be found at Military Family Resources at the Texas Education Agency.

Parental Role in Certain Classroom and School Assignments

Multiple Birth Siblings

As a parent, if your children are multiple birth siblings (e.g., twins, triplets, etc.) assigned to the same grade and campus, you may request that they be placed either in the same classroom or in separate classrooms. Your written request must be submitted no later than the 14th day after the enrollment of your children. [See policy FDB(LEGAL).]

Safety Transfers/Assignments

As a parent, you may:

- Request the transfer of your child to another classroom or campus if your child has been determined by the district to have been a victim of bullying, which includes cyberbullying, as defined by Education Code 37.0832. Transportation is not provided for a transfer to another campus. Please contact the superintendent's office for information.
- Consult with district administrators if your child has been determined by the district to have engaged in bullying and the board decides to transfer your child to another classroom or campus. Transportation is not provided for a transfer to another campus.
- [See Bullying, policy FDB(Legal), and policy FFI(Local).]
- Request the transfer of your child to attend a safe public school in the district if your child attends school at a campus identified by TEA as
persistently dangerous or if your child has been a victim of a violent criminal offense while at school or on school grounds. [See policy FDE.]

- Request the transfer of your child to another district campus if your child has been the victim of a sexual assault by another student assigned to the same campus, whether the assault occurred on or off campus, and that student has been convicted of or placed on deferred adjudication for that assault. If the victim does not wish to transfer, the district will transfer the assailant in accordance with policy FDE.

**Service/Assistance Animal Use by Students**

A parent of a student who uses a service/assistance animal because of the student's disability must submit a request in writing to the principal before bringing the service/assistance animal on campus. The district will try to accommodate a request as soon as possible but will do so within ten district business days.

**Students in the Conservatorship of the State (Foster Care)**

A student who is currently in the conservatorship (custody) of the state and who enrolls in the district after the beginning of the school year will be allowed credit-by-examination opportunities outside the district's established testing windows, and the district will grant proportionate course credit by semester (partial credit) when a student only passes one semester of a two-semester course.

A student who is currently in the conservatorship of the state and who is moved outside of the district's or school's attendance boundaries, or who is initially placed in the conservatorship of the state and who is moved outside the district's or school's boundaries, is entitled to continue in enrollment at the school he or she was attending prior to the placement or move until the student reaches the highest grade level at the particular school. In addition, if a student in grade 11 or 12 transfers to another district but does not meet the graduation requirements of the receiving district, the student can request to receive a diploma from the previous district if he or she meets the criteria to graduate from the previous district.

In addition, for a student in the conservatorship of the state who is eligible for a tuition and fee exemption under state law and likely to be in care on the day preceding the student's 18th birthday, the district will:

- Assist the student with the completion of any applications for admission or for financial aid;
- Arrange and accompany the student on campus visits;
- Assist in researching and applying for private or institution-sponsored scholarships;
- Identify whether the student is a candidate for appointment to a military academy;
- Assist the student in registering and preparing for college entrance examinations, including, subject to the availability of funds, arranging for the payment of any examination fees by the Texas Department of Family and Protective Services (DFPS); and
Coordinate contact between the student and a liaison officer for students who were formerly in the conservatorship of the state.

[See also Credit by Examination for Advancement/Acceleration, Course Credit, and Students in Foster Care for more information.]

**Students Who Are Homeless**

A parent is encouraged to inform the district if his or her child is experiencing homelessness. District staff can share resources that may be able to assist families. Children who are homeless will be provided flexibility regarding certain district provisions, including:

- Proof of residency requirements;
- Immunization requirements;
- Educational program placement, if the student is unable to provide previous academic records, or misses an application deadline during a period of homelessness;
- Credit-by-examination opportunities;
- The award of partial credit (awarding credit proportionately when a student passes only one semester of a two-semester course);
- Eligibility requirements for participation in extracurricular activities; and
- Graduation requirements.

If a student in grade 11 or 12 is homeless and transfers to another school district but does not meet the graduation requirements of the receiving district, the student can request to receive a diploma from the previous district if he or she meets the criteria to graduate from the previous district.

Federal law also allows a student who is homeless to remain enrolled in what is called the “school of origin” or to enroll in a new school in the attendance area where the student is currently residing.

A student or parent who is dissatisfied by the district’s eligibility, school selection, or enrollment decision may appeal through policy FNG(LOCAL). The district will expedite local timelines, when possible, for prompt dispute resolution.

You are encouraged to inform the district if you and/or your child are experiencing homelessness. District staff can share resources with you that may be able to assist you and your family.

For more information on services for homeless students, contact the district’s homeless education liaison at 469-633-6000.

[See also Credit by Examination for Advancement/Acceleration, Course Credit, and Students who are homeless for more information.]
**Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services**

For those students who are having difficulty in the regular classroom, all school districts must consider 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.

If a student is experiencing learning difficulties, his or her parent may contact the campus or the centralized administration office to learn about the school’s overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation, or for a Section 504 evaluation to determine whether the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

**Special Education Referrals**

If a parent makes a written request for an initial evaluation for special education services to the director of special education services or to a district administrative employee of the school district, the district must respond no later than 15 school days after receiving the request. At that time, the district must give the parent prior written notice of whether it agrees or refuses to evaluate the student, along with a copy of the Notice of Procedural Safeguards. If the district agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

If the district decides to evaluate the student, it must complete the student’s initial evaluation and evaluation report no later than 45 school days from the day it receives a parent’s written consent. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

There is an exception to the 45-school-day timeline. If the district receives a parent’s consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30 due date no longer applies.

Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district must give the parent a copy of the evaluation report at no cost.

**Note:** A request for a special education evaluation may be made verbally; it does not need to be made in writing. Districts must still comply with all federal prior-written notices and procedural safeguard requirements as well as the requirements for identifying, locating, and evaluating...
children who are suspected of having a disability and in need of special education. However, a verbal request does not require the district to respond within the 15 school-day timeline.

TEA's statement in English and Spanish may be found at https://tea.texas.gov/index2.aspx?id=2147499632.

Additional information regarding special education is available from the school district in a companion document titled Parent’s Guide to the Admission, Review, and Dismissal Process.

Contact Person for Special Education Referrals

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is the Assistant Director of Special Education. You may contact them at 469-633-6900.

[See also Students with Physical or Mental Impairments Protected under Section 504 on page 29.]

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
- Legal Framework for the Child-Centered Special Education Process
- Special Education Information Center

Notification to Parent of Intervention Strategies for Learning Difficulties Provided to Student in General Education

The district will annually notify parents that it provides assistance to students, other than those already enrolled in a special education program, who need assistance for learning difficulties, including intervention strategies

Students Who Receive Special Education Services with Other School-Aged Children in the Home

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. However, the district is not required to provide transportation to the other children in the household. The parent or guardian should speak with the principal of the school regarding transportation needs prior to requesting a transfer for any other children in the home. [See policy FDB(LOCAL).]

Students Who Speak a Primary Language Other than English

A student may be eligible to receive specialized support if his or her primary language is not English, and the student has difficulty performing ordinary classwork in English. If the student qualifies for these extra services, the Language Proficiency Assessment Committee (LPAC) will
determine the types of services the student needs, including accommodations or modifications related to classroom instruction, local assessments, and state-mandated assessments.

Students with Physical or Mental Impairments Protected Under Section 504

A student determined to have a physical or mental impairment that substantially limits a major life activity, as defined by law, and who does not otherwise qualify for special education services, may qualify for protection under Section 504 of the Rehabilitation Act. Section 504 is a federal law designed to prohibit discrimination against individuals with disabilities. When an evaluation is requested, a committee will be formed to determine if the student is in need of services and supports under Section 504 to receive a free appropriate public education (FAPE), as this is defined in federal law.

The designated contacts regarding a referral for evaluation applicable to Section 504 can be contacted at 469-633-6000.

[See policy FB.]

[See also Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services on page 25 for more information.]
Section II: Other Important Information for Students and Parents

Topics in this section of the Student Handbook contains important information on academics, school activities, and school operations and requirements. Take a moment with your child to become familiar with the various issues addressed in this section. It is organized in alphabetical order to serve as a quick-reference when you or your child has a question about a specific school-related issue. Where possible, the topics are also organized to alert you to the applicability of each topic based on a student’s age or grade level. Should you be unable to find the information on a particular topic, please contact your campus administration.

Absences/Attendance

Regular school attendance is essential for a student to make the most of his or her education—to benefit from teacher-led and school activities, to build each day’s learning on the previous day’s, and to grow as an individual. 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. Two state laws—one dealing with the required presence of school-aged children in school, e.g., compulsory attendance, the other with how a student’s attendance affects the award of a student’s final grade or course credit—are of special interest to students and parents. They are discussed below.

Compulsory Attendance

Age 19 and Older

A student who voluntarily attends or enrolls after his or her 19th birthday is required to attend each school day until the end of the school year. If a student age 19 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 thereafter would be unauthorized and may be considered trespassing. [See policy FEA(Legal)]

After a student age 19 or older incurs a third unexcused absence, the district will send the student a letter as required by law explaining that the district may revoke the student’s enrollment for the remainder of the school year if the student has more than five unexcused absences in a semester. As an alternative to revoking a student’s enrollment, the district may implement a behavior improvement plan.
Between Ages 6 and 19
State law requires that a student between the ages of 6 and 19 attend school, as well as any applicable accelerated instruction program, extended year program, or tutorial session, unless the student is otherwise excused from attendance or legally exempt.

State law requires attendance in an accelerated reading instruction program when kindergarten, first grade, or second grade students are assigned to such a program. Parents will be notified in writing if their child is assigned to an accelerated reading instruction program as a result of a diagnostic reading instrument.

A student 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/or applicable subject area.

Prekindergarten and Kindergarten
Students enrolled in prekindergarten or kindergarten are required to attend school and are subject to the compulsory attendance requirements as long as they remain enrolled.

Excused Absences for Spectators at UIL State Competitions
Frisco ISD students may attend a UIL state competitive event that a Frisco ISD school is participating in and receive an excused absence as a spectator under the following conditions:

- Students submit documentation to their school within three days of the event to verify that they attended a Frisco ISD UIL state competitive event. Examples of documentation could include a ticket stub or a parent note documenting that the student attended the event.
- Students may only be excused for one day per event.
- Students may only be excused for two days throughout the school year to attend a UIL state competitive event as a spectator.

Absences will only be excused for UIL sanctioned events where a Frisco ISD school has made it to the state level of competition and is competing.

Exemptions to Compulsory Attendance

All Grade Levels
State law allows exemptions to the compulsory attendance requirements for several types of absences if the student makes up all work. These include the following activities and events:

- Religious holy days;
- Required court appearances
  **Important:** Absences to meet with probation officers and other absences related to court ordered activities outside the courtroom do not qualify as required court appearances;
- Activities related to obtaining U.S. citizenship;
- Documented health-care appointments for the student or a child of the student, including absences for recognized services for students
diagnosed with autism spectrum disorders, if the student comes to school or returns to school on the same day as the appointment. A note from the health-care provider must be submitted upon the student’s arrival or return to campus; and

- For students in the conservatorship (custody) of the state,
- An activity required under a court-ordered service plan; or
- Any other court-ordered activity, provided it is not practicable to schedule the student’s participation in the activity outside of school hours.

As listed in Section I at Children of Military Families, absences of up to five days will be excused for a student to visit with a parent, stepparent, or legal guardian who has been called to duty for, is on leave from, or immediately returned from certain deployments of at least four months outside the locality where the parent, stepparent, or guardian regularly resides. [See page for that section.]

**Secondary Grade Levels**

In addition, a junior or senior student’s absence, of up to two days, related to visiting a college or university will be considered an exemption, provided this has been authorized by the board under policy FEA(LOCAL), the student receives approval from the campus principal, follows the campus procedures to verify such a visit, and make up any work missed.

An absence will also be considered an exemption if a student 17 years of age or older is pursuing enlistment in a branch of the U.S. armed services or Texas National Guard, provided the absence does not exceed four days during the period the student is enrolled in high school and the student provides verification to the district of these activities.

Absences of up to two days in a school year will also be considered an exemption for a student serving as:

- An early voting clerk, provided the district’s board has authorized this in policy FEA(LOCAL), the student notifies his or her teachers, and the student receives approval from the principal prior to the absence; and
- An election clerk, if the student makes up any work missed.
- An absence of a student in grades 6–12 for the purpose of sounding “Taps” at a military honors funeral for a deceased veteran will also be excused by the district.

**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 there are extenuating circumstances that 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 their student to be absent from school:

- 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.
- Only one such trip or vacation per family, per year, can be requested.
- No more than five consecutive days of absence shall occur, except in extenuating circumstances as determined by the Superintendent or designee.
- 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.

**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 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, journaling, 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 .**

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.

**Failure to Comply with Compulsory Attendance**

**All Grade Levels**

School employees must investigate and report violations of the state compulsory attendance law. A student absent without permission from school; from any class; from required special programs, such as additional special instruction, termed “accelerated instruction” by the state;
or from required tutorials will be considered in violation of the compulsory attendance law and subject to disciplinary action.

**Students with Disabilities**

If a student with a disability is experiencing attendance issues, the student’s ARD committee or Section 504 committee will be notified, and the committee will determine whether the attendance issues warrant an evaluation, a reevaluation, and/or modifications to the student’s individualized education program or Section 504 plan, as appropriate.

**Age 19 and Older**

After a student age 19 or older incurs a third unexcused absence, the district will send the student a letter as required by law explaining that the district may revoke the student’s enrollment for the remainder of the school year if the student has more than five unexcused absences in a semester. As an alternative to revoking a student’s enrollment, the district may implement a behavior improvement plan.

**Between Ages 6 and 19**

When a student between ages 6 and 19 incurs unexcused absences for three or more days or parts of days within a four-week period, the school will send a notice to the student’s parent, as required by law, to remind the parent that it is the parent’s duty to monitor the student’s attendance and to require the student to come to school. The notice will also inform the parent that the district will initiate truancy prevention measures and request a conference between school administrators and the parent. These measures will include a behavior improvement plan, school-based community service, or referrals to either in-school or out-of-school counseling or other social services. Any other measures considered appropriate by the district will also be initiated.

If you have questions about your student and the effect of his or her absences from school, please contact your student’s campus administrator.

A court of law may also impose penalties against a student’s parent if a school-aged student is deliberately not attending school. A complaint against the parent may be filed in court if the student is absent without excuse from school on ten or more days or parts of days within a six-month period in the same school year. Tardies are considered parts of days.

If a student ages 12–18 incurs unexcused absences on ten or more days or parts of days within a six-month period in the same school year, the district, in most circumstances, will refer the student to truancy court.

[See policy FEA(LEGAL).]

**Attendance for Credit or Final Grade (Kindergarten–Grade 12)**

To receive credit or a final grade in a class, a student in kindergarten–grade 12 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 or a final grade for the class if he or she completes a plan approved by the principal allowing 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 or a final grade for the class.

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 credit or a final grade lost because of absences. [See policy FEC.]

All absences, whether excused or unexcused, must be considered in determining whether a student has attended the required percentage of days. In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- If makeup work is completed, absences for the reasons listed above at **Exemptions to Compulsory Attendance** will be considered extenuating circumstances for purposes of attendance for credit or the award of a final grade.
- A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district.
- In reaching a decision about a student’s absences, the committee will attempt to ensure that it is in the best interest of the student.
- The committee will review absences incurred based on the student’s participation in board-approved extracurricular activities. These absences will be considered by the attendance committee as extenuating circumstances in accordance with the absences allowed under FM(LOCAL) if the student made up the work missed in each class.
- The committee will consider the acceptability and authenticity of documented reasons for the student’s absences.
- The committee will consider whether the absences were for reasons over which the student or the student’s parent could exercise any control.
- The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit or a final grade.

The student or parent may appeal the committee’s decision to the board by following policy FNG(LOCAL).

The actual number of days a student must be in attendance in order to receive credit or a final grade will depend on whether the class is for a full semester or for a full year.

**Official Attendance -Taking Time (All Grade Levels)**

The district must submit attendance of its students to the TEA reflecting attendance at a specific time each day.
Official attendance is taken every day during the second instructional hour as required by state rule.

A student absent for any portion of the day, including at the official attendance-taking time, should follow the procedures below to provide documentation of the absence.

**Documentation after an Absence (All Grade Levels)**
When a student is absent from school, the student—upon arrival or return to school—must bring a note signed by the parent that describes the reason for the absence. A note signed by the student, even with the parent’s permission, will not be accepted unless the student is age 18 or older or is an emancipated minor under state law. If a student fails to submit a note, the absence will be considered unexcused. The student will be allowed three (3) days to submit a written note. Emails to the data clerk are acceptable; however, but the district reserves the right to require a written note.

The campus will document in its attendance records for the student whether the absence is considered by the district to be excused or unexcused. **NOTE:** Unless the absence is for a statutorily allowed reason under compulsory attendance laws, the district is not required to excuse any absence, even if the parent provides a note explaining the absence.

**Doctor’s Note after an Absence for Illness (All Grade Levels)**
Within three (3) days of returning to school, a student who is absent for more than four (4) consecutive days because of a personal illness, must bring a statement from a doctor or health clinic verifying the illness or condition that caused the student’s extended absence from school. Otherwise, the student’s absence may be considered unexcused and, if so, would be considered to be in violation of compulsory attendance laws.

The attendance committee may, if the student has established a questionable pattern of absences, 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. **FISD Policy FEC (LOCAL)**

**Driver License Attendance Verification (Secondary Grade Levels Only)**
For a student between the ages of 16 and 18 to obtain a driver’s license, written parental permission must be provided for the Texas Department of Public Safety (DPS) to access the student’s attendance records and, in certain circumstances, for a school administrator to provide the student’s attendance information to DPS. A verification of enrollment (VOE) and attendance form may be obtained from the office, which the student will need to submit to DPS upon application for a driver’s license. You can request a VOE at [http://www.friscoisd.org/about/enrollment/verification-of-enrollment](http://www.friscoisd.org/about/enrollment/verification-of-enrollment)

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

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

Plagiarism and cheating include, but are not limited to:

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

Consequences

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

In addition, the following consequences must be assigned for cheating/plagiarism on major assignments (60% category)*:

- **1st Offense**: Student will receive a zero on the major assignment/assessment; however, the student will be assigned an alternate assignment/assessment to be made up outside of school hours. The maximum grade the student can receive on the alternate assignment/assessment to replace the zero will be a 70%. Retest policy will not apply.
2nd Offense (in any class): Student receives a zero on the major assignment/assessment, and the retest policy will not apply.

Any subsequent offenses may result in graduated disciplinary consequences in accordance with the campus disciplinary plan as they are often considered persistent misbehavior.

*Please see the campus addendum for more information regarding consequences for cheating/plagiarism on minor assignment/assessments.

Accountability under State and Federal Law

Frisco ISD and each of its campuses are held to certain standards of accountability under state and federal law. A key component of the accountability requirements is the dissemination and publication of certain reports and information, which include:

- The Texas Academic Performance Report (TAPR) for the district, compiled by TEA, the state agency that oversees public education, based on academic factors and ratings;
- A School Report Card (SRC) for each campus in the district compiled by TEA based on academic factors and ratings;
- The district’s financial management report, which will include the financial accountability rating assigned to the district by TEA; and
- Information compiled by TEA for the submission of a federal report card that is required by federal law.

This information can be found on the district’s website at www.friscoisd.org. Hard copies of any reports are available upon request to the district’s administration office.

TEA also maintains additional accountability and accreditation information at TEA Performance Reporting Division and the TEA homepage.

Admission of New Students

Any student admitted to an FISD High School must have records such as report cards and/or a transcript from the previous school attended to verify his or 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.

No later than 30 days after enrolling in FISD, the parent and school district in which the student was previously enrolled shall furnish records that 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)

In order for a person other than a parent, legal guardian or other person having lawful control to enroll a student in FISD, 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 falsified 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)].

Advanced Placement, Pre AP Courses

The Advanced Placement (AP) courses and the AP Capstone Diploma program in Frisco ISD prepare students for the academic rigor of college. Frisco ISD currently offers 30 AP courses that build college skills, provide a pathway to earn college credit, help students skip introductory courses in college, and distinguish themselves in the college admissions process (College Board, 2017). [https://apcentral.collegeboard.org/about-ap/ap-a-glance](https://apcentral.collegeboard.org/about-ap/ap-a-glance)

AP (Advanced Placement) Courses

The AP® Program allows students to participate in rigorous, college level courses while still in high school. AP courses follow the curriculum framework outlined by the College Board and also cover all of the corresponding Texas Essential Knowledge and Skills. At the end of the course, students are encouraged to take the corresponding AP exam that is given in May of each school year. Upon successful completion of an AP® exam, students can earn college credit at most universities and colleges. Students may receive college credit at any public university or college in Texas based on AP exam scores.

Additionally, many selective universities and colleges review AP coursework and exam scores as part of the college admissions process. Frisco ISD is strongly committed to providing equity and access within the Advanced Academics programming. All AP courses are open enrollment and we encourage any motivated student to take an AP course based on their interests and goals. Counselors and current teachers can help students make informed decisions on the appropriate level course work. For more information see: [http://www.friscoisd.org/departments/advanced-academics/advanced-placement](http://www.friscoisd.org/departments/advanced-academics/advanced-placement)

AP® Exam Dates

Advanced placement exams are typically administered the first two weeks of May. Beginning in 2019-2020 school year, exam registration will begin in the fall and the final registration date will be before the end of first semester. Please see the updated dates and guidelines at our website: [http://www.friscoisd.org/departments/advanced-academics/advanced-placement](http://www.friscoisd.org/departments/advanced-academics/advanced-placement)

AP Capstone

The two-year AP Capstone program brings two additional AP courses to students: AP Seminar and AP Research. These courses are designed to help students develop college and career readiness skills such as completing independent research, writing critically, collaborating with others and presenting work in front of peers. Students will be able to earn an AP Capstone Diploma by completing and scoring a 3 or higher in the AP Seminar and Research courses and
taking and scoring a 3 or higher on four additional AP courses. This class will be a great opportunity to either enter AP coursework or to hone your skills for taking multiple AP classes.

**Additional Information for AP students who receive free or reduced lunch services:**
Students who qualify for free and reduced lunch will continue to receive a reduced registration rate for AP exams. Please see your counselor for more details.

**Pre-AP Courses**
Pre-AP courses provide motivated students the opportunity to learn course content with increased academic depth and complexity. Pre-AP courses parallel the curriculum offered in an on level class, but may cover additional topics or provide greater depth in certain topics or skills. However, all of the Texas Essential Knowledge and Skills will be covered. Frisco ISD is strongly committed to providing equity and access within the Advanced Academics programming. All pre-AP courses are open enrollment and we encourage any motivated student to take a pre-AP course based on their interests and goals. Pre-AP courses better prepare students for the increased rigor of AP courses.

**After-School Programs**
Check with the school office or on the District website regarding on-site after-school programs.

**Announcements**
Announcements will be made each day and will include the Pledge of Allegiance, Texas pledge and the minute of silence. A principal must authorize all announcements.

**Armed Services Vocational Aptitude Battery Test**
A student in grades 10–12 will be offered an opportunity to take the Armed Services Vocational Aptitude Battery test and consult with a military recruiter.

Please contact the counseling center for information about this opportunity.

**Awards and Honors**

**Academic All-Stars (High School Only)**
At the end of the third nine week marking period, students who have been enrolled in at least the minimum number of courses and attain a grade no lower than 90 on any nine weeks grading period will be designated as an “Academic All-Star.” Campuses will recognize these students at the awards assembly at the end of the school year. Semester grades for college co-enrollment courses will be used, and no points will be added for college co-enrollment, honors, or AP courses.
Academic Lettering (High School Only)

FISD has a long tradition of recognizing and rewarding academic achievement through awarding an Academic Letter. Beginning in the 2017-2018 school year, juniors and seniors may earn this recognition by meeting the standards outlined below.

- A current student must earn a cumulative 4.5 GPA or higher for a minimum of five semesters of high school course work, with at least one being in Frisco ISD.
- All classes that count for class rank will be calculated in a student’s GPA.
- Students who have less than a 4.5 GPA after five semesters, but whose cumulative GPA improves to 4.5 or higher at the end of any subsequent semester may apply for the award after GPAs are updated by the campus registrar and posted in Family Connection.
- Students who believe they are eligible after the first semester of their junior year must complete an application for an Academic Letter through the registrar’s office.

Participants in Academic UIL and Academic Decathlon may earn this recognition by meeting the standards outlined below:

- A student who wins a medal or ribbon either individually or on a team at the District Academic UIL Competition or Academic Decathlon competition.
- Students who have not medaled but have competed at the district competition for a minimum of two years and are deemed to be of outstanding value to the team may also apply.

Students who believe they are eligible must contact their Academic UIL or Academic Decathlon coach to identify the campus procedure for applying.

**Students may receive only one Academic Letter during their high school career.**

*Students purchase their own jacket, but the campus will provide one Academic Letter at no cost for students whose application is approved by the campus Registrar.*

Honor Roll

The data processing clerk may compile an Honor Roll at the end of each nine weeks and at the end of each semester. The “A” honor roll will consist of students with a grade of 90-100 in all of their courses and the A/B honor roll will consist of students with grades of 80-100 in all of their courses.

Local Honors (High School Only)

The valedictorian and salutatorian at each district high school shall be the eligible students with the highest and second highest rank, respectively. To be eligible for this local graduation honor, a student must:
■ Have been continuously enrolled in the District for the four semesters immediately preceding graduation, with enrollment by the first day of the second nine week grading period;
■ Be graduating after exactly eight semesters of enrollment in high school; and
■ Have completed the foundation program with distinguished level of achievement.

In case of a tie in weighted GPAs after calculation to the fifth decimal place, the District shall calculate a weighted GPA using only eligible AP courses taken by each student involved in the tie.

See “Class Rank/Highest Ranking Student” for more information on Valedictorian/ Salutatorian.

**Backpacks/Book Bags**

Frisco ISD High Schools limit student use of backpacks, book bags, satchels or other items designed to carry bulky items. They are permitted only when students are bringing materials to school or taking materials home at the end of their school day. However, due to circumstances specific to a particular campus, this standard may be modified. Please refer to the campus Handbook Addendum for specific information regarding backpack/book bag use at your student's campus.

**Bullying**

Bullying is defined in state law as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

■ Has the effect or will 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;
■ Is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
■ Materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
■ Infringes on the rights of the victim at school.

Bullying includes cyberbullying. Cyberbullying is defined by state law as bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an Internet website, or any other Internet-based communication tool.

The district is required to adopt policies and procedures regarding:
Bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property;

Bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and

Cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student’s educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

Bullying is prohibited by the district and could include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor-spreading, or ostracism.

If a student believes that he or she has experienced bullying or has witnessed bullying of another student, it is important for the student or parent to notify a teacher, school counselor, principal, or another district employee as soon as possible to obtain assistance and intervention. The administration will investigate any allegations of bullying or other related misconduct. The district will also provide notice to the parent of the alleged victim and the parent of the student alleged to have engaged in bullying.

**Reporting**

The student can make a report directly to school personnel. If there is immediate danger, the student should report to the nearest staff member. If there is no immediate danger, the student can make a report to the classroom teacher or go to the front office to speak to the counselor or assistant principal. Many campuses have some type of “bullying report form” located in the office. Students are asked to fill out the report form and the administrator will then investigate the incident. At that time, safeguards are put in place to protect the student during the investigation. Parents are also welcome to make a report in the same manner.

**STOP!T:** Is an on-line reporting tool designed to deter and mitigate bullying, cyber abuse, and other inappropriate behaviors, consisting of an app and a back-end incident management system for school administrators. Students may choose to remain anonymous.

Parents can access this system on-line from our FISD website and students in grades 6-12 will have access to the STOP!T mobile app.

If the results of an investigation indicate that bullying has occurred, the administration will take appropriate disciplinary action and may notify law enforcement in certain circumstances. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying. Available counseling options will be provided to these individuals, as well as to any students who have been identified as witnesses to the bullying.

Any retaliation against a student who reports an incident of bullying is prohibited.
Upon the recommendation of the administration, the board may, in response to an identified case of bullying, decide to transfer a student found to have engaged in bullying to another classroom at the campus. In consultation with the student’s parent, the student may also be transferred to another campus in the district. The parent of a student who has been determined by the district to be a victim of bullying may request that the student be transferred to another classroom or campus within the district. [See Safety Transfers/Assignments.]

A copy of the district’s policy is available in the principal’s office, superintendent’s office, and on the district’s website, and is included at the end of this handbook in the form of an appendix. Procedures related to reporting allegations of bullying may also be found on the district’s website.

A student or parent who is dissatisfied with the outcome of an investigation may appeal through policy FNG(LOCAL).

[See Safety Transfers/Assignments, Dating Violence, Discrimination, Harassment, and Retaliation, Hazing, policy FFI, the district’s Student Code of Conduct, and the district improvement plan, a copy of which can be viewed in the campus office.]

Campus Improvement Teams
Each campus has a committee composed of parents, staff, business and community members who have developed their own Campus Action Plan. These are unique to each individual campus. If parents are interested in serving on this committee, they may contact the school.

Career and Technical Education (CTE) Programs (Secondary Grade Levels Only)
The district offers career and technical education programs at the Career and Technical Education Center (CTEC) and FISD high schools. Admission to these programs is based on criteria found in the FISD Academic Guide and Registration materials.

It is the policy of the district not to discriminate on the basis of race, color, national origin, sex, or handicap in its vocational programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended;

Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The district will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

[See Nondiscrimination Statement for the name and contact information for the Title IX coordinator and ADA/Section 504 coordinator, who will address certain allegations of discrimination.]
Celebrations
Occasionally, the school or a class may host certain functions or celebrations tied to the curriculum that will involve food. The school or teacher will notify students and parents of any known food allergies when soliciting potential volunteers for bringing food products.

Elementary School
Any parties or celebrations that take the place of https://docs.google.com/document/d/1zfEzSc1Q8mhbs0zdBtAWaKQPGvYVDcCHHp9xsjxxY/edit?usp=sharing are not allowed. Three exemption party days are permitted each school year. Candy and foods of minimal nutritional value are allowed on these days only, but meals may not be planned to take the place of school lunches. The United States Department of Agriculture (USDA) requires that all students have access to school meals daily. Frisco ISD has designated the following exemption dates for campus celebrations:

- Winter Break
- Valentine’s Day
- End-of-Year

Campus principals may request to designate the third party date as field day instead of the end-of-year party.

Children's birthdays are acknowledged in a variety of ways at the elementary schools and this will continue. In the last few years, schools have encouraged alternatives to food, such as donating a book to the library in your child’s name on his/her birthday. Please consult the principal on your child’s campus for other birthday celebration ideas or to discuss options related to providing food products outside the instructional day.

Students issuing invitations to individual birthday parties or other celebrations may only do so at school if all students in the homeroom class are invited. These birthday invitations must be passed out at the end of the day with permission from the teacher.

Floral arrangements, balloons, cookie grams, etc. are not considered appropriate during school hours. The school office staff will not deliver these items to the classroom.

[See Food Allergies ]

Changing Address and Telephone Number
Students who change their residence, mailing address or telephone number after enrollment are required to report the change within five school days to the school administration so that records may be corrected and kept current. Proof of residence will be required annually. Families will be asked to provide proof of residency yearly.

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**

Specifics for middle and high school cheerleading teams are distributed by each campus in the spring. Please reference the Frisco Independent School District Cheerleading Code of Conduct for more details. This may be obtained by contacting your school cheer sponsor.

**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, contact the Department of Special Education Services at 469-633-6900.

**Child Sexual Abuse, Sex Trafficking, and Other Maltreatment of Children**

If a child in immediate danger, call 911 or your local police first. Then call the Texas Abuse Hotline at 800.252.5400 to make a report. The Texas Abuse Hotline is open 24/7/365. (Report via the online reporting system for non-urgent situations only. A non-urgent situation means that intervention is not needed within 24 hours.)

**Warning Signs of Sexual Abuse (All grade levels)**

As a parent, it is important for you to be aware of the 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. A person who...
compels or encourages a child to engage in sexual conduct commits abuse. It is illegal to make or possess child pornography or to display such material to a child.

Possible physical, behavioral, and emotional warning signs of sexual abuse includes:

- Difficulty sitting or walking;
- Pain in the genital areas;
- Claims of stomachaches and headaches;
- Verbal references or pretend games of sexual activity between adults and children;
- Fear of being alone with adults of a particular gender;
- Sexually suggestive behavior;
- Withdrawal;
- Depression;
- Sleeping and eating disorders; and
- Problems in school.

Be aware the children and adolescents who have experienced dating violence may show similar physical, behavioral, and emotional warning signs.

Sex trafficking of any sort is prohibited by the Penal Code, Sex trafficking involves forcing a person, including a child, into sexual abuse, assault, indecency, prostitution, or pornography. Traffickers are often trusted members of a child's community, such as friends, romantic partners, family members, mentors, and coaches, although traffickers frequently make contact with victims online.

Possible warning signs of sexual trafficking in children include:

- Changes in school attendance, habits, friend groups, vocabulary, demeanor, and attitude;
- Sudden appearance of expensive items (for example, manicures, designer clothes, purses, technology);
- Tattoos or branding;
- Refillable gift cards;
- Frequent runaway episodes;
- Multiple phones or social media accounts;
- Provocative pictures posted online or stored on the phone;
- Unexplained injuries;
- Isolation from family, friends, and community; and
- Older boyfriends or girlfriends.

Anyone who suspects that a child has been or may be abused, sex trafficked, or neglected has a legal responsibility, under state law, for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS). A child who has experienced sexual abuse, trafficking, or any other type of abuse or neglect should be encouraged to seek out a trusted adult. Be aware as a parent or other trusted adult that disclosures of sexual abuse and sex trafficking may be more indirect than disclosures of physical abuse and neglect, 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. Parents, if your child is a victim of sexual abuse, sex trafficking, or other maltreatment, the school counselor or principal will
provide information regarding counseling options for you and your child available in your area. The Texas 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 Texas Department of Family and Protective Services, Programs Available in Your County.] Reports of abuse, trafficking, or neglect may be made to: The CPS division of the DFPS (1-800-252-5400 or on the web at Texas Abuse Hotline Website). Further Resources on Sexual Abuse, Sex Trafficking, and Other Maltreatment of Children (All Grade Levels) The following websites might help you become more aware of child abuse and neglect, sexual abuse, sex trafficking, and other maltreatment of children:

- Child Welfare Information Gateway Factsheet
- KidsHealth, For Parents, Child Abuse
- Texas Association Against Sexual Assault, Resources
- Office of the Texas Governor’s Child Sex Trafficking Team
- Human Trafficking of School-aged Children

Class Rank/Highest-Ranking Student (Secondary Grade Levels Only)

Information for class ranking is provided in the Frisco ISD Course Catalog which can be accessed at: https://www.friscoisd.org/departments/guidance-and-counseling/academic-advisement/gpa-for-rank-policy
[For further information, see policy EIC.]

Valedictorian and Salutatorian Requirements

Each District high school shall have a valedictorian and salutatorian. Candidates shall be in attendance at the awarding high school continuously, commencing with enrollment no later than the first day of the second nine week marking period of the student’s junior year until graduation. The valedictorian shall be the eligible graduate with the highest GPA; the salutatorian shall be the eligible graduate with the second highest GPA.

Class Schedules (Secondary Grade Levels Only)

All students are expected to attend school for the entire school day and maintain a class/course schedule to fulfill each period of the day. Exceptions may be made occasionally by the campus principal for students in grades 9–12 who meet specific criteria and receive parental consent to enroll in less than a full-day’s schedule.

[See Schedule Changes for information related to student requests to revise their course schedule.]
Classroom Interruptions
The school day should not be interrupted needlessly. Parents and students are asked to observe the following guidelines:

1. If a student must leave school during school hours, the student will be called out of class when the parent arrives in the front office. Anyone who picks up a student during the day may be asked for identification. The student must come to the office to meet the adult who is signing him/her out.

2. **Note:** Unless the principal has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the instructional day. Please reference the compulsory attendance law notice. Leaving early from school is considered missing a part of the school day. By law, if a student is absent from school on 10 or more days or parts of days within a six-month period in the same school year or three or more days or parts of days within a four-week period, the parent and/or student is subject to truancy actions. Even if absences are deemed excused, a student must attend school for at least 90 percent of the days class is offered. Absences beyond this amount will trigger a review by the school-based attendance committee.

3. For protection of all students, anyone who wishes to contact students or teachers must first come to the office, and the student will be called down.

4. To minimize disruptions to the learning environment, parents may not stand or walk in the halls while waiting on their child or children.

5. Please refer to the campus policy for the delivery of forgotten lunches, money, or supplies.

6. Because of the tremendous amount of essential business which must be transacted over office telephones, students are asked not to use the telephone except in extreme emergencies. All calls should go through the front office. Office personnel will only deliver EMERGENCY telephone messages. When after-school plans change, please provide as much advance notice as possible. If parents change after-school arrangements, a signed note or email to the teacher and the front office is preferred, but we do understand that last minute emergencies take place. If written notice to the school office or classroom teacher is not possible, please call the front office and speak with someone who can then relay the message to the teacher (elementary) and/or student (middle or high school). We will need to verify that the change is coming from the parent. A phone call will most likely be necessary to the front office. If the office does not have notice, the student will follow his/her usual routine.
7. Floral arrangements, balloons, cookie grams, etc. are not appropriate, and will not be delivered.

8. If parents wish to speak to their child’s teacher during the day, they should call the school office. The teacher will return the call as soon as possible. Parents are encouraged to make appointments to meet with teachers so the instructional day is not interrupted.

**College and University Admissions and Financial Aid (Secondary Grade Levels Only)**

For two school years following his or her graduation, a district student who graduates as valedictorian, in the top ten percent and, in some cases, the top 25 percent, of his or her class is eligible for automatic admission into four-year public universities and colleges in Texas if the student:

- Completes the distinguished level of achievement under the foundation graduation program (a student must graduate with at least one endorsement and must have taken Algebra II as one of the four required math courses); or
- Satisfies the ACT College Readiness Benchmarks or earns at least a 1500 out of 2400 on the SAT.
- Completes courses taught in conjunction and in partnership with Collin College, which may be offered on or off campus;

In addition, the student must submit a completed application for admission in accordance with the deadline established by the college or university. The student is ultimately responsible for ensuring that he or she meets the admission requirements of the university or college to which the student submits an application.

The University of Texas at Austin may limit the number of students automatically admitted to 75 percent of the University’s enrollment capacity for incoming resident freshmen. For students who are eligible to enroll in the University during the summer or fall 2020 terms or spring 2021 term, the University will admit the valedictorian or the top six percent of the high school’s graduating class who meet the above requirements. Additional applicants will be considered by the University through a holistic review process.

Should a college or university adopt an admissions policy that automatically accepts the top 25 percent of a graduating class, the provisions above will also apply to a student ranked in the top 25 percent of his or her class.

Upon a student’s registration for his or her first course that is required for high school graduation, the district will provide written notice concerning automatic college admission, the curriculum requirements for financial aid, and the benefits of completing the requirements for automatic admission and financial aid. Parents and students will be asked to sign an acknowledgment that they received this information.
Students and parents should contact the school counselor for further information about automatic admissions, the application process, and deadlines.

[See Students in the Conservatorship of the State (Foster Care) for information on assistance in transitioning to higher education for students in foster care.]

**Preparation and Coursework**

Planning ahead is the best preparation for attending ANY college or university. Reviewing admissions standards can help you select the courses you need to meet your educational goals. It is highly recommended that students planning to enter college take all math, science, English and social studies courses possible, whether working on the Foundation High School Program, Foundation High School Program + Endorsements, or the FHSP+Endorsements with Distinguished Level of Achievement. Electives should be selected that will best prepare the student for college work. It is never too early for students to plan for higher education.

By learning as much as possible in high school, you’ll give yourself the best chance for success in college. Take the college-preparatory curriculum, which is called the “Recommended Program” or “Distinguished Achievement Program” (for the class of 2015 – 2017) or the “Distinguished Level of Achievement” or performance acknowledgement (under the Foundation High School Program – class of 2018 and beyond) as your foundation and add additional rigorous courses, as your schedule permits. Although these courses may be more challenging than other courses, they will put you well on your way to success.

- 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 the 11th grade, middle of 12th grade or at high school graduation, whichever is most recent when the application is complete.

**College Credit Courses (Secondary Grade Levels Only)**

Students in grades 9–12 have opportunities to earn college credit through the following methods:

- Certain courses taught at the high school campus, which may include courses termed dual credit, Advanced Placement (AP), International Baccalaureate (IB), or college preparatory;
- Enrollment in an AP or dual credit course through the Texas Virtual School Network (TXVSN);
- Enrollment in courses taught in conjunction and in partnership with Collin College which may be offered on or off campus;
- Enrollment in courses taught at other colleges or universities; and
- Certain CTE courses.
All of these methods have eligibility requirements and must be approved prior to enrollment in the course. Please see the school counselor for more information. Depending on the student’s grade level and the course, a state-mandated end-of-course assessment may be required for graduation.

It is important to keep in mind that not all colleges and universities accept credit earned in all dual credit or AP courses taken in high school for college credit. Students and parents should check with the prospective college or university to determine if a particular course will count toward the student's desired degree plan.

**Dual Credit Courses**

Frisco ISD students may take courses at an accredited college or university for both high school and college credit under the Dual Enrollment Program. At this time, Collin College offers courses that have been approved for FISD credit. Students must meet admissions requirements outlined by the individual institution and are responsible for paying the tuition, books, and fees. Transportation is not provided to or from the college or university.

Students are cautioned to consider their long-range plans and select courses which will transfer to the college or university they plan to attend. Enrollment in a dual credit course does not guarantee that the class will transfer for credit either for core requirements or for a selected major course of study. It is important that students check with potential colleges/universities to be sure that these institutions will accept the classes offered for concurrent enrollment.

All dual enrollment courses must be approved for FISD credit in advance. Please check with your high school counselor before attempting to enroll in such a course.

**College Night**

The Guidance Office will coordinate participation in the TACROA annual College Night. In September, juniors and seniors will be invited to participate in visiting a designated district high school campus where college and university recruiters from across Texas and the country will provide information regarding their schools. Freshmen and sophomores will be invited to participate in the January College Fair. College Night locations will rotate among Classification of Students Enrolled in High School.

**Communications**

Students are a vital link between home and school. We encourage students to share all communications with their parents. Additionally, we will utilize newsletters, the website, parent conferences and meetings, email, phone calls, surveys and take-home folders as other vehicles for sharing information and gaining feedback.

**Automated**

**Emergency**

The district will rely on contact information on file with the district to communicate with parents in an emergency situation, which may include real-time or automated messages. An emergency purpose may include early dismissal or delayed opening because of severe weather or another
emergency, or if the campus must restrict access due to a security threat. It is crucial to notify your child’s school when a phone number previously provided to the district has changed.

[See Safety for information regarding contact with parents during an emergency situation.]

Non-emergency

Your child’s school will request that you provide contact information, such as your phone number and email address, in order for the school to communicate items specific to your child, your child’s school, or the district. If you consent to receive such information through a landline or wireless phone, please ensure that you notify the school’s administration office immediately upon a change in your phone number. The district or school may generate automated or pre-recorded messages, text messages, or real-time phone or e-mail communications that are closely related to the school’s mission, so prompt notification of any change in the contact information will be crucial to maintain timely communication with you. Standard messaging rates of your phone carrier may apply. If you have specific requests or needs related to how the district contacts you, please contact your child’s principal. [See Safety for information regarding contact with parents during an emergency situation.]

E-mail Guidelines for Parents & Guardians

E-mail may be a fast and convenient way for you to send messages, but this may not be the case for many of our teachers. Some teachers read their e-mail messages in the morning before school, some read them at the end of the day, and some read them during the school day. Many teachers prefer to use the phone to speak directly to parents.

For these reasons, please remember that if you choose to send an e-mail message to a member of our professional staff, you may not get an immediate response. We do expect that the staff member will get back to you within 24 hours if possible via email or by phone contact; whichever they decide is the best way to address the content of the email. When using e-mail:

1. Please send only non-vital messages by this medium. For example, do not use email to inform a teacher that your child is not to go home on the bus. A teacher may not have time to read your message in a timely fashion. Instead, use the telephone to be sure your message is received and clearly understood.

2. Your child’s academic progress, learning expectations, or behavioral issues are best addressed through a telephone conversation or by scheduling a personal conference with your child’s teacher. An e-mail message on these matters is not appropriate.

3. Please remember that email is not necessarily confidential. Confidential information should be conveyed by phone or personal contact.

4. Please identify yourself in the subject line of your e-mail message and, if appropriate, the name of your child.

5. For all medical or health concerns, please contact your child’s school nurse by phone.
6. Please keep all contacts professional. Jokes, stories, chain letters, or commercial solicitations are inappropriate.

7. Public Information Request can be found at the following: https://www.friscoisd.org/departments/communications/media-inquiries-public-information-requests

8. The School District maintains email accounts for teachers to facilitate parent/teacher communication and internal staff communication. The District reserves the right to block or filter e-mail messages to staff that are not directly related to District business or to the District’s educational mission. The District’s staff members reserve the right to block or filter e-mail messages that are considered by the staff member to be harassing, abusive, threatening, unwanted, unsafe or unsolicited.

Community Service Program
The purpose of this program is to promote volunteer service to the school and community. Students who complete all requirements of the program will be recognized at their graduation ceremony by a colored cord and recognition in the graduation program. Students wishing to participate should complete 100 hours of service, either individually or as part of a group project. All documented volunteer hours will be accepted, including required hours completed for other organizations. The hours must be completed in grades 9-12 (hours completed during the summer following the 8th grade will also be accepted).

Students must complete a documentation form located in the Counseling office or online. Hours should be turned in to the Counseling office as they are completed but by no later than the first school day in April of the year in which the student intends to graduate. Undocumented hours will not be accepted.

Community Service is defined as:

- Work without being paid for a non-profit organization geared towards improving the community (Red Cross, American Cancer Society, Frisco Family Services, etc.)
- Work performed without being paid as part of a civic, religious, school, charity or community organization geared towards improving the community or school (Rotary Club, NHS, Frisco Family Services, etc.)
- Work performed by a religious organization must be work that could be performed by a non-religious organization

Examples of non-community service:

- Babysitting for a neighbor without being paid.
- Tutoring your little brother (Tutoring others may count if arranged through the NHS or the high school counseling department.)
Complaints and Concerns (All Grade Levels)

Usually student or parent complaints or concerns can be addressed informally by a phone call or a conference with the teacher or principal. For those complaints and concerns that cannot be handled so easily, the board has adopted a standard complaint policy at FNG(LOCAL) in the district’s policy manual, available on the district’s website at www.friscoisd.org. A copy of the Level 1 complaint forms may be obtained on the district’s website at http://www.friscoisd.org/about/board-of-trustees/resolving-complaints or on your child’s campus.

Should a parent or student feel a need to file a formal complaint, the parent or student should file a district complaint form within the timelines established in policy FNG(LOCAL). In general, the student or parent should submit the written complaint form to the campus principal. If the concern is not resolved, a request for a conference should be sent to the superintendent. If still unresolved, the district provides for the complaint to be presented to the board of trustees.

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."

Every effort should be made to resolve complaints and concerns 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.

Extracurricular Activities

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

Conduct (All Grade Levels)

Applicability of School Rules

As required by law, the board has adopted a Student Code of Conduct that prohibits certain behaviors and defines standards of acceptable behavior—both on and off campus as well as on district vehicles—and consequences for violation of these standards. The district has disciplinary authority over a student in accordance with the Student Code of Conduct. Students and parents should be familiar with the standards set out in the Student Code of Conduct, as well as campus and classroom rules. During any periods of instruction during the summer months, the Student Handbook and Student Code of Conduct in place for the year immediately preceding the summer period shall apply, unless the district amends either or both documents for the purposes of summer instruction.

Campus Behavior Coordinator

Frisco ISD no longer utilizes the Campus Behavior Coordinator (CBC) as the sole administrator over student management/behavior. Each campus was required by law to designate a single
To implement the district student management/behavior plan. The contact information is available on the district's website at www.friscoisd.org.

House Bill 1842, passed in 2015 in the 84th Session of the Texas Legislature, in part amended Chapter 12A of the Texas Education Code (TEC) to create Districts of Innovation. The designation allows school districts to be exempt from certain sections of the TEC, providing more flexibility and control in locally meeting the needs of students and the communities served. Please see "School District Authority and Jurisdiction" in the Code of Conduct for additional information.

Disruptions of School Operations
Disruptions of school operations are not tolerated and may constitute a misdemeanor offense. As identified by state law, disruptions include the following:

- Interference with the movement of people at an exit, entrance, or hallway of a district building without authorization from an administrator.
- Interference with an authorized activity by seizing control of all or part of a building.
- Use of force, violence, or threats in an attempt to prevent participation in an authorized assembly.
- Use of force, violence, or threats to cause disruption during an assembly.
- Interference with the movement of people at an exit or an entrance to district property.
- Use of force, violence, or threats in an attempt to prevent people from entering or leaving district property without authorization from an administrator.
- Disruption of classes or other school activities while on district property or on public property that is within 500 feet of district property. Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending, a required class or activity; and entering a classroom without authorization and disrupting the activity with loud or profane language or any misconduct.
- Interference with the transportation of students in vehicles owned or operated by the district.

Social Events
School rules apply to all school social events. Guests attending these events are expected to observe the same rules as students, and a student inviting a guest will share responsibility for the conduct of his or her guest.

A student attending a social event will be asked to sign out when leaving before the end of the event; anyone leaving before the official end of the event will not be readmitted.

Please contact the campus principal if you are interested in serving as a chaperone for any school social events.
Counseling

The goal of the guidance and counseling program is to ensure that each child feels cared for, capable, and connected. School counselors will work closely with students, administrators, teachers, parents, and the community as they strive to accomplish this goal. When working with students, counselors will focus on three strands of guidance: academic success, college/career information and personal/social development. The developmental guidance curriculum has a scope and sequence for student competency development. The curriculum is taught in small or classroom-sized groups of students by counselors, staff members or other consultants. Counselors also work with students in small group settings as well as individually. Counselors also play an integral part in helping to ensure a safe school climate at each campus.

Please contact the school counselor with any questions regarding the counseling program at your school.

Academic Counseling

Elementary and Middle/Junior High School Grade Levels

The school counselor is available to students and parents to talk about the importance of postsecondary education and how best to plan for postsecondary education, including appropriate courses to consider and financial aid availability and requirements.

In either grade 7 or 8, each student will receive instruction related to how the student can best prepare for high school, college, and a career.

High School Grade Levels

High school students and their parents are encouraged to talk with a school counselor, teacher, or principal to learn more about course offerings, graduation requirements, and early graduation procedures. Each year, high school students will be provided information on anticipated course offerings for the next school year and other information that will help them make the most of academic and CTE opportunities, as well as information on the importance of postsecondary education.

The school counselor can also provide information about entrance examinations and application deadlines, as well as information about automatic admission, financial aid, housing, and scholarships as these relate to state colleges and universities. The school counselor can also provide information about workforce opportunities after graduation or technical and trade school opportunities, including opportunities to earn industry-recognized certificates and licenses.

Personal Counseling (All Grade Levels)

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, emotional or mental health issues, or substance abuse. A student who wishes to meet with the school counselor should visit the guidance and counseling department to set up an appointment. As a parent, if you are concerned about your child’s
mental or emotional health, please speak with the school counselor for a list of resources that may be of assistance.

If your child has experienced trauma, contact the school counselor for more information.

[See Substance Abuse Prevention and Intervention, Suicide Awareness and Mental Health Support and Child Sexual Abuse, Sex Trafficking, and Other Maltreatment of Children and Dating Violence.]

Course Credit (Secondary Grade Levels Only)

A student in grades 9-12, or in a lower grade when a student is enrolled in a high school credit-bearing course, will earn credit for a course only if the final grade is 70 or above. For a two-semester (1 credit) course, the student’s grades from both semesters will be averaged and credit will be awarded if the combined average is 70 or above. Should the student’s combined average be less than 70, the student will be required to retake the semester in which he or she failed.

Grading System and Grade Reporting

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

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

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 two nine week grading period.

Grade Calculation/Formula for Courses:

The semester grade will be determined by the following method:

- 1st Grading Period = 50%
- 2nd Grading Period = 50%

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

- Major Grades – 60%
- Minor Grades – 40%
One-half credit may be earned in one semester. Students who fail one semester of a course may:

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

Students enrolled in their first year of a cooperative education class are not eligible for partial credit unless they complete the entire year. Students in the second year of a cooperative education class may earn credit for only one semester of enrollment in a cooperative education class.

*Grade reports are posted each nine weeks, usually by the Friday following the end of the grading period. Progress reports to parents are sent out at three-week intervals.*

**Credit by Examination—If a Student Has Taken the Course/Subject (Grades 6-12)**

A student who has previously taken a course or subject—but did not receive credit or a final grade for it—may, in circumstances determined by the principal or attendance committee, be permitted to earn credit or a final grade by passing an examination approved by the district’s board of trustees on the essential knowledge and skills defined for that course or subject. Prior instruction may include, for example, incomplete coursework due to a failed course or excessive absences, homeschooling, or coursework by a student transferring from a non-accredited school. The opportunity to take an examination to earn credit for a course or to be awarded a final grade in a subject after the student has had prior instruction is sometimes referred to as “credit recovery.”

If the student is granted approval to take an examination for this purpose, the student must score at least 70 on the examination to receive credit for the course or subject.

The attendance review committee may also offer a student with excessive absences an opportunity to earn credit for a course by passing an examination.

*[For further information, see the school counselor and policy EHDB(LOCAL).]*
Credit by Examination for Advancement/Acceleration—If a Student Has Not Taken the Course/Subject

A student will be permitted to take an examination to earn credit for an academic course or subject area for which the student has had no prior instruction, i.e., for advancement or to accelerate to the next grade level. The examination offered by the district are approved by the district's board of trustees, The dates on which examinations are scheduled during the 2019-20 school year will be published in appropriate district publications and on the district’s website. The only exceptions to the published dates will be for any examination administered by another entity besides the district or if a request is made outside of these time frames by a student who is homeless or by a student involved in the foster care system. When another entity administers an examination, a student and the district must comply with the testing schedule of the other entity. During each testing window provided by the district, a student may attempt a specific examination only once.

The exam for Acceleration (EA) provides an opportunity to earn grade level or course credit in which no prior formal instruction was completed. The EA is designed for a very small percentage of learners who have both the academic and emotional need to advance a course. Exam for Acceleration is not designed for grade level recovery when a student is retained in a previous grade level.

The only students that should take an EA for acceleration are those who display an extremely advanced level of understanding of the learning objectives assessed on the EA which will be the grade level/course above the grade level/course in which your child is currently enrolled.

If a student plans to take an exam, the student (or parent) must register with the school counselor no later than 30 days prior to the scheduled testing date. [For further information, see policy EHDC.]

Elementary & Secondary Guidelines

Elementary Guidelines

Secondary Guidelines

A student may take a specific examination only once during each window. Please visit Frisco ISD Assessment & Accountability website
https://www.friscoisd.org/departments/testing/acceleration-credit-by-exam for the updated testing calendar.

Students in Grades 1–5

A student in elementary school will be eligible to accelerate to the next grade level if the student scores at least 80 on each exam in the subject areas of language arts, mathematics, science, and social studies, a district administrator recommends that the student be accelerated, and the student's parent gives written approval of the grade advancement. Examinations for grades 1-5
are criterion-referenced tests from Texas Tech University or other testing instruments approved by the Superintendent or designee.

Students are encouraged to review the course content. Course content can be accessed on the Texas Education Agency website (http://www.tea.state.tx.us/curriculum/teks).

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.

Students in Grades 6–12

A student in grade 6 or above will earn course credit with a passing score of at least 80 on the exam, a scaled score of 50 or higher on an examination administered through CLEP, or a score of 3 or higher on an AP examination, as applicable. A student may take an examination to earn high school course credit no more than twice. If a student fails to achieve the designated score on the applicable examination before the beginning of the school year in which the student would need to enroll in the course according to the school’s high school course sequence, the student must complete the course.

Credit Recovery Guidelines

The goal of the Frisco ISD Credit Recovery Program is to assist students deficient in credits while at the same time preserving the integrity of the FISD diploma. FISD will ensure that every student has the opportunity to acquire the credits necessary to earn a diploma. It is the responsibility of each student to be aware of their progress toward a diploma and to take full advantage of the assistance available. Students who may potentially be candidates for athletic scholarships should be advised that credits earned through credit recovery may not qualify for minimum core course requirements under NCAA guidelines. See the following link for specific information: www.eligibilitycenter.org

First – fourth year students:

High school students who fail a course may recover credit through the following options:

- Correspondence
- Summer School
- Online courses (with prior approval of principal or designee)
- Repeating the class during the school day
- Night school
- Credit recovery course during the school day (not available first-year high school students). Students must first demonstrate effort to recover credit through an option listed above before enrollment in a school day program will be considered. An exception will be made only in extenuating circumstances (i.e. extended illness, homelessness, teen parent, students
new to FISD) as determined by the Campus Intervention Team and the campus principal).

**Fifth year students:**

Fifth year students will be referred to the Student Opportunity Center to complete graduation requirements.

**The following information pertains to all grade levels:**

- Any cost associated with Credit Recovery option will be the responsibility of the student and parent.
- Transportation to and from the Student Opportunity Center for students attending the SOC credit recovery program full time during the school day will be provided by the district. Parents and the student will be responsible for transportation for all other credit recovery classes taken at the SOC.
- Seniors planning to participate in graduation must provide proof of credit earned and recorded at least 5 school days before graduation. All other students must provide proof of credit prior to the start of the following school year in order to receive credit that would result in promotion to the next grade level. Reclassification is only done each year prior to the start of the school.
- Students must seek prior approval from appropriate campus staff before enrolling in any of the credit recovery options.
- Students should refer to existing guidelines for details regarding correspondence, credit by exam, summer school, night school or online courses.
- Final decisions regarding placement in credit recovery rest with the campus principal.
- Correspondence courses do not require previous instruction. Frisco ISD recognizes and utilizes correspondence courses primarily from the University of Texas and Texas Tech University. Students who wish to have more information should contact their counselor.

**Dance Team**

Specifics for high school dance teams are distributed by each campus in the spring. Please reference the Frisco Independent School District Dance Team Code of Conduct for more details. This may be obtained by contacting your high school dance team director.
Dating Violence, Discrimination, Harassment, and Retaliation (All Grade Levels)

The district believes that all students learn best in an environment free from dating violence, discrimination, harassment, and retaliation and that their welfare is best served when they are free from this prohibited conduct while attending school. Students are expected to treat other students and district employees with courtesy and respect, to avoid behaviors known to be offensive, and to stop those behaviors when asked or told to stop. District employees are expected to treat students with courtesy and respect.

The board has established policies and procedures to prohibit and promptly respond to inappropriate and offensive behaviors that are based on a person's race, color, religion, gender, national origin, disability, or any other basis prohibited by law. A copy of the district's policy is available in the principal's office and in the superintendent's office [http://www.friscoisd.org/ly/news/policy.htm](http://www.friscoisd.org/ly/news/policy.htm). [See policy FFH.]

**Dating Violence**

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 the other 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. This type of conduct is considered harassment if the conduct is so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance.

Examples of dating violence against a student may include, but are not limited to, physical or sexual assaults; name-calling; put-downs; threats to hurt the student, the student’s family members, or members of the student’s household; destroying property belonging to the student; threats to commit suicide or homicide if the student ends the relationship; threats to harm a student’s current dating partner; attempts to isolate the student from friends and family; stalking; or encouraging others to engage in these behaviors.

**Discrimination**

Discrimination is defined as any conduct directed at a student on the basis of race, color, religion, sex, gender, national origin, disability, age, or any other basis prohibited by law that negatively affects the student.
Harassment

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.

Harassment, in general terms, is conduct so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student’s academic performance.

Examples of harassment may include, but are not limited to, offensive or derogatory language directed at a person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

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.

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 Student Services Department at the FISD Administration Building:

5515 Ohio Drive
Frisco, Texas 75035
(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.

In addition to dating violence as described above, two other types of prohibited harassment are described below.

**Sexual Harassment and Gender-Based Harassment**

Sexual harassment and gender-based harassment of a student by an employee, volunteer, or another student are prohibited.

Examples of sexual harassment may include, but not be limited to, touching private body parts or coercing physical contact that is sexual in nature; sexual advances; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

Sexual harassment of a student by an employee or volunteer does not include necessary or permissible physical contact not reasonably construed as sexual in nature, such as comforting a child with a hug or taking the child's hand. However, romantic and other inappropriate social relationships, as well as all sexual relationships, between students and district employees are prohibited, even if consensual.

Gender-based harassment includes harassment based on a student’s gender, expression by the student of stereotypical characteristics associated with the student’s gender, or the student’s failure to conform to stereotypical behavior related to gender.

Examples of gender-based harassment directed against a student, regardless of the student’s or the harasser’s actual or perceived sexual orientation or gender identity, may include, but not be limited to, offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

**Retaliation**

Retaliation against a person who makes a good faith report of discrimination or harassment, including dating violence, is prohibited. Retaliation against a person who is participating in an investigation of alleged discrimination or harassment is also prohibited. A person who makes a false claim or offers false statements or refuses to cooperate with a district investigation, however, may be subject to appropriate discipline.

Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

**Reporting Procedures**

Any student who believes that he or she has experienced dating violence, discrimination, harassment, or retaliation should immediately report the problem to a teacher, school counselor, principal, or other district employee. The report may be made by the student’s parent. [See policy FFH(LOCAL) and (EXHIBIT) for other appropriate district officials to whom to make a report.]
Upon receiving a report of prohibited conduct as defined by policy FFH, the district will determine whether the allegations, if proven, would constitute prohibited conduct as defined by that policy. If not, the district will refer to policy FFI to determine if the allegations, if proven, would constitute bullying, as defined by law and that policy. If the alleged prohibited conduct, if proven, would constitute prohibited conduct and would also be considered bullying as defined by law and policy FFI, an investigation of bullying will also be conducted.

The district will promptly notify the parents of any student alleged to have experienced prohibited conduct involving an adult associated with the district. In the event alleged prohibited conduct involves another student, the district will notify the parents of the student alleged to have experienced the prohibited conduct when the allegations, if proven, would constitute a violation as defined by policy FFH.

**Investigation of Report**

To the extent possible, the district will respect the privacy of the student; however, limited disclosures may be necessary to conduct a thorough investigation and to comply with law. Allegations of prohibited conduct, which includes dating violence, discrimination, harassment, and retaliation, will be promptly investigated.

If a law enforcement or other regulatory agency notifies the district that it is investigating the matter and requests that the district delay its investigation, the district will resume the investigation at the conclusion of the agency’s investigation.

During the course of an investigation and when appropriate, the district will take interim action to address the alleged prohibited conduct.

If the district’s investigation indicates that prohibited conduct occurred, appropriate disciplinary action, and, in some cases, corrective action, will be taken to address the conduct. The district may take disciplinary and corrective action even if the conduct that is the subject of the complaint was not unlawful.

All involved parties will be notified of the outcome of the district investigation within the parameters and limits allowed under the Family Educational Rights and Privacy Act (FERPA).

A student or parent who is dissatisfied with the outcome of the investigation may appeal in accordance with policy FNG(LOCAL).

**Deliveries to Students**

Because of the large number of students enrolled, office staff will accept deliveries for students under very limited circumstances. Messages for students will be accepted only for emergencies or in regard to transportation changes. Office staff will not accept delivery of flowers, candy, gifts, balloons, or food from delivery services for students.

**Discrimination**

[See Dating Violence, Discrimination, Harassment, and Retaliation.]

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Distance Learning

All Grade Levels

Distance learning and correspondence courses include courses that encompass the state-required essential knowledge and skills but are taught through multiple technologies and alternative methodologies such as mail, satellite, Internet, video-conferencing, and instructional television.

If a student wishes to enroll in a correspondence course or a distance learning course that is not provided through the Texas Virtual School Network (TXVSN), as described below, in order to earn credit in a course or subject, the student must receive permission from the principal prior to enrolling in the course or subject. If the student does not receive prior approval, the district may not recognize and apply the course or subject toward graduation requirements or subject mastery.

Texas Virtual School Network (TXVSN) (Secondary Grade Levels)

The Texas Virtual School Network (TXVSN) has been established by the state as one method of distance learning. A student has the option, with certain limitations, to enroll in a course offered through the TXVSN to earn course credit for graduation.

Depending on the TXVSN course in which a student enrolls, the course may be subject to the “no pass, no play” rules. [See Extracurricular Activities, Clubs, and Organizations.] In addition, for a student who enrolls in a TXVSN course for which an end-of-course (EOC) assessment is required, the student must still take the corresponding EOC assessment.

If you have questions or wish to make a request that your child be enrolled in a TXVSN course, please contact the school counselor. Unless an exception is made by the campus principal, a student will not be allowed to enroll in a TXVSN course if the school offers the same or a similar course.

A copy of policy EHDE will be distributed to parents of middle and high school students at least once each year. If you do not receive a copy or have questions about this policy, please contact the high school counseling department.

Distribution of Literature, Published Materials, or Other Documents (All Grade Levels)

School Materials

Publications prepared by and for the school may be posted or distributed, with the prior approval of the principal, sponsor, or teacher. Such items may include school posters, brochures, flyers, etc.
All school publications are under the supervision of a teacher, sponsor, and the principal.

**Non-school Materials**

**From Students**

Students must obtain prior approval from the principal before selling, posting, circulating, or distributing copies of written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials that were not developed under the oversight of the school. To be considered, any non-school material must include the name of the sponsoring person or organization.

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 nonstudents, see GKDA]

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

- The materials are obscene, vulgar or otherwise inappropriate for the age and maturity of the audience.
- The materials endorse actions endangering the health or safety of students.
- The distribution of such materials would violate the intellectual property rights, privacy rights, or other rights of another person.
- The materials contain defamatory statements about public figures or others.
- The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
- 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.
- There is reasonable cause to believe the 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:

- Materials shall include the name of the person or organization sponsoring the distribution.
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:

- 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
- 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).

A student may appeal a decision in accordance with policy FNG(LOCAL). Any student who sells, posts, circulating, or distributes nonschool material without prior approval will be subject to disciplinary action in accordance with the Student Code of Conduct. Materials displayed without approval will be removed.

From Others

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 will not be sold, circulated, distributed, or posted on any district premises by any district employee or by persons or groups not associated with the district, except as permitted by policy GKDA. To be considered for distribution, any nonschool material must meet the limitations on content established in the policy, include the name of the sponsoring person or organization, and be submitted to the campus principal for prior review.

Prior review will not be required for:

- Distribution of materials by an attendee to other attendees of a school-sponsored meeting intended for adults and held after school hours.
- Distribution of materials by an attendee to other attendees of a community group meeting held after school hours in accordance with
policy GKD(LOCAL) or a non-curriculum-related student group meeting held in accordance with FNAB(LOCAL).

- Distribution for electioneering purposes during the time a school facility is being used as a polling place, in accordance with state law.

All nonschool materials distributed under these circumstances must be removed from district property immediately following the event at which the materials are distributed.

**Dress and Grooming (All Grade Levels)**

The district's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards.

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 meet reasonable, school-appropriate standards that support a safe school environment.

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, and immodest or promote or refer to alcoholic beverages, drugs or any other substance prohibited under policy FISD Board Policy/Exhibit FNCF.

The District also prohibits any clothing or grooming that, in the principal's judgment, may reasonably be expected to cause disruption of or interference with normal operations. Shirts or other clothing 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. Tactical-style vests or attire that is tactical in nature which may reasonably cause a substantial disruption of the school day, per the principal's judgement, is prohibited.

**Elementary School Students:**

The following statements serve as guidelines so that there is no question of what is acceptable. Reasonable standards of modesty must be met.

<table>
<thead>
<tr>
<th>Clothing - General</th>
<th>Clothing should be worn for the purpose for which it was designed. No undergarments or pajamas are to be worn as outerwear.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dresses and Skirts</td>
<td>Must extend to below the undergarment area at all times whether in standing or sitting position.</td>
</tr>
<tr>
<td>Earrings</td>
<td>Earrings and single nose studs are permissible. All other visible body-piercing jewelry or ornaments are prohibited.</td>
</tr>
<tr>
<td>Head Coverings</td>
<td>Sunglasses, caps, hats, and bandanas are not allowed to be worn inside the building.</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Pants</td>
<td>“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.</td>
</tr>
<tr>
<td>Shoes</td>
<td>Shoes must be worn at all times; house shoes are not permitted. Tennis shoes should be worn in physical education classes. Shoes with wheels are not allowed. We discourage students from wearing flip-flops, heels and or wedges as these types of shoes can pose a hazard on the playground.</td>
</tr>
</tbody>
</table>
| Sleeveless Shirts, Athletic Tank Tops, Beachwear, and Halter Tops | Sleeveless tops must be wide enough to cover undergarments. See-through, bare midriff, halter type, or any revealing or low-cut clothing is not permitted.  
- Shirt hems should extend to the waist of the pants/shorts/skirts. |
| Tights and Leggings | Tights, leggings, or other form-fitting pants must be worn with shirts, skirts, or shorts that extend to cover the undergarment area. |

Students in violation of the student dress and grooming code will be expected to change to appropriate attire (provided by the school) when violations occur. 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 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.**

**Middle and High School Students:**
A student's personal dress and grooming standards must adhere to the following general criteria:

1. Shall not lead school officials to reasonably believe that such dress or grooming will disrupt, interfere with, disturb, or detract from school activities.
2. Shall not be drug or gang-related, offensive, and/or distract from or interfere with the learning environment of the school.
3. Shall not create a health or other hazard to the student’s safety or to the safety of others.

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

<table>
<thead>
<tr>
<th>Clothing - General</th>
<th>Clothing should be worn for the purpose for which it was designed. No undergarments or pajamas are to be worn as outerwear.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dresses and Skirts</td>
<td>Must be modest in style, length, and fit and cover all under clothing at all times whether in standing or sitting position.</td>
</tr>
<tr>
<td>Earrings</td>
<td>Earrings and single nose studs are permissible. All other visible body-piercing jewelry or ornaments are prohibited.</td>
</tr>
<tr>
<td>Head Coverings</td>
<td>Sunglasses, caps, hats, raised hoods, and any other covering that can conceal the face from clear view are not permitted to be worn in the building.</td>
</tr>
<tr>
<td>Pants</td>
<td>Jeans, slacks, shorts and all other pants must be worn at or about the waist at all times. Even if a shirt is extremely long, the pants must be worn at the waist. Undergarments should not be visible at any time. Tears, frays, or ragged edges and holes may only be below the buttocks and pelvic region at all times.</td>
</tr>
<tr>
<td>Shirts and Blouses</td>
<td>See-through, bare midriff, halter-type, strapless, or spaghetti strap blouses or any revealing or low-cut clothing is not permitted. Straps should be at least 2 inches in width. Shirt hems should extend well below the waist of the pants/shorts/skirts whether in a sitting or standing position.</td>
</tr>
<tr>
<td>Shoes</td>
<td>Shoes must be worn; all shoes must have a hard sole. Tennis shoes must be worn in physical education classes. Shoes with wheels are not allowed.</td>
</tr>
<tr>
<td>------------------</td>
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</tr>
<tr>
<td>Shorts</td>
<td>Shorts, including athletic shorts, must extend beyond the buttocks and pelvic region at all times.</td>
</tr>
<tr>
<td>Sleeveless Shirts, Athletic Tank Tops, Beachwear, and Halter Tops</td>
<td>Underwear-type sleeveless shirts, athletic tank tops and jerseys with large arm holes, beachwear, swimwear, halter tops, and tube tops are not appropriate or acceptable. Shoulder straps on tops and other clothing must be a minimum of two inches in width and must cover the undergarments.</td>
</tr>
<tr>
<td>Tattoos</td>
<td>Tattoos that are gang-related, offensive, and/or distract from or interfere with the learning environment of the school must be covered at all times.</td>
</tr>
<tr>
<td>Tights and Leggings</td>
<td>If tights, leggings, or other form-fitting pants are worn, the buttocks and pelvic region must be covered at all times by a dress, shirt, skirt, or shorts.</td>
</tr>
</tbody>
</table>

Students in violation of the student dress and grooming code will be expected to change to appropriate attire (provided by the school) when violations occur. 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 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.
Electronic Devices and Technology Resources (All Grade Levels)

Possession and Use of Personal Telecommunications Devices, Including Mobile Telephones

For safety purposes, the district permits students to possess personal mobile telephones; however, these devices must remain turned off during the instructional day, including during all testing, unless they are being used for approved instructional purposes. A student must have approval to possess other telecommunications devices such as netbooks, laptops, tablets, or other portable computers.

The use of mobile telephones or any device capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or school-sponsored event.

Confiscated telecommunications devices that are not retrieved by the student or the student’s parents will be disposed of after the notice required by law. [See policy FNCE.]

In limited circumstances and in accordance with law, a student’s personal telecommunications device may be searched by authorized personnel. [See Searches and policy FNF.]

Any disciplinary action will be in accordance with the Student Code of Conduct.

Frisco ISD secondary schools 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, smart watches, Google glasses, mp3 players, iPod Touches, bluetooth wireless hearing devices, iPads and eReaders.

All cell phone conversations during the school day should only take place under the supervision of staff personnel. Unless given permission by staff personnel, cell phones should be off and out of sight in the classroom. Students who have repeated violations of the cell phone rule may be directed to follow additional cell phone restrictions.

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.

Possession and Use of Other Personal Electronic Devices

Except as described below, students are not permitted to possess or use personal electronic devices such as MP3 players, video or audio recorders, DVD players, cameras, games, e-readers, or other electronic devices at school, unless prior permission has been obtained. Without such permission, teachers will collect the items and turn them in to the office.

In limited circumstances and in accordance with law, a student’s personal electronic device may be searched by authorized personnel. [See Searches and policy FNF.]
Students must comply with staff directives, including but not limited to, using appropriate device volume and headphones. When in use, devices must be on vibrate or silent mode so that no audible tone is heard. The use of speakers is prohibited at all times.

Cell phones or other electronic devices used for communication are banned from classrooms during any assessments/testing administrations. Phones or other electronic devices may not be kept in pockets, jackets, purses, backpacks, etc. within the designated classroom during assessments.

Using the 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.

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. Students may not take pictures in bathrooms or locker rooms that invade the privacy of others. 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.

Any disciplinary action will be in accordance with the Student Code of Conduct. The district is not responsible for any damaged, lost, or stolen electronic device.

**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/watch/tablet 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/watch/tablet is returned to the parent.
- The third offense will result in an additional $15 fine being required before the phone/watch/tablet is returned to the parent.
- A fourth offense will result in the phone/watch/tablet 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.

Instructional Use of Personal Telecommunications and Other Electronic Devices

In some cases, students may find it beneficial or might be encouraged to use personal telecommunications or other personal electronic devices for instructional purposes while on campus.

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.

Acceptable Use of District Technology Resources

Students may use district-owned technology resources for instructional purposes, specific resources may be issued to individual students. Use of these technological resources, which include the district’s network systems and use of district equipment, is restricted to approved purposes only. Students and parents will be asked to sign a user agreement (separate from this handbook) regarding the use of these district resources. Violations of the user agreement may result in withdrawal of privileges and other disciplinary action.

Students may utilize electronic communication devices in the classroom for educational purposes when the teacher deems appropriate. Devices may be temporarily collected during assessments. While the District encourages students to use electronic communication devices for educational purposes in the classroom, these devices may also be used during lunch, and before/after school.

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.

Unacceptable and Inappropriate Use of Technology Resources

Students are prohibited from possessing, sending, forwarding, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal. This prohibition also applies to conduct off school property, whether the equipment used to send such messages is district-owned or personally owned, if it results in a substantial disruption to the educational environment.

Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as “sexting,” will be disciplined in accordance with the Student Code of Conduct, may be required to
complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student, we encourage you to review with your child 'Before You Text' Sexting Prevention Course, a state-developed program that addresses the consequences of engaging in inappropriate behavior using technology.

In addition, any student who engages in conduct that results in a breach of the district's computer security will be disciplined in accordance with the Student Code of Conduct, and, in some cases, the consequence may rise to the level of expulsion.

**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.

**STAAR and Other Testing/Cell Phone Guidelines**

Cell phones, telecommunication devices, or other electronic devices used for communication are banned from classrooms during STAAR or other testing administrations. Phones or other electronic devices may not be kept in pockets, jackets, purses, backpacks, etc. within the testing designated classroom.

This policy will be announced prior to test day and students will be reminded the morning of testing. A student discovered to be in possession of a cell phone or other electronic device once testing has begun may be subject to disciplinary actions and the test in progress may be invalidated.

**End-of-Course (EOC) Assessments**

[See Graduation and Standardized Testing.]

**English Learners (All Grade Levels)**

A student who is an English learner is entitled to receive specialized services from the district. To determine whether the student qualifies for services, a Language Proficiency Assessment Committee (LPAC) will be formed, which will consist of both district personnel and at least one parent representative. The student’s parent must consent to any services recommended by the LPAC for an English learner. However, pending the receipt of parental consent or denial of services, an eligible student will receive the services to which the student is entitled and eligible.

In order to determine a student’s level of proficiency in English, the LPAC will use information from a variety of assessments. If the student qualifies for services, and once a level of proficiency has been established, the LPAC will then designate instructional accommodations or additional special programs that the student will require to eventually become proficient at grade level work in English. Ongoing assessments will be conducted to determine a student’s continued eligibility for the program.

The LPAC will also determine whether certain accommodations are necessary for any state-mandated assessments. The STAAR Spanish, as mentioned at Standardized Testing may
be administered to an English language learner for a student up to grade 5. In limited circumstances, a student’s LPAC may exempt the student from an otherwise required state-mandated assessment or may waive certain graduation requirements related to the English I end-of-course (EOC) assessment. The Texas English Language Proficiency Assessment System (TELPAS) will also be administered to English language learners who qualify for services.

If a student is considered an English language learner and receives special education services because of a qualifying disability, the student’s ARD committee will make instructional and assessment decisions in conjunction with the LPAC.

**Enrollment – Full Time Students**

Frisco ISD students must be enrolled in at least the equivalent of 6 credit classes each semester, 5 of which must be state credits. Since FISD high schools have an eight period schedule, early dismissal permits may be granted for 11th and 12th grade students if they are satisfactorily progressing toward graduation. All 9th and 10th grade students must be enrolled in eight class periods.

**Extracurricular Activities, Clubs, and Organizations (All Grade Levels)**

*See School Addendum for a list of activities, clubs and organizations*

Participation in school-sponsored activities is an excellent way for a student to develop talents, receive individual recognition, and build strong friendships with other students; participation, however, is a privilege, not a right.

Participation in some of these activities may result in events that occur off-campus. When the district arranges transportation for these events, students are required to use the transportation provided by the district to and from the events. Exceptions to this may only be made with the approval of the activity's coach or sponsor. [See Transportation.]

Eligibility for initial and continuing participation in many of these activities is governed by state law and the rules of the University Interscholastic League (UIL)—a statewide association overseeing interdistrict competition. If a student is involved in an academic, athletic, or music activity governed by UIL, the student and parent are expected to know and follow all the rules of the UIL organization. Students involved in UIL athletic activities and their parents can access the UIL Parent Information Manual at [UIL Parent Information Manual]; a hard copy can be provided by the coach or sponsor of the activity on request. To report a complaint of alleged noncompliance with required safety training or an alleged violation of safety rules required by law and the UIL, please contact the curriculum division of TEA at (512) 463-9581 or curriculum@tea.texas.gov.

[See [UIL Texas] for additional information on all UIL-governed activities.]

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. The District shall make no distinction between
absences for UIL activities and absences for other extracurricular activities approved by the
Board.

Generally, a student who receives at the end of a grading period a grade below 70 in any
academic class—may not participate in extracurricular activities for at least three school weeks.
Circumstances that negate this expectation include:

- If a student receives a grade below 70 at the end of a grading period in an
  Advanced Placement (AP) or International Baccalaureate (IB) course, or
  an honors or dual credit course in English language arts, mathematics,
  science, social studies, economics, or languages other than English, the
  student remains eligible for participation in all extracurricular activities.
- If a student receives a grade below 70 at the end of a grading period and
  the student participates in a UIL concert and sightreading evaluation as a
  culmination of long-term teaching and learning associated with a
  state-approved music course, then the student will remain eligible for
  participation in the UIL concert and sightreading event. Additional details
  regarding the recently Adopted Amendment to 19 TAC Chapter 76,
  Extracurricular Activities, Subchapter AA, Commissioner's Rules,
  §76.1001, Extracurricular Activities can be found here.

In addition, the following provisions apply to all extracurricular activities:

- A student who receives special education services and who fails to meet
  the standards in the individualized education program (IEP) may not
  participate for at least three school weeks.
- An ineligible student may practice or rehearse but may not participate in
  any competitive activity.
- A student is allowed in a school year up to 10 absences not related to
  post-district competition, a maximum of 5 absences for post-district
  competition prior to state, and a maximum of 2 absences for state
  competition. All extracurricular activities and public performances,
  whether UIL activities or other activities approved by the board, are
  subject to these restrictions.
- Additional absences, to a maximum of five, shall be permitted when a
  student has a grade average of at least 85 in the courses or subjects to be
  missed and no more than three absences in the courses or subjects to be
  missed.
- An absence for participation in an activity that has not been approved will
  receive an unexcused absence.

**UIL Academic Eligibility and Advanced Courses**

In accordance with UIL eligibility policy and the Texas Education Agency, Frisco ISD has
determined that advanced level IB or AP courses, dual credit courses, or Pre-AP advanced level
courses for high school credit as listed below will be exempt from No Pass No Play. Any
student who takes any of these courses will automatically retain UIL eligibility for extracurricular
activities, including Athletics, Fine Arts, and Academic competitions regardless of their interim progress check or marking period grade.

The following high school credit courses are designated as advanced level courses and are exempt from No Pass No Play:

- Pre-AP Algebra I, Pre-AP Geometry, Pre-AP Algebra II, Pre-AP Pre-Calculus
- Pre-AP English I, II
- Pre-AP Biology, Pre-AP Chemistry,
- Pre-AP Spanish II, III, Pre-AP French II, III, Pre-AP Chinese III
- Advanced Computer Science
- International Baccalaureate (IB) course
- Dual credit English, mathematics, science, social studies, economics, or a language other than English courses

Any student who takes a Pre-AP advanced level course that does not earn high school credit and is listed below will automatically retain UIL eligibility for extracurricular activities, including Athletics, Fine Arts, and Academic competitions, if the grade earned at the first six week UIL eligibility checkpoint, or any subsequent nine week marking period is between a 60%-69%. A student who earns below a 60% at the first six week UIL eligibility checkpoint, or any subsequent nine week marking period will be ineligible to participate in UIL activities until the next opportunity to regain UIL eligibility. The following courses are designated as advanced level courses for the purpose of retaining eligibility:

Middle School Credit Only:
- Pre-AP Integrated Language Arts 6, 7, and 8
- Pre-AP GT Integrated Language Arts 6, 7, and 8
- Pre-AP Math 6, 7, and 8
- Pre-AP Science 7 and 8

Further information regarding Academic Eligibility, advanced courses and other related issues may be found by accessing the UIL Side by Side Manual at the link listed below.


**Code of Conduct**

Involvement in extracurricular activities is a privilege, and with that privilege comes responsibility. Participants are expected to conduct themselves in an exemplary fashion that will be a source of pride to the school district and to the community. Frisco ISD encourages student involvement in extracurricular activities and we expect them to abide by these policies in exchange for the lifelong benefits gained through this involvement. All participants in FISD high school activity groups are subject to the alcohol and substance abuse policy. Activity
directors and coaches will discuss the policy with all group members at the beginning of the activity season.

The following policies apply to all extracurricular activities at all FISD schools.

The illegal possession or use of alcohol or controlled substances is prohibited. The following penalties will be enforced.

**Step 1 (1st offense)**

The student will be suspended from participation in extracurricular competitions for 14 calendar days. The student will also be recommended to complete an approved substance abuse intervention program. If the violation occurs during the off-season, the 14 calendar day suspension will carry over until the next competitive season.

**Step 2 (2nd subsequent offense)**

The student will be barred from participation in all extracurricular activities at Frisco ISD for 1 calendar year from the date school officials notify the student and parent of the infraction.

**Step 3 (3rd subsequent offense)**

The student will be barred from all extracurricular activities for the remainder of their HS career.

Each infraction carries over from one activity to the next and from year to year throughout the student’s enrollment at any Frisco ISD school. Refusal to complete any assigned consequence in Step 1 will result in the enforcement of Step 2. Activity directors and coaches, in conjunction with FISD administrative staff, will investigate all reported violations in accordance with campus guidelines and training. Any infraction or combination of the use of alcohol, use of controlled substances and/or positive drug results will result in the same consequences, whether it is a 1st, 2nd or 3rd offense.

If a student commits a serious criminal act, it reflects negatively on all extracurricular activity participants.

- The following consequence, in addition to any other school disciplinary action, will be enforced in the event school personnel have reasonable cause to believe a student has been involved in the commission of a felony offense, as defined by the Texas Penal Code or by Federal law.
- The student will be removed from participation in all extracurricular activities for 1 calendar year from the date school officials first become aware of the offense.

Activity sponsors or coaches are permitted to assign reasonable consequences in the event a member of their activity group is in violation of any part of the FISD Student Code of Conduct or Campus Behavior Management Plan.
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 procedures in resolving conflicts are as follows:

- Activities under the University Interscholastic League program must 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.

Extracurricular Activity Participation and School Attendance

Students must be in attendance for at least half of the school day in order to participate in an after-school extracurricular activity. The principal or their designee may make an exception to this requirement after they review the details and circumstances related to the absence.

All students participating in athletics at FISD high schools are required to comply with the random drug/alcohol screening policy approved by the FISD Board of Trustees. All participants will receive a copy of the policy.

Standards of Behavior

Sponsors of student clubs and performing groups such as band, choir, and drill and athletic teams may establish standards of behavior—including consequences for misbehavior—that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the Student Code of Conduct or by board policy will apply in addition to any consequences specified by the organization’s standards of behavior.

Students attending athletic contests and other school events are reminded that all school policies apply even though the event is outside the school day and may occur off campus. Students are expected to display good sportsmanship at all times, treating game officials, opposing team members and visitors with courtesy and respect. Students are expected to be supportive of the participants and are not to direct negative or harassing behavior at our competitors or at game officials. Students are expected to comply with instructions and requests from any FISD administrator and/or staff member in attendance at the event.

When attending contests or other events at other schools or off campus, students are expected to conduct themselves in a way that will reflect positively on their school and Frisco ISD. Students are expected to comply with instructions or requests from administrators or other staff members of the school at which the contest or event is being held. Students that fail to meet these standards could be removed from the event, will face disciplinary actions and may be prohibited from attending future contests or events. All students should arrange for transportation and be off-site immediately following the conclusion of the event.
School rules and the authority of the district to administer discipline applies when students are attending any FISD extracurricular event within the district or at events hosted by other schools or districts in which FISD schools are participating.

Offices and Elections

Certain clubs, organizations, and performing groups will hold elections for student officers.

Fees (All Grade Levels)

Materials that are part of the basic educational program are provided with state and local funds at no charge to a student. A student, however, is expected to provide his or her own pencils, paper, erasers, and notebooks and may be required to pay certain other fees or deposits, including:

- Costs for materials for a class project that the student will keep.
- Membership dues in voluntary clubs or student organizations and admission fees to extracurricular activities.
- Security deposits.
- Personal physical education and athletic equipment and apparel.
- Voluntarily purchased pictures, publications, class rings, yearbooks, graduation announcements, etc.
- Voluntarily purchased student health and accident insurance.
- Musical instrument rental and uniform maintenance, when uniforms are provided by the district.
- Personal apparel used in extracurricular activities that becomes the property of the student.
- Parking fees and student identification cards.
- Fees for lost, damaged, or overdue library books.
- Fees for driver training courses, if offered.
- Fees for optional courses offered for credit that require use of facilities not available on district premises.
- Summer school for courses that are offered tuition-free during the regular school year.
- A reasonable fee for providing transportation to a student who lives within two miles of the school. [See Buses and Other School Vehicles.]
- A fee not to exceed $50 for costs of providing an educational program outside of regular school hours for a student who has lost credit or has not been awarded a final grade because of absences and whose parent chooses the program in order for the student to meet the 90 percent attendance requirement. The fee will be charged only if the parent or guardian signs a district-provided request form.
- A fee for an accelerated course taken online through the Frisco RAIL.

Any required fee or deposit may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the campus administration [For further information, see policy FP]
Student Supplies & Fees

Each campus publishes a list of school supplies students need. Students should not bring items to school that are not on the list except upon specific teacher request. Students may need to replenish supplies during the year.

Pre-packaged supply orders are available towards the end of the school year at many elementary schools. Parents should contact their campus office for more information. Many of the supplies are placed in classroom sets.

In an effort to maintain consistency across the District, the high school student supply lists and fees have been established for particular courses. Please refer to the FISD High School Academic Guide for a list of fees.

Fundraising (All Grade Levels)

Fund-raising activities by student groups and/or for school-sponsored projects shall be allowed, with prior administration approval and under the supervision of the project sponsor, for students in all grades. For a child’s safety, door-to-door selling is not allowed. All fund-raising projects shall be subject to the approval of the principal and superintendent. Student participation in approved fund-raising activities shall not interfere with the regular instructional program. (See EC). Funds raised shall be received, deposited and disbursed in accordance with CFD (LOCAL).

Gang-Free Zones (All Grade Levels)

Certain criminal offenses, including those involving organized criminal activity such as gang-related crimes, will be enhanced 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 1,000 feet of any district-owned or leased property or campus playground.

Gender-Based Harassment

[See Dating Violence, Discrimination, Harassment, and Retaliation.]

Grade Point Average (GPA) and GPA for Ranking Purposes

There are two different grade point averages or GPAs that are calculated for each high school student. The unweighted GPA is a traditional GPA based on a 4.0 scale where all courses are counted equally. The GPA for Rank or weighted GPA is based on a 6.0 scale where different courses carry different weights. The state of Texas requires public schools to publish the rank for the top 10% of students in each class. In Texas, students who are in the top 10% of their graduating class receive automatic admission to any public university or college in Texas, with the exception of the University of Texas. Students in the top 6% of their graduating class of 2020 receive automatic admission to the University of Texas.

GPA for Rank
Both the unweighted GPA and the GPA for Rank are posted on a student’s transcript. Rank in class, honor graduate status, valedictorian and salutatorian determination shall be based on a weighted GPA system. Grade points shall be based on semester grades for most courses taken in grades 9-12 and courses taken in middle school for high school credit. The GPA shall be computed to three decimal places. The third quarter marking period shall count as a semester grade for purposes of determining rank, honor graduate status, valedictorian, and salutatorian for seniors. Dual credit grades shall not be recorded at the third marking period and the first semester grade will count for purposes of determining rank, honor graduate status, valedictorian, and salutatorian. Rank in class will only be published for students in the top 10% of their class at the end of each semester. The lowest-weighted GPA of seniors in the top 10 percent, first quartile, second quartile, and third quartile will be published in the Student Portal after each calculation period, so students will know generally where they fall in relation to their peers. Information for juniors, sophomores and freshmen will be published only in January and June.

**GPA for Rank Excluded Courses**

All high school credit courses taken during the regular school year shall count toward the unweighted GPA and GPA for Rank except the following:

- Aide positions
- Peer tutoring
- SAT Prep Classes
- College courses that are not approved dual credit courses
- Online or correspondence courses taken outside of the student’s schedule
- Online courses for credit recovery
- Driver’s Education
- Courses taken during Summer School, unless dual credit (GPA is always recorded for dual credit courses)
- World language courses taken concurrently outside normal school hours
- Credit by Exam/Exam for Acceleration (CBE/EA)

Note that neither grade points nor credit will be awarded for summer enrichment programs.

In order to encourage commitment and retention to a Fine Arts or Athletics program for a full four years and encourage participation in the upper level courses in these areas, students have the option to exclude from class rank calculation one credit each year in grade 11 and grade 12. This allows juniors and seniors who are on track to meet all graduation requirements to participate in the following programs in the third and/or fourth year on a GPA exempt basis. This option should only be considered by students who have a weighted GPA of 5.0 or greater.

The eligible single courses include:
Theater/Tech Theater
Dance/Drill Team
Athletic Trainer
Band
Color Guard
Athletics/Manager
Choir
Orchestra
*Not to include ensemble or Off Campus PE

To exclude a course from GPA for Rank calculation, students must have two years participation in the single program of interest in two previous school years during high school. Students must complete the "GPA Exempt Form" by April 13, 2020 to request an exemption for the upcoming school year. The exemption form can be found on the student portal under the GPA Opt Out tile. Students may submit his or her exemption by the elective change deadline each spring. Students new to Frisco ISD may submit his or her request up to two weeks after receiving his or her first transcript with calculated GPA. *The GPA exemption only applies for areas of Fine Arts that do not contain options for weighted credit, thus Art is not an eligible area (Pre-AP and AP Art courses are available in the four-year pathways).

See Board Policy EIC(LOCAL)

Grade-Level Classification (Grades K – 5 Only)
The elementary school curriculum includes language arts, mathematics, social studies, science, health, fine arts, technology, physical education and library skills. The State Board of Education periodically updates the state's curriculum standards called the Texas Essential Knowledge and Skills (TEKS). For more information of the TEKS, please visit: [www.tea.state.tx.us](http://www.tea.state.tx.us).

For specific information regarding curriculum practices in FISD refer to the FISD website.

Grade-Level Classification (Grades 6–8 Only)

6th Grade Course of Study

- Math
- Integrated Language Arts
- World Cultures
- Science
- Physical Education
- Technology Applications/Study Skills
One Elective

**7th Grade Course of Study**

- Math
- Integrated Language Arts
- Texas History
- Science
- Physical Education / Athletics
- Two Electives

**8th Grade Course of Study**

- Math
- Integrated Language Arts
- U.S. History
- Science
- Three Electives

**Electives**

Traditional electives offered may include but are not limited to:

**Grades 6 - 8**

- Choir
- Band
- Art
- Orchestra
- Physical Education
- Theater Arts
- Technology Applications

**Grades 7 - 8**

- Skills for Living
- Robotics
- Multimedia
- Physical Education/Athletics*
- Teen Leadership
- Tennis
- Video Production
- Animation/Graphics
- Career Investigation

* Athletics may be taken in lieu of physical education classes in 7th grade or as an elective in 8th grade. Students may try out for soccer, cross country, and track without being enrolled in
athletics. Enrollment in athletics does not ensure that a student will make a team. 7th grade students, who are not enrolled in athletics, will be enrolled in a physical education class.

**Grade 8**

- Spanish I
- Broadcasting
- Yearbook
- Health

**High School Classes in Middle School**

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

- Pre-AP Algebra I
- Pre-AP Geometry
- Health
- Spanish

**PAP Courses**

Pre-Advanced Placement (Pre-AP) courses will be offered for students in the areas of Mathematics and Language Arts in grades 6-8 and in Science for students in the 7th and 8th grades.

**Grade-Level Classification (Grades 9–12 Only)**

After the ninth grade, students are classified according to the number of credits earned toward graduation.

The following standards apply to grade classification. Standing is determined at the start of each school year. Classification is for the complete school year.

**High School Core Classes:**

- **English:** I, II, III, IV
- **Math:** Algebra I, Geometry, Algebra II and/or 4th Math
- **Science:** Biology, Chemistry, Physics, or other approved course
- **Social Studies:** World Geography, World History, US History, Gov’t/Eco

**Freshman Classification:**
A student entering high school for the first time or having fewer than six credits is classified as a 9th grader (Freshman)

To Become a Sophomore:

A student who has earned a minimum of 6 credits with 3 of the 6 earned in Core courses will be classified as a sophomore.

- **6 total credits**: 3 credits earned from any of the following courses:
  - English I
  - Algebra I or Geometry
  - Biology or other eligible 9th Grade Course
  - World Geography or other required social studies if moved in

To Become a Junior:

A student who has earned a minimum of 12 credits with 6 of the 12 earned in Core courses will be classified as a junior.

- **12 total credits**: 6 credits from any of the following courses:
  - English I, II
  - Algebra I, Geometry or other required math course
  - Biology, Chemistry, Physics, or other approved Science course
  - World Geography, World History or other required social studies course

To Become a Senior:

A student who has earned a minimum of 18 credits with 9 of the 18 in Core courses and who is enrolled in a program that will allow for graduation will be classified as a senior.

- **18 total credits**: 9 credits from any of the following courses:
  - English I, II, III
  - Algebra I, Geometry or other required math course
  - Biology, Chemistry, Physics, or other required science course
  - World Geography, World History, US History, or other required social studies course

Students who are enrolled in the correct number of credits to graduate in the current school year may also be classified as a senior with principal approval.

**Grading Guidelines (All Grade Levels)**

Grading guidelines for each grade level or course will be communicated and distributed to students and their parents by the classroom teacher. These guidelines have been reviewed by each applicable curriculum department and have been approved by the campus principal. These guidelines establish the minimum number of assignments, projects, and examinations required for each grading period. In addition, these guidelines establish how the student's mastery of
concepts and achievement will be communicated (i.e., letter grades, numerical averages, checklist of required skills, etc.). Grading guidelines also outline in what circumstances a student will be allowed to redo an assignment or retake an examination for which the student originally made a failing grade. Procedures for a student to follow after an absence will also be addressed.

[See Report Cards/Progress Reports and Conferences for additional information on grading guidelines.]

Graduation (Secondary Grade Levels Only)

Requirements for a Diploma
A student must meet the following requirements to receive a high school diploma from the district:

- Complete the required number of credits established by the state and any additional credits required by the district;
- Complete any locally required courses in addition to the courses mandated by the state;
- Achieve passing scores on certain end-of-course (EOC) assessments or approved substitute assessments, unless specifically waived as permitted by state law; and
- Demonstrate proficiency, as determined by the district, in the specific communication skills required by the State Board of Education (SBOE).

Testing Requirements for Graduation
Students are required, with limited exceptions and regardless of graduation program, to perform satisfactorily on the following EOC assessments:

- English I
- English II
- Algebra I
- Biology, and
- U.S. History

A student who has not achieved sufficient scores on the EOC assessments to graduate will have opportunities to retake the assessments. State law and state rules also provide for certain scores on norm-referenced national standardized assessments or on the state-developed assessment used for entrance into Texas public universities to substitute for the requirement to meet satisfactory performance on an applicable EOC assessment, should a student choose this option. [See the school counselor for more information on the state testing requirements for graduation.]

If a student fails to perform satisfactorily on an EOC assessment, the district will provide remediation to the student in the content area for which the performance standard was not met. Parents and students will receive information in regards to Accelerated Instruction if they are deficient in any EOC tested area. According to state law, Accelerated Instruction may require
participation before or after normal school hours and may include participation at times of the year outside of normal school operations. State law and FISD policy in regards to mandatory attendance may be applied for Accelerated Instruction and EOC retesting.

In limited circumstances, a student who fails to demonstrate proficiency on two or fewer of the required assessments may still be eligible to graduate if an individual graduation committee, formed in accordance with state law, unanimously determines that the student is eligible to graduate.

[See **Standardized Testing** for more information.]

**Performance Labels**

The labels for the performance categories are

- Masters Grade Level
- Meets Grade Level
- Approaches Grade Level
- Did Not Meet Grade Level

**Students who perform at Approaches Grade Level category or higher meet the satisfactory performance requirement.**


**Foundation Graduation Program**

House Bill 5 was signed into law in the summer of 2013 and one of its provisions was to change high school graduation plans for all students who enter high school during the 2014-15 school year and thereafter. The bill provides more flexibility for high school students to pursue either higher education or a career. Generally speaking, House Bill 5 established a single graduation program, the Foundation High School Program (FHSP). Students will also have the opportunity to build on the FHSP by earning Endorsements, Performance Acknowledgements, and a Distinguished Level of Achievement. Students will need to declare their preferred endorsement area, in writing, by the beginning of their 9th grade year. Students should see their counselors if they wish to change their endorsements.

Every student in a Texas public school who entered grade 9 in the 2014–15 school year and thereafter will graduate under the “foundation graduation program.” Within the foundation graduation program are “endorsements,” which are paths of interest that include:

- Science, Technology, Engineering and Mathematics (STEM)
- Business and Industry
- Public Services
- Arts and Humanities
- Multidisciplinary Studies

**NOTE:** To earn the STEM endorsement students MUST take Algebra II, Chemistry & Physics in concert with other Foundation + Endorsement Program requirements.
Endorsements earned by a student will be noted on the student’s transcript. The foundation graduation program also involves the term “distinguished level of achievement,” which reflects the completion of at least one endorsement and Algebra II as one of the required advanced mathematics credits. A personal graduation plan will be completed for each high school student, as described.

State law and rules prohibit a student from graduating solely under the foundation graduation program without an endorsement unless, after the student’s sophomore year, the student and student’s parent(s) are advised of the specific benefits of graduating with an endorsement and submit written permission to the school counselor for the student to graduate without an endorsement. A student who anticipates graduating under the foundation graduation program without an endorsement and who wishes to attend a four-year university or college after graduation must carefully consider whether this will satisfy the admission requirements of the student’s desired college or university.

Graduating under the foundation graduation program will also provide opportunities to earn “performance acknowledgments” that will be acknowledged on a student’s transcript. Performance acknowledgments are available for outstanding performance in bilingualism and biliteracy, in a dual credit course, on an AP or IB examination, on certain national college preparatory and readiness or college entrance examinations, or for earning a state recognized or nationally or internationally recognized license or certificate. The criteria for earning these performance acknowledgments are prescribed by state rules, and the school counselor can provide more information about these acknowledgments.

A student is not required to complete an Algebra II course to graduate under the foundation graduation program, and the district will annually notify a student’s parent of this fact. However, the student and parent should be aware that not taking Algebra II will make a student ineligible for automatic admission to four-year public universities and colleges in Texas and for certain financial aid and grants while attending those institutions.

FISD offers courses to meet endorsements in all areas. There are specific course requirements in the foundation curriculum based on the Endorsement selected; however, most students meet the requirement of multiple endorsements without making a special effort to do so. Electives should be selected that will best prepare the student for post-secondary work.

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

It is important to note that the State Board of Education and the Texas Education Agency will release additional clarifications. That information will be incorporated into this guide when available. Therefore contents in this guide are subject to change according to changes from either entity and the most recent information will be posted in this document or on the FISD website.
The default for all FISD students beginning with the class of 2018 will be the Distinguished Level of Achievement.

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

**Credits Required**

More specific information about the graduation programs and the endorsements may be found on page 17 in the FISD High School Academic Guide at:
http://www.friscoisd.org/departments/guidance-and-counseling/academic-advisement/college-career-planning

Additional considerations apply in some course areas, including:

- **Mathematics.** In order to obtain the distinguished level of achievement under the foundation graduation program, which will be included on a student's transcript and is a requirement to be considered for automatic admission purposes to a Texas four-year college or university, a student must complete an endorsement and take Algebra II as one of the 4 mathematics credits.

- **Physical education.** A student who is unable to participate in physical activity due to a disability or illness may be able to substitute a course in English language arts, mathematics, science, social studies, or another locally determined credit-bearing course for the required credit of physical education. This determination will be made by the student's ARD committee, Section 504 committee, or other campus committee, as applicable.

- **World Languages:** Students are required to earn two credits in the same language other than English to graduate. Any student may substitute computer programming languages for these credits. A student may satisfy one of the two required credits by successfully completing in elementary school a dual language immersion program or a course in American Sign Language. In limited circumstances, a student may be able to substitute this requirement with other courses, as determined by a district committee authorized by law to make these decisions for the student.

**Available Endorsements**

A student must specify upon entering grade 9 the endorsement he or she wishes to pursue.

- Science, Technology, Engineering, and Mathematics (STEM)
- Business and Industry
- Public Services
- Arts and Humanities
Personal Graduation Plans

A personal graduation plan will be developed for each high school student. The district encourages all students to pursue a personal graduation plan that includes the completion of at least one endorsement and to graduate with the distinguished level of achievement. Attainment of the distinguished level of achievement entitles a student to be considered for automatic admission to a public four year college or university in Texas, depending on his or her rank in class. The school will review personal graduation plan options with each student entering grade 9 and his or her parent. Before the end of grade 9, a student and his or her parent will be required to sign off on a personal graduation plan that includes a course of study that promotes college and workforce readiness and career placement and advancement, as well as facilitates the transition from secondary to postsecondary education. The student's personal graduation plan will denote an appropriate course sequence based on the student's choice of endorsement.

Please also review TEA's Graduation Toolkit

A student may, with parental permission, amend his or her personal graduation plan after the initial confirmation.

Available Course Options for All Graduation Programs

Information regarding specific courses required or offered in each curriculum area will be distributed to students each spring in order to enroll in courses for the upcoming school year. **Note:** The district may require the completion of certain courses for graduation even if these courses are not required by the state for graduation.

Students with Disabilities

Upon the recommendation of the admission, review, and dismissal (ARD) committee, a student with a disability who receives special education services may be permitted to graduate under the provisions of his or her individualized education program (IEP) and in accordance with state rules.

A student who receives special education services and has completed four years of high school, but has not met the requirements of his or her IEP, may participate in graduation ceremonies and receive a certificate of attendance. Even if the student participates in graduation ceremonies to receive a certificate of attendance, he or she may remain enrolled to complete the IEP and earn his or her high school diploma; however, the student will only be allowed to participate in one graduation ceremony.

[See policy FMH(LEGAL).]

ARD committees for students with disabilities who receive special education services will make instructional and assessment decisions for these students in accordance with state law and rules. A student who receives special education services may earn an endorsement under the foundation program. If the student's curriculum requirements for the endorsement were modified, the student's ARD committee will determine whether the modified curriculum is sufficiently rigorous for purposes of earning the endorsement. The ARD committee must also
determine whether the student must perform satisfactorily on any end-of-course assessment instrument required to earn an endorsement.

**Graduation Activities**

**Senior Activity Participation**

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

**NOTE:** Students must have completed all coursework and requirements outlined by the campus before the first graduation rehearsal to be eligible to participate in graduation exercises.

**Seniors Attending the Student Opportunity Center**

Administrative Guidelines regarding participation in student activities for seniors who are attending the Student Opportunity Center:

- Seniors who have completed four years of high school and are enrolled in Credit Recovery at the Student Opportunity Center are not eligible to participate in any school-sponsored senior activities other than graduation ceremonies.
- Seniors who are in their fourth year of high school and are actively enrolled in the Credit Recovery Program at the Student Opportunity Center are eligible to participate in senior activities including graduation. Seniors who complete their graduation requirements early in the school year and who are no longer enrolled in the Student Opportunity Center may participate in senior activities, including graduation ceremonies.
- The DAEP at the Student Opportunity Center through the last day of instruction for the current school year may not participate in graduation ceremonies.
- Exceptions to this guideline may be made by the home campus after an evaluation of the severity of the reason for placement, as well as, the student’s disciplinary record for the year. Any exception allowed by the campus will be part of the DAEP placement order. The campus will set specific standards that must be met by the student while attending the SOC. Students not meeting the standards outlined in the DAEP order will have their exception withdrawn.
- Students may not attend or participate in any other school-sponsored activities while assigned to the DAEP.

**Graduation Speakers**

Certain graduating students will be given an opportunity to have speaking roles at graduation ceremonies.
A student must meet local eligibility criteria, which may include requirements related to student conduct, to have a speaking role. Students eligible for speaking roles will be notified by the principal and given an opportunity to volunteer.

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

**Graduation Expenses**

Because students and parents will incur expenses in order to participate in the traditions of graduation—such as the purchase of invitations, senior ring, cap and gown, and senior picture—both the student and parent should monitor progress toward completion of all requirements for graduation. The expenses are often incurred in the junior year or first semester of the senior year. [See Fees.]

**Scholarships and Grants**

Students who have a financial need according to federal criteria and who complete the foundation graduation program, may be eligible under the TEXAS Grant Program and the Teach for Texas Grant Program for tuition and fees to Texas public universities, community colleges, and technical schools, as well as to private institutions. For complete details, please visit: [http://www.collegefortexans.com](http://www.collegefortexans.com)

**Harassment**

[See Dating Violence, Discrimination, Harassment, and Retaliation.]

**Hazing (All Grade Levels)**

Hazing is defined by Section 37.151 of the Education Code as an intentional, knowing, or reckless act, on or off campus, by one person alone or acting with others, directed against a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in a student organization if the act meets the elements in Education Code 37.151, including:

- Any type of physical brutality;
- An activity that subjects the student to an unreasonable risk of harm or that adversely affects the student’s mental or physical health, such as sleep deprivation, exposure to the elements, confinement to small spaces, calisthenics, or consumption of food, liquids, drugs, or other substances;
- An activity that induces, causes, or requires the student to perform a duty or task that violates the Penal Code; and
- Coercing a student to consume a drug or alcoholic beverage in an amount that would lead a reasonable person to believe the student is intoxicated.
Hazing will not be tolerated by the district. If an incident of hazing occurs, disciplinary consequences will be handled in accordance with the Student Code of Conduct. It is a criminal offense if a person engages in hazing; solicits, encourages, directs, aids, or attempts to aid another in hazing; or has firsthand knowledge of an incident of hazing being planned or having occurred and fails to report this to the principal or superintendent.

The term includes but is not limited to:

- Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body or similar activity.
- 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.
- 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.
- 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.
- 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.

[See Bullying and policies FFI and FNCC.]

Health-Related Matters

Student Illness (All Grade Levels)

When your child is ill, please contact the school to let us know he or she won’t be attending that day. It is important to remember that schools are required to exclude students with certain illnesses from school for periods of time as identified in state rules. For example, if your child has a fever over 100 degrees, he or she must stay out of school until fever-free for 24 hours without fever-reducing medications. In addition, students with diarrheal illnesses must stay home until they are diarrhea free without diarrhea-suppressing medications for at least 24
hours. A full list of conditions for which the school must exclude children can be obtained from the school nurse. (SEE Section II: Other Important Information for Student and Parents)

If a student becomes ill during the school day, he or she must receive permission from the teacher before reporting to the school nurse. If the nurse determines that the child should go home, the nurse will contact the parent. A nurse is on duty or on call at all times for emergencies.

The district is also required to report certain contagious (communicable) diseases or illnesses to the Texas Department of State Health Services (TDSHS) or our local/regional health authority. The school nurse can provide information from TDSHS on these notifiable conditions.

Contact the school nurse if you have questions or if you are concerned about whether or not your child should stay home.

Each school has an assigned school nurse who is available when needed. If a student feels ill or is injured, the teacher will send him/her to the clinic. The emergency information 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. When you call the school to report that your child is home ill, the staff member may ask for symptoms if your child is ill in order to better allow personnel to monitor and track trends in illnesses.

**Bacterial Meningitis (All Grade Levels)**

State law requires the district to provide information about 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.

The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results.

**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. They are spread when people exchange respiratory or throat secretions (such as by kissing, coughing, or sneezing).

The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks, or even months. The bacteria rarely overcome the body's immune system and cause meningitis or another serious illness.

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).

Being a carrier helps stimulate the body's natural defense system

**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?**
Maintaining healthy habits, like getting plenty of rest, can help prevent infection. Using good health practices such as covering your mouth and nose when coughing and sneezing and washing your hands frequently with soap and water can also help stop the spread of the
bacteria. It’s a good idea not to share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

- 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.

There are vaccines available to offer protection from some of the bacteria that can cause bacterial meningitis. The vaccines are safe and effective (85–90 percent). They can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within seven to ten days after the vaccine is given and lasts for up to five years.

**What should you do if you think you or a friend might have bacterial meningitis?**

You should seek prompt medical attention.

**Where can you get more information?**

Your 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 Department of State Health Services office to ask about the meningococcal vaccine. Additional information may also be found at the websites for the Centers for Disease Control and Prevention, [Centers for Disease Control and Prevention](https://www.cdc.gov), and the Department of State Health Services, [Department of State Health Services](https://www.dshs.wa.gov).

**Note**: DSHS requires at least one meningococcal vaccination on or after the student’s 11th birthday, unless the student received the vaccine at age 10. Also note that entering college students must show, with limited exceptions, evidence of receiving a bacterial meningitis vaccination within the five-year period prior to enrolling in and taking courses at an institution of higher education. Please see the school nurse for more information, as this may affect a student who wishes to enroll in dual credit courses taken off campus.

[See Immunization for more information.]

**Diarrhea**

A child with any diarrheal illness must be excluded from school until they are diarrhea free for 24 hours without the use of diarrhea suppressing medications.

**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.
Food Allergies (All Grade Levels)

The district requests to be notified when a student has been diagnosed with a food allergy, especially those allergies that could result in dangerous or possibly life-threatening reactions either by inhalation, ingestion, or skin contact with the particular food. It is important to disclose the food to which the student is allergic, as well as the nature of the allergic reaction. Please contact the school nurse or campus principal if your child has a known food allergy or as soon as possible after any diagnosis of a food allergy.

The district has developed and annually reviews a food allergy management plan, based on the Texas Department of State Health Services’ (DSHS) “Guidelines for the Care of Students with Food Allergies At-Risk for Anaphylaxis.” The district’s management plan addresses employee training, dealing with common food allergens, and specific strategies for dealing with students diagnosed with severe food allergies. When the district receives information that a student has a food allergy that puts the student at risk for anaphylaxis, individual care plans will be developed to assist the student in safely accessing the school environment. The district’s food allergy management plan can be accessed at http://www.friscoisd.org/ly/departments/HealthServices/index.htm

The complete text of the “Guidelines for the Care of Students with Food Allergies At-Risk for Anaphylaxis” can be found on the DSHS website at Allergies and Anaphylaxis.

Food allergies that require modifications to meals provided by the Child Nutrition department require a completed Food/Allergy/Disability Substitution Request form that has been signed by a physician. Please refer to the child nutrition website for a copy of this form and for additional information: http://friscocafe.org.

[See policy FFAF and Celebrations.]

Hand Sanitizer Use

To reiterate the District’s primary infection control effort; student must wash their hands frequently with soap and running water as often as appropriate or needed. Hand sanitizer may be used to supplement this hand washing effort when running water and soap are not readily available.

It is not mandatory or a requirement that students utilize hand sanitizer. Students are encouraged to utilize provided (non-alcohol based) hand sanitizer if they choose to do so.

Students may possess or bring hand sanitizer (any formulation) for their personal use only. Any personal hand sanitizer brought onto campus may not be shared with any other students or staff.

If a teacher or staff member suspects abuse or intentional misuse of any hand sanitizer product by any student, the product will be confiscated, and following any appropriate medical care required, student conduct management procedures will be initiated.
Head Lice (All Grade Levels)

Head lice, although not an illness or a disease, is very common among children and is spread very easily through head-to-head contact during play, sports, or nap time and when children share things like brushes, combs, hats, and headphones. If careful observation indicates that a student has head lice, the school nurse will contact the student’s parent to determine whether the child will need to be picked up from school and to discuss a plan for treatment with an FDA-approved medicated shampoo or cream rinse that may be purchased from any drug or grocery store. After the student has undergone one treatment, the parent should check in with the school nurse to discuss the treatment used. The nurse can also offer additional recommendations, including subsequent treatments and how best to get rid of lice and prevent their return.

Notice will also be provided to parents of elementary school students in the affected classroom. More information on head lice can be obtained from the DSHS website Managing Head Lice. [See policy FFAA.]

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:

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

School-based spinal screening helps identify adolescents with abnormal spinal curvature and refer them for appropriate follow-up by their physician. Screening can detect scoliosis at an
early stage, when the curve is mild and may go unnoticed. Early detection is key to controlling spinal deformities.

All students who meet the Texas Department of State Health Services criteria will be screened for abnormal spinal curvature before the end of the school year. For information on spinal screening by an outside professional or exemption from spinal screening based on religious beliefs, see policy FFAA(LEGAL) or contact the superintendent. Spinal screening is non-invasive and conducted following the most recent, nationally accepted and peer-reviewed standards for spinal screening.

**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.

**Physical Activity Requirements**

**Elementary School**

Students in elementary grades engage in at least 30 minutes of recess each day. They are provided with organized physical activity of 135 minutes per week through physical education classes and activities with their classroom teachers.

Individual classroom teachers document this in their lesson plans. To encourage a higher level of safety, students are required to wear tennis shoes in physical education class. If a student is not participating in PE for medical reasons or illness, a doctor's note will be needed after 4 consecutive days of non-participation.

For additional information on the district’s requirements and programs regarding elementary school student physical activity requirements, please see the principal.

**Junior High/Middle School**

In accordance with policies at EHAB, EHAC, EHBG, and FFA, the district will ensure that students in middle or junior high school will engage in 30 minutes of moderate or vigorous physical activity per day for at least four semesters OR at least 225 minutes of moderate or vigorous physical activity within each two-week period for at least four semesters.

For additional information on the district’s requirements and programs regarding junior high and middle school student physical activity requirements, please see the principal.

**Temporary Restriction from Participation in Physical Education**

Students who are temporarily restricted from participation in physical education will remain in the class and shall continue to learn the concepts of the lessons but not actively participate in the skill demonstration.
School Health Advisory Council (SHAC) (All Grade Levels)

During the preceding school year, the district's School Health Advisory Council (SHAC) held 4 (four) meetings. Additional information regarding the district's SHAC is available from the Director of Elementary Student Services.

The duties of the SHAC include: making recommendations regarding physical and mental health curriculum; developing strategies for integrating curriculum into a coordinated school health program encompassing issues such as school health services, counseling services, a safe and healthy school environment, recess recommendations, improving student fitness, mental health concerns, substance abuse prevention, and employee wellness; making recommendations for increasing parents’ awareness of warning signs of suicide and mental health risks and community mental health and suicide prevention services.

[See policies at BDF and EHAA. See Human Sexuality Instruction for additional information.]

Student Wellness Policy/Wellness Plan (All Grade Levels)

Frisco ISD is committed to encouraging healthy students and therefore has developed a board-adopted wellness policy at FFA(LOCAL) and corresponding plans and procedures to implement the policy. You are encouraged to contact the Managing Director of Elementary Student Services with questions about the content or implementation of the district's wellness policy and plan.

Seizures (All grade levels)

Vomiting

A child must be excluded from school if vomiting two or more times in 24 hours, unless a physician feels the cause of vomiting is not an infectious disease and the child is in no danger of becoming dehydrated. A child should have one or two meals without vomiting before returning to school. Your child may be sent home from school for vomiting one time.

Other Health-Related Matters

Physical Fitness Assessment (Grades 3–12)

Annually, the district will conduct a physical fitness assessment of students in grades 3–12 who are enrolled in a physical education course or a course for which physical education credit is awarded. At the end of the school year, a parent may submit a written request to your child's PE teacher or the campus administration to obtain the results of his or her child's physical fitness assessment conducted during the school year.

Vending Machines (All Grade Levels)

The district has adopted and implemented the state and federal policies and guidelines for food service, including the guidelines to restrict student access to vending machines. For more information regarding these policies and guidelines, see the campus administration. [See policies at CO and FFA.]
Tobacco and E-Cigarettes Prohibited (All Grade Levels and All Others on School Property)

Students are prohibited from possessing or using any type of tobacco product, electronic cigarettes (e-cigarettes), or any other electronic vaporizing device, while on school property at any time or while attending an off-campus school-related activity.

The district and its staff strictly enforce prohibitions against the use of all tobacco products, e-cigarettes, or any other electronic vaporizing device, by students and all others on school property and at school-sponsored and school-related activities. [See the Student Code of Conduct and policies at FNCD and GKA.]

Asbestos Management Plan (All Grade Levels)

The district works diligently to maintain compliance with federal and state law governing asbestos in school buildings. A copy of the district's Asbestos Management Plan is available in the superintendent's office. If you have any questions or would like to examine the district's plan in more detail, please contact Risk Management at 469-633-6000.

Pest Management Plan (All Grade Levels)

The district is required to follow integrated pest management (IPM) procedures to control pests on school grounds. Although the district strives to use the safest and most effective methods to manage pests, including a variety of non-chemical control measures, periodic indoor and outdoor pesticide use is sometimes necessary to maintain adequate pest control and ensure a safe, pest-free school environment.

All pesticides used are registered for their intended use by the U.S. Environmental Protection Agency and are applied only by certified pesticide applicators. Except in an emergency, signs will be posted 48 hours before indoor application. All outdoor applications will be posted at the time of treatment, and signs will remain until it is safe to enter the area. Parents who have further questions or who want to be notified of the times and types of application prior to pesticide application inside their child's school assignment area may contact Tim Sanz, the district's IPM coordinator, at 469-633-6340.

Home Access Center (HAC)

FISD parents have access to their students' academic information through the Home Access Center (HAC), which is easily accessible through the district or campus home page. Each campus will communicate usernames and passwords to students and parents. Teachers will update information in the Home Access Center by 5:00 PM of the first instructional day of each week. Please allow 3 weeks at the beginning of the school year to get the data loaded into the system and operational.

Home Access Center highlights include:

- Daily Summary (a student's daily schedule, attendance and homework)
- Student Schedule (a list of courses taken by student)
- Attendance (detailed information of monthly attendance)
- Classwork (a posting of assignments, descriptions, due dates, total possible points and scores received)
Homeless Students (All Grade Levels)

You are encouraged to inform the district if you or your child are experiencing homelessness. District staff can share resources with you that may be able to assist you and your family.

For more information on services for students who are homeless, contact the district’s homeless education liaison at 469-633-6000.

[See Students Who Are Homeless.]

Homework (All Grade Levels)

Elementary School Students:
Homework assignments can be an extension of unfinished classroom work or a review of previously taught skills. Parents are not expected to instruct their children. They are expected to assist if the need arises. Students should understand what they are to do before they leave school for the day and be able to complete the assignment in a relatively short period of time. Drill-type activities are ones that should be completed quickly. Elementary school students should spend no more than 10 minutes per grade level on homework, including nightly reading; (i.e. first grade 10 minutes, second grade 20 minutes, third grade 30 minutes, etc.). If homework routinely takes more time than this, students or parents are encouraged to talk to the teacher privately and explain the concerns students are experiencing with their homework. Teachers, students and parents should work together to ensure a reasonable homework load. Parents should ensure that their child does the homework each day. Regular monitoring of homework provides a good overview of how and what the student is doing in various subjects. Homework provides a regular channel of communication between the parent and teacher.

Middle and High School Students:
Homework has a significant place in the learning process. In the natural development of a student's learning, the time necessary to complete homework and study to attain competency and depth in knowledge will become greater as the student moves into areas of higher learning. The nature of most subjects in the curriculum is such that some work outside of class is necessary to reinforce learning and ensure progress. Even when homework may not be assigned, study in the course content is advised. Parents can contribute greatly to their student’s success in school by encouraging home study and providing ample time and a quiet location for working.

International Baccalaureate (IB)

Diploma Programme (DP)
Frisco ISD is undergoing the authorization process in order to implement the International Baccalaureate (IB) Diploma Programme (DP) starting with the Class of 2023. The IB Diploma Programme is a rigorous, college preparatory program that includes high level coursework in six different subject areas and additional IB components that students complete in the 11th and
12th grades. The district-wide program is available to students in all attendance zones within the district and will be housed at Frisco High School. Each fall, the Advanced Academics department will host informational nights prior to start of the admissions process. If there is more student interest than spots available in the program, a lottery system will be utilized to select students. Students who are selected for the IB Diploma Programme will transfer to FHS in the 9th grade. To learn more about the IB Diploma Programme, visit [www.ibo.org](http://www.ibo.org) or contact the FHS IB Coordinator.

**Primary Years Programme (PYP)**

Bright Academy is currently in year two of its candidacy phase towards authorization to become an International Baccalaureate Primary Years Programme (IB PYP) authorized school. This campus-wide programming strives to create and promote learners with a variety of strengths that in turn prepare them to be globally minded learners. Some of the most notable changes and goals, as compared to other elementary campuses, are that students will:

- be encouraged to think independently, academically challenged, and drive their own learning
- become more culturally aware, through the development of a second language (Spanish)
- be able to engage with people in an increasingly globalized, rapidly changing world
- receive vertically aligned instruction that encompass 6 units of inquiry, provide for student voice in their learning, and support collaborative learning

The district-wide program is available to both students in the Bright Academy attendance zone and those students, district wide, that both apply for and are accepted within the lottery held annually. For more questions, please contact the Bright Academy IB Coordinator.

## Illness

[See Student Illness under Health-Related Matters.]

### Immunization (All Grade Levels)

Students will not be admitted to school without correct proof of current immunization (Section 38.001 of the Texas Education Code). A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical reasons or 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 Texas Department of State Health Services (DSHS), Immunization Branch, can be honored by the district. This form may be obtained by writing the DSHS Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347; or online at [Affidavit Request for Exemption from Immunization](http://www.dshs.org). The form must be notarized and submitted to the principal or school nurse within 90 days of notarization. If the parent is seeking an exemption for more than one student in the family, a separate form must be provided for each student.

The immunizations required are: diphtheria, tetanus, and pertussis; rubeola (measles), mumps, and rubella; polio; hepatitis A; hepatitis B; varicella (chicken pox); and meningococcal. The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by TDSHS. Proof of immunization may be
established by 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. registered and licensed physician stating that, in the doctor’s opinion, the immunization required is medically contraindicated or poses a significant risk to the health and well-being of the student or a member of the student’s family or household. This certificate must be renewed yearly unless the physician specifies a lifelong condition.

As noted at bacterial meningitis, entering college students must also, with limited exception, furnish evidence of having received a bacterial meningitis vaccination within the five years prior to enrolling in and attending classes at an institution of higher education. A student wanting to enroll in a dual credit course taken off campus may be subject to this requirement.

[For further information, see policy FFAB(LEGAL) and the DSHS website: Texas School & Child Care Facility Immunization Requirements.]

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.

Law Enforcement Agencies (All Grade Levels)

Questioning of Students

When law enforcement officers or other lawful authorities wish to question or interview a student at school, the principal will cooperate fully regarding the conditions of the interview, if the questioning or interview is part of a child abuse investigation. In other circumstances:

- The principal will verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student at school.
- The principal ordinarily will make reasonable efforts to notify the parents unless the interviewer raises what the principal considers to be a valid objection.
- The principal ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.

Students Taken Into Custody

State law requires the district to permit a student to be taken into legal custody:

- To comply with an order of the juvenile court.
- To comply with the laws of arrest.
- By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision.
By a law enforcement officer to obtain fingerprints or photographs for comparison in an investigation.

By a law enforcement officer to obtain fingerprints or photographs to establish a student's identity, where the child may have engaged in conduct indicating a need for supervision, such as running away.

By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.

By an authorized representative of Child Protective Services, (CPS), Texas Department of Family and Protective Services (DFPS), a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in the Family Code relating to the student's physical health or safety.

To comply with a properly issued directive from a juvenile court to take a student into custody.

Before a student is released to a law enforcement officer or other legally authorized person, the principal will verify the officer's identity and, to the best of his or her ability, will verify the official's authority to take custody of the student.

The principal will immediately notify the superintendent and will ordinarily attempt to notify the parent unless the officer or other authorized person raises what the principal considers to be a valid objection to notifying the parents. Because the principal does not have the authority to prevent or delay a student's release to a law enforcement officer, any notification will most likely be after the fact.

**Notification of Law Violations**

The district is required by state law to notify:

- All instructional and support personnel who have responsibility for supervising a student who has been taken into custody, arrested, or referred to the juvenile court for any felony offense or for certain misdemeanors.
- All instructional and support personnel who have regular contact with a student who is thought to have committed certain offenses or who has been convicted, received deferred prosecution, received deferred adjudication, or was adjudicated for delinquent conduct for any felony offense or certain misdemeanors.
- All appropriate district personnel in regards to a student who is required to register as a sex offender.

[For further information, see policy FL(LEGAL).]

**Leaving Campus (All Grade Levels)**

Please remember that student attendance is crucial to learning. We ask that appointments be scheduled outside of school hours as much as reasonably possible. Also note that picking up a student early on a regular basis results in missed opportunities for learning. Unless the principal
has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the school day.

State rules require that parental consent be obtained before any student is allowed to leave campus for any part of the school day. The district has put the following procedures in place in order to document parental consent:

- For students in elementary and middle school, a parent or otherwise authorized adult must come to the office and sign the student out. Please be prepared to show identification. Once an identity is verified, a campus representative will then call for the student or collect the student and bring him or her to the office. For safety purposes and stability of the learning environment, we cannot allow you to go to the classroom or other area unescorted to pick up the student. If the student returns to campus the same day, the parent or authorized adult must sign the student back in through the main office upon the student’s return. Documentation regarding the reason for the absence will also be required.

- For students in high school, the same process will be followed. If the student’s parent will authorize the student to leave campus unaccompanied, a note provided by the parent must be submitted to the main office that morning. A phone call received from the parent may be accepted, but the school may ultimately require a note to be submitted for documentation purposes. Once the office has received information that the student’s parent consents to the student leaving campus, a pass will be issued to the student to hand to his or her teacher with the necessary information. The student must sign out through the main office and sign in upon his or her return, if the student returns the same day.

- If a student becomes ill during the school day and the school nurse or other district personnel determines that the student should go home, the nurse will contact the student’s parent and document the parent’s wishes regarding release from school. Unless directed by the parent to release the student unaccompanied, the parent or other authorized adult must follow the sign-out procedures as listed above. By law if a student is absent from school on 10 or more days or parts of days within a six-month period in the same school year or three or more days or parts of days within a four-week period, the parent and/or student is subject to punishment. Even if absences are deemed excused, a student must attend school for at least 90 percent of the days class is offered. Absences beyond this amount will trigger a review by the school-based attendance committee.

**During Lunch**

Frisco ISD campuses are closed campuses. Students are NOT allowed to leave campus during lunch.
At Any Other Time During the School Day

Students are not authorized to leave campus during regular school hours for any other reason, except with the permission of the principal.

Students who leave campus in violation of these rules will be subject to disciplinary action in accordance with the Student Code of Conduct.

Lost and Found (All Grade Levels)

A “lost and found” collection box is located in the campus designated location. If your child has lost an item, please encourage him or her to check the lost and found box. The district discourages students from bringing to school personal items of high monetary value, as the district is not responsible for lost or stolen items. The campus will dispose of lost and found items throughout the year.

Makeup Work

Makeup Work Because of Absence (All Grade Levels)

For any class missed, the teacher may assign the student makeup 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.

A student will be responsible for obtaining and completing makeup work in a satisfactory manner and within the time specified by the teacher. A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.

A student is encouraged to speak with his or her teacher if the student knows of an absence ahead of time, including absences for extracurricular activities, so that the teacher and student may plan any work that can be completed before or shortly after the absence. Please remember the importance of student attendance at school and that, even though absences may be excused or unexcused, all absences account for the 90 percent threshold in regards to the state laws surrounding “attendance for credit or final grade.” [See Attendance for Credit or Final Grade.]

A student involved in an extracurricular activity must notify his or her teachers ahead of time about any absences.

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.

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.

DAEP Makeup Work

Grades 9–12

A high school student removed to a disciplinary alternative education program (DAEP) during
the school year will have an opportunity to complete, before the beginning of the next school
year, a foundation curriculum course in which the student was enrolled at the time of removal.
The district may provide the opportunity to complete the course through an alternative method,
including a correspondence course, another distance learning option, or summer school. The
district will not charge the student for any method of completion provided by the district. [See
policy FOCA(LEGAL)].

In-School Suspension (ISS) and Out-of-School Suspension (OSS) Makeup
Work (All Grade Levels)

Completion of Course Work While a student is in ISS or OSS, the district will provide the student
with all course work for the student's foundation curriculum classes that the student misses as
a result of the suspension.

Completion of Courses

A student removed from the regular classroom to in-school suspension or another setting, other
than a DAEP, will have an opportunity to complete before the beginning of the next school year
each course the student was enrolled in at the time of removal from the regular classroom. The
district may provide the opportunity by any method available, including a correspondence
course, another distance learning option, or summer school. The district will not charge the
student for any method of completion provided by the district. [See policy FO(LEGAL)].

Math/Science Team

Guidelines for district-sponsored students:

TMSCA holds three (3) meets at which students can qualify to compete at the state level. Ten
(10) students from each middle school campus will be selected to compete at the state
competition. Students shall qualify for one of the ten positions on each campus based on the
following criterion:

- Students must, during one of the three qualifying meets, qualify in at least
  one area of math AND in science.
- Each of the ten slots allotted to the campus shall be filled by students in
  the order in which they qualify. For example:
- During the first meet, Student A qualifies in the math area of Number
  Sense but not in science. Student B qualifies in the math area of
  Calculator Applications and in science. Student B will fill the first
available slot for the campus allotment. Student A may go on to another qualifying meet to try to qualify in science in order to receive district sponsorship.

- If students from the same campus qualify simultaneously, the qualifying score shall be used to determine the selection order (greatest to least).
- After the third qualifying meet, each campus shall submit the list of their top 10 students to the curriculum department. These students shall represent FISD at the state meet.
- Twenty-five additional positions will be available for any student who has qualified in math or science during TMSCA meets. These slots will be filled by FISD at a district qualifying meet. The FISD qualifier shall be held after TSMCA’s third qualifying meet.

Texas Math and Science Coaches Association (TMSCA) Competition

Middle School students on FISD Math/Science teams meet at least once a week to learn number sense shortcuts, explore material not always taught in the middle math school curriculum, and have fun “playing” with math. The team competes in meets held throughout the year on Saturday mornings at schools across the Metroplex. Although a qualifying score must be attained by each student in order to be eligible to participate at the state competition, all students on the team may take qualifying tests as often as they like.

Medicine at School (All Grade Levels)

Medication that must be administered to a student during school hours must be provided by the student’s parent. All medication, whether prescription or nonprescription, must be kept in the nurse’s office and administered by the nurse or another authorized district employee, unless the student is authorized to possess his or her own medication because of asthma or a severe allergy as described below or as otherwise allowed by law.

The district will not purchase nonprescription medication to give to a student. District employees will not give a student prescription medications, non-prescription medications, herbal substances, anabolic steroids, or dietary supplements, with the following exceptions:

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 and must be properly labeled. Only authorized employees, in accordance with policy FFAC, may administer:

- Prescription medication, in the original, properly labeled container, provided by the parent, along with a written request.
- Prescription medication from a properly labeled unit dosage container filled by a registered nurse or another qualified district employee from the original, properly labeled container.
- District-approved oral, nonprescription medication (Tylenol, Advil, Benadryl, Tums, Cough Drops and Throat Strips), in the original, properly labeled container, provided by the parent along with a completed and
signed Request for Administration of Medication form. 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 in order to continue to give the student the medication.

- Note: Insect repellant is considered a nonprescription medication
- Herbal or dietary supplements provided by the parent only if:
  - The child's personal physician has ordered that such product(s) be administered;
  - The order specifies that the product(s) must be administered during school hours: and
  - The child's individualized education program (IEP) or a 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).

Students whose schedules provide for regular time spent outdoors, including for recess and physical education classes, should apply sunscreen before coming to school.

For students at the elementary level, the student’s teacher or other district personnel will apply sunscreen to a student’s exposed skin if the student brings the sunscreen to school and requests assistance with the application of the sunscreen. Nothing prohibits a student at this level from applying his or her own sunscreen if the student is capable of doing so.

For students at the secondary level, a student may possess and apply sunscreen when necessary. If the student will need assistance with this application, please address the need for assistance with the school nurse.

Whether a student is at the elementary or secondary level, if sunscreen needs to be administered to treat any type of medical condition, this should be handled through communication with the school nurse so that the district is made aware of any safety and medical issues.

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 at a school-related activity 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, 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 at a school-related activity 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 the 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).

A student with Hemophilia may self-administer Antihemophilic Factor (Recombinant) at school or at a school-related activity 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 during the school day, the student and parents should discuss this with the school nurse or principal.

A student who transfers to FISD from outside of the state of Texas who is under the care of a physician for a medical procedure or takes prescription medication and has a need to do either of the above while at school must be evaluated by a licensed Texas physician within 30 days of enrollment. New orders must be received within 30 days of enrollment. Under special circumstances, an extended 10 day period will be granted. If the above criteria are not met, the school nurse or designated employees will not be allowed to administer medical procedures or prescriptions from the out of state physician after the above mentioned time.

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, Albuterol Sulfate Inhalation Solution by nebulization, and Epi-Pens may be used to assist students in an emergency situation.

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.
Psychotropic Drugs

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

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 are not permitted to 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. [For further information, see policy FFAC.]

Metal Detectors

To maintain a safe and disciplined learning environment, the district reserves the right to subject students to metal detector searches when entering a district campus and at off-campus, school-sponsored activities.

Movies

Movies will not be shown in entirety. Videos rented or purchased should be used in the classroom for educational purposes only. No rented video that includes a notice that the video is intended for "home use only" shall be shown to a class. All videos shall have prior approval of the building administrator before they are shown to students. No “R” rated videos shall be shown to students.

Elementary School: Any video shown at the elementary level with a rating other than "G" requires written parental permission.

Middle and High School: A video with a PG-13 rating requires written parental permission if a student is 13 or younger.

National Honor Society

The National Honor Society chapter is governed by the national guidelines for local chapters of the National Honor Society and enhanced by the local high school policy statement. For membership in the high school chapter of the National Honor Society, candidates must be in the spring of their sophomore or junior year at their high school and must have attended their high school for at least one semester. Candidates must have a cumulative 4.0 grade point average or above and must show evidence of leadership, service, character and citizenship. Candidates who meet the above criteria and are invited to apply for membership may be inducted as part of the group in the spring, with membership requirements to begin the following fall.

Membership requirements include:

- Attending the NHS meetings during the year (generally on the first Monday following the Friday on which report cards are received).
- Pay membership dues per year.
- Maintaining a 4.0 grade average each semester.
- Performing 20 hours of community service per school year. These hours shall include at least ten hours serving FISD or chapter NHS service projects.
- Maintain the character standard by avoiding ISS, OSS, placement in SOC, cheating and abiding by other generally accepted character standards.

**NOTE:** Failure to comply with any membership requirements can result in probation or dismissal from NHS.

**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.

**Nondiscrimination Statement (All Grade Levels)**

In its efforts to promote nondiscrimination and as required by law, Frisco ISD does not discriminate on the basis of race, religion, color, national origin, gender, sex, disability, age, or any other basis prohibited by law, in providing education services, activities, and programs, including CTE programs, and provides equal access to the Boy Scouts and other designated youth groups. The following district representatives have been designated to coordinate compliance with these legal requirements:

<table>
<thead>
<tr>
<th>Student Services Officer, students</th>
<th>Human Resources Officer, personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>5515 Ohio Drive, Frisco, Texas 75035, (469) 633-6000</td>
<td>5515 Ohio Drive, Frisco, Texas 75035, (469) 633-6000</td>
</tr>
</tbody>
</table>

Section 504 is an Act that prohibits discrimination against persons with a disability in any program receiving Federal financial assistance. In the public schools, specifically, Section 504 ensures that eligible disabled students are provided with educational benefits equal to those provided to non-disabled students. The following district representative has been designated to coordinate compliance with the legal requirements regarding discrimination on the basis of disability:

<table>
<thead>
<tr>
<th>504 Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>5515 Ohio Drive, Frisco, Texas, 75035, (469) 633-6000</td>
</tr>
</tbody>
</table>

[See policies FB, FFH, and GKD.]
Official Transcripts
Official transcripts are free for current students and $5 for alumni. Unofficial transcripts are free and the number is unlimited. Transcripts should be requested at: www.parchment.com

On-Campus Recruiting
The Guidance Office coordinates campus visits by college recruiters, military recruiters and prospective employers. Colleges and universities that draw significant interest from FISD high school students will occasionally schedule formal presentations to interested students. All other recruiters will be allowed to set up a booth in the cafeteria during all lunches for students to visit and obtain additional information.

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.

Parent and Family Engagement (All Grade Levels)

Working Together
Both experience and research tell us that a child’s education succeeds best when there is good communication and a strong partnership between home and school. Your involvement and engagement in this partnership may include:

- Encouraging your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
- Ensuring that your child completes all homework assignments and special projects and comes to school each day prepared, rested, and ready to learn.
- Becoming familiar with all of your child’s school activities and with the academic programs, including special programs, offered in the district.
- Discussing with the school counselor or principal any questions you may have about the options and opportunities available to your child.
- Reviewing the requirements and options for graduation with your child in middle school and again while your child is enrolled in high school.
- Monitoring your child’s academic progress and contact teachers as needed. [See Academic Counseling.]
- Attending scheduled conferences and requesting additional conferences as needed. To schedule a telephone or in-person conference with a teacher, school counselor, or principal, please call the school office for an appointment. The teacher will usually return your call or meet with you
during his or her conference period or before or after school. [See Report Cards/Progress Reports and Conferences.]

- Becoming a school volunteer. [For further information, see policy GKG and Volunteers.]
- Participating in campus parent organizations.
- Serving as a parent representative on the district-level or campus-level planning committees, assisting in the development of educational goals and plans to improve student achievement. [For further information, see policies at BQA and BQB, and contact the campus administration.]
- Serving on the School Health Advisory Council (SHAC), assisting the district in ensuring local community values are reflected in health education instruction and other wellness issues. [See policies at BDF, EHAA, FFA, and information in this handbook at School Health Advisory Council (SHAC).]
- Being aware of the school's ongoing bullying and harassment prevention efforts.
- Contacting school officials if you are concerned with your child's emotional or mental well-being.
- Attending board meetings to learn more about district operations. [See policies at BE and BED for more information.]

Parking on Campus

Frisco ISD high school student parking permits may be purchased for any students driving a car and parking on school grounds. You must show a copy of your driver's license and proof of insurance when picking up a parking permit. Permits can be purchased through Nutri-Link or with cash or check if necessary. FISD declares no responsibility for and assume no liability arising from fire, theft, vandalism, damage or loss of any vehicle or any article(s) left therein while located on school district property or while in tow. If the parking permit is revoked, the fee is non-refundable. All high school campuses shall honor parking stickers of other FISD campuses for students driving to their campus for AP courses and CTE courses.

Regulations and Fees:

1. $50 – First and Second Semesters – gives students approval to park in designated spaces during the school hours.
   $30 – Spring Semester Only
2. $10 – Replacement fee for lost, stolen or misplaced permits.
3. The parking fee is non-refundable once the semester begins or if the parking permit is revoked. Students are responsible for safeguarding their permits.
4. Fines for not having a sticker and/or not parking in designated student parking areas:
   a. 1st Offense: $10 Fine
   b. 2nd Offense: $10 Fine
c. 3rd Offense: $10 Fine  
d. Additional Offenses: $15 Fine

5. Student Parking is not allowed in any staff designated areas, bus lanes, visitor parking, or any other non-student designated areas during the school day.

6. Temporary permits will only be issued to students who have purchased and displayed a Frisco ISD parking permit.

7. After receiving a fine, the student must go to the campus designee within 3 days to pay the fine. Unpaid fines can result in a hold at registration, prom, or graduation.

If the parking permit is revoked, the fee is non-refundable. Student actions that may lead to the revocation of this privilege include, but are not limited to the following:

1. Any behavior, on or off school grounds, which threatens the health and safety of individuals such as careless driving or speeding, theft or damage to property.
2. Possession of a weapon or possession, use, sale or distribution of alcohol, drugs, or controlled substances, drug paraphernalia, or any other contraband.
3. Continued and willful disobedience of parking lot rules especially those relating to speed exceeding 10 MPH, parking in the fire lanes or handicap spaces, sitting in the car, loitering, littering, parking in areas not designated for student parking, or improper displaying of the parking permit.
4. Selling or lending a parking permit to anyone who is restricted from parking on campus. The receiver of the parking permit will also be subject to disciplinary action.
5. Failure to pay fine(s).
6. Failure to comply with school administration to search the student’s vehicle to an alert from a random canine search for drugs or other contraband.

Please refer to your student’s High School Addendum for campus specific guidelines.

**Physical Education (P.E.)**

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.

**Physical Examinations/Health Screenings**

**Athletics’ and Marching Band Participation (Secondary Grade Levels Only)**

A student who wishes to participate in, or continue participation in, the district’s athletics or marching band program governed by the UIL must submit certification from a health-care provider authorized under UIL rules that the student has been examined and is physically able to participate in the athletic program. This examination is required to be submitted annually to the district.

Students should be aware of the rare possibility of sudden cardiac arrest, which in athletes is usually caused by a previously unsuspected heart disease or disorder. A student may request an
electrocardiogram (ECG or EKG) to screen for such disorders, in addition to his or her required physical examination. For more information, see the UIL’s explanation of sudden cardiac arrest.

**Pledge of Allegiance and a Minute of Silence (All Grade Levels)**

Each school day, students will recite the Pledge of Allegiance to the U.S. flag and the Pledge of Allegiance to the Texas flag. As a parent, you may request that your child be excused from participation in the daily recitation of the Pledge of Allegiance to the U.S. flag and the Pledge of Allegiance to the Texas flag. The request must be in writing. State law does not allow your child to be excused from participation in the required minute of silence or silent activity that follows. [See Board Policy EC(LEGAL).]

State law requires that one minute of silence follows recitation of the pledge(s). Each student may choose to reflect, pray, meditate, or engage in any other silent activity during that minute so long as the silent activity does not interfere with or distract others. In addition, state law requires that each campus provide for the observance of one minute of silence at the beginning of the first class period when September 11 falls on a regular school day in remembrance of those who lost their lives on September 11, 2001.

[See policy EC for more information.]

**Prayer (All Grade Levels)**

Each student has a right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instructional or other activities of the school. The school will not encourage, require, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

**Promotion and Retention**

A student will be promoted only on the basis of academic achievement or demonstrated proficiency in the subject matter of the course or grade level, the recommendation of the student’s teacher, the score received on any criterion-referenced or state-mandated assessment, and any other necessary academic information as determined by the district.

In addition, at certain grade levels a student—with limited exceptions—will be required to pass the State of Texas Assessments of Academic Readiness (STAAR), if the student is enrolled in a public Texas school on any day between January 1 and the date of the first administration of the STAAR.

**Elementary and Middle/Junior High Grade Levels**

In grades 2 – 5, promotion is based on:

- A final overall average of 70 on a scale of 100 based upon course-level, grade-level standards (essential knowledge and skills) for all subject
areas; and a grade of 70 or above in four of the following areas: reading, language arts, mathematics, science and social studies.

- A child may be promoted to the next grade level even if Texas Essential Knowledge and Skills were not mastered if the promotion and retention committee recommends promotion.
- The state requires 90% attendance. A child may be promoted even if he/she has more than the number of absences allowed if the promotion and retention committee recommends.
- Enacted by the 76th Texas Legislature in 1999 and modified by the 81st Texas Legislature in 2009, the Student Success Initiative (SSI) required that all fifth and eighth grade students pass the TAKS reading and mathematics tests. STAAR is now the state assessment used in the SSI process. Fifth and eighth grade students must now meet standard on the reading and math portions of STAAR to be promoted to the next grade level. Grade promotion for grades 3, 4, 6 and 7 is not tied to passing STAAR.

In grades 6 – 8, promotion is based on an overall average of 70 on a scale of 100 based on course-level, grade-level standards (essential knowledge and skills) for all subject areas and a grade of 70 or above in three of the following areas: integrated language arts, mathematics, science, and social studies. Students also have to meet the requirements of Student Success Initiative in regards to successfully passing the required state standardized tests.

In order to be promoted to grade 6, students enrolled in grade 5 must perform satisfactorily on the mathematics and reading sections of the grade 5 assessment in English or Spanish.

In order to be promoted to grade 9, students enrolled in grade 8 must perform satisfactorily on the mathematics and reading sections of the grade 8 assessment in English.

If a student in grade 5 or 8 is enrolled in a course that earns high school credit and for which an end-of-course (EOC) assessment will be administered, the student will not be subject to the promotion requirements described above for the relevant grade 5 or 8 assessment. The student will instead take the corresponding EOC assessment.

If a student in grades 3–8 is enrolled in a class or course intended for students above his or her current grade level in which the student will be administered a state-mandated assessment, the student will be required to take an applicable state-mandated assessment only for the course in which he or she is enrolled, unless otherwise required to do so by federal law.

[See Standardized Testing.]

A student in grade 5 or 8 will have two additional opportunities to take a failed assessment. If a student fails a second time, a grade placement committee, consisting of the principal or designee, the teacher, and the student’s parent, will determine the additional special instruction the student will receive. After a third failed attempt, the student will be retained; however, the parent can appeal this decision to the committee. In order for the student to be promoted, based on standards previously established by the district, the decision of the committee must be unanimous and the student must complete additional special instruction before beginning
the next grade level. Whether the student is retained or promoted, an educational plan for the student will be designed to enable the student to perform at grade level by the end of the next school year. [See policy EIE.]

Certain students—some with disabilities and some classified as English learners—may be eligible for exemptions, accommodations, or deferred testing. An admission, review, and dismissal (ARD) committee meeting will be convened if a student receiving special education services in grade 5 or 8 fails to meet satisfactory performance after the first STAAR administrations in reading or math. For more information, see the principal, school counselor, or special education director.

Parents of a student at or above grade level 3 who does not perform satisfactorily on his or her state-mandated examinations will be notified that their child will participate in special instructional programs designed to improve performance. The student may be required to participate in this instruction before or after normal school hours or outside of the normal school year. Failure of a student to attend these programs may result in violations of required school attendance as well as the student not being promoted to the next grade level.

A Personal Graduation Plan (PGP) will be prepared for any student at the middle school or junior high level who did not perform satisfactorily on a state-mandated assessment or is determined by the district as not likely to earn a high school diploma before the fifth school year following enrollment in grade 9. The PGP will be designed and implemented by a school counselor, teacher, or other staff member designated by the principal. The plan will, among other items, identify the student’s educational goals, address the parent’s educational expectations for the student, and outline an intensive instruction program for the student. [For additional information, see the school counselor and policy EIF(LEGAL).] For a student receiving special education services, the student’s IEP may serve as the student’s PGP and would therefore be developed by the student’s ARD committee.

[For information related to the development of personal graduation plans for high school students, see Personal Graduation Plans.]

**High School Grade Levels**

To earn credit in a course, a student must receive a grade of at least 70 based on course-level or grade-level standards.

A student in grades 9–12 will be advanced a grade level based on the number of course credits earned. [See Grade Level Classification.]

Students will also have multiple opportunities to retake EOC assessments. [See Graduation and Standardized Testing for more information about EOC assessments.]

**Release of Students from School**

[See Leaving Campus.]
Report Cards/Progress Reports and Conferences (All Grade Levels)

Elementary School Students:

Report cards are issued to students in Kindergarten through 5th grade every nine weeks. The report card cover must be signed by the student's parents and returned to school. Progress reports are sent to parents in the Take-Home folder during the fifth week of the nine-week period.

- Classroom teachers are to assign a grade that reflects the student's relative mastery of an assignment. A teacher is not to assign a minimum grade for an assignment without regard to the student's quality of work.
- In accordance with grading guidelines, the opportunity for a student to redo an assignment is up to the professional judgment of the teacher.
- Students must be given the opportunity to retake a test for a maximum grade of 70.

Homework may count a maximum of 5% of the total grade per each nine weeks.

During the first semester, teachers will schedule a conference with each student's parents. The teacher will discuss the student's progress in school. A second conference in the second semester may be held. However, teachers and parents may also talk with each other by telephone, e-mail or in person at other times during the school year. Parents may call the school office to leave a message for their child's teacher at any time. The teacher will return the call as soon as possible in order to talk or schedule a conference for a later time.

Middle and High School Students:

Report cards with each student’s grades or performance and absences in each class or subject are issued every nine-week marking period.

At the end of the first three weeks of a grading period, parents will receive a progress report of their child's performance. If the student receives a grade lower than 70 in any class or subject at the end of a grading period, the parent may be requested to schedule a conference with the teacher of that class or subject. [See Working Together for how to schedule a conference.]

Teachers follow grading guidelines that have been approved by the campus and district administration pursuant to the board-adopted policy and are designed to reflect each student's relative mastery of each assignment for the grading period, semester, or course. State law provides that a test or course grade issued by a teacher cannot be changed unless the board determines that the grade was arbitrary or contains an error, or that the teacher did not follow the district’s grading policy. [See policy EIA(LOCAL) and Grading Guidelines.]

Questions about grade calculation should first be discussed with the teacher; if the question is not resolved, the student or parent may request a conference with the principal in accordance with FNG(LOCAL).
The report card or unsatisfactory progress report will state whether tutorials are required for a student who receives a grade lower than 70 in a class or subject.

The district uses an electronic program to communicate academic information about your child, including for report card and progress reporting purposes.

**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, including all new technologies as they become available. Please note that the Internet is a network of many types of communication and information networks, including Websites and app resources, such as blogs, eportfolios, Google for Education, webcasts, etc.) and is part of the district’s electronic communications systems. Websites and apps offer a variety of future ready opportunities. Equipping our students with communication, collaboration, critical thinking, and creativity skills are essential. With this educational opportunity comes responsibility.

In accordance with the Children’s Internet Protection Act, Frisco ISD educates staff and students regarding appropriate online behavior to ensure Internet Safety, including the use of email and websites and apps. 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.

**Websites and Apps**

For students under the age of 13, the Children's Online Privacy Protection Act (COPPA) requires parental permission for education software tools. Examples of these tools are Google for Education, blogs, online presentation tools, Digital Portfolios (Seesaw/Bulb), and other digital resources. Keeping your student’s data private is our priority.

A list of applications and websites that may be used in classrooms along with links to their privacy policies and terms of service, is available on the Frisco ISD website at: [https://sites.google.com/friscoisd.org/student-data-guidelines/home](https://sites.google.com/friscoisd.org/student-data-guidelines/home). Parents wishing to deny access to these educational tools must do so in writing to the campus principal.

For your reference, and to give you some peace of mind, the following link lists the digital resources (apps/sites) that have signed the Student Privacy Pledge* [https://studentprivacypledge.org/signatories/](https://studentprivacypledge.org/signatories/).
Companies and service providers that have signed the Student Privacy Pledge commit to:

- Not sell student information
- Not behaviorally target advertising
- Use data for authorized education purposes only
- Not change privacy policies without notice and choice
- Enforce strict limits on data retention
- Support parental access to, and correction of errors in, their children’s information
- Provide comprehensive security standards
- Be transparent about collection and use of data

*Read the entire Student Privacy Pledge commitment here
https://studentprivacypledge.org/privacy-pledge/.

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 will not retrieve, save, distribute, or display hate-based, offensive, or sexually explicit material.
- 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. Students will refrain from attempting to bypass, hack, or circumvent security settings or Internet filters, or interfere with the operation of the network by installing software or web-based services.
- 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.
- If a student finds an inappropriate site or image, he or she must immediately minimize the program and contact the instructor.
- Students are responsible for not pursuing material that could be considered offensive. Students should notify a teacher or administrator immediately if they encounter materials which violate appropriate use.
- Students are responsible at all times to keep their district issued network and email account safe and secure. Do not share usernames, passwords or other account information, nor attempt to access other users’ accounts. Report any suspected unauthorized use of their account to a teacher or district official immediately.
- Masquerading, spoofing, or pretending to be someone else is forbidden. This includes, but is not limited to, sending out email, creating accounts, or posting messages or other online content (e.g. text, images, audio or video) in someone else’s name.
- Students will use electronic mail and other means of communication such as blogs, wikis, podcasting, chat, instant-messaging, discussion boards, and virtual learning environments responsibly. Students must not create/publish/submit/distribute or display any abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation or illegal and should report any instances encountered.
- Students will refrain from the use of or access of files, software, or other resources owned by others without the owner’s permission. They will use only those school network directories that are designated for student use and for the purpose designated by the teacher.
- Students shall respect the intellectual property of other users and information providers. They will obey copyright guidelines, and will not plagiarize or use the work of others without proper citation and permission.
- Students will be polite and use appropriate language in electronic mail messages, virtual learning environments, online postings, and digital communications with others. They will refrain from using profanity, vulgarities, or any other inappropriate language as determined by school administrators.
- 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 damages 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.

**Retaliation**

[See Dating Violence, Discrimination, Harassment, and Retaliation.]

**Retest Regulations and Guidelines**

Students will be able to retest grades 84 and below on major exams for a maximum score of an 85. Students scoring an 85 or above on the original exam will not have an opportunity to retest for a higher grade.

1. Students will have a window of five school days after the exam is returned to retest. (Remediation and retest must be completed by the end of the five-day window.)

2. Requirements to retest, such as attending tutoring sessions and/or completing remedial assignments, will be determined by campus guidelines.

**This retest policy would not include:**

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

**Project Guidelines:**

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

**Safety (All Grade Levels)**

Student safety on campus, at school-related events, and on district vehicles is a high priority of the district. Although the district has implemented safety procedures, the cooperation of students is essential to ensuring school safety. A student is expected to:

- Avoid conduct that is likely to put the student or others at risk.
Follow the behavioral standards in this handbook and the Student Code of Conduct, as well as any additional rules for behavior and safety set by the principal, appropriate administrator, teachers, or bus drivers.

Remain alert to and promptly report to a teacher or the principal any safety hazards, such as intruders on campus or threats made by any person toward a student or staff member. A student may make anonymous reports about safety concerns by utilizing the Stop It app at the secondary level or completing an anonymous reporting form in the front office at the elementary level.

Know emergency evacuation routes and signals.

Follow immediately the instructions of teachers, bus drivers, and other district employees who are overseeing the welfare of students.

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, Frisco ISD has communicated monthly drill expectations to each campus which includes but not limited to tornado and lock down 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.

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:

- You will be notified as soon as possible.
- The school must obtain your permission to release your child to an unauthorized person.
- If you are the custodial parent and the non-custodial parent has been barred from seeing your child or having access to student records, a copy of the true and exact court order must be on file in the school office.
- 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 whom you would allow us to release your child to. Please 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.

**Accident Insurance**

Soon after the school year begins, parents will have the opportunity to purchase low-cost accident insurance that would help meet medical expenses in the event of injury to their child.

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.

The Frisco Independent School District provides a supplemental student accident insurance plan to 7-12 grade students participating in UIL/Athletic activities. Accidents occurring during scheduled practice sessions, games, tournaments, events at other schools, and/or travel to and from activities are covered under this plan.

In addition to the UIL activity coverage provided, all students in grades PK-12 are automatically enrolled in a School-Time Accident Policy that covers all non-athletic accidents occurring on school grounds during normal school days, including school sponsored and supervised extracurricular activities.

In addition to the supplemental accident coverage provided by Frisco ISD, Frisco ISD parents/guardians have the opportunity to purchase additional coverage “layers” to supplement their students primary insurance; including 24 Hour Accident Coverage and Extended Dental Coverage. **AN IMPORTANT NOTE:** Even if you already have medical insurance, this low cost coverage is designed to supplement your student’s primary insurance by assisting with deductibles and coinsurance expenses. This voluntary supplemental coverage offered is very affordable and available to any enrolled Frisco ISD student for a single low annual premium payment. Printed paper copies of the voluntary coverage enrollment brochures can be obtained at your campus in the main office reception area, nursing clinic, or athletic training offices. It is the responsibility of the parent or guardian to complete the enrollment and premium payment directly with the insurance company. Frisco ISD staff will not collect forms and payments for this coverage.

Participation in this program is strictly voluntary. In accordance with the Texas Tort Claims Act, please be reminded that Frisco ISD cannot legally be responsible for costs of treating student injuries or assume liability for any other costs associated with an injury at school or any school related function unless the personal injury is caused by a district employee's negligent operation of a motor vehicle while performing district duties. Please note that this insurance coverage offered is a limited benefit policy, any medical doctor or facility charges above the policy limits are ultimately the parents or guardians responsibility.

Please visit the Frisco ISD website here for additional program enrollment materials and resources:

Preparedness Drills: Evacuation, Severe Weather, and Other Emergencies

From time to time, students, teachers, and other district employees will participate in preparedness drills of emergency procedures. When the command is given or alarm is sounded, students need to follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner. Each campus has a trained Crisis Response Team which 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. Not all drills will be communicated prior to the drill taking place.

Students in grades 7–12 will annually be offered instruction on the use of bleeding control stations to respond to traumatic injury. For more information, see Homeland Security’s Stop the Bleed and Stop the Bleed Texas.

Emergency Medical Treatment and Information

If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school may have to rely on previously provided written parental consent to obtain emergency medical treatment, and information about allergies to medications, foods, insect bites, etc. Therefore, parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information up-to-date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the school nurse to update any information that the nurse or the teacher needs to know.

Emergency School-Closing Information

Each year, parents are asked to complete an emergency release form to provide contact information in the event that school is dismissed early or opening is delayed because of severe weather or another emergency, or if the campus must restrict access due to a security threat.

The district will rely on contact information on file with the district to communicate with parents in an emergency situation, which may include real-time or automated messages. It is crucial to notify your child’s school when a phone number previously provided to the district has changed.

Inclement Weather

Ordinarily, inclement weather will not require an early dismissal of school. Parents are urged to let their students remain at school unless otherwise instructed through the local radio and television media and the website. In inclement weather, school may be the safest place for the children. If schools must be closed due to inclement weather, a decision will be made by 5:30 a.m. that morning and the local media outlets will be contacted for announcements. It will also be posted on the FISD website at www.friscoisd.org.

Severe Weather/Tornado Warnings

When there is a threat of severe weather, Frisco ISD officials monitor conditions and works with the city of Frisco at the Emergency Operation Center to determine when emergency procedures need to be implemented. When dangerous conditions exist and plans are implemented, we will use every means available to communicate this to our families. The safety of your children is
our utmost concern and school may be the safest place for the children. When a tornado warning is issued, schools will go into tornado safety mode. Parents who are on site or waiting in the parking lot will be invited to shelter in place. Students will not be released and buses will not run until the EOC has determined that the threat for severe weather has ended.

Additional Frisco ISD Safety Guidelines

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 at lights, and stop signs, signal for turns, give pedestrians the right of way, and watch out for their own safety and the safety of others. Students must also remember to walk their bikes when on school property or crossing at crosswalks.

Students must secure their bikes with locks because the school cannot be responsible for lost or stolen bikes. Skateboards, skates, shoes with wheels, roller blades, RipStiks, and hoverboards are not allowed at school.

Hall Pass Visitor Identification System

Hall Pass visitor software program is installed at all campus sites. It is designed to monitor all visitors to the campus and to identify anyone who does not have the right to be there. There are three primary aspects of this program: 1) to maintain a registry of all visitors to the campus; 2) to identify any Registered Sexual Offender (RSO) attempting to gain access; and, 3) to identify any person who might attempt access but who is restricted due to any number of reasons, such as parental custodial matters or court-ordered restrictions.

Any and all visitors who request any interaction with students must be entered into the Raptor system. Visitors who will not be accessing the building past the security doors do not have to scan or be registered in the system. Visitors to a campus entering the building past the security doors must provide a valid state or government-issued photo identification card before being granted access into the school.

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.

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, Roller Blades, RipStiks and Hoverboards

These are not allowed on school property including FISD buses. These items should not be brought to school and may be confiscated, with parents required to pick them up.

Walking to and from School

When students are walking to and from school, they should obey all traffic rules. For students’ safety, the city provides crossing guards at designated locations. Students are to cross only where the guards can help them.

SAT, ACT, and Other Standardized Tests

[See Standardized Testing.]

Schedule Changes

Students pre-enroll in the spring, and the master schedule is based on that information. Each student should decide during the course enrollment process window the courses 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.

Changing Class Schedules

Students pre-enroll in the spring semester for the upcoming school year, and the master schedule will be based on that information. Students will be able to see and change their course
requests through May 1st, by contacting their counselor. After this date, no course changes (including all CTE classes, core classes, and level changes) are allowed. Exceptions that will be allowed are: athletics, band, choir, orchestra, color guard, drill team, and academic decathlon. These must be requested by the 7th school day of the year.

Pre AP/AP® classes may be dropped only at the 6 week mark of a course, or at the end of the semester. AP Seminar (not AP Research) may only be dropped at semester. The decision to make a schedule change will need to be made between the teacher and parents in the best interest of the student. Campus administration has final approval on all schedule changes.

**Middle School PreAP Algebra I Exception**

Middle school students who take PreAP Algebra I are allowed to drop the class prior to the beginning of the second nine weeks. The decision to make a schedule change will need to be made between the teacher and parents in the best interest of the student, understanding that these classes will affect the high school GPA (grade point average). All schedule changes must be approved by the Principal of designee. This is the only middle school course that will have an exception.

**School Facilities**

**Use by Students Before and After School (All Grade Levels)**

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.

After dismissal of school in the afternoon, unless a student is involved in an activity under the supervision of a teacher or other authorized employee or adult, or unless students are granted permission to remain on campus in accordance with policy FNAB, students must leave campus immediately.

**Elementary School**

Elementary school hours are 7:45 a.m. until 2:55 p.m., and the school office is open from 7:15 a.m. until 4:00 p.m. All school business should be transacted during those hours. The school office is for the transaction of school business. Students go there to enroll, withdraw, file excuses for absences, secure reinstatement and secure permission to leave school during the day.

Students are under the authority of school personnel during scheduled school hours. Students should arrive no earlier than 7:15 a.m. as no adult supervision is available prior to 7:15. Students are considered to be “in school” when they board a bus or step on campus. Before school, students are not allowed to be anywhere other than designated areas of the campus unless granted permission from a teacher or administrator.

Please have your child leave the school grounds as soon as he/she is dismissed. Students should go directly home or to an after-school care at 2:55 p.m. Teachers are not on duty after
school hours and supervision of students is not possible. If you are unable to pick up your child at 2:55 p.m. due to an emergency, please call the school office.

**Middle School**

Middle school hours are 8:25 a.m. until 3:35 p.m., and the school office is open from 8:00 a.m. until 4:15 p.m. All school business should be transacted during those hours. The school office is for the transaction of school business. Students go there to enroll, withdraw, file excuses for absences, secure reinstatement and secure permission to leave school during the day.

Students are under the authority of school personnel during scheduled school hours. Students should arrive no earlier than 7:45 a.m. and no later than 8:15 a.m. 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 campus will assign an 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. Once students arrive on campus, permission to leave must be obtained by the proper school administrator.

**Remember:** Before school, students are not allowed to be anywhere other than the designated assembly area 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 p.m. Students not attending an after-school activity should not be on campus after 3:55 p.m. each day (teachers are not on duty and supervision of students is not possible).

**High School**

High school hours are 9:00 a.m. until 4:15 p.m., and the school office is open from 8:30 a.m. until 4:45 p.m. All school business should be transacted during those hours. The school office is for the transaction of school business. Students go there to enroll, withdraw, file excuses for absences, secure reinstatement and secure permission to leave school during the day.

Students will be allowed to enter the building no earlier than 8:00 a.m. on school days unless participating in a supervised activity. Access to academic wings and other parts of the building may be restricted unless permission is granted. The cafeteria will be the main area of assembly in the morning. While waiting for the start of classes, students are to conduct themselves in an appropriate manner, refraining from making excessive noise or other disruptive behaviors.

Students enrolled in 0 Hour classes will be allowed to enter the building under the supervision of their instructor at the time the teacher arrives for class. Students involved in activity groups that practice in the morning will be able to enter the building under the supervision of the activity director or coach at the time the person in charge of that activity arrives for practice.

Students with late arrival should plan to arrive at school no more than 15 minutes before their class begins and are required to remain in the cafeteria. Students with early release are required to leave campus **immediately** once their school day ends unless they have scheduled an appointment or have prior permission from a teacher, counselor or administrator. Students may
not be enrolled in either late arrival or early release if they are bus students or if they do not have transportation that will allow them to meet these guidelines or if they have attendance issues.

Students who must wait for transportation after school are required to wait at or near the front or cafeteria entries. Students may not remain in other areas that are not under immediate adult supervision; this includes the band hall, gym foyer, gym, library and academic hallways. Students not attending an after-school activity or tutoring are not permitted to remain on campus after 4:45 p.m. Students loitering may be subject to disciplinary action.

**Conduct Before and After School (All Grade Levels)**

Teachers and administrators have full authority over student conduct at before- or after-school activities on district premises and at school-sponsored events off district premises, such as play rehearsals, club meetings, athletic practices, and special study groups or tutorials. Students are subject to the same rules of conduct that apply during the instructional day and will be subject to consequences established by the Student Code of Conduct or any stricter standards of behavior established by the sponsor for extracurricular participants.

**Use of Hallways During Class Time (All Grade Levels)**

Loitering or standing in the halls during class is not permitted. During class time, a student must have a hall pass to be outside the classroom for any purpose. Failure to obtain a pass will result in disciplinary action in accordance with the Student Code of Conduct.

**Cafeteria Services (All Grade Levels)**

The district participates in the School Breakfast Program and National School Lunch Program and offers students nutritionally balanced meals daily in accordance with the standards set forth in state and federal law.

Free and reduced-price meals are available based on financial need or household situation. Information about a student’s participation is confidential. The district may share information such as, student’s name and eligibility status, to help enroll eligible children in Medicaid or the state children's health insurance program (CHIP) unless the student’s parent notifies the district that a student's information should not be disclosed. Participating students will be offered the same meal options as their peers and will not be treated differently from their peers. You may get the forms to apply for free or reduced price meal service at the Child Nutrition page on the Frisco ISD website or securely complete an application online at [www.schoolcafe.com](http://www.schoolcafe.com).

Parents are strongly encouraged to continually monitor their child's meal account balance. When a student’s meal account is depleted, the district will notify the parent. The student will be allowed to continue purchasing meals according to the grace period set by the school board, and the district will present the parent with a schedule of repayment for any outstanding account balance and an application for free or reduced meals. If the district is unable to work out an agreement with the student’s parent on replenishment of the student’s meal account and payment of any outstanding balance, the student will receive a meal. The district will make every effort to avoid bringing attention to the student.
Meal Payments
Prepayment of meals is necessary for any purchases (breakfast, lunch or snacks) in the cafeteria to speed up meal service. All students should bring their lunch money to the cafeteria before school starts.

Unpaid Meal Charge Policy
The purpose of this policy is to establish consistent meal account procedures throughout the Frisco Independent School District. Pursuant to State and Federal Regulations all Child Nutrition Programs on the NSLP are required to “break even” at the close of each school year. The goals of this policy will ensure the completion of this goal on an annual basis.

Parents/Guardians are encouraged to sign up at https://www.schoolcafe.com/FRISCOISD where they can monitor and manage their student's meal account. Benefits include:

- Low-balance email alerts
- Monitor account balance and meal transactions
- Set up automatic payments
- Pay online with a convenience fee of only 3.5%

Cash or check payments are accepted at the school cafeteria. Free and reduced meal applications are available at every campus and online at School Cafe.

Elementary School: Students with no money in their account will be allowed a grace-period to charge a complete meal (must include a fruit or vegetable) up to $9.00 for full pay students and $1.60 for reduced pay students. This will allow time for parents to make a deposit in the student’s account or set-up a payment plan if necessary. Students may not charge any a la carte items. After charging $5 parents will be notified by the café supervisor along with an automated call. After charging $7.50 the school principal and counselor will be notified of students reaching this limit. After the student reaches the maximum charge limit, the student will receive and be charged for courtesy meals.

Middle School: Students with no money in their account will be allowed a grace-period to charge a complete meal (must include a fruit or vegetable) up to $13.00 for full pay students and $1.60 for reduced pay students. This will allow time for parents to make a deposit in the student’s account or set-up a payment plan if necessary. Students may not charge any a la carte items. After charging $5 parents will be notified by the supervisor along with an automated call. After charging $9.00 the school principal and counselor will be notified of students reaching this limit. After the student reaches the maximum charge limit, the student will receive and be charged for courtesy meals.

High School: Students with no money in their account will be allowed a grace-period to charge a complete meal (must include a fruit or vegetable) up to $15.00 for full pay students and $1.60 for reduced pay students. This will allow time for parents to make a deposit in the student’s account or set-up a payment plan if necessary. Students may not charge any a la carte items. After charging $7 parents will be notified by the supervisor along with an automated call. After charging $10.00 the school principal and counselor will be notified of students reaching this
limit. After the student reaches the maximum charge limit, the student will need to make all purchases with cash or check until their negative balance is paid.

All balances will be carried over to the next school year. If you need to discuss a payment plan option, contact FISD Child Nutrition friscocafe@friscoisd.org.

For more information on the following policies, please visit www.friscocafe.org:

- Check Acceptance Policy
- Online Payments
- Child Nutrition Forms

Additional information concerning the Texas or United States Department of Agriculture Nutrition Policy may be found at www.squaremeals.org.

Reminder:

- If your child no longer attends FISD, please complete the Cafeteria Account Refund Request form and turn off the automatic payment at www.friscocafe.org website.
- Graduating senior- contact Child Nutrition to have the funds transferred to a sibling’s account or complete the Cafeteria Account Refund Request form and turn off the automatic payment at www.friscocafe.org website.

Meal Prices

Pricing for meals and a la carte items are available at www.friscocafe.org.

- Each student will use his or her student identification number or I.D. card for food/purchases.
- Students should: refrain from giving out their student identification number, stay in line and wait their turn, cooperate with adults on duty, speak quietly.
- Before leaving: clean your table, dispose of trash properly, leaves the floor clean, use recycle bins when possible.

The District participates in the National School Breakfast and Lunch Programs. Free and Reduced-Price meals are available based on financial need upon completion of an application. For faster processing, parents may securely complete an application online at www.schoollunchapp.com. Applications may also be downloaded and printed from our website www.friscocafe.org. Paper applications are available at your child’s campus and the Child Nutrition District office.
Meal Service
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 cafeteria, www.friscocafe.org, Frisco ISD App, and on the Frisco ISD web page. All meals are analyzed for essential nutrients and meet the dietary guidelines for each grade.

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. Students may also bring a lunch from home and buy entrées, fruit, vegetables, milk or snacks.

Parents and relatives may have lunch with students. In these cases, parents and relatives may only provide lunch for their students. Students or parents should only bring enough food for themselves, and no large quantities to feed other students are allowed. Parents and relatives may not purchase food from the cafeteria and give to other students. Guests may purchase any item offered as an a la carte purchase.

Library (All Grade Levels)
The library is a learning laboratory with books, computers, magazines, and other materials available for classroom assignments, projects, and reading or listening pleasure. Please check with your Library Media Specialist for the times the library is opened for independent student use.

Meetings of Non-curriculum-Related Groups (Secondary Grade Levels Only)
Student-organized, student-led non-curriculum-related groups are permitted to meet during the hours designated by the principal before and after school. These groups must comply with the requirements of policy FNAB(LOCAL).

A list of these groups is available at each campus.

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 campuses.

Searches
District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and district policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner. Refer to the district’s policies at FNF(LEGAL) and FNF(LOCAL) for more information regarding investigations and searches. The district has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable suspicion to believe it contains articles or materials prohibited by the district.
If a vehicle subject to search is locked, the student will be asked to unlock the vehicle. If the student refuses, the district will contact the student’s parents. If the parents also refuse to permit the vehicle to be searched, the district may contact law enforcement officials and turn the matter over to them. The district may contact law enforcement even if permission to search is granted.

Desks, lockers, district-provided technology, and similar items are the property of the district and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice.

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 questions 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.

Use of district-owned equipment and its network systems is not private and will be monitored by the district. [See policy CQ for more information.]

Any searches of personal telecommunications or other personal electronic devices will be conducted in accordance with law, and the device may be confiscated in order to perform a lawful search. A confiscated device may be turned over to law enforcement to determine whether a crime has been committed.

[See policy FNF(LEGAL) and Electronic Devices and Technology Resources for more information.]

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.

**Trained Dogs (All Grade Levels)**

The district will use trained dogs to screen for concealed prohibited items, including drugs and alcohol. Screenings conducted by trained dogs will not be announced in advance. The dogs will not be used with students, but students may be asked to leave personal belongings in an area that is going to be screened such as a classroom, a locker, or a vehicle. If a dog alerts to an item or an area, it may be searched by district officials.

**Drug Testing (Secondary Grade Levels Only)**

See Steroids.

**Alcohol/Drug Testing for Athletes**

Athletics are school-sponsored activities that are not directly related to instruction of essential knowledge and skills, but may have an indirect relation to some areas of the curriculum.
Participation in athletics is a privilege, not a right. Students shall meet specific requirements in order to participate in these activities. The District shall require all participants in athletics for grades 9-12 to undergo random drug and alcohol testing.

**Substance Abuse Prevention and Testing Policy for Student Athletes**

*Purpose*

The Frisco ISD Board of Trustees is strongly committed to drug prevention education, to the creation of a safe environment and to provide a climate where all students can reach their potential.

The use of alcohol and illegal drugs present a threat to the safety, health, and welfare of both our employees and our students. Because of the risks associated with such abuse, the Board has implemented a student-testing program for drugs and alcohol. It is the District’s hope and intent that this program encourages students to choose not to use drugs or alcohol and to provide those who use drugs or alcohol a reason to stop. The support of parents and community is vital to the success of this program and helping those students in need is the District’s primary concern.

**Alcohol/Drug Testing for Athletes**

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*Required Permission*

In order for a student to participate in athletics, the parent or guardian must sign a permission form that allows the student to be tested for drugs and alcohol. If the student is of legal age, then he or she must sign the permission form. A student who volunteers to be tested must also have a permission form signed by a parent or guardian. A student of legal age who volunteers to be tested may sign his or her own permission form.

*Testing Procedures*

Testing shall be done in accordance with accepted practices and procedures established by the testing laboratory contracted by the District. The testing parameters shall be set at industry standards as defined by the National Institute for Drug Abuse. A copy of the specimen collection and chain-of-custody procedures used by the District and the testing laboratory shall be made available to any parent or student upon request.

The District reserves the right to test for alcohol, amphetamines, barbiturates, benzodiazepines, cocaine metabolite, marijuana, methadone, opiates, phencyclidine, propoxyphene, hallucinogens, steroids, K2 and all other illegal or addictive drugs. Athletes in grades 9-12 shall be tested on a random basis throughout the school year. At their own expense, parents may have the collection process performed by their personal physician. Random testing must be performed within four hours of the student’s notification. The physician collecting the sample shall also use all safeguards required by the testing company. The same company shall test samples collected by a personal physician as well as all other samples collected by the District. Failure to collect a sample under the above conditions shall constitute a positive test result.
Privacy

Students shall be protected to the maximum extent possible. Testing results shall be sent directly to the District. The contracted laboratory shall notify the Athletic Director of the results. The Athletic Director shall notify the Head Coach charged with administering the consequences described below. Records of test results shall be kept confidential and provided only to administrators, Athletic Director, the Head Coach responsible for administering the program and the student's parents or guardians. Upon written request of parents/guardians or a student of legal age, records may be released to treatment facilities.

Prescription Medications

Information about a student's current prescriptions and use of over-the-counter drugs is necessary in order to ensure the accuracy of testing results. Therefore, parents or students shall submit, in a sealed envelope, a list of the current prescriptions and over-the-counter drugs taken by the student. Failure to submit such information may result in a false positive. When a student is selected for random testing, his or her sealed envelope shall be sent directly to the testing facility and shall not be opened by any district employee.

Consequences of Positive Testing

- Consequences of an initial confirmed positive test result shall be as follows:
  - The coach will be required to conference with the athlete's parent or guardian.
  - The athlete will be required to seek substance abuse counseling.
  - The student athlete will receive a minimum 14-calendar day suspension from athletic competitions. If the positive result occurs during the off-season, the minimum 14 days of suspension from competition will carry over to the next competitive season.
  - Prior to rejoining any athletic activity, including practice, a negative test result must be obtained.
  - Continued positive test results will mandate weekly testing until a negative test result has been obtained.
  - The student/athlete must also participate in retesting with each random testing group for the remainder of high school.

- Consequences of a second confirmed positive test result shall be as follows:
  - Required conference with parent or guardian;
  - Referral for substance abuse counseling; and
  - Suspension from athletics for one calendar year.
  - A positive test during the last six weeks of a school year shall result in a continuation of the suspension into the following school year. Refusal to participate in a drug test after signing the consent form shall count as a positive test.

- Consequences for a third confirmed positive test result shall be as follows:
- Removal from athletics for the remainder of high school.

**Appeals Process for Positive Results**

A student who receives a positive result will be permitted to retain an appropriately licensed laboratory to conduct an independent chemical analysis on the sample. This must be requested by the parent and will be at the parent’s expense. In addition, a parent or student may appeal a positive result in accordance with District Policy FNG (LOCAL) governing student and parent complaints.

*When steroid testing is conducted by the University Interscholastic League, all consequences suffered will be followed according to UIL policy.*

**Sexual Harassment**  
[See Dating Violence, Discrimination, Harassment, and Retaliation.]

**Special Programs (All Grade Levels)**

The district provides special programs for gifted and talented students, students who are homeless, students in foster care, bilingual students, migrant students, English learners, students diagnosed with dyslexia, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements, as well as programs and services offered in the district or by other organizations.

Students in grades 7–12 will annually be offered instruction on the use of bleeding control stations to respond to traumatic injury. For more information, see Homeland Security’s Stop the Bleed and Stop the Bleed Texas.

Requirements for qualifying for gifted and talented, special education, dyslexia, migrant and ESL programs are very detailed and specific. Additional information is available in the school office upon request.

**Bilingual Education/One-Way Dual Language Education**

This is a full-time instructional program offered in Head Start/PreK through 5th grades in which both English and Spanish are used for instruction within the regular curriculum. The student’s native language (Spanish) is maintained and utilized to enable students of limited English proficiency to have an equal opportunity to master grade level essential knowledge, skills and objectives while attaining proficiency in all areas of the English language.

**Dyslexia Program**

If a student is experiencing difficulty in phonological awareness, decoding, word recognition, fluency and spelling, parents may request a dyslexia assessment. The campus student support team determines whether there is an educational need for dyslexia assessment. Recommendation for dyslexia assessment should be based on the educational need of the student as outlined in *The Dyslexia Handbook* published by the Texas Education Agency. Students will be assessed after the campus student support team determines whether there is an educational need, tiered interventions have been implemented and students’ responses
documented. If a student is educationally identified with dyslexia, he/she will be placed in a multisensory, systematic, phonics-based program at the appropriate time.

**E.S.L. Program**

English as a Second Language is offered in Head Start/PreK through 12th grades for students who speak a language other than English and are identified as being limited in their English proficiency. This program, with instruction only in English, is designed to develop the student's proficiency in listening, speaking, reading and writing in the English language to ensure academic excellence in all content areas. [See English Learners for more information.]

**Gifted and Talented Program**

Gifted and talented students are those who perform at or show the potential for performing at a remarkably high level of accomplishment when compared to others of the same age, experience, or environment and who exhibits high performance capability in intellectual areas, creative problem solving, and/or excel in specific academic fields. Gifted and talented students require educational experiences beyond those normally provided by the regular school program. Students shall be identified through the use of multiple criteria as specified by the Frisco Independent School District. The district recognizes that students identified as gifted and talented can come from all races, socioeconomic groups, geographical locales, and environments.

Referrals for the gifted and talented program may be made by parents, teachers, counselors, community members or peers. Students may be referred each year, but the prior testing data may be considered valid for two years. Gifted and talented teachers are available on each campus and may be contacted for answers to questions.

District-wide screening will be conducted at specific times scheduled throughout the school year. Major assessments will be conducted in August/September, December/January and February/March/April. During August/September, students who are new to FISD and have been identified for a gifted and talented program in another district or state may be screened for placement in the FISD Gifted and Talented Program after their previous district’s screening results are evaluated. New students who enroll and are transferring from private or home schools will also be screened at the parent’s request. The December/January screening will focus on kindergarten assessment. March/April screening will address assessment/testing for any other student who has been referred. Assessment will be based on information gathered from a variety of sources, which may include, but is not limited to, teacher observation, parent referral, academic/creative performance task activities, and standardized test scores. A three-step process determines the identification and selection of students for participation in the program: (1) referral, (2) assessment, and (3) identification.

More information on gifted and talented in Frisco ISD can be found at: [http://www.friscoisd.org/departments/gifted-education/home](http://www.friscoisd.org/departments/gifted-education/home)

**Pre-K**

FISD operates a half-day Pre-Kindergarten program for eligible students. Pre-K is housed at the Early Childhood School (10330 Red Cedar Drive, Frisco, Texas 75035). The focus of the
Pre-Kindergarten program is to develop oral language, prerequisite skills for emergent readers, early math concepts and readiness skills for successful entry into a Kindergarten program. Transportation is provided from the student's home campus to the Early Childhood School.

To be eligible for enrollment in a Pre-Kindergarten class, a child must be four years of age on or before September 1 of the current school year and must meet at least one of the following criteria:

- Unable to speak and comprehend English language (a student is administered a language proficiency test);
- Educationally disadvantaged (means eligible to participate in the national free or reduced-price lunch program);
- Homeless, as defined by 42 U.S.C.S. Section 11302;
- Son or daughter of an active duty member of the armed forces or a member of the armed forces injured or killed during active military service (documentation required).
- Has ever been in the foster care system (letter from Department of Family and Protective Services is required).

**Special Education**

At any time, a parent may request an evaluation for special education services by contacting the campus and requesting that the request be considered by the Student Support Team (SST). If the SST recommends a special education evaluation, the District must decide if the evaluation is needed within a reasonable period of time. 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 45 school days from the date the District received the written consent. The District will provide a copy of the evaluation report to the parent.

If the SST determines that the evaluation is not needed, the district will provide the parent with prior written notice which 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

For questions regarding evaluations of special education services, please call the Special Education Department.

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)].

For students, ages 3 to 21, who meet eligibility for special education services, specially designed instruction is offered in a variety of ways, depending upon each child’s unique needs. Students may attend a special education class for part of their instruction. They may receive all instruction in a general education class or a combination of both. Determination of where instruction will be provided is made by a collaborative team of educators and the students’ parents (ARD/IEP Committee).

The majority of students eligible for special education services attend their neighborhood campus. For students who need highly specialized classes, the district provides centralized programs throughout the district to meet these unique needs. Disabilities included in federal law for the purpose of special education services are as follows:

- Autism
- Speech Impairment
- Learning Disability
- Other Health Impairments (including Attention Deficit Disorder)
- Intellectual Disability
- Orthopedic Impairment
- Emotional Disturbance
- Traumatic Brain Injury
- Hearing Impairment (including deafness)
- Visual Impairment
- Multiple Disabilities

If parents notice that their child is having difficulty learning and suspect that he/she may benefit from special education services, they may contact the child’s teacher or principal for further information. Evaluations are available for students suspected of having a disability and have a need for specially designed instruction.

**Standardized Testing**

**Secondary Grade Levels**

**SAT/ACT (Scholastic Aptitude Test and American College Test)**

Many colleges require either the American College Test (ACT) or the Scholastic Aptitude Test (SAT) for admission. Students are encouraged to talk with the school counselor early during their junior year to determine the appropriate examinations to take; these examinations are usually taken at the end of the junior year. The Preliminary SAT (PSAT) and ACT-Aspire are the corresponding preparatory and readiness assessments for the SAT and ACT, and more information can be obtained on these assessments from the school counselor.

**Note:** Participation in these assessments may qualify a student to receive a performance acknowledgment on his or her transcript under the foundation graduation program and may
qualify as a substitute for an end-of-course testing requirements in certain circumstances. A student’s performance at a certain level on the SAT or ACT also makes the student eligible for automatic admission to a Texas public institution of higher education.

**TSI (Texas Success Initiative) Assessment**

Prior to enrollment in a Texas public college or university, most students must take a standardized test called the Texas Success Initiative (TSI) assessment. The purpose of the TSI assessment is to assess the reading, mathematics, and writing skills that entering freshmen-level students should have if they are to perform effectively in undergraduate certificate or degree programs in Texas public colleges and universities. This assessment may be required before a student enrolls in a dual credit course offered through the district as well. Achieving certain benchmark scores on this assessment for college readiness may also waive certain end-of-course assessment requirements in limited circumstances.

**STAAR (State of Texas Assessments of Academic Readiness)**

**Grades 3–8**

In addition to routine tests and other measures of achievement, students at certain grade levels are required to take the state assessment, called STAAR, in the following subjects:

- Mathematics, annually in grades 3–8
- Reading, annually in grades 3–8
- Writing, including spelling and grammar, in grades 4 and 7
- Science in grades 5 and 8
- Social Studies in grade 8

Successful performance on the reading and math assessments in grades 5 and 8 is required by law in order for the student to be promoted to the next grade level, unless the student is enrolled in a reading or math course intended for students above the student’s current grade level. Exceptions may apply for students enrolled in a special education program if the admission, review, and dismissal (ARD) committee concludes the student has made sufficient progress in the student’s individual education plan (IEP). [See *Promotion and Retention* for additional information.]

STAAR Alternate 2 is available for eligible students receiving special education services who meet certain state-established criteria as determined by the student’s ARD committee.

STAAR Spanish is available for eligible students for whom a Spanish version of STAAR is the most appropriate measure of their academic progress.

**High School Courses—End-of-Course (EOC) Assessments**

STAAR end-of-course (EOC) assessments are administered for the following courses:

- Algebra I
- English I and English II
- Biology
- U.S. History
Satisfactory performance on the applicable assessments will be required for graduation, unless otherwise waived or substituted as allowed by state law and rules.

There are three testing windows during the year in which a student may take an EOC assessment, which will occur during the fall, spring, and summer months. If a student does not meet satisfactory performance, the student will have additional opportunities to retake the assessment.

STAAR Alternate 2 is available for eligible students receiving special education services who meet certain criteria established by the state as determined by the student’s ARD committee.

An ARD committee for a student receiving special education services will determine whether successful performance on the EOC assessments will be required for graduation within the parameters identified in state rules and the student’s personal graduation plan.

[See Graduation for additional information.]

**Steroids (Secondary Grade Levels Only)**

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.

Bodybuilding, 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.

**Student Council**

The purpose of the Student Council is to develop good citizenship, encourage the participation of the student body, promote good relationships among students, teachers, administrators, and citizens; develop and maintain good school morale, promote the general welfare and upkeep of the school; provide a training ground for participation by the student body and development of leadership and to promote scholarship and develop high ideals of personal conduct and appearance. 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.

**High School:** To achieve these goals, Student Council may sponsor assemblies, the Homecoming Dance, Senior Citizens Sweetheart Dance, Talent Show, and other special activities throughout the year. Several students attend State, Regional, and District meetings. General membership is open to all students and is composed of delegates elected by the student body, class presidents, club presidents, as well as members-at-large.
Student Success Initiative (SSI) and Grade Promotion

The Student Success Initiative (SSI) was created by the Texas Legislature to ensure that all students receive the instruction and support they need to be successful in reading and mathematics.

The SSI grade advancement requirements apply to grades 5 and 8 mathematics and reading STAAR. As specified by these requirements, a student may only advance to the next grade level by passing these tests, or in some cases, by a parent appeal and a unanimous decision by a grade placement committee (GPC).

Students have three opportunities to meet the passing standard on each of the tests and will receive additional instruction after each testing opportunity in which they do not meet the standard.

When a student has not met the passing standard after two testing opportunities, the GPC meets, which consists of the campus principal, teacher and parent or guardian. The GPC is responsible for determining the accelerated instruction the student needs before the third testing opportunity.

A student who does not meet the passing standard after three testing opportunities is automatically retained. However, if the parent appeals the retention, the GPC may choose to place the student – if all members agree the student is likely to perform on grade level with additional accelerated instruction – and if the student completes the required accelerated 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.

Students subject to SSI requirements include those served by special education who take STAAR or STAAR with Accommodations. The ARD committee will determine the appropriate assessment for the individual student in each SSI content area and grade level and make all decisions involving accelerated instruction and promotion.

Testing Requirements for Graduation

Students are required, with limited exceptions and regardless of graduation program, to perform satisfactorily on the following EOC assessments: English I, English II, Algebra I, Biology, and U.S. History. A student who has not achieved sufficient scores on the EOC assessments to graduate will have opportunities to retake the assessments. State law and state rules also provide for certain scores on norm-referenced national standardized assessments or on the state-developed assessment used for entrance into Texas public universities to substitute for the requirement to meet satisfactory performance on an applicable EOC assessment, should a
student choose this option. [See the school counselor for more information on the state testing requirements for graduation.]

If a student fails to perform satisfactorily on an EOC assessment, the district will provide remediation to the student in the content area for which the performance standard was not met. This may require participation of the student before or after normal school hours or at times of the year outside normal school operations.

In limited circumstances, a student who fails to demonstrate proficiency on two or fewer of the required assessments may still be eligible to graduate if an individual graduation committee, formed in accordance with state law, unanimously determines that the student is eligible to graduate.

**Student Support Team (SST)**

Each campus has a Student Support Team (SST) that is comprised of professionals working together to review teacher assessments, plan, monitor progress and problem solve regarding concerns related to children who are not making adequate progress in any area of school functioning (i.e., academics, behavioral, emotional, social). The SST’s goal is to help all students experience educational success to the greatest degree possible. Student concerns may be referred to the SST by both school staff and parents.

In this process, schools implement a procedure that involves documentation of how a student responds to scientific, research-based interventions. This process is called Response to Intervention (RtI). RtI is a process of implementing high-quality, scientifically-validated instructional practices based on learner needs, monitoring student progress, and adjusting instruction based on the student’s needs. The spirit of RtI is early intervention.

Parents of students supported by an SST plan will be informed in all steps of the RtI process, and communication will be ongoing regarding any interventions used to assist their child.

If you would like to have more information regarding Frisco ISD’s SST as well as the RtI process, please contact your child’s teacher, counselor or administrator.

**Student Tracking Safety Devices**

A parent shall obtain approval from the principal before operating a student-tracking safety device with recording or listen-in capability at school or at a school-sponsored event. Because of student privacy concerns, the District requires listen-in technology to be disabled while the device is on the campus. The District prohibits unauthorized audio or visual recordings or transmission of audio or images of other students.

**Students in Foster Care (All Grade Levels)**

In an effort to provide educational stability, the district will assist any student who is currently placed or newly placed in foster care (temporary or permanent custody of the state, sometimes referred to as substitute care) with the enrollment and registration process, as well as other educational services throughout the student’s enrollment in the district.
Substance Abuse Prevention and Intervention (All Grade Levels)

If you are worried that your child may be using or is in danger of experimenting, using, or abusing illegal drugs or other prohibited substances, please contact the school counselor. The school counselor can provide you with a list of community resources that may be of assistance to you. The Texas Department of State Health Services (DSHS) maintains information regarding children’s mental health and substance abuse intervention services on its website: Mental Health and Substance Abuse.

Suicide Awareness and Mental Health Support (All Grade Levels)

The district is committed to partnering with parents to support the healthy mental, emotional, and behavioral development of its students. If you are concerned about your child, please access Texas Suicide Prevention or contact the school counselor for more information related to suicide prevention services available in your area.

You may also contact the National Suicide Prevention Lifeline at 1-800-273-8255

Summer School (All Grade Levels)

Please contact the school counselor for information regarding summer school.

Telephone Use

Telephones located in the office complex are for school personnel. Students are permitted to use a phone located in the office before and after school only. All student calls should go through this office. Parent support of this is necessary – please do not phone or text message your student on his or her phone during school hours. We will deliver messages to students if needed.

Textbooks, Electronic Textbooks, Technological Equipment, and Other Instructional Materials (All Grade Levels)

Textbooks and other district-approved instructional materials are provided to students free of charge for each subject or class. When a student is issued a textbook or consumable workbook, his/her name should be written in the book in ink. Each student is responsible for the books issued to him/her. Any books must be covered by the student, as directed by the teacher, and treated with care. Electronic textbooks and technological equipment may also be provided to students, depending on the course and course objectives. If the district does not issue graphing calculators for a course requiring their use, a student may use a calculator application with the same functionality as a graphing calculator on a phone, laptop, tablet, or other computing device in place of a graphing calculator. A student who is issued a damaged item
should report the damage to the teacher. Any student failing to return an item in acceptable condition loses the right to free textbooks and technological equipment until the item is returned or the damage paid for by the parent; however, the student will be provided the necessary instructional resources and equipment for use at school during the school day. A student whose textbook or library record is not clear will not be issued any school textbooks until the record is cleared. Release of student records may be delayed pending payment for textbooks/library books.

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 recorded using barcodes and stored online in a textbook database. Fines will be assessed for damaged textbooks.

**Note:** The FISD curriculum writing teams have always provided the primary sources of teaching materials and utilized the latest resources, with other textbooks being more supplemental in nature. We want parents to know that even if a student does not have their own textbook, that we are still providing access to what is needed for learning. We do believe students need to read information in text form, but sometimes that does not come in the form of a hardback textbook. Today's student needs to learn to read and analyze information from different sources and in different formats. Our teachers are also doing more to provide resources to parents to assist their students without the use of a textbook. Many are utilizing wikis, websites and video lessons to provide and share valuable resources to parents. If you have any questions, please feel free to call your student's assistant principal.

**Transfers (All Grade Levels)**

The principal is authorized to transfer a student from one classroom to another.

**In-District Transfer Requests**

**Administrative Guidelines**

You can find information concerning the student transfer policy at: [https://www.friscoisd.org/about/resources-and-information/student-transfers](https://www.friscoisd.org/about/resources-and-information/student-transfers)

When reviewing petitions for student transfers, the 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 for 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.

**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.
- 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. FDB (local)
- For the purpose of these guidelines, full time employees requesting a student transfer will be approved when the requested campus is in the employee's current or previous FISD assigned campus feeder pattern. Employees assigned to a non-campus facility follow the designated facility feeder patterns.
- 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. The student may remain in this feeder pattern as they transition to middle school and high school.
- Senior Rule – based upon FDA (Local,) a student transfer request form should be submitted.

**Priority Guidelines**

- Due to the rapid growth in the FISD, the Board’s designee will generally deny requests for student intra-district 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.
- Generally, requests for K-8 intra-district transfer to campuses that are projected at less than 90% of capacity will be approved for any and all reasons.
- Petitions for intra-district transfer during the semester will be denied based on potential disruption of the educational program at both the assigned and requested campuses.
- 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 re-assigning him/her, the request to remain will be given priority consideration.
- 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.
- 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.
- 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.
- 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.**
- 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.

**Out-of-District Transfer Students**

Students transferring to the District with credit for honors or advanced classes from other high schools shall receive the weighted grade point average for those classes only if a comparable honors or advanced course was available to students at the high school at the same time the transferring student earned the honors or advanced course credit.

**Transcripts from outside the United States:**

Parents are responsible for providing a transcript translated into English if translation is required. Transcripts from outside of the United States (except for accredited international schools or Department of Defense schools as described as above) will not receive a letter grade or numerical equivalency. A “P” for passing will be assigned to designate that credit was earned and GPA points are not awarded. The maximum number of transcribed course credits that may be awarded via transcript per school year is eight. Credit is awarded based on review by school staff.

Accredited international schools that deliver the majority of the instruction in English and utilize an American-based curriculum, as well as Department of Defense schools, will be reviewed in the same manner as transcripts received from accredited schools from within the United States. Credit and GPA points may be awarded following review by school staff.

**Credit for Languages other than English:**

If a student took courses in a native language in high school or middle school and the transcript includes credit for the courses labeled with the language, credit will be awarded. If there is no literature or language credit listed on the transcript, no LOTE credit can be awarded.

[See **Safety Transfers/Assignments**, **Bullying**, and **Students Who Have Learning Difficulties or Who Need Special Education Services**, for other transfer options.]
Transportation (All Grade Levels)

School-Sponsored Trips

The district periodically takes students on field trips for educational purposes. A parent must provide permission for a student to participate in a field trip. The district may ask the parent to provide information about a student's medical provider and insurance coverage, and may also ask the parent to sign a waiver allowing for emergency medical treatment in the case of a student accident or illness during the field trip. The district may require a fee for student participation in a field trip to cover expenses such as transportation, admission, and meals; however, a student will not be denied participation because of financial need.

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. As approved by the principal, a coach or sponsor of an extracurricular activity may establish procedures related to making an exception to this requirement when a parent requests that the student be released to the parent or to another adult designated by the parent. The district shall not be liable for any injuries that occur to students riding in vehicles that are not provided by the school.

No student is to go on a study trip or school sponsored trip of any kind unless his/her parent or guardian has signed and returned the 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.

If a parent or guardian is attending the study trip as a chaperone and is assigned the duty of supervision of students, he or she will not be allowed to bring siblings. If the parent or guardian is going on the trip as a parent and is not chaperoning, then siblings may attend if appropriate. In the event of student misconduct/sickness, parents may be contacted to pick up and transport their child at the discretion of the principal/designee.

Elementary School Students: No parent is permitted to ride the school bus except for the 5th grade outdoor learning experience.

Buses and Other School Vehicles

The district makes school bus transportation available to all students living two or more miles from school and any students who are homeless. This service is provided at no cost to students.

Bus routes and stops will be designated annually, and any subsequent changes will be posted at the school and on the district's website. For the safety of the operator of the vehicle and all passengers, students must board buses or other vehicles only at authorized stops, and drivers must unload passengers only at authorized stops.

The Frisco Independent School District has adopted the following rules of conduct for students while being transported by school buses owned, operated, contracted or controlled by the 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. Aisles must remain clear at all times. Students should keep their hands to themselves.

3. Any or all seats may be assigned any time at the driver’s discretion.

4. Nothing may be extended outside the windows at any time.

5. Emergency doors and windows may not be entered or exited except for emergency purposes.

6. No type of weapon, explosive, firework, sharp, or pointed objects will be permitted.

7. No type of alcoholic beverage, controlled drug, tobacco, or substance will be permitted.

8. Students must follow the driver’s instructions at all times.

9. Cursing, obscenities, harassment and scuffling are forbidden.

10. Students may only utilize their designated bus stop as assigned by Transfinder. Buses will stop at designated stops only.

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. Please make special arrangements for transporting large articles such as large band instruments, large projects, or any item which takes up another student’s seat.

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 are asked to be at the bus stop 5 minutes before the scheduled pick up time.

14. Frisco I.S.D. students and Frisco I.S.D. staff are the only authorized persons to board school buses. Parents, parent sponsors, or guests must receive authorization from a Frisco I.S.D. Administrator to board.

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. Students may have water.

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. “Bus-hopping” or changing from assigned buses is not permitted.

20. A stop with no students for three consecutive days will be dropped from the route until the Transportation Department receives a request to reinstate.
21. Campus dress code will be enforced on the bus.
22. No cell phones may be visible. If a student’s cell phone becomes a distraction or a safety issue, the driver can ask the student to put it away or take it from the student until they arrive at their stop.
23. Sports equipment (such as, but not limited to a basketball or tennis racquet) must be contained in a duffel bag or backpack. Golf clubs and color guard flags or poles are not able to be transported on the bus. Color guard props (sabers and rifles) must be contained in a duffel bag or backpack and not visible.
24. Skateboards/Hoverboards are NOT allowed on the bus.
25. Discipline issues affecting students upon arrival to school are under school jurisdiction – this includes, but is not limited to, acts committed while waiting for the bus.

Students Riding a Different Bus
If a situation arises and your child needs to ride a different bus, the following protocol must be followed:

1. Student must be bus eligible. If your student is not bus eligible, they will not be able to ride on any bus.
2. The reason for the request must be an EMERGENCY situation.
3. A note from the parent/guardian must be sent to the school with the request and the reason for the request to ride a different bus other than student’s approved bus.
4. A campus administrator must verify the request and approve the note.
5. The note must be given to the bus 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/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.

Special Transportation – Parent Helpful tips:
Dispatch phone number 469-633-6155

■ Please notify dispatch if your student will not ride AM, midday or PM.
- Please have the teacher notify transportation if your student will be absent more than three days.
- Requests for stop location changes and information that can help us transport your student must come to transportation through the teacher.
- It takes up to 72 business hours to process a change (time is needed to notify other students/parents affected.)
- Please have your student ready before the scheduled pick-up time.
- Transportation becomes the responsibility of the parent/guardian if a student misses the bus.
- Any student delivered late due to a delayed FISD bus will receive an excused tardy.
- Parents are expected to be available to receive their student as early as school dismissal time.
- Drivers are instructed to return students to their campus if there is not an approved adult to receive the student.
- Bad Weather or Delayed Start – students attending a campus outside of FISD will be transported according to the FISD bad weather or delayed schedule procedures as indicated at www.friscoisd.org.

**Tutorials**

All teachers will offer tutorials to all students throughout the year. Tutorials may be scheduled before or after school. A student who is failing (academically unsuccessful) any course may be assigned tutorials in that subject and may be subject to discipline for non-attendance. 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. See each campus’s handbook addendum for any campus specific standards.

**University Interscholastic League Activities**

The Frisco Board of Trustees encourages participation in competitive events sponsored by University Interscholastic League. 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 will maintain all necessary records and reports and see that all UIL rules and regulations are met.

**Valuables/Personal Property**

Each student in the school shall be personally responsible for his/her valuables. The school will assume no responsibility. Students are advised not to bring expensive jewelry, money in large amount or other valuable possessions to school. Valuables that must be brought to school should be kept locked in the student’s locker or on the student’s person. During PE, athletics, dance or other classes that require the student to change clothes, valuables should be kept locked in the student’s assigned locker.
Students bring phones and other items to school at their own risk. The District will not be held responsible if a phone or other item is lost, stolen or misplaced, including those that have been confiscated.

**Vandalism (All Grade Levels)**

The taxpayers of the community have made a sustained financial commitment for the construction and upkeep of school facilities. To ensure that school facilities can serve those for whom they are intended—both this year and for years to come—littering, defacing, or damaging school property is not tolerated. Students will be required to pay for damages they cause and will be subject to criminal proceedings as well as disciplinary consequences in accordance with the Student Code of Conduct.

**Video Cameras (All Grade Levels)**

For safety purposes, video and audio recording equipment is used to monitor student behavior, including on buses and in common areas on campus. Students will not be told when the equipment is being used.

The principal will review the video and audio recordings routinely and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.

In accordance with state law, a parent of a student who receives special education services, a staff member (as this term is defined by law), a principal or assistant principal, or the board, may make a written request for the district to place video and audio recording equipment in certain self-contained special education classrooms. The district will provide notice to before a video camera in a classroom or other setting in which your child receives special education services. Speak with the principal or designated person who the district has assigned to coordinate the implementation of and compliance with this law.

[See EHBAF(LOCAL).]

**Visitors to the School (All Grade Levels)**

**General Visitors**

Parents and others are welcome to visit district schools. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the main office and must comply with all applicable district policies and procedures. When arriving on campus, all parents and other visitors should be prepared to show identification.

Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher and only so long as their duration or frequency does not interfere with the delivery of instruction or disrupt 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.
Even if the visit is approved prior to the visitor’s arrival, the individual must check in at the main office first.

All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

Unauthorized Persons

In accordance with Education Code 37.105, a school administrator, school resource officer (SRO), or district police officer has the authority to refuse entry or eject a person from district property if the person refuses to leave peaceably on request and:

- The person poses a substantial risk of harm to any person; or
- The person behaves in a manner that is inappropriate for a school setting and the person persists in the behavior after being given a verbal warning that the behavior is inappropriate and may result in refusal of entry or ejection.

Appeals regarding refusal of entry or ejection from district property may be filed in accordance with FNG(LOCAL) or GF(LOCAL). However, the timelines for the district's grievance procedures shall be adjusted as necessary to permit the person to address the board in person within 90 days, unless the complaint is resolved before a board hearing.

[See also Student Code of Conduct.]

Visitors Participating in Special Programs for Students

Business, Civic, and Youth Groups

The district may invite representatives from patriotic societies listed in Title 36 of the United States Code to present information to interested students about membership in the society.

Volunteers (All Grade Levels)

We appreciate the efforts of parent and grandparent volunteers that are willing to serve our district and students. Any adult interested in being a volunteer at any school may contact the PTA or school office for information concerning the volunteer program. All volunteers will be required to fill out the Safe-School Form (DPS Background Check) and be approved annually before volunteering in the Frisco ISD schools. https://volunteer.friscoisd.org

Voter Registration (Secondary Grade Levels Only)

A student who is eligible to vote in any local, state, or federal election may obtain a voter registration application at the main campus office.
Withdrawing from School (All Grade Levels)

When a student under age 18 withdraws from school, the parent or guardian must submit a written request to the principal, specifying the reasons for the withdrawal and the final day the student will be in attendance.

A student who is age 18 or older, who is married, or who has been declared by a court to be an emancipated minor may withdraw without parental signature.

Please provide the school at least three days’ notice of withdrawal so that records and documents may be prepared.
Section III: Student Code of Conduct

The Student Code of Conduct ("Code") is the district's response to the requirements of Chapter 37 of the Texas Education Code.

The Code provides methods and options for managing students in the classroom and on school grounds, disciplining students, and preventing and intervening in student discipline problems.

The law requires the district to define misconduct that may—or must—result in a range of specific disciplinary consequences including removal from a regular classroom or campus, out-of-school suspension, placement in a disciplinary alternative education program (DAEP), placement in a juvenile justice alternative education program (JJAEP), or expulsion from school.

This Student Code of Conduct has been adopted by the Frisco ISD Board of Trustees and developed with the advice of the district-level committee. This Code provides information to parents and students regarding standards of conduct, consequences of misconduct, and procedures for administering discipline. It remains in effect during summer school and at all school-related events and activities outside the school year until an updated version adopted by the board becomes effective for the next school year.

In accordance with state law, the Code shall be posted at each school campus or shall be available for review at the office of the campus principal. Additionally, the Code shall be posted on the district's website. Parents shall be notified of any conduct violation that may result in a student being suspended, placed in a DAEP or JJAEP, expelled, or taken into custody by a law enforcement officer under Chapter 37 of the Education Code.

Because the Student Code of Conduct is adopted by the district's board of trustees, it has the force of policy; therefore, in case of conflict between the Code and the Student Handbook, the Code shall prevail.

Please note: The discipline of students with disabilities who are eligible for services under federal law (Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973) is subject to the provisions of those laws.

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.
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 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 school. When you call the school, the staff member may ask for symptoms if your 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:
   1) The negligent conduct of the student if such conduct is reasonably attributable to the negligent failure of the parent to exercise that duty; or
   2) 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.

School District Authority and Jurisdiction

Frisco ISD no longer utilizes the Campus Behavior Coordinator (CBC) as the sole administrator over student management/behavior. Each campus was required by law to designate a single administrator to implement the district student behavior plan. The contact information is available on the district’s website at www.friscoisd.org.

House Bill 1842, passed in 2015 in the 84th Session of the Texas Legislature, in part amended Chapter 12A of the Texas Education Code (TEC) to create Districts of Innovation. The designation allows school districts to be exempt from certain sections of the TEC, providing more flexibility and control in locally meeting the needs of students and the communities served. Please see “School District Authority and Jurisdiction” in the Code of Conduct for additional information.

House Bill 1842, passed in 2015 in the 84th Session of the Texas Legislature, in part amended Chapter 12A of the Texas Education Code (TEC) to create Districts of Innovation. The designation allows school districts to be exempt from certain sections of the TEC, providing more flexibilities and control in locally meeting the needs of students and the communities served.

In February 2017, Frisco ISD determined that the requirement of the Campus Behavior Coordinator of the Texas Education Code inhibits the pursuit of the goals of the Frisco
Independent School District in meeting the needs of students at this time. Frisco ISD therefore adopted and will abide by the following guidelines to return authority to the campus administration.

The principal may delegate the duties of the Campus Behavior Coordinator to campus administrator(s) to best serve the needs of students and families, and the District will provide the training and guidance necessary for them to execute the expectations, practices and protocols of FISD that also meet all other provisions of the Code (Chapter 37, SB 107 and the Student Code of Conduct), i.e., timely notifications. This will ensure consistency and adherence to policy and legal requirements.

A campus administrator will be assigned to assist each student with their individual academic and behavioral needs.

Campus Administration: Student Management Duties

1. Assessing and implementing the campus discipline management program.
2. Removing a student from campus for compelling disciplinary reasons or pending a hearing.
3. Provide models of positive behavior.
4. Provide alternative disciplinary courses of action that do not rely exclusively on strategies such as in-school suspension, out-of-school suspension, or placement in a disciplinary alternative education programs that include:
   a. positive behavioral intervention and support;
   b. referral for services, as necessary;
   c. restorative practices;
   d. social and emotional learning
5. Ensuring that parents and guardians of a student receiving disciplinary consequences are contacted within the time constraints as outlined in SB 107.
6. Identifying and referring students to school-community guidance centers.
7. Responding to teacher referrals to remove a student out of the classroom for misconduct.
8. Serving as a hearing officer.

Threat Assessment and Safe Supportive School Team

The appropriate administrator will work closely with the campus threat assessment safe and supportive school team to implement the district’s threat assessment policy and procedures, as required by law, and shall take appropriate disciplinary action in accordance with the Code of Conduct.
Security Personnel

To ensure sufficient security and protection of students, staff, and property, the board employs School Resource Officers (SROs). In accordance with law, the board has coordinated with the appropriate administrators and other district employees to ensure appropriate law enforcement duties are assigned to SROs. The law enforcement duties of district school resource officers are listed in policy CKE(LOCAL). The law enforcement duties of school resource officers are to:

- Take enforcement action on criminal offenses when appropriate.
- Provide information concerning questions about law enforcement topics to students and staff.
- Provide classroom instruction on various law-related topics.
- Coordinate investigative procedures between police and school administration.
- Provide limited counseling to students with personal problems.
- Counsel with parents and staff as necessary.
- Handle initial police reports of crimes committed on campus.
- Wear police uniforms at all times, or other apparel as approved by both the police department and school district.
- Provide a police presence during events and functions, as appropriate, when requested by the principal and as approved by an SRO Sergeant or Police Administration.
- Keep school administration/office staff informed when off-campus.
- When practical, attend all school special events.
- When possible and practical, divert juveniles out of the criminal justice system into other social agencies.
- Provide instructional teaching services in the area of narcotics, safety, public relations, occupational training, and leadership and life skills.
- Prepare lesson plans as necessary for the presentation of approved topics.

Discipline Management Plan

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 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 or a school-sponsored or school-related activity on district transportation;
2. During 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, board member, or volunteer occurs or is threatened, regardless of time or location;
6. When a student engages in cyberbullying, as provided by Education Code 37.0832;
7. When criminal mischief is committed on or off school property or at a school-related event;
8. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
9. For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas; and
10. When the student commits a felony, as provided by Texas Education Code 37.006 or 37.0081.
11. 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 belief that the vehicle 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 belief that they may contain articles or materials prohibited by the district.

The principal school administrators as appropriate shall report crimes as required by law and shall 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 of Conduct.

**Reporting Crimes or Threats**

The principal other school administrators, as appropriate, shall report crimes as required by law and shall call local law enforcement when an administrator suspects that a crime has been committed on or off campus.

**“Parent” Defined**

Throughout the Code of Conduct and related discipline policies, the term “parent” includes a parent, legal guardian, or other person having lawful control of the child.

**Participating in Graduation Activities**

The district has the right to limit a student’s participation in graduation activities for violating the district’s Code.

Participation might include a speaking role, as established by district policy and procedures.
Students eligible to give the opening and closing remarks at graduation shall be notified by the campus principal. Notwithstanding any other eligibility requirements, in order to be considered as an eligible student to give the opening or closing remarks, a student shall not have engaged in any misconduct in violation of the district's Code, resulting in an out-of-school suspension, removal to a DAEP, or expulsion during the semester immediately preceding graduation.

The valedictorian and salutatorian may also have speaking roles at graduation. No student shall be eligible to have such a speaking role if he or she engaged in any misconduct in violation of the district's Code resulting in an out-of-school suspension, removal to a DAEP, or expulsion during the semester immediately preceding graduation.

Unauthorized Persons

In accordance with Education Code 37.105, a school administrator, school resource officer (SRO), or district police officer shall have the authority to refuse entry or eject a person from district property if the person refuses to leave peaceably on request and:

1. The person poses a substantial risk of harm to any person; or

2. The person behaves in a manner that is inappropriate for a school setting, and the person persists in the behavior after being given a verbal warning that the behavior is inappropriate and may result in refusal of entry or ejection.

Appeals regarding refusal of entry or ejection from district property may be filed in accordance with FNG(LOCAL) or GF(LOCAL), as appropriate. However, the timelines for the district’s grievance procedures shall be adjusted as necessary to permit the person to address the board in person within 90 days, unless the complaint is resolved before a board hearing.

Students Placed in the DAEP

Seniors who are placed in the District Alternative Education Program, DAEP, at the Student Opportunity Center through the last day of instruction for the current school year may not participate in graduation ceremonies.

Exceptions to this guideline may be made by the home campus after an evaluation of the severity of the reason for placement, as well as, the student's disciplinary record for the year. Any exception allowed by the campus will be part of the DAEP placement order. The campus will set specific standards that must be met by the student while attending the SOC. Students not meeting the standards outlined in the DAEP order will have their exception withdrawn.

Students may not attend or participate in any other school-sponsored activities while assigned to the DAEP.

Students must have completed all coursework and requirements outlined by the campus before the first graduation rehearsal to be eligible to participate in graduation exercises.
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, in vehicles owned or operated by the district, and all school-related activities, but the list does not include the most severe offenses. In the subsequent sections on Suspension, DAEP Placement, and Expulsion, certain offenses that require or permit specific consequences are listed. Any offense, however, may be severe enough to result in removal from the Regular Educational Setting as detailed in that section.

The district prohibits the following:

Disregard for Authority
Students shall not:

- Fail to comply with directives given by school personnel (insubordination).
- Leave school grounds or school-sponsored events without permission.
- Disobey rules for conduct in district vehicles.
- Refuse to accept discipline management techniques assigned by a teacher or principal.

Mistreatment of Others: DAEP placement
Students shall not:

- Use profanity, vulgar language or make obscene gestures.
- Fight or scuffle. (For assault see DAEP Placement and Expulsion)
- Threaten a district student, employee, or volunteer, including off school property, if the conduct causes a substantial disruption to the educational environment.
■ Engage in bullying, cyberbullying, harassment, and making hit lists. (See glossary for all four terms)
■ Release or threaten to release intimate visual material of a minor or a student who is 18 years of age or older without the student’s consent.
■ Engage in conduct that constitutes sexual or gender-based harassment or sexual abuse, whether by word, gesture, or any other conduct, directed toward another person, including a district student, employee, board member, or volunteer.
■ Engage in conduct that constitutes dating violence. (See glossary.)
■ Engage in inappropriate or indecent exposure of private body parts.
■ Participate in hazing. (See glossary)
■ Cause an individual to act through the use of or threat of force (coercion).
■ Commit extortion or blackmail (obtaining money or an object of value from an unwilling person).
■ Engage in inappropriate verbal, physical, or sexual conduct directed toward another person, including a district student, employee, or volunteer (this includes any public display of affection).
■ Record the voice or image of another without the prior consent of the individual being recorded or in any way that disrupts the educational environment or invades the privacy of others.

Property Offenses
Students shall not:

■ Damage or vandalize property owned by others. (For felony criminal mischief see DAEP Placement or Expulsion)
■ Deface or damage school property—including textbooks, technology and electronic resources, lockers, furniture, and other equipment—with graffiti or by other means.
■ Steal from students, staff, or the school.
■ Commit or assist in a robbery or theft, even if it does not constitute a felony according to the Penal Code. (For felony robbery, aggravated robbery, and theft see DAEP Placement and Expulsion)

Possession of Prohibited Items
Students shall not possess or use:

■ 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 that is intended to be used as a weapon or could reasonably be perceived as a weapon;
■ An air gun or BB gun;
■ Ammunition;
■ A hand instrument designed to cut or stab another by being thrown;
■ A location-restricted knife;
■ A stun gun;
■ *A firearm;
■ A pocket knife or any other small knife;
■ A club;
■ Knuckles
■ Mace or pepper spray;
■ Pornographic material;
■ Tobacco products; E-cigarettes; and any component, part or accessory for an e-cigarette device;
■ Matches or a lighter;
■ Electronic devices that are not approved by the campus principal;
■ 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) In many circumstances, possession of these items is punishable by mandatory expulsion under federal or state law.

**Possession of Telecommunications Devices**

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

**Penalties** - If a student uses such a device, leaves the device turned on, uses the device for communication, video, audio recording purposes, 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/watch/tablet 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/watch/tablet is returned to the parent.
- The third offense will result in an additional $15 fine being required before the phone/watch/tablet is returned to the parent.
- A fourth offense will result in the phone/watch/tablet 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/wearable technology 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.

**Illegal, Prescription Drugs, and Over-the-Counter Drugs**

Students shall not:

- Possess, use, give, or sell alcohol or an illegal drug. (Also see DAEP Placement and Expulsion for mandatory and permissive consequences under state law.)
- Possess or sell seeds or pieces of marijuana in less than a usable amount. (For illegal drugs, alcohol, and inhalants see DAEP Placement and Expulsion)
- Possess, use, give, or sell paraphernalia related to any prohibited substance. (See glossary for “paraphernalia”)
- Possess, use, abuse, or sell look-alike drugs or items attempted to be passed off as drugs or contraband.
- Abuse the student's own prescription drug, give a prescription drug to another student, or possess or being under the influence of another person's prescription drug on school property or at a school-related event. (See glossary for “abuse.”)
- Abuse over-the-counter drugs. (See glossary for “abuse.”)
- Be 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.”)
- Have or take 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 or harass district students, employees, board members, or volunteers, including off
school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.

- 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 or infringes on the rights of another student at school.

- Use the Internet or other electronic communication 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 or infringes on the rights of another student at school.

Safety Transgressions

Students shall not:

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

Miscellaneous Offenses

Students shall not:

- Violate dress and grooming standards as communicated in the student handbook.
- Cheat or copy the work of another.
- Gamble.
- Falsify records, passes, or other school-related documents.
- Engage in actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Repeatedly violate 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, including restorative practices. Discipline shall be based on 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.

**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 the district shall comply with federal law. For more information regarding discipline of students with disabilities, see policy FOF(LEGAL).

In accordance with the Education Code, a student who receives special education services 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, regardless of whether the action is mandatory or discretionary, 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, in combination, or as part of progressive interventions — for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

- Verbal (oral or written) correction.
- Cooling-off time or a brief “time-out” period, in accordance with law.
- Seating changes within the classroom or vehicles owned or operated by the district.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.
- Counseling by teachers, counselors, or administrative personnel.
- Parent-teacher conferences.
- Behavior coaching.
- Anger management classes.
- Mediation (victim-offender).
- Classroom circles.
- Family group conferencing.
- Grade reductions for cheating, plagiarism, and as otherwise permitted by policy.
- Detention, including outside regular school hours.
- 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.
- Restriction or revocation of district transportation privileges.
- School-assessed and school-administered probation.
- Out-of-school suspension, as specified in the Out-of-School Suspension section of this Code.
- Placement in a DAEP, as specified in the DAEP section of this Code.
- Placement and/or expulsion in an alternative education setting, as specified in the Placement and/or Expulsion for Certain Offenses 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.

### Prohibited Aversive Techniques

Aversive techniques are prohibited for use with students and are defined as techniques or interventions intended to reduce the reoccurrence of a behavior by intentionally inflicting significant physical or emotional discomfort or pain. Aversive techniques include:

- Using techniques designed or likely to cause physical pain by electric shock or any procedure involving pressure points or joint locks.
- Directed release of noxious, toxic, or unpleasant spray, mist, or substance near a student’s face.
- Denying adequate sleep, air, food, water, shelter, bedding, physical comfort, supervision, or access to a restroom facility.
- Ridiculing or demeaning a student in a manner that adversely affects or endangers the learning or mental health of the student or constitutes verbal abuse.
- Employing a device, material, or object that immobilizes all four of a student’s extremities, including prone or supine floor restraint.
- Impairing the student’s breathing, including applying pressure to the student’s torso or neck or placing something in, on, or over the student’s mouth or nose or covering the student’s face.
- Restricting the student’s circulation.
- Securing the student to a stationary object while the student is standing or sitting.
- Inhibiting, reducing, or hindering the student’s ability to communicate.
- Using chemical restraints.
Using time-out in a manner that prevents the student from being able to be involved in and progress appropriately in the required curriculum or any applicable individualized education program (IEP) goals, including isolating the student by the use of physical barriers.

- Depriving the student of one or more of the student's senses, unless the technique does not cause the student discomfort or complies with the student's IEP or behavior intervention plan (BIP).

**Notification**

The campus administrator shall promptly notify a student's parent by phone or in person of any violation that may result in out-of-school suspension, in-school suspension, placement in a DAEP, placement in the JJAEP, or expulsion. The campus administrator shall also notify a student's parent if the student is taken into custody by a law enforcement officer under the disciplinary provisions of the Education Code. A good faith effort shall be made on the day the action was taken to provide to the student for delivery to the student's parent written notification of the disciplinary action. If the parent has not been reached by telephone or in person by 5:00 PM of the first business day after the day the disciplinary action was taken, the appropriate administrator shall send written notification by U.S. Mail. If the administrator is not able to provide notice to the parent, the principal or designee shall provide the notice.

Before the principal or appropriate administrator assigns a student under 18 to detention outside the regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

**Appeals**

Questions from parents regarding disciplinary measures should be addressed to the teacher or appropriate campus administrator. Appeals or complaints regarding the use of specific discipline management techniques should be addressed in accordance with Frisco ISD Board Policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office or the central administration office or through Policy online at [http://pol.tasb.org/Home/Index/309/](http://pol.tasb.org/Home/Index/309/).

The district shall not delay a disciplinary consequence while a student or parent pursues a grievance.
Removal from the School Bus
A bus driver may refer a student to the principal or appropriate campus administrator’s office to maintain effective discipline on the bus. The principal or appropriate campus administrator must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student’s bus riding privileges.

Since the district’s primary responsibility in transporting students in district vehicles is to do so as safely as possible, the operator of the vehicle must focus on driving and not have his or her attention distracted by student misbehavior. Therefore, when appropriate disciplinary management techniques fail to improve student behavior or when specific misconduct warrants immediate removal, the principal or the appropriate campus administrator may restrict or revoke a student’s transportation privileges, in accordance with law.

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 campus administration’s office as a discipline management technique. The campus administrator shall employ alternative discipline management techniques, including progressive interventions. A teacher or administrator may remove a student from class for a behavior that violates this Code to maintain effective discipline in the classroom.

Formal Removal
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.

Within three school days of the formal removal, the campus administrator shall schedule a conference with the student’s parent, the student, the teacher who removed the student from class, and any other appropriate administrator.

At the conference, the campus administrator shall inform the student of the alleged misconduct and the proposed consequences. The student shall have an opportunity to respond to the allegations.

When a student is removed from the regular classroom by a teacher and a conference is pending, the appropriate administrator may place the student in:
Another appropriate classroom.
- In-school suspension.
- Out-of-school suspension.
- DAEP.

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 shall be followed.

**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.

**Out-of-School Suspension (OSS)**

**Misconduct**

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

The district shall not use out-of-school suspension for students in grade 2 or below unless the conduct meets the requirements established in law. Occasionally, a student below grade 3 displays behavior that warrants removal even though it doesn't fit into the categories of weapons, violent offenses, or being under the influence. The District has established a protocol for quickly responding to these instances.

A student below grade 3 or a student who is homeless shall not be placed in out-of-school suspension unless, while on school property or while attending a school-sponsored or school-related activity on or off school property, the student engages in:

- Conduct that contains the elements of a weapons offense, as provided in Penal Code Section 46.02 or 46.05;
- Conduct that contains the elements of assault, sexual assault, aggravated assault, or aggravated sexual assault, as provided by the Penal Code; or
- Selling, giving, or delivering to another person or possessing, using, or being under the influence of any amount of marijuana, an alcoholic beverage, or a controlled substance or dangerous drug as defined by federal or state law.

The district shall use a positive behavior program as a disciplinary alternative for students below grade 3 who commit general conduct violations instead of suspension or placement in a DAEP. The program shall meet the requirements of law.
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 alleged misconduct. The student shall have the opportunity to respond to the allegations before the administrator makes a decision.

The appropriate campus administrator shall determine the number of days of a student’s suspension not to exceed three school days.

In deciding whether to order out-of-school suspension, the administrator shall take into consideration:

1. Self-defense (see glossary).
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student’s disciplinary history,
4. A disability that substantially impairs the student’s capacity to appreciate the wrongfulness of the student’s conduct.
5. A student’s status in the conservatorship of the Department of Family and Protective Services (foster care), or
6. A student’s status as homeless.

The appropriate administrator shall determine any restrictions on participation in school sponsored or school related extracurricular and co-curricular activities.
Coursework During Suspension

The district shall ensure a student receives access to coursework for foundation curriculum courses while the student is placed in in-school or out-of-school suspension, including at least one method of receiving this coursework that doesn't require the use of the internet.

A student removed from the regular classroom to in-school suspension or another setting, other than a DAEP, will have an opportunity to complete before the beginning of the next school year each course the student was enrolled in at the time of removal from the regular classroom. The district may provide the opportunity by any method available, including a correspondence course, another distance learning option, or summer school. The district will not charge the student for any method of completion provided by the district.

Disciplinary Alternative Education Program (DAEP)

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, regardless of whether the action is mandatory or discretionary, the appropriate administrator shall take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student’s discipline history,
4. A disability that substantially impairs the student’s capacity to appreciate the wrongfulness of the student’s conduct,
5. A student’s status in the conservatorship of the Department of Family and Protective Services (foster care), or
6. A student’s status as homeless.
Discretionary Placement: Misconduct That May Result in DAEP Placement

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

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

- Engaging in bullying that encourages a student to commit or attempt to commit suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or a student who is 18 years of age or older without the student’s consent.
- Involvement in a public school fraternity, sorority, or secret society, including participating as a member of 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).
- Involvement in criminal mischief, including a felony.
- Any criminal mischief, including a felony.
- Assault (no bodily injury) with threat of imminent bodily injury.
- Assault by offensive or provocative physical contact.

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 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 campus administration 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 on campus 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. A student with a valid prescription for low THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision. (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 (see glossary).

Engages in conduct that contains the elements of an offense of harassment against an employee under Penal Code 42.07(a)(1),(2),(3), or (7).

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 Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:

- The student receives deferred prosecution (see glossary),
- A court or jury finds that the student has engaged in delinquent conduct (see glossary), or
- 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 continuous sexual abuse of a young child or children or 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's parent or another person with the authority to act on behalf of the victim requests 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 shall be transferred to a DAEP.
Process

Removals to a DAEP for mandatory placements shall be made by the appropriate administrator.

Conference

When a student is removed from class for a DAEP offense, the appropriate administrator shall 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 shall inform the student, orally or in writing, of the reasons for the removal and shall 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.

Consideration of Mitigating Factors

In deciding whether to place a student in a DAEP, regardless of whether the action is mandatory or discretionary, the administrator shall take into consideration:

- Self-defense (see glossary)
- Intent or lack of intent at the time the student engaged in the conduct, and
- The student’s disciplinary history,
- A disability that substantially impairs the student’s capacity to appreciate the wrongfulness of the student's conduct, or
- A student’s status in the conservatorship of the Department of Family and Protective Services (foster care), or
- A student’s status as homeless.

Placement Order

After the conference, if the student is placed in the DAEP, the appropriate campus 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 a foundation curriculum course in which the student was enrolled at
the time of removal and which is 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 appropriate administrator shall determine the duration of a student's placement in a DAEP.

The duration of a student's placement shall be determined case-by-case based on 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.

Unless otherwise specified in the placement order, days absent from a DAEP shall not count toward fulfilling the total number of days required in a student's DAEP placement order.

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 the student is a threat to the safety of other students or to district employees.

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 appropriate administrator or the board's designee 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, a 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.

Student or parent appeals regarding a student’s placement in a DAEP should be addressed in accordance with FNG (LOCAL). A copy of this policy may be obtained from the principal’s office, the central administration office, or through Policy On Line at the following address: http://pol.tasb.org/Home/Index/309/

Appeals shall begin at Level 1.

The district shall not delay disciplinary consequences pending the outcome of an appeal. The decision to place a student in a DAEP cannot be appealed beyond the board.

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 co-curricular activities, 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 is entitled to transportation in accordance with the student’s individualized education program (IEP) or Section 504 plan.

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 shall be the last instructional day, and the student shall be allowed to participate in the graduation ceremony and related graduation activities unless otherwise specified in the DAEP placement order.

Exceptions to this guideline may be made by the home campus after an evaluation of the severity of the reason for placement, as well as, the student’s disciplinary record for the year. Any exception allowed by the campus will be part of the DAEP placement order. The campus will set specific standards that must be met by the student while attending the SOC. Students not meeting the standards outlined in the DAEP order will have their exception withdrawn.

Placement Review

A student placed in a DAEP shall be provided a review of his or her status, including academic status, by the campus administrator 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**

When a student is placed in a DAEP for certain offenses, the office of the prosecuting attorney shall notify the district if:

- 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
- 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 appropriate administrator may complete the proceedings and issue a placement order. If the student then re-enrolls 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 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 is necessary because the student’s behavior is so unruly, disruptive, or abusive that it seriously interferes with classroom or school operations, 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.

Transition Services

In accordance with law and district procedures, campus staff shall provide transition services to a student returning to the regular classroom from an alternative education program, including a DAEP. See policy FOCA(LEGAL) for more information.

Placement and/or Expulsion for Certain Offenses

This section includes two categories of offenses for which the Education Code provides unique procedures and specific consequences.

Registered Sex Offenders

Upon receiving notification in accordance with state law that a student is currently required to register as a sex offender, the district 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.

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 appropriate administrator or the board makes certain findings and the following circumstances exist in relation to aggravated robbery or a felony offense under Title 5 (see glossary) of the 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:

- The date on which the student's conduct occurred,
The location at which the conduct occurred,
- Whether the conduct occurred while the student was enrolled in the district, or
- 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:

- Threatens the safety of other students or teachers
- Will be detrimental to the educational process, or
- 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.

**Placement Review**

A student placed in a DAEP or JJAEP under these circumstances is entitled to a review of his or her status, including academic status, by the campus administrator or board’s designee 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 have the opportunity to present arguments for the student’s return to the regular classroom or campus.

**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**

In deciding whether to order expulsion, regardless of whether the action is mandatory or discretionary, the appropriate administrator shall take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student’s disciplinary history,
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student’s status in the conservatorship of the Department of Family and Protective Services (foster care), or
6. A student’s status as homeless.

Discretionary Expulsion: Misconduct That May Result in Expulsion

Any Location
A student may be expelled for engaging in the following no matter where it takes place:

- Engaging in bullying that encourages a student to commit or attempt to commit suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or a student who is 18 years of age or older without the student’s consent.
- Conduct that contains the elements of assault under Penal Code 22.01(a)(1) in retaliation against a school employee or volunteer.
- Criminal mischief, if punishable as a felony.
- 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. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision. (See glossary for “under the influence.”)

- 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:
  - Aggrivated 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.
  - Unlawfully carrying on or about the student’s person a handgun, or a location-restricted knife, as these terms are defined by state law. (See glossary.)
  - Possessing, manufacturing, transporting, repairing, or selling, or prohibited weapon, as defined by state law. (See glossary.)
  - Possession of a firearm, (as defined by federal law). (See glossary.)

**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 documented serious misbehavior that violates the district’s Code, despite documented behavioral interventions while placed in a DAEP. For purposes of discretionary expulsion from a DAEP, serious misbehavior means:
1. Deliberate violent behavior that poses a direct threat to the health or safety of others;
2. Extortion, meaning the gaining of money or other property by force or threat;
3. Conduct that constitutes coercion, as defined by Section 1.07, Penal Code; or
4. Conduct that constitutes the offense of:
   1) Public lewdness under Penal Code 21.07;
   2) Indecent exposure under Penal Code 21.08;
   3) Criminal mischief under Penal Code 28.03;
   4) Hazing under Education Code 37.152; or
   5) Harassment under Penal Code 42.07(a)(1), of a student or district employee.

**Mandatory Expulsion: Misconduct That Requires Expulsion**

A student must be expelled under federal or state law 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:

**Under Federal Law**

Bringing to school or possessing at school, including any setting that is under the district’s control or supervision for the purpose of a school activity, a firearm, as defined by federal law. (See glossary.)

**Note:** Mandatory expulsion under the federal Gun Free Schools Act does not apply to a firearm that is lawfully stored inside a locked vehicle, or to firearms used in activities approved and authorized by the district when the district has adopted appropriate safeguards to ensure student safety.

**Under the Penal Code**

Carrying on or about the “student’s” person the following, in the manner prohibited by Penal Code 46.02:

- A handgun, defined by state law as any firearm designed, made, or adapted to be used with one hand. (See glossary.) Note: A student may not be expelled solely on the basis of the student’s use, exhibition, or possession of a firearm that occurs at an approved target range facility that is not located on a school campus, 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. [See policy FNCG(LEGAL).]
- A location-restricted knife, as defined by state law. (See glossary.)
- Possessing, manufacturing, transporting, repairing, or selling a prohibited weapon, as defined in state law. (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.
  - Continuous sexual abuse of a young child or children.
  - 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.
- Engaging in retaliation against a school employee or volunteer combined with one of the above-listed offenses.

**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 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 administrator 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 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 witnesses called by the district at the hearing.

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 Chief Student Services Officer 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 shall 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
Before ordering the expulsion, the board or appropriate administrator shall take into consideration:

1. Self-defense (see glossary),
2. Intent of lack of intent at the time the student engaged in the conduct, and
3. The student’s disciplinary history,
4. A disability that substantially impairs the student’s capacity to appreciate the wrongfulness of the student’s conduct,
5. A student’s status in the conservatorship of the Department of Family and Protective Services (foster care), or
6. A student’s status as homeless.

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.

No later than the second business day after the hearing, the Chief Student Services Officer 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 based on 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 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 re-enrolls 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 campus administration 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 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 Procedures

When an emergency expulsion is necessary to protect persons or property from imminent hard, 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.

Transition Services

In accordance with law and district procedures, campus staff shall provide transition services for a student returning to the regular classroom from placement in an alternative education program, including a DAEP or JJAEP, See policies FOCA(LEGAL) and FODA(LEGAL) for more information.
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 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:
   1) 65 years of age or older, or
   2) A disabled person.

Armor-Piercing Ammunition is defined by Penal Code 46.01 as handgun ammunition used in pistols and revolvers and designed primarily for the purpose of penetrating metal or body armor.

Arson is defined in part by Penal Code 28.02 as:

1. A crime that involves starting a fire or causing an explosion with intent to destroy or damage:
   1) Any vegetation, fence, or structure on open-space land; or
   2) 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
   3) 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:
   1) Recklessly damages or destroys a building belonging to another, or
2) Recklessly causes another person to suffer bodily injury or death.

**Assault** is defined in part by Penal Code 22.01(a)(1) as intentionally, knowingly, or recklessly causing bodily injury to another; 22.01(a)(2) as intentionally or knowingly threatening another with imminent bodily injury; and 22.01(a)(3) as intentionally or knowingly causing physical contact with another that can reasonably be regarded as offensive or provocative.

**Breach of Computer Security** includes knowingly accessing a computer, computer network, or computer system without the effective consent of the owner as defined in Penal Code 33.02, if the conduct involves accessing a computer, computer network, or computer system owned by or operated on behalf of a school district; and the student knowingly alters, damages, or deletes school district property or information; or commits a breach of any other computer, computer network, or computer system.

**Bullying** is defined in Section 37.0832 of the Education Code as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

1. Has the effect or will 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. Is sufficiently severe, persistent, and pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.
3. Materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
4. Infringes on the rights of the victim at school.

Bullying includes cyberbullying. (See below) This state law on bullying prevention applies to:

1. Bullying that occurs on or is delivered to school property or to the site of a school sponsored or school-related activity on or off school property;
2. Bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and
3. Cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student’s educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

*Students who have bullied others are in violation of school policy and state law may be subjected to disciplinary action, up to and including suspension, expulsion, and pursuit of criminal charges.

**Chemical Device** is defined by Penal Code 46.01 as 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 defined by Penal Code 46.01 as 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.

Controlled substance means a substance, including a drug, an adulterant, and a dilutant, listed in Schedules I through V or Penalty Group 1, 1-A, 2, 2-A, 3, or 4 of the Texas Controlled Substances Act. The term includes the aggregate weight of any mixture, solution, or other substance containing a controlled substance. The term does not include hemp, as defined by Agriculture Code 121.001, or the tetrahydrocannabinols (THC) in hemp.

Criminal Street Gang is defined by Penal Code 71.01 as 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 defined by Section 37.0832 of the Education Code as bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an Internet website, or any other Internet-based communication tool.

Dangerous Drug is defined by Health and Safety Code 483.001 as a device or a drug that is unsafe for self-medication and that is not included in Schedules I through V or Penalty Groups 1 through 4 of the Texas Controlled Substances Act. The term includes a device or drug that federal law prohibits dispensing without prescription or restricts to use by or on the order of a licensed veterinarian.

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 under Penal Code 22.05 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.

**E-cigarette** means an electronic cigarette or any other device that stimulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine or other substances to the individual inhaling from the device. The term includes any device that is manufactured, distributed, or sold as an e-cigarette, e-cigar, or e-pipe or under another product name or description and a component, part, or accessory for the device, regardless of whether the component, part, or accessory is sold separately from the device.

**Explosive Weapon** is defined by Penal Code 46.01 as 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** under Penal Code 42.06 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** is defined by federal law (18 U.S.C. 921(a)) as:

1. 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;
2. The frame or receiver of any such weapon;
3. Any firearm muffler or firearm weapon; or
4. Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade. Such term does not include an antique firearm.

**Firearm Silencer** is defined by Penal Code 46.01 as any device designed, made, or adapted to muffle the report of a firearm.

**Graffiti** includes 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.

**Handgun** is defined by Penal Code 46.01 as any firearm that is designed, made, or adapted to be fired with one hand.
Harassment includes:

1. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL);

2. Conduct that threatens to cause harm or bodily injury to another person, including a district student, employee, board member, or volunteer; 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, as defined in Section 37.001(b)(2) of the Education Code; or

3. Conduct that is punishable as a crime under Penal Code 42.07, including the following types of conduct if carried out with the intent to harass, annoy, alarm, abuse, torment, or embarrass another:
   a. Initiating communication and, in the course of the communication, making a comment, request, suggestion, or proposal that is obscene, as defined by law;
   b. Threatening, in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person’s family or household, or the person’s property;
   c. Conveying, in a manner reasonably likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury; and
   d. Sending repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another.

Hazing is defined by Section 37.151 of the Education Code as an intentional, knowing, or reckless act, on or off campus, by one person alone or acting with others, directed against a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in a student organization if the act meets the elements in Education Code 37.151, including:

1. Any type of physical brutality;

2. An activity that subjects the student to an unreasonable risk of harm or that adversely affects the student’s mental or physical health, such as sleep deprivation, exposure to the elements, confinement to small spaces, calisthenics, or consumption of food, liquids, drugs, or other substances;

3. An activity that induces, causes, or requires the student to perform a duty or task that violates the Penal Code; and

4. Coercing a student to consume a drug or alcoholic beverage in an amount that would lead a reasonable person to believe the student is intoxicated.
**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.

**Improvised explosive device** is defined by Penal Code 46.01 as a completed and operational bomb designed to cause serious bodily injury, death, or substantial property damage that is fabricated in an improvised manner using nonmilitary components.

**Indecent exposure** is defined by Penal Code 21.08 as an offense that occurs when a person exposes the person's anus or any part of the person's genitals with intent to arouse or gratify the sexual desire of any person, and is reckless about whether another is present who will be offended or alarmed by the act.

**Intimate visual material** is defined by Civil Practices and Remedies Code 98B.001 and Penal Code 21.16 as visual material that depicts a person with the person's intimate parts exposed or engaged in sexual conduct. “Visual material” means any film, photograph, videotape, negative, or slide of any photographic reproduction or any other physical medium that allows an image to be displayed on a computer or other video screen and any image transmitted to a computer or other video screen.

**Location Restricted Knife** is defined by Penal Code 46.01 as a knife with a blade of over five and one-half inches.

**Knuckles** means 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.

**Look-alike weapon** means an item that resembles a weapon but is not intended to be used to cause serious bodily injury.

**Machine Gun** as defined by Penal Code 46.01 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.

**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.

**Prohibited Weapon** under Penal Code 46.05(a) means

1. The following items unless registered with the U.S. Bureau of Alcohol, Tobacco, Firearms, and Explosives or otherwise not subject to threat registration requirement or unless the item is classified as a curio or relic by the U.S.
Department of Justice:
   a. An explosive weapon;
   b. A machine gun;
   c. A short-barrel firearm;

2. Armor-piercing ammunition;

3. A chemical dispensing device;

4. A zip gun; or

5. A tire deflation device.

6. An improvised explosive device; or

7. A firearm silencer, unless classified as a curio or relic by the U.S. Department of Justice or the actor otherwise possesses, manufactures, transports, repairs, or sells the firearm silencer in compliance with federal law.

Public Lewdness is defined by Penal Code 21.07 as an offense that occurs when a person knowingly engages in an act of sexual intercourse, deviate sexual intercourse, or sexual contact in a public place or, if not in a public place, is reckless about whether another is present who will be offended or alarmed by the act.

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 that which an ordinary person of average intelligence and sound mind would believe. Chapter 37 requires certain disciplinary decisions when the superintendent or designee has a reasonable belief that a student engaged in conduct punishable as a felony offense. In forming such a reasonable belief, the superintendent or designee may use all available information, including the notice of a student’s arrest 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 Misbehavior means:

1. Deliberate violent behavior that poses a direct threat to the health or safety of others;

2. Extortion, meaning the gaining of money or other property by force or threat;

3. Conduct that constitutes coercion, as defined by Section 1.07, Penal Code; or

4. Conduct that constitutes the offense of:
   1) Public lewdness under Penal Code 21.07;
   2) Indecent exposure under Penal Code 21.08;
3) Criminal mischief under Penal Code 28.03;
4) Hazing under Education Code 37.152; or
5) Harassment under Penal Code 42.07(a)(1), of a student or district employee.

**Serious or Persistent Misbehavior** includes but is not limited to:

1. Behavior that is grounds for permissible expulsion or mandatory DAEP placement.
2. Behavior identified by the district as grounds for discretionary DAEP placement.
3. Actions or demonstrations that substantially disrupt or materially interfere with school activities.
4. Refusal to attempt or complete school work as assigned.
5. Insubordination.
6. Profanity, vulgar language, or obscene gestures.
7. Leaving school grounds without permission.
8. Falsification of records, passes, or other school-related documents.
9. Refusal to accept discipline assigned by the teacher or principal.

**Short-Barrel Firearm** is defined by Penal Code 46.01 as 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.

**Terroristic Threat** is defined by Penal Code 22.07 as a threat of violence to any person or property with the 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).

**Tire Deflation Device** is defined in part by Penal Code 46.01 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.
**Title 5 Offenses** are those crimes listed in Title 5 of the Texas Penal Code that involve injury to a person and may include:

- Murder, manslaughter, or homicide under Sections 19.02, - .05;
- Kidnapping under Section 20.03;
- Trafficking of persons;
- Smuggling or continuous smuggling of persons under Sections 20.25 - .06;
- Assault under Section 22.01;
- Aggravated assault under Section 22.02;
- Sexual assault under Section 22.011;
- Aggravated sexual assault under 22.021;
- Unlawful restraint under Section 20.02;
- Continuous sexual abuse of a young child or children under Section 21.02;
- Voyeurism under Section 21.17;
- Indecency with a child under Section 21.11;
- Invasive visual recording under Section 21.15;
- Disclosure or promotion of intimate visual material under Section 21.16;
- Sexual coercion under Section 21.18, Texas Penal Code under Section 22.04;
- Injury to a child, an elderly person, or a disabled person of any age under Section 22.04;
- Abandoning or endangering a child under Section 22.041;
- Deadly conduct under Section 22.05;
- Terroristic threat under Section 22.07;
- Aiding a person to commit suicide under Section 22.08; and
- Tampering with a consumer product under Section 22.09.

[See FOC(EXHIBIT)]

**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 defined by Penal Code 46.01 as 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, In-School Suspension - ISS):
Excessive tardies
Unexcused absences up to 1/2 of the school day
Disturbing classes in progress by running and making noises in the hallway
Leaving the classroom without permission
Exhibiting any unacceptable physical contact, including public displays of affection
Using profanity
Displaying any behavior which is disruptive to the orderly process of classroom instruction.
Violating posted classroom rules of conduct
Failure to attend a tutorial session
Cheating on an exam and/or copying the work of another student (A grade of zero may also be given.)
Being improperly dressed
Bringing banned items to school

Type II Offenses
Include but are not limited to (Consequences include but are not limited to: Extended detention, ISS, Out of School Suspension – OSS):

- Failure to attend assigned detention
- Unexcused absence of a full day or more
- Disrespectful or discourteous remarks to faculty or staff
- Vandalism of any type (restitution also required)
- Physically aggressive behavior
- 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):

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

Type IV Offenses
Include but are not limited to (Consequences include but are not limited to: Extended ISS, OSS):

- Failure to observe rules in assigned in-school suspension class
- Simple assault of another student
- Documented persistent incorrigible behavior
- Theft or vandalism resulting in serious financial loss to school
- Fighting
Refusal to comply and provide access to a vehicle driven to school by a student and parked on school property whenever there is reasonable belief that the vehicle contains articles or materials prohibited by the district.
Continued commission of any Type I, II, or III offense

**Alternative Education Placement Offenses**
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, during lunch, or on Saturdays (will be determined by each individual campus).

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

1. **Disciplinary Alternative Education Program (DAEP)** – The Student Opportunity Center (SOC) is an alternative education campus. The DAEP for secondary students (grades 6-12) is located at the SOC. The SOC Campus is located at 6928 Maple Street. Elementary students will attend the elementary (grades k-5) DAEP on the second floor of the Administration Annex for Technology located at 6948 Maple Street. Placement in the DAEP will usually be for a minimum of sixty days and may be for the duration of the year. Transportation to and from the SOC or Annex is the student’s/parent’s responsibility.

2. **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.

**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, along 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 Student Services Department at the FISD Administration Building:

5515 Ohio Drive
Frisco, Texas 75035
(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 endanger 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**

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and district policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner. Refer to the district's policies at FNF(LEGAL) and FNF(LOCAL) for more information regarding investigations and searches.

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

Desks, lockers, district-provided technology, and similar items are the property of the district and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice.

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 questions 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.

Reporting Crimes

The principal or other school administrators as appropriate shall report crimes as required by law and shall call law enforcement when an administrator expects a crime has been committed on campus.

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.

**Tobacco Use**

Students shall not possess or use tobacco products, including but not limited to cigarettes, cigars, pipes, snuff or chewing tobacco, e-cigarettes, while under the school’s jurisdiction. Students in violation of this policy may receive up to 3 days of OSS suspension and / or receive a referral to the School Resource Officer.

**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.

**Student Responsible Use of Technology**

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

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 will not retrieve, save, distribute, or display hate-based, offensive, or sexually explicit material.

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. Students will refrain from attempting to bypass, hack, or circumvent security settings or Internet filters, or interfere with the operation of the network by installing software or web-based services.

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 communication
If a student finds an inappropriate site or image, he or she must immediately minimize the program and contact the instructor.

Students are responsible for not pursuing material that could be considered offensive. Students should notify a teacher or administrator immediately if they encounter materials which violate appropriate use.

Students are responsible at all times to keep their district issued network and email account safe and secure. Do not share usernames, passwords or other account information, nor attempt to access other users’ accounts. Report any suspected unauthorized use of their account to a teacher or district official immediately.

Masquerading, spoofing, or pretending to be someone else is forbidden. This includes, but is not limited to, sending out email, creating accounts, or posting messages or other online content (e.g. text, images, audio or video) in someone else’s name.

Students will use electronic mail and other means of communication such as blogs, wikis, podcasting, chat, instant-messaging, discussion boards, and virtual learning environments responsibly. Students must not create/publish/submit/distribute or display any abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation or illegal and should report any instances encountered.

Students will refrain from the use of or access of files, software, or other resources owned by others without the owner’s permission. They will use only those school network directories that are designated for student use and for the purpose designated by the teacher.

Students shall respect the intellectual property of other users and information providers. They will obey copyright guidelines, and will not plagiarize or use the work of others without proper citation and permission.

Students will be polite and use appropriate language in electronic mail messages, virtual learning environments, online postings, and digital communications with others. They will refrain from using profanity, vulgarities, or any other inappropriate language as determined by school administrators.

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.

**Unacceptable and Inappropriate Use of Technology Resources:**

**Secondary Schools**

Students are prohibited from possessing, sending, forwarding, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal. This prohibition also applies to conduct off school property, whether the equipment used to send such messages is district-owned or personally owned, if it results in a substantial disruption to the educational environment.

Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as “sexting,” will be disciplined according to the Student Code of Conduct, may be required to complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student, we encourage you to review with your child “Before You Text” Sexting Prevention Course, a state-developed program that addresses the consequences of engaging in inappropriate behavior using technology.

In addition, any student who engages in conduct that results in a breach of the district’s computer security will be disciplined in accordance with the Student Code of Conduct, and, in some cases, the consequence may rise to the level of expulsion.
Accelerated instruction is an intensive supplemental program designed to address the needs of an individual student in acquiring the knowledge and skills required at his or her grade level and/or as a result of a student not meeting the passing standard on a state-mandated assessment.

ACT-Aspire refers to an assessment that took the place of ACT-Plan and is designed as a preparatory and readiness assessment for the ACT. This is usually taken by students in grade 10.

ACT refers to one of the two most frequently used college or university admissions exams: the American College Test. The test may be a requirement for admission to certain colleges or universities.

ARD is the admission, review, and dismissal committee convened for each student who is identified as needing a full and individual evaluation for special education services. The eligible student and his or her parents are members of the committee.

Attendance review committee is responsible for reviewing a student’s absences when the student's attendance drops below 90 percent, or in some cases 75 percent, of the days the class is offered. Under guidelines adopted by the board, the committee will determine whether there were extenuating circumstances for the absences and whether the student needs to complete certain conditions to master the course and regain credit or a final grade lost because of absences.

CPS stands for Child Protective Services.

DAEP stands for disciplinary alternative education program, a placement for students who have violated certain provisions of the Student Code of Conduct.

DFPS is the Texas Department of Family Protective Services.

DPS stands for the Department of Public Safety.

EOC assessments are end-of-course tests, which are state-mandated, and are part of the STAAR program. Successful performance on EOC assessments are required for graduation. These exams will be given in English I, English II, Algebra I, Biology, and U.S. History.

ESSA is the federal Every Student Succeeds Act.

FERPA refers to the federal Family Educational Rights and Privacy Act that grants specific privacy protections to student records. The law contains certain exceptions, such as for directory information, unless a student’s parent or a student 18 or older directs the school not to release directory information.

IEP is the written record of the individualized education program prepared by the ARD committee for a student with disabilities who is eligible for special education services. The IEP
contains several parts, such as a statement of the student's present educational performance; a statement of measurable annual goals, with short-term objectives; the special education and related services and supplemental aids and services to be provided, and program modifications or support by school personnel; a statement regarding how the student's progress will be measured and how the parents will be kept informed; accommodations for state or district-wide tests; whether successful completion of state-mandated assessments is required for graduation, etc.

**IGC** is the individual graduation committee, formed in accordance with state law, to determine a student's eligibility to graduate when the student has failed to demonstrate satisfactory performance on no more than two of the required state assessments.

**ISS** refers to in-school suspension, a disciplinary technique for misconduct found in the Student Code of Conduct. Although different from out-of-school suspension and placement in a DAEP, ISS removes the student from the regular classroom.

**PGP** stands for Personal Graduation Plan, which is required for high school students and for any student in middle school who fails a section on a state-mandated test or is identified by the district as not likely to earn a high school diploma before the fifth school year after he or she begins grade 9.

**PSAT** is the preparatory and readiness assessment for the SAT.

**SAT** refers to one of the two most frequently used college or university admissions exams: the Scholastic Aptitude Test. The test may be a requirement for admission to certain colleges or universities.

**SHAC** stands for School Health Advisory Council, a group of at least five members, a majority of whom must be parents, appointed by the school board to assist the district in ensuring that local community values and health issues are reflected in the district’s health education instruction, along with providing assistance with other student and employee wellness issues.

**Section 504** is the federal law that prohibits discrimination against a student with a disability, requiring schools to provide opportunities for equal services, programs, and participation in activities. Unless the student is determined to be eligible for special education services under the Individuals with Disabilities Education Act (IDEA), general education with appropriate instructional accommodations will be provided.

**STAAR** is the State of Texas Assessments of Academic Readiness, the state's system of standardized academic achievement assessments.

**STAAR Alternate 2** is an alternative state-mandated assessment designed for students with severe cognitive disabilities receiving special education services who meet the participation requirements, as determined by the student’s ARD committee.

**STAAR Spanish** is an alternative state-mandated assessment administered to eligible students for whom a Spanish version of STAAR is the most appropriate measure of their academic progress.
State-mandated assessments are required of students at certain grade levels and in specified subjects. Successful performance sometimes is a condition of promotion, and passing the STAAR EOC assessments is a condition of graduation. Students have multiple opportunities to take the tests if necessary for promotion or graduation.

Student Code of Conduct is developed with the advice of the district-level committee and adopted by the board and identifies the circumstances, consistent with law, when a student may be removed from a classroom, campus, or district vehicle. It also sets out the conditions that authorize or require the principal or another administrator to place the student in a DAEP. It outlines conditions for out-of-school suspension and expulsion. The Student Code of Conduct also addresses notice to the parent regarding a student's violation of one of its provisions.

TELPAS stands for the Texas English Language Proficiency Assessment System, which assesses the progress that English learners make in learning the English language, and is administered for those who meet the participation requirements in kindergarten–grade 12.

TSI assessment is the Texas Success Initiative assessment designed to measure the reading, mathematics, and writing skills that entering college-level freshmen students should have if they are to be successful in undergraduate programs in Texas public colleges and universities.

TXVSN is the Texas Virtual School Network, which provides online courses for Texas students to supplement the instructional programs of public school districts. Courses are taught by qualified instructors, and courses are equivalent in rigor and scope to a course taught in a traditional classroom setting.

UIL refers to the University Interscholastic League, the statewide voluntary nonprofit organization that oversees educational extracurricular academic, athletic, and music contests.
Appendix A: Freedom from Bullying Policy

Note that school board policies may be revised at any time. For legal context and the most current copy of the local policy, visit http://www.friscoisd.org/ly/news/policy.htm. Below is the text of Frisco Independent School District’s policy FFI(LOCAL) as of the date that this handbook was finalized for this school year.

Student Welfare: Freedom from Bullying

Policy FFI(LOCAL) adopted on 3/15/2012

Note: This policy addresses bullying of District students. For provisions regarding discrimination and harassment involving District students, see FFH. Note that FFI shall be used in conjunction with FFH for certain prohibited conduct. For reporting requirements related to child abuse and neglect, see FFG.

BULLYING PROHIBITED

The District prohibits bullying as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.

DEFINITION

Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic means, or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the District and that:

1. Has the effect or will 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. Is sufficiently severe, persistent, and pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

This conduct is considered bullying if it:

1. Exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct; and
2. Interferes with a student's education or substantially disrupts the operation of a school.

**EXAMPLES**
Bullying of a student may include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name calling, rumor spreading, or ostracism.

**RETAIATION**
The District prohibits retaliation by a student or District employee against any person who in good faith makes a report of bullying, serves as a witness, or participates in an investigation.

**EXAMPLES**
Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

**FALSE CLAIM**
A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a District investigation regarding bullying shall be subject to appropriate disciplinary action.

**TIMELY REPORTING**
Reports of bullying shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the District's ability to investigate and address the prohibited conduct.

**REPORTING PROCEDURES**

**STUDENT REPORT**
To obtain assistance and intervention, any student who believes that he or she has experienced bullying or believes that another student has experienced bullying should immediately report the alleged acts to a teacher, counselor, principal, or other District employee.

**EMPLOYEE REPORT**
Any District employee who suspects or receives notice that a student or group of students has or may have experienced bullying shall immediately notify the principal or designee.

**REPORT format**
A report may be made orally or in writing. The principal or designee shall reduce any oral reports to written form.

**PROHIBITED CONDUCT**
The principal or designee shall determine whether the allegations in the report, if proven, would constitute prohibited conduct as defined by policy FFH, including dating violence and harassment or discrimination on the basis of race, color, religion, gender,
national origin, or disability. If so, the District shall proceed under policy FFH. If the allegations could constitute both prohibited conduct and bullying, the investigation under FFH shall include a determination on each type of conduct.

The principal or designee shall conduct an appropriate investigation based on the allegations in the report. The principal or designee shall promptly take interim action calculated to prevent bullying during the course of an investigation, if appropriate.

**CONCLUDING THE INVESTIGATION**

Absent extenuating circumstances, the investigation should be completed within ten District business days from the date of the initial report alleging bullying; however, the principal or designee shall take additional time if necessary to complete a thorough investigation.

The principal or designee shall prepare a final written report of the investigation. The report shall include a determination of whether bullying occurred, and if so, whether the victim used reasonable self-defense. A copy of the report shall be sent to the Superintendent or designee.

**NOTICE TO PARENTS**

If an incident of bullying is confirmed, the principal or designee shall promptly notify the parents of the victim and of the student who engaged in bullying.

**DISTRICT ACTION**

If the results of an investigation indicate that bullying occurred, the District shall promptly respond by taking appropriate disciplinary action.

**DISCIPLINE**

A student who is a victim of bullying and who used reasonable, the District shall promptly respond by taking appropriate disciplinary action in accordance

**CORRECTIVE ACTION**

Examples of corrective action may include a training program for the individuals involved in the complaint, a comprehensive education program for the school community, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of areas where bullying has occurred, and reaffirming the District's policy against bullying.

**TRANSFERS**

The principal or designee shall refer to FDB for transfer provisions.
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUNSELING</td>
<td>The principal or designee shall notify the victim, the student who engaged in bullying, and any students who witnessed the bullying of available counseling options.</td>
</tr>
<tr>
<td>IMPROPER CONDUCT</td>
<td>If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take action in accordance with the Student Code of Conduct or any other appropriate corrective action.</td>
</tr>
<tr>
<td>CONFIDENTIALITY</td>
<td>To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation.</td>
</tr>
<tr>
<td>APPEAL</td>
<td>A student who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level.</td>
</tr>
<tr>
<td>RECORDS RETENTION</td>
<td>Retention of records shall be in accordance with CPC(LOCAL).</td>
</tr>
<tr>
<td>ACCESS TO POLICY</td>
<td>This policy and any accompanying procedures shall be distributed annually in the employee and student handbooks. Copies of the policy and procedures shall be posted on the District's Web site, To the extent practicable, and shall be readily available at each campus and the District's administrative offices.</td>
</tr>
</tbody>
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Appendix B: Compulsory Attendance Warning Notice

FRISCO INDEPENDENT SCHOOL DISTRICT

NOTICE: Laws Governing Compulsory Attendance in Texas Schools
Failure to comply with the laws governing compulsory attendance may result in legal action.

OFFICIAL NOTICE TO THE CHILD AND PERSON(S) STANDING IN PARENTAL RELATION TO THE CHILD:

Texas requires a child who is at least 6 years of age and who has not yet reached their 19th birthday to attend school, unless exempt by Sec. 25.086 of the Education Code. On enrollment in pre-kindergarten or kindergarten, a child shall attend school. A person who voluntarily enrolls in school or voluntarily attends school after the person's 19th birthday shall attend school each school day for the entire period the program of instruction is offered and is subject to the same requirements for compulsory attendance for students under 19. Education Code 25.085, 25.086

A parent/guardian commits an offense of Parent Contributing to Non-Attendance under Sec. 25.093, if, after having been warned in writing, a child has unexcused voluntary absences on 10 or more days or parts of days within a 6 month period from school. An offense under Subsection (a) is a misdemeanor, punishable by fine only, in an amount not to exceed:

1. $100 for a first offense;
2. $200 for a second offense;
3. $300 for a third offense;
4. $400 for a fourth offense; or
5. $500 for a fifth or subsequent offense.

Education Code 25.093/Family Code 65.003(a)

*Each day may be a separate offense

A “failure to attend school” violation by a student may be referred to truancy court under Education Code 25.0951, Family Code 65.003(a), and on a finding that the child has engaged in truant conduct, a justice or municipal court may order: 1) the child to attend GED preparatory classes; 2) 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; 3) rehabilitation; 4) counseling, including self-improvement counseling; 5) training in self-esteem and leadership; 6) work and...
job skills training; 7) training in parenting, including parental responsibility; 8) training in manners; 9) training in violence avoidance; 10) sensitivity training; 11) the child and the child’s parent/guardian attend a class for students at risk of dropping out of school; 12) a program that provides training in advocacy and mentoring; 13) complete not more than 50 hours of community service on a project acceptable to the court, and 14) participate for a specified number of hours in a tutorial program covering the academic subjects in which the child is enrolled that are provided by the school the child attends. **Family Code 65.003(a)/ Education Code 25.085**

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. Tutorials, Saturday School, Student Action Management, and any other after hours school are considered to be extended year programs. **Education Code 25.085, 25.086, 29.084**

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 the class is offered. **Education Code 25.092, FISD Policy FEC(LOCAL)**

A parent/guardian of a school age child has the responsibility to require their child attend school regularly. When sickness or higher obligation necessitate an absence, a note (emails acceptable) signed by a parent/guardian explaining the reason for the absence is required within 3 school days of when the student returns to school. If the student fails to submit a note, the absence will be considered unexcused. **FISD Student Handbook**

A child not exempt from compulsory attendance laws 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. The temporary absence may be the result of, but not limited to: 1) personal sickness, 2) family emergency, 3) religious holy day, 4) documented juvenile court proceeding, 5) board-approved extracurricular activity, or 6) approved college visitation. 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. **FISD Policy FEC(LOCAL)**

**Personal Illness**

When a student’s **absence for personal illness exceeds four (4) consecutive days**, the student shall present a statement from a physician or health clinic verifying the illness or other condition requiring the student’s extended absence from school. The attendance committee may, if the student has established a questionable pattern of absences, 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. **FISD Policy FEC(LOCAL).**