

Perryton High School
Addendum to the Student Handbook

2019-2020



STUDENT HANDBOOK ADDENDUM

PERRYTON HIGH SCHOOL

Dress and Grooming

The district's dress code is established to promote grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the following:

1. Clothing should be designed, constructed and worn in a manner which is not suggestive or indecent and which will promote proper decorum in school.
2. Cleanliness of body, hair, and clothing is to be maintained at all times.
3. Mesh, see-through, underwear-type or tank type shirts shall not be worn as outside clothing. No sleeveless shirts are to be worn unless designed as such. Boys may not wear sleeveless shirts.
4. The District prohibits clothing or jewelry with emblems, pictures or writings that are lewd or offensive, vulgar, obscene, whether implied or blatant. This prohibition includes clothing that advertise or depict tobacco products, alcoholic beverages, drugs or any other substance prohibited under local policy FNCF (LOCAL).
5. Cut-off shorts are not permitted.
6. Jeans with holes or tears are not permitted unless patched or worn with tights under.
7. Bicycle shorts worn beneath clothing does not change the length rule for skirts, dresses, or shorts.
8. Bandanas are not permitted.
9. Sagging pants or shorts may not be worn. Trousers, slacks or shorts are to be worn at the hip level. Pants that will not stay up at the hip level without a belt (and are not being worn with a belt at the hip level) are considered sagging/bagging.
10. Hats or caps are not allowed during the school day.
11. Any combination of clothing which, upon guidance from law enforcement agencies, is considered gang related (these may change) – i.e., hair net, headscarves of any color, size or shape may not be carried or displayed on campus or at any school activity. Gang related personalization is not permitted on hats, on items of clothing, or on one's person.
12. Dangling belts or chain accessories may not be worn.
13. Unnatural hair color (pink, blue, green, purple, etc.) are not permitted.
14. Extreme hairstyles (mohawks, mullets, hair patches, shaved designs or lines cut into the hair, man buns, etc.) and hairstyles with tails or braids are not permitted.
15. Visible tattoos are not permitted while at school or school related activities.

FOR GIRLS

1. Strapless, spaghetti strap, or shoulder straps less than 2" wide will not be allowed without proper covering. "Off-the-shoulder" shirts or bare shoulder shirts are not allowed without covering.
2. Bare-midribs, low-cut blouses/dresses, halter tops, strapless blouses, dresses, or see through blouses without proper undergarments are not be permitted.
3. "Burn out" clothing or shirts with holes that are improper will not be permitted.
4. The length of dresses, skirts, pants-dresses and shorts must be longer than the fingertips. The determination of appropriate length will be made by having the student raise their arms straight up over their head, then lower their arms to their sides with the fingers extended. The dress or skirt must fall back to the appropriate length on it's own (without adjustment) and/or have the approval of the principal.
5. Excessive make-up is not considered appropriate for school.
6. Piercing may only be worn on the ears. Other visible piercing will not be permitted (nose, tongue, eyebrow, navel, etc...)
7. Leggings, jeggings and yoga-type pants may not be worn unless appropriate covering dresses, skirts, or blouses(Meeting the same standard as for dresses and skirts as described in #4) are worn over them.
8. Pants with distressed areas, tears, or holes above the knee are not allowed unless patched or tights are worn under.

FOR BOYS

1. The neck opening of regular shirts shall not exceed the second button.
2. Hair must be worn above the eyebrow and regular shirt collar and/or have the approval of the principal. Hair is not to extend lower than the bottom of the ear when combed down or when it has fallen down. Extreme hairstyles (mohawks, mullets, hair patches, shaved designs or lines cut into the hair, man buns, etc.) and hairstyles with tails or braids are not permitted.
3. Sideburns may extend to the bottom of the ear provided they are trimmed and straight. Facial hair is not permitted.
4. Visible body piercing rings will not be permitted (ear, nose, tongue, eyebrow, etc.)
5. Shoes with metal tips or cleats may not be worn.
6. Pants with distressed areas, tears, or holes above the knee are not allowed.

Confiscated Telecommunication Devices

Students are permitted to possess electronic devices (i.e. Cell phones, smart watches, headphones, earbuds, MP3 players, DVD players, cameras, eReaders, etc.) Students are required to turn the device off and place it in their backpacks during the school day. Occasionally, teachers may allow students to use their device as a learning tool during class, this is an acceptable practice for grades that do not have Chromebooks. Without such permission, teachers will collect the electronic devices and turn them in to the principal's office. Students must leave their electronic devices in the classroom when leaving the room during class, unless they are leaving campus to an appointment, etc..

Consequences for having items confiscated are as follows:

1st offence - Fine of \$15 and the device can only be picked up after school.

2nd offence - Fine of \$15 and **parent** must pick up the device.

3rd offence - Fine of \$15, the device is held until the end of the school year and the **parent** must pick up the device.

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. Campuses and Perryton ISD are not liable for devices while in confiscation.[See policy FNCE.]

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

High School Library

The library is a learning laboratory with books, computers, magazines, and other materials available for classroom assignments, projects, and reading or listening pleasure. The library is open for independent student use during the following times with a teacher permit:

1. The library will be open from 7:30 to 4:00 p.m. each day.
2. The sending teacher's room/hall pass is required for entrance into the library during the regular school day. This pass must be worn by the student while the student is in the library.
3. All general reference books (encyclopedias, dictionaries, etc.) may be checked out for one period or overnight.
4. Reserve books may be used for only one period at a time during the school day.
5. Reserve books may be checked out overnight immediately after school, providing that they are returned before the first period of the succeeding school day. Books may be checked out for two weeks with the privilege of having it renewed for a second time, providing that the book is not on hold for another student.

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6. A fine of 5 cents per day will be charged for overdue books.
7. A fine of 5 cents per period will be charged for reserve books that are overdue.
8. If a student loses or damages a book, he or she must pay the current purchase price of the book.
9. Current magazines and magazines on file in the periodical room may be checked out overnight. They must be returned by 8:00 a.m. the next day.
10. ALL library records must be cleared each six weeks before receiving a report card.
11. Students are expected to move about orderly, refrain from disturbing others, speak softly, and study or work quietly.
12. Internet access is available for all students unless denied by their guardians. 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 in the principal's office.

Tardies (All Grade Levels)

A student is determined to be tardy if the student is not in class within fifteen minutes of the beginning of class (tardy bell). Arrival after the fifteen minute window will result in the student being charged with an absence for the period.

The following tardy policy will be in effect for the 2019-2020 school year:

- 1st -3rd will be warnings
- 4th-5th will be 1 morning detention + three (3) days of lunch detention.
- 6th-7th will be 2 morning detentions + five (5) days of lunch detention.
- 8th-10th will be 1 day of ISS + ten (10) days of lunch detention.

Beginning with the 10th tardy, loss of off campus lunch privilege for the balance of the semester + other consequences deemed appropriate by the Principal or the Campus Behavior Coordinator.

Texas Compulsory Attendance Law:

"A student **may not be given credit** for a class unless the student is in attendance for at least 90% of the days that the class is offered. An attendance committee may give credit to a student who is in attendance 75% of the required days if there are extenuating circumstances related to the absences."

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;

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- Activities related to obtaining United States 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.
- For students in the conservatorship (custody) of the state: Any 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 activities outside of school hours.
- For students identified as 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.
- 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 makes up any work missed.
- 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, if the student makes up any work missed.
- A student who is 17 years of age or older who is pursuing enlistment in the military. *Required documentation: Paperwork signed by the relevant military branch showing that the student's absence was related to enlistment.
- 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.

The Compulsory Attendance Law considers any absences other than those listed above as "unexcused absences." and subject to the 90% rule. Unexcused absences will be subject to the terms of the Perryton High School Truancy Prevention Policy. The terms of the policy are as follows:

If a student fails to attend school without excuse (as listed above) on three or more days or parts of days within a four-week period but does not fail to attend school for the time described below, the district shall initiate truancy prevention measures on the student. [See FED] Education Code 25.0915(a-4) If a student fails to attend school without excuse (as listed above) on ten or more days or parts of days within a six-month period in the same school year, a district shall within ten school days of the student's tenth absence refer the student to a truancy court for truant conduct under Family Code 65.003(a). [See FED] Education Code 25.0951

Campus administrators will impose the following Truancy Prevention Measures (Texas Education Code 25.0915):

Step one: Three (3) Unexcused Absences will result in the student being placed on a Behavior Improvement Plan (BIP) for Truancy. This BIP will include but is not limited to;

- Watch and test on Education for Prevention© of Truancy tutorial covering truancy prevention measures. There is a \$19.95 fee for each course.
- Explanation of the future consequences related to failure to comply with attendance policy.
- Agreement to comply with the terms of the BIP.
- Other measures as deemed appropriate to the individual case.

Step two: Six (6) Unexcused Absences will result in:

- Repeat the first three consequences in Step 1
- The requirement that the parent watch and test on Prevention© of Truancy tutorial covering truancy prevention measures. There is a \$19.95 fee for each course.
- Saturday School Attendance

Step three: Nine (9) Unexcused Absences result in a repeat of the first three consequences in Step 1 and 2, plus Saturday School Attendance with the completion of other assignments as prescribed by campus administrators.

Step four: At the discretion of the campus administrators, the school will pursue one or both of the following actions:

- (a) If a student fails to attend school without excuse on 10 or more days or parts of days within a six-month period in the same school year, a school district shall within 10 school days of the student's 10th absence refer the student to a truancy court for truant conduct under Section 65.003(a)51.03(b)(2), Family Code.
- (b) If a student fails to attend school without excuse as specified by Subsection (a), a school district may file a complaint against the student's parent in a county, justice, or municipal court for an offense under Section 25.093 if the school district provides evidence of the parent's criminal negligence. In this subsection, "parent" includes a person standing in parental relation. In this subsection, "parent" includes a person standing in parental relation.

Documentation after an Absence

When a student is absent from school, the student—upon arrival or return to school— should bring a note signed by the parent that describes the reason for the absence. Doctor's notes for absences that are not covered under statutory rules will be excused by the district. Notes from parents explaining absences will be used as evidence should the attendance committee require evidence in determining if the student should be denied credit because of excessive absences. The campus will document and retain the note in the student attendance records. Please note that unless the absence is for a statutorily allowable reason under compulsory attendance laws, the absence will be designated as unexcused.

Students checking-out of school

Students who need to leave school at any time prior to the end of the day, should present a signed and dated note to the office stating that the parent gives permission for the student to leave campus. If the parent fails to provide such documentation, it is their responsibility to come and sign out their child. We cannot accept phone calls or after the fact documentation.

Parking High School

All vehicles must have proper Perryton High School parking permit tag displayed and be parked in authorized parking areas. If not, that vehicle will be subject to fines and even loss of privilege to park on campus. Parking tickets must be paid before purchasing a permit. Vehicles not authorized to park on campus will be towed at owner's expense.

Parking permits can be purchased with the National Honor Society sponsor. Up to date insurance with driver and vehicle listed on policy, \$10 fee, and valid driver's license is needed to obtain a parking tag.

Make sure that your parking permit is visible at all times. Tickets will be issued for failure to display a parking permit. The school is not responsible for lost or stolen parking permits and/or damage to your vehicle.

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—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.

To achieve the best possible learning environment for all students, the ***Student Code of Conduct*** and other campus rules will apply whenever the interest of the district is involved, whether on or off school grounds, in conjunction with classes and school-sponsored activities.

Listing of Offenses

Level 1 Offenses (General Misconduct Violations)

Level 1 acts of misconduct include repeated infractions of classroom management procedures or rules, or other misconduct that disrupts the educational process to the extent that the classroom teacher needs administrative support to correct the problem. The following is a non-inclusive list of behavior infractions:

Being tardy to class

Refusing to follow classroom rules

Refusing to participate in classroom activities or fulfill assignments

Failure to bring appropriate materials to class

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Possessing and/or using nuisance items

Eating, drinking or gum chewing in an undesignated area

Disruption of the orderly classroom process

Running, making excessive noise or other disruptions in halls, buildings classrooms or other supervised settings

Throwing or irresponsible use of objects that can cause bodily harm or damage to property

Violation of the dress code

Exhibiting any unacceptable or unwanted physical contact that could, but does not, result in injury

Inappropriately engaging in acts of familiarity with another person

Violation of the acceptable use of computers or network policy

Possessing or using matches or a lighter

Cheating or copying the work of another student

Level I Disciplinary Options

Any one or any combination of consequences may be used:

Teacher/student or administrator/student conference

Parent conference or call

In-class disciplinary action or assignment

Withdrawal of student classroom privileges

Detention

Counselor/student conference

Confiscation of nuisance items or materials

Supervised campus service assignment

In-school suspension

Grade penalty for copying or cheating

Level II Offenses

When a student's behavior does not change as a result of action taken on Level 1, and the student is being seen for a second time in the principal's office for repeated Level I infractions, the student is moved to Level II for discipline purposes.

Leaving the classroom, building, grounds or assigned activity without permission

Violating safety rules as communicated in the student handbook or campus or classroom rules

Level II Disciplinary Options

Any one or any combination of the following consequences may be applied:

Any combination of teacher, principal or appropriate administrator, parent and student conference

Any discipline technique outlined in Level I

Morning detention/In school suspension

Corporal punishment / suspension (out-of-school)

Level III Offenses

Level III acts of misconduct include those student infractions which are somewhat more serious than those in Levels 1 and II in their effect on the orderly process of the school program. Examples of misconduct include, but are not limited to, the following:

Cutting class or other scheduled activity

Truancy

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Altering school records or documents or forgery of a name on school documents

Excessive absences or tardies

Recklessness in an automobile

Failure to comply with directives given by school personnel

Repeatedly violating other communicated campus or classroom standards of behavior

Forcing an individual to act through the use of force or threat of force

Possession or use of tobacco products

Level III Disciplinary Options

Any one or any combination of the following from this list or from a lower level may be applied:

Any combination of teacher, principal or appropriate administrator, student and parent conference

Detention

Exclusion from extracurricular activities

In-school suspension

Corporal punishment / suspension (out-of-school)

Restoration and/or restitution as applicable

Withdrawal of selected student privileges

Supervised campus service assignment

Saturday school

Involvement of law enforcement personnel

Confiscation of items not allowed in this code.

Level IV Serious Offenses

Level IV offenses include those acts of misconduct that seriously disrupt the educational process, endanger or seriously affect other students and perhaps violate the law. Examples include but are not limited to the following:

Any repeated offense of Level III or a new violation while being disciplined for a Level III offense

Repeated acts of disobedience or disorderly behavior which may prove to be detrimental to the school, harmful to health and safety or inhibiting the rights of others

Being disrespectful toward school personnel or refusing to comply with lawful requests or directions of school personnel

Threats, oral or written, to do bodily harm to another or to the property of another

Interfering with school authorities or school programs through boycotts, sit-ins or trespassing

Fighting, which is defined as physical conflict between two or more individuals. A fight has occurred if a student who is attacked strikes back. To avoid penalty, a student under attack should seek to detach himself/herself from the situation and get school personnel or adult help.

Stealing, robbery, extortion, gambling or arson

Using profane, obscene, indecent, immoral or other offensive language and/or gestures directed toward school personnel

Failure to comply with assigned disciplinary consequences

Possessing a device, object or substance that could cause bodily harm to individuals in any school setting

Failure to report to school personnel the knowledge of an event, device, object or substance that could cause bodily harm to individuals in any school setting

Possession, use or distribution of any substance represented to be a drug or alcohol

Indecent exposure, sexual misconduct and/or sexual harassment

Hazing

Gang-related behavior or activity or gang membership

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Possession of drug paraphernalia

Burglary of a school facility or major vandalism to District property

Posting or distributing unauthorized communicative materials on school premises

Assault

Placing or discharging fireworks

Pledge to join, solicit membership in a public school fraternity, sorority, secret society or gang as defined in TEC § 37.121

Using profane, obscene, indecent or racially or ethnically offensive language and/or physical gestures towards other students

Damaging or vandalizing school property or property owned by others

Possession of any knife, defined as illegal

Level IV Disciplinary Options

Any one or any combination of the following from this list or from a lower level may be applied:

Any discipline technique outlined in Level III

Suspension from school not to exceed three days at a time

Citation by law enforcement personnel

Alternative education placement. (This placement will prohibit students from participating and/or attending school-related activities and will result in loss of elective course credit.)

Reassignment of classes

A student may be expelled if the student:

§ Continues to engage in serious or persistent misbehavior that violates the code of conduct or Code of Conduct AEP classroom rules after being placed in an alternative education program for disciplinary reasons. The district defines persistent to be two or more violations of the Student Code of Conduct in general or

repeated occurrences of the same violation Engages in criminal mischief under Penal Code § 28.03 if the conduct is punishable as a felony, whether committed on or off school property or at a school-related activity. (Intentional or knowing damage to school property resulting in a loss of \$1500 or more)

§ Sells, gives, delivers to another person, possesses, uses or is under the influence of any amount of marijuana, a controlled substance, a dangerous drug or alcohol at school or at a school sponsored event.

Corporal Punishment

Corporal punishment—spanking or paddling the student—may be used as a discipline management technique in accordance with the Student Code of Conduct and policy FO(LOCAL) in the District’s policy manual.

Corporal punishment shall be administered only in accordance with the following guidelines:

The student shall be told the reason corporal punishment is being administered.

Only a principal, assistant principal or principals’ designee will administer corporal punishment.

The instrument to be used in administering corporal punishment shall be approved by the principal.

Corporal punishment shall be administered in the presence of one other District administrator and in a designated place out of view of other students.

The District shall honor a parent request that corporal punishment not be administered to his or her child; however, the District shall impose other disciplinary measures consistent with the offense.

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—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.

To achieve the best possible learning environment for all students, the ***Student Code of Conduct*** and other campus rules will apply whenever the interest of the district is involved, whether on or off school grounds, in conjunction with classes and school-sponsored activities.

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, below is a summary of the district's curriculum regarding human sexuality instruction:

Abstinence based program that is part of the P.A.P.A. curriculum from the Texas Attorney General.

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.

Career and Technical Education (CTE) Programs (Secondary Grade Levels Only)

The district offers career and technical education programs in the following areas: Auto Tech, Agriculture, Welding, Business, Computer Applications (including Web Mastering and Digital Graphics), Family and Consumer Sciences, Early Childhood Education, Manufacturing Graphics, Health Science, and Wood Shop. Admission to these programs is open to all students.

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.

It is the policy of the district not to discriminate on the basis of race, color, national origin, sex, handicap, or age in its employment practices as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975, as amended; 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** on page for the name and contact information for the Title IX coordinator and ADA/Section 504 coordinator, who will address certain allegations of discrimination.]

Grade-Level Classification (Grades 9–12 Only)

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

Credits Earned	Classification
>5	Grade 10 (Sophomore)
>10	Grade 11 (Junior)
>15	Grade 12 (Senior)

During Lunch

Perryton High school is an open campus for all students during lunch. Parents must sign a permission form allowing their child to leave campus for lunch. It is the student’s responsibility to return on time in order to make their assigned class after lunch. Off campus lunch privileges may be revoked by the principal, assistant principal, a parent or guardian at any time. The principal does reserve the right to close campus at any time.

Schedule Changes

Requests for schedule changes must be submitted prior to the second Friday of the semester. All schedule changes will be considered on a case-by-case basis by the counselors. Some schedule changes may need the approval of the administration.

Graduation Activities

Graduation Activities Students who have met coursework requirements for graduation but have not yet demonstrated satisfactory performance on end-of-course assessments will be allowed to participate in graduation activities. However, please keep in mind that participating in the activities and ceremonies is not synonymous with graduating. Ultimately, the final awarding of a diploma will be contingent upon the student’s completion of all applicable requirements for graduation.

Because students and parents will incur expenses 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** on page .]

Please be aware that the Perryton High School graduation ceremony is steeped traditions that are consistent from year to year. These traditions are explained during graduation practice and are expected to be honored.