

SIMMS ISD

ELEMENTARY

MIDDLE SCHOOL

HIGH SCHOOL

2018-2019

SIMMS I.S.D.

VISION STATEMENT **EMPOWER-EDUCATE-EQUIP** **E³**

MISSION STATEMENT

Simms ISD is committed to creating and maintaining a nurturing atmosphere where students can use current technology, learning to become highly productive members of society.

AT SIMMS INDEPENDENT SCHOOL DISTRICT **We Believe...**

that students are diverse individuals with unique learning styles who will be lifelong learners that meet reasonable goals and have high expectations.

that active leadership comes from ALL staff and community members leading by example to promote learning and responsible citizenship.

that continuous improvement in the educational process is essential for staff and community to prepare students to be productive members of society.

that ALL voices should be respected, appreciated, and valued in order to strengthen learning.

that collective decision making by ALL staff and community members is vital for achieving excellence in education.

that ALL staff, students, parents, and community members must understand their responsibility as a part of the entire educational process.

ALMA MATER

High above in stately beauty
With our spirits true,
Wave our blue and gold colors
Glorious to view;
Lift our banners, wave them higher
Loud our praises ring,
Love and Honor to James Bowie
We forever bring.

SCHOOL COLORS AND MASCOT

Royal Blue/Gold
Pirates

SIMMS PARENT INVOLVEMENT POLICY STATEMENT

Applies To All Campuses

Simms I.S.D. adheres to the mission of the Texas public education system and strives “to ensure that all children have access to a quality education that enables them to achieve their full potential and fully participate now and in the future in the social, economic, and educational opportunities in our state and nation.” Evidenced in Simms Mission statement is the belief that the district is responsible for educating students to be prepared for an ever changing world. In order to achieve these goals, the district recognizes that success is “directly related to a strong, dedicated and supportive family and that parent involvement in the school are essential for maximum educational achievement of a child.”

- James Bowie Elementary, James Bowie Middle School and James Bowie High School encourage parents to be full partners with educators in the education of their children.
- James Bowie Elementary, James Bowie Middle School and James Bowie High School encourage and challenge students to meet their full educational potential.
- James Bowie Elementary, James Bowie Middle School and James Bowie High School actively support each student so that all students will remain in school until they obtain a diploma.
- Parents have access to all staff highly qualified information.
- James Bowie Elementary, James Bowie Middle School and James Bowie High School will provide a well-balanced and appropriate curriculum to all students.
- James Bowie Elementary, James Bowie Middle School and James Bowie High School will prepare students to be thoughtful, active citizens who have an appreciation for the basic values of Texas and the United States and who can understand and productively function in a free enterprise society.

Educators will enlist the help of parents and will support parents to combine as a team in order to meet the above goals so that the best interest of the students will be served.

SIMMS I.S.D. PARENT INVOLVEMENT PLEDGE

As a Parent, I pledge that, to the best of my ability, I will:

- Show my child that I value education
- Encourage my child to be a reader
- Talk with my child about his/her school work
- Visit the school and meet the principal, teachers and staff
- Participate in classroom/school activities; and
- Become actively involved in the decision making process.

I pledge to become involved and stay involved, for education is a key to success and is one of the greatest gifts I can give my child.

BOARD NOTICE POSTINGS

Notices of regular board meetings and special board meetings are posted at the Superintendent's Office.

SIMMS INDEPENDENT SCHOOL DISTRICT

Rex Burks, Superintendent
P.O. Box 9
Simms, Texas 75574
(903)543-2219

SCHOOL BOARD MEMBERS

Rusty Meadows	President
Denise McDaniel	Vice-President
Brad Adams	Secretary
Dwight Byrd	Member
Randy Box	Member
Keith Minter	Member
Bryan Wilkerson	Member

CENTRAL ADMINISTRATION

Lisa K. Hudgeons	High School Principal
Chris McClure	Asst. High School Principal
Justin Tyndell	Elementary Principal
Dru Driver	High School Counselor
Torie Ceynowa	Elem/MS Counselor

ACADEMIC AWARDS CEREMONY

The Simms Independent School District will honor students' pre-K – 12 for academic excellence at a special ceremony at the end of the school year. Students qualifying for the ceremony will be individually recognized. Awards include but not limited to: outstanding student per course (teacher recommendation), perfect attendance, and UIL academics.

Elementary/middle/high schools: In order for a student to meet the perfect attendance criteria, they must be present at school the entire day. For exceptions see the attendance section.

***ELEMENTARY ONLY:** Students may leave early with a parent/guardian on the Thanksgiving Day dinner, after classroom parties, and Blue and Gold Christmas without being penalized for an attendance violation.

ADDRESS AND TELEPHONE NUMBER

Changes of address or telephone number should be reported to the school office. A card for each student enrolled is on file in the school office. Cards provide parent's home and work addresses and telephone numbers, name of the student's physician, and the name of a person to be contacted if parents cannot be reached.

ADMISSION

To enroll, a student must be accompanied by their guardian and provide the following upon enrollment.

1. Withdrawal from previous school
2. Certified copy of birth certificate
3. Copy of social security card
4. Immunization records
5. If student lives with someone other than a parent, the person they live with must have legal guardianship and provide the proper papers.
6. Students coming into the District for the first time or transfer, must have proof of residency, such as a utility bill, etc.

ADVANCED PLACEMENT CLASSES

Students wanting to take tests for Advanced Placement must let administrators or counselors know at least 2 months in advance so arrangements may be made. Students can find more information on Advanced Placement tests by going to www.collegboard.com.

ANNOUNCEMENTS

Announcements will be made at the designated time per campus schedule. **HIGH SCHOOL: Additional announcements will be delivered through Livingtree.** All announcements and P.A. system use must be approved by the principal.

ASBESTOS

ERI Consulting, Inc. Tyler, Texas, completed the three-year re inspection and periodic surveillance of identified asbestos-containing materials in the facilities of the Simms Independent School District. This re inspection was done in accordance with Section 763.85 of the Asbestos Hazard Emergency Response Act (AHERA), 40 CFR, Section 763. There were no significant changes in the condition of the identified asbestos-containing materials from the initial inspection. Copies of the re inspection report and management plan, which was updated in accordance with the Asbestos Hazard Emergency Response Act, can be viewed in the superintendent's office. Call (903)543-2219 for further information.

ASSEMBLIES

Students are required to attend all assemblies unless cleared by the principal. Students are to conduct themselves as they do in class. Students who are tardy or who do not abide by the District rules of conduct shall be subject to disciplinary action.

ATTENDANCE

Upon enrollment in Prekindergarten or kindergarten, a child will be subject to the following guidelines, regardless of age. A child between the ages of 12-18, depending on when the child's birthday falls, is required to attend school every day unless otherwise exempt by law. School employees must investigate and report violations of the state compulsory attendance law. These attendance requirements also apply to any District-related tutorial sessions.

Truancy as defined HB 2398 states 'if a student fails to attend school without excuse on 10 or more days or parts of days within a 6 month period, a school district shall refer a student to truancy court within 10 school days of the student's 10th absence. '

Education Code 25.093 states ' a parent contributing to non-attendance: a school district may file a complaint for criminal prosecution against a parent in court for contributing to the non-attendance of a student. '

Senate Bill 1, Section 25.085 addresses Compulsory School Attendance. Unless exempted by law, a child must be enrolled in school if the child is at least 6 years old as of September 1, or younger than 6 if the child has previously been voluntarily enrolled in pre-kindergarten or kindergarten, and a child must complete the academic year in which he or she turns 18 years of age.

House Bill 681 and Senate Bill 7 amended the punishment provisions of Section 4.2 of the Texas Education Code. Section 25.093 addresses the penalties for failure of parents and students to comply with compulsory education.

Simms ISD is required to notify any parent whose child is absent without an excuse for five days or parts of days during a six month period. Simms ISD is also required to inform parents that if the child is absent for 10 or more days or parts of days in a six month period, the parents may face prosecution for Thwarting Compulsory Attendance and the child may be prosecuted for Failure to Attend School.

If a child is absent, a parent or guardian must call and let the attendance clerk know. **When your child is absent, doctor's notes must be turned in no later than one week (7 days) in order to be counted as an excused absence.**

To receive credit in a class, a student must attend at least 90% time in class of the days the class is offered. The actual number of days a student must attend in order to receive credit will vary, depending on whether the class is for a semester or a full year. A student who attends fewer than 90% of the days the class is offered cannot receive credit for the class unless the attendance committee finds that the absences are the result of extenuating circumstances.

If work is made up or completed as required by the attendance committee, the District will accept the following as extenuating circumstances for the purpose of granting credit for a class:

1. Board-approved extracurricular activity
2. Required screening, diagnosis, and treatment for Medicaid
3. Documented health care appointments for extended illness or injury
4. Juvenile court proceedings documented by a probation officer
5. Absences documented and required by welfare authorities
6. Absences resulting from any cause acceptable to the attendance committee

If the attendance committee finds there are no extenuating circumstances for the absences or if the student does not meet the conditions set by the committee to earn or regain credit, the student will not receive credit for the class. If a petition for credit is denied, the student or parent may appeal the decision to the Board of Trustees by completing a written request to the Superintendent.

When returning to school after an absence, a student must bring a note, signed by the parent that describes the reason for the absence. This note will only count as an excused absence one time per semester. Notes signed by the student, even with the parent's' permission, will be considered forgery and the student will be disciplined.

All admit slips must be picked up when the student first arrives at school. If a student was absent for 4-7 periods only, the admit slip still needs to be picked up before school instead of waiting until 4th period.

Excused Absences: Illness, family emergency, family death, medical appointment (if you bring back a doctor's note), court appointments (if you bring court documentation), pre-approved absences, religious holy days, driver's license appointment (if it is afternoon), military recruitment, and reasons acceptable by the principal.

If a student goes to the doctor and comes to school any time during the same day AND brings a doctor's note, the student will be counted as present.

If the student misses 3 consecutive days without pre-approval, the student needs a doctor's note to be excused.

Days of suspension and expulsion will be unexcused and zeros will be given for the work missed. All unexcused absences may result in receiving zeros for that day. Late work from unexcused absences can receive a maximum grade of 70, while work from unexcused absences can be made up for full credit. Days missed for working, running errands, etc. will be unexcused.

To be counted present for grades 6-12, students must attend at least 30 minutes of class.

Three unexcused tardies per semester will result in a Level I Offense.

The District provides Summer School for a student to make up work or regain credit lost because of absences. The fee is \$20.00 per session.

A student with an excused absence is encouraged to make up specific assignments missed and/or to complete additional in-depth study assigned by the teacher to meet subject or course requirements. A student who does not make up assigned work within the time allotted by the teacher will receive a zero.

A student absent from school for any reason will not be allowed to participate in school-related activities on that day or evening without an approved excuse from the campus administrator.

A student absent from school without permission will be considered truant and subject to disciplinary action.

A student who must leave school during the day must bring a note from his or her parent that morning. A student who becomes ill during the school day should, with the teacher's permission, go to the office.

Family trips (more than 1 day) must be pre-approved. All work must be picked up prior to the trip and all will be due the day the student returns to school. This keeps the student and the teacher caught up. Family trips not pre-approved will be unexcused. If this causes a student to go over their attendance limit, Saturday School will be required.

AUTOMOBILES

Students who use motor vehicles for transportation to and from school are expected to comply with the regulations listed below. These regulations are reasonable and are for the protection of the entire student body.

1. There is to be no "hot rodding", spinning tires, or jake breaking before, during, or after school.
2. Cars are to be parked in designated parking areas and under no circumstances are to be driven during school.
3. Students are not to go to the parking area or to cars unless permission is granted through the office.
4. Students are not to loiter in parked cars before school.
5. Students are not to use vehicles to do errands during school unless they have office permission.
6. Students must show proof of driver's license and insurance.
7. Once you drive on the campus, you do not leave until the end of the day.
8. The Board reserves the right to revoke the above policy or refuse any student permission to drive.
9. A Vehicle Information Sheet with a copy of driver's license and insurance must be filled out and on file in the High School Office.
10. Any change of vehicle is student's responsibility to get it changed on the form.
11. Student must purchase a parking sticker at a cost of \$5.00.
12. Students must park in a designated parking space.

AWARDS AND HONORS

Each six weeks, students making the A Honor Roll or the A-B Honor Roll will be recognized. In order for a student to qualify for the A Honor Roll, he/she must make all A's (excluding band, PE, and athletics) and satisfactory in conduct. In order for a student to qualify for the A-B

Honor Roll, he/she must make only A's and B's. An N or U in conduct in any class will disqualify a student for honor roll.

BULLYING

Bullying occurs when a student or group of students engages in repeated written or verbal expression, expression through electronic methods, or physical conduct against another student on school property, at a school-sponsored or –related activity, or in a district operated vehicle, and the behavior:

- Results in harm to the student or the student's property,
- Places a student in fear of physical harm or of damage to the student's property, or
- Is so severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment.

This conduct is considered bullying if it exploits an imbalance of power between the student perpetrator(s) and the student victim and if it interferes with a student's education or substantially disrupts the operation of the school.

Bullying is prohibited by the district and could include hazing, threats, taunting, teasing assault, demands for money confinement, destruction of property, theft of valued possessions, name-calling, rumor spreading, and ostracism. In some cases, bullying can occur through electronic methods, called "cyberbullying."

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, counselor, principal, or another district employee as soon as possible to obtain assistance and intervention. The administration will investigate any allegations of bullying and will take appropriate disciplinary action if an investigation indicates that bullying has occurred. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying. The district will also contact the parents of the victim and of the student who was found to have engaged in the bullying. Available counseling options will be provided to these individuals, as well as to any students who have who have been identified as witnesses to the bullying.

Any retaliation against a student who reports an incident of bullying is prohibited.

The principal 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 parents, 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 his or her child be transferred to another classroom or campus within the district.

A copy of the district's policy is available on each campus.

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

[Also see SCHOOL SAFETY TRANSFERS on page 48 and policy FFI (Local).]

BUS RIDING REQUIREMENTS

All students riding a school bus will be expected to abide by the following regulations.

1. Observe the same conduct as in the classroom.
2. Be courteous, use no profane language.
3. Do not eat or drink on the bus.
4. Keep the bus clean.
5. Cooperate with the driver.
6. Do not smoke.
7. Do not be destructive.
8. Stay in your seat.
9. Keep hands, head, and feet inside the bus.
10. The bus driver is authorized to assign seats.
11. Fighting is prohibited.

The busing of students is hazardous at best. As the seriousness of the situation suggests, discipline support provided by school administrators will be strict. This procedure will be followed:

1. **First Offense** – Warning, letter sent to parents, possible D-Hall, possible ISS, possible corporal punishment, three day suspension from bus, possible loss of riding privilege, or seat assignment by the driver. Punishment will be decided at the discretion of the administration.
2. **Second Offense** – Three day suspension from riding the bus, possible loss of riding privilege
3. **Third Offense** – Student will lose his/her riding privilege for the remainder of the semester

CAFETERIA

Simms ISD participates in the National School Lunch Program and offers free and reduced-priced breakfast and lunches based on a student's financial need. Information can be

obtained and the proper forms filled out in advance. **CHARGES MAY NOT ACCUMULATE OVER \$5.00. STUDENTS MAY BE GIVEN AN ALTERNATIVE LUNCH.**

MEAL PRICES:	<u>STUDENTS</u>	<u>ADULTS</u>
Breakfast	\$1.35	\$1.95
Elem. Lunch	\$2.45	\$3.60
Jr/Sr Lunch	\$2.70	\$3.60

1. All students will eat breakfast and lunches in the cafeteria.
2. They must bring either a sack lunch or buy a cafeteria lunch.
3. They may not leave the campus to eat or take anything from the cafeteria outside.
4. Breakfast will not be available after 8:00 in the morning unless a bus is late.
5. You must pay for your lunch daily or weekly.
6. All elementary teachers are required to bring their classes to the lunchroom.
7. Students are not allowed to have meals delivered to them from local restaurants (pizza, etc.).
8. Students are to leave tables in good order.
9. Students are to be seated in the cafeteria.
10. Students should maintain a conversational tone while in the cafeteria.
11. After eating, do not gather at doorways or porches.
12. Parents bringing lunch to their child, must check in with the appropriate office.

Note: The cafeteria will be opened for all students at 7:25am. Conduct is expected to conform to high standards when using the cafeteria services.

Simms Independent School District
P.O. Box 9
Simms, Texas 75574
903-543-2219

Dear Parent/Guardian:

Children need healthy meals to learn. Simms ISD offers healthy meals every school day. Breakfast costs \$1.25, lunch cost \$2.35 (PK-5) and \$2.60 (6-12). Your children may qualify for free or reduced-price meals. The reduced price is .30¢ for breakfast and .40¢ for lunch.

To apply for free or reduced priced meals, use the Free and Reduced Price School Meals Application, which is enclosed. We cannot approve an application that is not complete, so be sure to fill out all required information. **Return the completed application to Simms ISD, P.O. Box 9, Simms, TX 75574, 903-543-2219.**

Here are answers to questions you may have about applying:

1. **Who can get free or reduced-price meals?** Children in households receiving Food Stamps or TANF can get free meals regardless of household income. Also, if your household income is within the limits on the Federal Income Chart, your children will receive free or reduced-price meals.
2. **Will my information be checked?** Yes. We may ask you to send written proof of the information you give.
3. **What if I stop receiving Food Stamps or TANF?** If your children qualify because you listed a Food Stamp or TANF case number, you must tell the school when you no longer receive Food Stamps or TANF.
4. **What if my household size or income changes?** If your children qualify for free or reduced-price meals based on your income, you must tell us if your household size goes down or if your income goes up by more than \$50 per month (\$600 per year). Call us at (903)543-2275. You do not have to fill out another application.
5. **If I don't qualify now, may I apply again later?** Yes. You may apply at any time during the school year if your household size goes up, income goes down, or if you start receiving Food Stamps or TANF. If you lose your job, your children may be able to receive free or reduced-price meals during the time you are unemployed.
6. **What if I disagree with the school's decision about my application?** You should talk to school officials. You also may ask for a hearing by calling or writing to: Mr. Rex Burks, P.O. Box 9, Simms, TX 75574, 903-543-2219. If you have any other questions or need help, call 903-543-2275.

Sincerely,
Rex Burks

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington D.C. 20250-9410 or call 202/720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

CAREER AND TECHNOLOGY EDUCATION

The district offers career and technology programs in at least 9 career clusters. The District will take steps to ensure that a lack of English language skills will not be a barrier to admission and participation in any educational and career technology program. *For more information look in the course description booklet.

CHEATING/PLAGIARISM/ACADEMIC DISHONESTY

Copying another person's work, such as homework, class work, or a test, is a form of cheating. Plagiarism is the use of another person's original ideas or writing as one's own without giving credit to the true author. This will also be considered cheating. These offenses are punishable by (A) student receives a zero on said assignment, (B) corporal punishment, or (C) In-school suspension (administrator discretion).

CHECKS

There will be a fee for all returned checks.

CLOSED CAMPUS

Simms ISD operates a closed campus policy. Students must stay on the school grounds from the time they arrive, even if first period has not yet started, until dismissal or until they are picked up by the bus. All bus students are considered on campus once they get on the bus to come to school and remain on campus until they get off the bus in the afternoon.

CLUBS

Student clubs and performing groups such as the band, cheerleading squad, drill team, and athletic teams may establish rules of conduct – and 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 school shall apply in addition to any consequences specified by the organization.

COLLEGE VISITATION DAYS

Juniors and seniors are allowed two (2) days during the year to visit colleges of their choosing. In order for these absences to be excused, the principal must be informed. The student will then receive a pre-arranged absence from the counselor. The student can obtain a College Visit form from the high school counselor's office. The form will need to be **properly** completed and then signed by the counselor, principal, and parent/guardian.

COMMUNICABLE DISEASES

Parents of students with a communicable or contagious disease are asked to telephone the school nurse/principal so that other students who have been exposed to the disease can be alerted; convalescing students are not allowed to come to school until the disease is no longer contagious. The diseases include: chickenpox, diphtheria, gastroenteritis (viral), head lice,

hepatitis (viral, type A), impetigo, influenza, measles (rubella), German measles, rubella, meningitis (bacterial and viral), mumps, pinkeye, polio, ringworm of the scalp, salmonellosis, scabies, shigellosis, streptococcal (sore throat and scarlet fever), tuberculosis, and whooping cough.

COMMUNICATIONS/ELECTRONICS

Electronic devices such as radios, iPods, mp3 players, 2-way radios etc. **must** be kept off during class time. If a student is using or has out one of these items during class, the teacher will confiscate the item in question.

Cell Phones: MS AND HS ONLY

***NO CELL PHONES ALLOWED IN GRADES PRE-K-5.**

Cell phone usage will be allowed before school, between classes, and at lunch. However, cell phone usage is NOT ALLOWED in the classrooms. If a cell phone sounds in any way or is being used, the phone will be confiscated and the following rules applied:

Confiscated items will only be returned to parent or guardian.

1. **First Offense** – Parents must pick up confiscated item/items
2. **Second Offense** – Item will be kept for 10 days or retrieved for \$10.00
3. **Third Offense** – Item will be kept for 15 days or retrieved for \$15.00

Each subsequent offense, after the third offense, for item confiscated will be 15 days or \$15.00.

COMPLAINTS BY STUDENTS/PARENTS

The following information about how to bring a complaint to the school is intended to provide parents and students an opportunity to resolve questions or problems that may arise.

Complaints about instructional materials, loss of credit on the basis of attendance, prior review of non-school materials intended for distribution to students, removal to alternative education programs, or expulsion are handled through procedures specific to those particular areas. To review relevant policies or obtain further information regarding a complaint process, see the principal.

A student and/or parent with a complaint regarding possible discrimination on the basis of sex, in any school program, should contact Lisa K. Hudgeons. For a complaint regarding sexual harassment, see **Sexual Harassment**.

A complaint or concern regarding the placement of a student with disabilities who is not eligible for special education, or a complaint about the District's programs and services available to the student, should be brought to the school counselor.

For all other matters, a student or parent should first discuss the problem with the appropriate teacher. If the teacher's decision is not satisfactory, the complainant may request, within ten calendar days of learning about the event or problem, a conference with the principal. If the principal's decision is not satisfactory, the complainant may request, within ten calendar days, a conference with the Superintendent or designee. If the Superintendent or designee decision is not satisfactory, the student and/or parent may appear before the Board of Trustees, in accordance with the Board policy.

COMPUTER ACCESS ACCEPTABLE USE AND CODE OF CONDUCT

Only students who have been authorized by the District and who are under direct supervision of a designated District employee are permitted to use a District computer or to access any local network or outside telecommunications services such as TENET or the Internet.

Students are expected to observe network etiquette by being polite and using appropriate language. Students are prohibited from pretending to be someone else; transmitting obscene messages or pictures; revealing personal addresses or telephone numbers – either their own or another person's; or using the network in a way that would disrupt use by others.

CONFERENCES

Parents and teachers are encouraged to establish and maintain frequent communication about student progress.

A student or parent who wants information or wants to raise a question or concern is encouraged to confer with the appropriate teacher, counselor, or principal. A parent who wishes to confer with a teacher may call the office for an appointment during the teacher's conference period or request that the teacher call the parent during a conference period or at another mutually convenient time.

COOPERATION WITH CHURCHES

The Simms Independent School District Administration recognizes that the home, church, community, and school are responsible for the balanced development of the children and youth of the community. Except under unusual circumstances, no school function will be held on Wednesday nights in order to reserve that night for mid-week church activities.

COPY MACHINES

Only school personnel will be allowed to use the copy machines. **No students will use the machines.** All notes will be handwritten or copied somewhere other than school.

CORPORAL PUNISHMENT

Parents will have the opportunity to request no corporal punishment to be used. This must be done in writing to the attention of the principal of the campus. Corporal punishment is limited to spanking or paddling the student, and is governed by the following guidelines:

1. The student is told the reason for the corporal punishment.
2. Corporal punishment may be given by the principal or designee.
3. The instrument to be used will be approved by the principal.
4. Corporal punishment will be administered in the presence of one other district employee and out of view of other students.

A record will be maintained of each instance of corporal punishment.

CORRESPONDENCE COURSES

All high school students will be eligible to take correspondence courses from the University of Texas, Division of Extension, in Austin or Texas Tech University, Division of Extension, in Lubbock and earn credit toward graduation. The student may make application for these courses through the school counselor or student services coordinator. All correspondence course lessons and the test must be completed by the end of the second six weeks in the fall semester; the end of the fifth six weeks in the spring semester. **This is a very important deadline to meet.** **Grades earned in correspondence courses, credit by examination, and concurrent enrollment shall not be used in computing class rankings.**

COUNSELING

Academic Counseling

Students and parents are encouraged to talk with a school counselor, teachers, and principal in order to learn about the curriculum, course offerings, graduation requirements, and differences between graduation programs. All students in grades 7-12 and their parents will be notified annually about the recommended courses for students preparing to go attend college, as well as available school-to-work programs. Students who are interested in attending a college, university, or training school or pursuing some other advanced education should work closely with their counselor so that they may take the high school courses that will best prepare them for further work. The counselor can also provide information about entrance examinations required by many colleges and universities, as well as information about financial aid and housing.

Personal Counseling

The school counselors are available to assist students with a wide range of personal concerns, including such areas as social, family, emotional, academic, or chemical dependency needs. The counselors may also make available information about community resources to address personal concerns.

The school will not conduct a psychological examination, test, or treatment without requesting the parent's written consent.

CREDIT BY EXAMINATION/EXAMINATIONS FOR ACCELERATION

Credit by Examination may be obtained by taking tests from Texas Tech. These tests can be ordered from January until April and from August until December. These exams will not be given during school holidays. Students need to plan carefully when ordering and scheduling tests.

No Prior Formal Instruction

A student in any grade K-12 may use examinations in lieu of coursework for acceleration to advance one grade level or to earn credit in a subject. Students must earn a score of 80 or above in order to receive credit. The examinations are ordered from Texas Tech. Students are responsible for obtaining study guides and resource materials.

Prior Formal Instruction

A student who had sufficient prior formal instructions as determined by the district on the basis of a review of the student's educational records (and who has failed a course with a grade of no less than 60) may gain credit for the course by passing an examination with a score of 70 or above. The examinations are ordered from Texas Tech. The student may not use this examination to regain eligibility to participate in extracurricular activities. The attendance committee may allow a student with excessive absences to receive credit for a course by passing an examination. Grades earned through credit by examination shall not be used in computing class rank. Students may not use credit by exam to be eligible to participate in extracurricular activities.

DEMONSTRATION OF AFFECTION

Demonstration of affection toward another student including hugging, kissing, close body contact, and/or holding hands is considered inappropriate behavior for the school environment. Students will be subject to disciplinary action by school officials for violation of this rule.

DETENTION

Lunch detention is an option for violations of the student code of conduct. The student will attend on the day assigned by the teacher or administrator. Students will eat lunch in detention while completing necessary work. If a student is in lunch detention for discipline, they will first write and following rules and then be assigned character education lessons to complete. *(Note: All students will be required to write the rules upon entering detention.)*

Any student receiving 7 lunch detention slips in a semester will be assigned ISS.

1. Students will enter the room on time and in a quiet and orderly manner.
2. Students will bring all necessary materials to class.
3. Students will remain seated and quiet.
4. Students will raise hand for permission to speak
5. Students will treat others with respect and dignity.
6. Failure to follow the rules of conduct will result in an automatic Level II Offense.

DISTRICT'S JURISDICTION

If a particular type of conduct has the effect of disruption of the learning atmosphere, it should be subject to regulation. The board possesses considerable leeway in promulgating regulations for proper conduct for students - Passel v. Ft. Worth I.S.D. 453 S.W. 2d 888 (Tex. Civ. App. – Ft. Worth, 1970, writ refd n.r.e.)

The Texas legislature has delegated the authority of managing independent school districts and the disciplining of those students attending school within the District to the Board and those persons employed by the Board - Texarkana I.S.D. v. Lewis 470 S.W. 2d 727 (Tex. Civ. App. Texarkana, 1971, no writ).

The district has authority and control over its students during the regular school day and while going to and from school on District transportation. This jurisdiction includes any activity during the school day on school grounds, attendance at any school-related activity, regardless of time or location, and any school-related misconduct, regardless of time or location.

The District's rules of student conduct and **dress code** apply to all school-sponsored and school-related activities, on or off campus. Students who violate those rules will be subject to disciplinary action.

Students at school or school-related activities are prohibited from:

1. Cheating or copying work of another student
2. Throwing objects, outside supervised school activities, that can cause bodily injury or damage property
3. Leaving school grounds or events without permission
4. Making obscene gestures or swearing
5. Insubordination, such as: disobeying directives from school personnel or school policies, rules, and regulations
6. Being disrespectful or directing profanity, vulgar language, or obscene gestures toward anyone
7. Playing with matches, fire or committing arson
8. Committing robbery or theft
9. Damaging or vandalizing property owned by other students or District employees
10. Disobeying school policies and regulations about conduct on school buses
11. Fighting
12. Inciting a verbal/and or physical altercation between students.
13. Committing extortion, coercion, or blackmail; that is, obtaining money or other objects of value from an unwilling person, or forcing an individual to act through the use of force or threat of force
14. Name-calling, making ethnic or racial slurs or derogatory statements addressed publicly to others that may substantially disrupt the school program or incite violence
15. Engaging in inappropriate sexual contact disruptive to other students or the school environment and displaying physical contact or obvious displays of affection
16. Assaulting a teacher or other individual

17. Selling, giving, or delivering to another person, possessing, using, or being under the influence of: marijuana or a controlled substance, a dangerous drug, glue or aerosol paint or volatile chemical, K 2, or an alcoholic beverage
18. Possession of drug paraphernalia.
19. Possessing a firearm, knife, club, or other weapon
20. Smoking, possessing or using tobacco products
21. Hazing/Bullying
22. Aggressive behavior or group demonstrations that substantially disrupt or materially interfere with school activities
23. Behaving in a way that disrupts the school environment or educational process

Students who violate the code of student conduct may be subject to disciplinary action.

DISCIPLINE MANAGEMENT TECHNIQUES

Discipline management techniques are always available when assessing penalties for violations of the code of conduct, regardless of the offense. Discipline management techniques shall include:

1. Counseling by teacher, special services, or administrative personnel
2. Parent-teacher conferences
3. Cooling-off or time-out
4. Behavior contracts
5. Assigned school duties other than class tasks
6. Verbal correction
7. Withdrawal of privileges, including participation in extracurricular activities and honorary positions
8. Sending the student to the office or other assigned areas
9. Detention
10. Corporal punishment
11. Probation
12. Rewards or demerits
13. Referral to outside agency or authority
14. Temporary confiscation of items that disrupt the educational process
15. Suspension – both in-school and out-of-school
16. Removal to alternative education program
17. Expulsion

Each handicapped student's individual education plan (IEP) shall address the student's specialized needs on discipline, including which of the discipline management techniques can appropriately be used with this student.

LEVEL I OFFENSES: (MINOR OFFENSES)

1. Class disruption
2. Dishonesty
3. Any dress code violation: Violators will be sent immediately to the office until proper attire can be obtained. If proper attire can't be obtained during that school day, the student will be placed in ISS. The second violation will result in ISS for the remainder of the school day. Student will remain in ISS until the violation is remedied.
4. Hall or cafeteria disturbance
5. Cheating
6. Obscene gestures (student)
7. Profanity/Vulgar language
8. Profanity directed at student
9. Public display of affection (kissing, holding hands, hugging, etc.)
10. Unauthorized area violation
11. Verbal fighting
12. Inciting a verbal and/or physical altercation between two students
13. Unexcused tardies (3) – After 3, D-Hall for each additional tardy
14. Not turning in assigned homework
15. No gum, food, or drink in class
16. Failure to attend or complete detention hall
17. Gambling

All Level I Offenses will be handled in the following manner:

- Teacher warning
- Lunch detention
- Elementary – lunch or recess detention
- Corporal punishment

D-Hall will be offered Monday-Friday.

More than 3 Level I Offenses in a semester will result in a Level II Offense.

LEVEL II OFFENSES: (MAJOR OFFENSES)

1. Destruction of property
2. Disrespect toward school employee
3. Inappropriate physical contact in a sexual nature.
4. Hazing/Bullying
5. Insubordination
6. Obscene gestures/profanity/vulgar language directed towards a school employee
7. Truancy/leaving campus/classroom without permission
8. Use/possession of tobacco
9. Violent class disruption

10. Possession of non-prescription drugs. All medication is to be turned in to the campus office.
11. Stealing.
12. Unauthorized use/possession of property/possessions.
13. Physical Fighting
14. Inappropriate use of video.
15. Pornography (possession)
16. E cigarettes/Vaps

All Level II Offenses will be handled in the following manner:

Teacher will send a formal write-up to the office for each Level II Offense. Each write-up will count as a step-offense. Placement will be immediate for these offenses.

- Step 1: 3 days I.S.S.
- Step 2: 5 days I.S.S.
- Step 3: 10 days I.S.S.
- Step 4: 15 days I.S.S.
- Step 5: removal to A.E.P.

Level III Offenses:

1. Assault
2. Fire/bomb threat
3. Under the influence or possession of alcohol
4. Under the influence or possession of a controlled substance
5. Possession of a weapon or hazardous item
6. Threaten school employee
7. Vandalism/criminal mischief
8. Habitual Physical fighting/Fighting after administration has given warning of consequences
9. Possession of drug paraphernalia
10. Any dispensing of nonprescription or prescription drugs to another student.
11. Selling, giving, or delivering to another person, possessing, using, or being under the influence of: marijuana or a controlled substance, a dangerous drug, glue or aerosol paint or volatile chemical, K 2, or an alcoholic beverage.

All Level III Offenses will be handled in the following manner:

- Suspension
- A.E.P.
- Expulsion

- I.S.S.
- Restitution
- Step offense
- Authorities may be notified and charges filed

Consequences as decided at the discretion of administration.

- Bus discipline will be handled according to the Bus Discipline Management Plan.
- If a student is caught with a weapon, it is an automatic 1 calendar year expulsion as outlined by Section 14601, Gun-Free Requirements.

DISRUPTIONS

The District may pursue a criminal charge against and/or discipline any person inciting, promoting, or participating in a protest demonstration, disruption, riot, sit-in, walk-out, blocking of entrance, etc. Duplicated, written or printed materials, handbills, photographs, pictures, petitions, films, tapes, or other visual or auditory materials may not be sold, circulated, or distributed on any school campus without the approval of the principal. Violators shall be subject to disciplinary action.

DISTRIBUTION OF MATERIAL

School-sponsored newspapers and/or yearbooks are under the complete supervision of the teacher and campus principal. Written materials, handbills, photographs, pictures, petitions, films, tapes, or other visual or auditory materials may not be sold, circulated, or distributed on any school campus by a student or a non student without the approval of the principal and must be in accordance with campus regulations. All written material over which the district does not exercise editorial control that is intended for distribution to students shall be submitted to the principal for review and approval. If the material is not approved within 24 hours of the time that it was submitted, it must be considered disapproved. Disapprovals may be appealed by submitting the disapproved material to the Superintendent; material not approved by the Superintendent within three days is considered disapproved. This approval may be appealed to the Board at its next regular meeting when students shall have a reasonable period of time to present their viewpoint.

DRESS CODE

The District’s dress code is established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and respect for authority. All dress code violations will be considered a Level I Offense.

1. No inappropriate sleeveless tops. Sleeves must be hemmed. Sleeves must cover the shoulder joint.

2. Clothes worn by students must be free of slogans advertising alcoholic beverages or illegal substances, and must not display words, pictures or symbols that are derogatory, satanic, controversial, racially, offensive, or vulgar.
3. Students will not be permitted to wear extremely low cut shirts or blouses, half-shirts that expose a bare midriff when raising your arms over your head, halter tops, backless/strapless tops, open-side garments, fish net, mesh, or sheer materials (without proper school approved shirts underneath)
4. *"Sagging pants"* are not acceptable.
5. Hats, caps, visors, head coverings, headbands, bandanas, rollers, combs, picks, and nonprescription eyewear will not be worn in the school building. All hats will be worn straight with bill in front.
6. Appropriate undergarments must be worn.
7. Shoes must be worn at all times. No bare feet or house shoes allowed.
8. Neatly trimmed mustaches and sideburns will be acceptable. No other facial hair will be permitted. Inappropriate hair color will not be permitted (this includes any color that cannot be grown *naturally*). Hair shall be kept neat, clean, and well groomed. Hair will be worn in a combed fashion and the length shall not touch the top of a male student's shoulders. The length of the hair in front shall not reach the eyebrows when combed down straight. Hair can't be combed to the side in order to avoid the hair policy. The following should also be avoided:
 - Mohawks, "faux-hawks", geometric shapes or unusual patterns in the hair
 - Ponytails or braids on male students
 - Rattails or spiked hair on male and female students
 - Or any other style that may be distracting to the educational process (feathers, tinsel, etc. or anything deemed distracting by the administration)

Exceptions can be made to this policy if it is in direct conflict with a student's established religious convictions, in which case the student may file an appropriate written statement with the principal.

9. No student will wear nose rings, or body piercings (this includes tongue rings and belly rings).
10. No male student may wear earrings or studs.
11. No student may wear gauges.
12. No blankets.
13. During the school year students will be allowed to wear shorts/skirts/dresses at a length of 2 inches below your fingertip in elementary, middle school, and high school.

14. Skinny jeans/leggings/jeggings/yoga pants may be worn but the shirt/dress must be two inches below your fingertip.
15. Holes in **JEANS** must be 2 INCHES BELOW the fingertips.
16. Students shall follow appropriate personal hygiene practices relative to body and clothing cleanliness.
17. Bicycle shorts, stirrup pants, spandex, latex, cutoff jeans, and other such attire are prohibited.
18. No pajama pants are to be worn.
19. No grillz are to be worn

(Note: The dress code does not refer to Spirit Day School Uniforms)

NOTE: THE SCHOOL ADMINISTRATION'S DISCRETION MAY BE APPLICABLE IN JUDGEMENT SITUATIONS.

DRILLS – FIRE, TORNADO, AND OTHER EMERGENCIES

Students, teachers, and other District employees will participate in frequent drills of emergency procedures. When the alarm is sounded, students must follow the direction of the teachers or marshals quickly, quietly, and in an orderly manner.

An announcement will be transmitted through the intercom system. At that time, exit the building in an orderly manner and wait for the ALL CLEAR bell.

Tornado Drill

One long bell will alert you of a tornado drill. Students take a large book, and under the supervision of the teacher, follow your Tornado Drill instructions. Keep away from doors and windows. **THE SCHOOL WILL BE ON LOCKDOWN WHEN UNDER A TORNADO WARNING. NO ONE WILL BE ALLOWED TO ENTER OR LEAVE THE SCHOOL UNTIL THE WARNING IS LIFTED.**

DRIVER'S EDUCATION (VERIFICATION OF ENROLLMENT AND ATTENDANCE FORM FOR DRIVER'S LICENSE RENEWALS)

State law requires that any person under the age of 18 who has not obtained a high school diploma or its equivalent must meet specific school enrollment requirements when applying for a driver's license. The 71st Texas Legislature passed the law which is stated in Article 6687b, Vernon's Texas Civil Statutes, as amended by H.B. 850. To determine eligibility for driver's license application or renewal, the State Board of Education amended 19 TAC-61.53, Absences. This rule is the attendance criteria for awarding or denying course credit and for driver's license

eligibility under V.T.C.S., Article 6687b. Students must furnish the Department of Public Safety a completed and signed copy of the *Verification of Enrollment and Attendance Form*.

DUAL CREDIT*

Simms ISD partners with Texarkana College to provide students the opportunity to enroll in dual credit courses. To be eligible a student must meet the following requirements:

1. has met the TSI cut scores for the academic dual credit courses. The cut score for college level math is **350** or better, and for English a score of **5** or better on the essay no matter the score on the multiple choice section, or a multiple choice score of **363** or better and at least a score of **4** on the essay, or
2. has a **4000** on EOC English II with level **2** or the student is exempt from the TSI by
3. making a composite of **23** on the ACT and having a **19** in reading, for academic courses relevant and a **19** in math for academic courses relevant or
4. the student has scored a composite **1070** on the SAT (critical reading plus math) and at least a **500** on critical reading/verbal for academic courses relevant and at least a **500** on math for academic courses relevant or
5. has scored a minimum score of level **2** on the English III STAAR EOC test and is required for both reading and writing and a minimum of level **2** on the Algebra II EOC.

There are workforce dual credit courses that may be available that have no TSI requirements.

***Subject to change by the state. Contact Texarkana College dual credit coordinator for more information.**

EMERGENCY SCHOOL-CLOSING INFORMATION

In case of an emergency school closing, information will be provided by the following:
– KKYR 102.5 FM – KOOL 95.1 FM – KTAL Channel 6 (TV)-school call system/Livingtree.

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The Simms Independent School District does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

EXTRA-CURRICULAR ACTIVITIES

Students shall be permitted to participate in extracurricular activities, subject to the following restrictions:

1. During the initial six-week period of the school year, students shall have been promoted into the next grade level or shall have accumulated the required number of units toward graduation.
2. A student who receives, at the end of any grade evaluation, an average grade below 70 in an academic class other than an identified honors or advanced class, or a student with disabilities who fails to meet the standards in his/her Individual Education Plan (IEP) may not participate in extracurricular activities for at least three weeks. A student may practice or rehearse while suspended. The student regains eligibility when the principal and teachers determine that he/she has: 1) earned a passing grade (70 or above) in all academic classes other than those that are honors or advanced; 2) completed three weeks suspension.
3. **Students, grades 7-12, participating in UIL events may undergo drug testing. In addition to the initial testing procedures, participants will be tested randomly throughout the year. Only grades 7, 9, 11, and students new to athletics will have a physical according to the UIL Athletic procedures.**
4. As long as a student maintains a B average in all classes, they will be allowed to participate in all extracurricular activities. If a student does not maintain a B average in all classes, then that student cannot have over 10 absences from a class for extra-curricular per semester. This will be checked each semester. All UIL activities and activities approved by the District are subject to these restrictions. Any elementary student who accrues more than five extracurricular absences (for the year) must maintain a B average or above in all classes before they will be granted additional extracurricular (excused) absences.
5. A student in ISS must complete their placement in order to participate in extracurricular contests. They will be allowed to attend any after school practices during their ISS placement.
6. A student in AEP, Suspension, or Expelled will not be eligible to participate in any school activities until their punishment has been completed.

A student who misses class because of participation in an activity sponsored by a non-approved organization will receive an unexcused absence.

EXEMPTIONS

Simms ISD will offer exemptions of semester exams. Freshmen- seniors can be eligible to meet the following criteria:

- 70% in class with 1 absence
- 80% in class with 2 absence
- 90% in class with 3 absence

In addition, no ISS or AEP and three tardies equal 1 absence.

FEES

Materials that are part of the basic education program are provided without charge to a student. A student is expected to provide his or her own supplies of pencils, paper, erasers, and notebooks, and may be required to pay certain fees or deposits, including:

1. Cost for materials for a class project the student will keep
2. Membership dues in voluntary clubs or student organizations and admission fees to extracurricular activities
3. Security deposits/laptop fees
4. Personal physical education and athletic equipment and apparel
5. Voluntary purchases of pictures, publications, class rings, yearbooks, graduation announcements, etc.
6. Voluntary purchase of student accident insurance
7. Musical instrument rental and uniform maintenance, when uniforms are provided by the District
8. Personal apparel, used in extracurricular activities, that becomes the property of the student
9. Parking fees and student identification cards
10. Fees for lost, damaged, or overdue books
11. Fees for damaged laptop and/or charger
12. Fees for driver training courses, if offered
13. Fees for optional courses offered for credit that require use of facilities not available on District premises (fees shall not be charged, however, if parents of at least 22 students request a transfer to another school in the District to take required curriculum courses, other than fine arts and career and technology, not offered at the original school).
14. Summer school courses offered tuition-free during the regular school year

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 principal.

FIELD TRIPS

Educational field trips are arranged by the teacher in accordance with their areas of instruction for the purpose of perpetuating interest and understanding for the students. In some instances, parents may be requested to assist in supervision during field trips.

SENIOR TRIP: A day senior trip will be taken in the spring. Any student who has been placed in DAEP during the current school year will not be allowed to participate in the senior trip.

8TH GRADE TRIP: The 8th grade will take a day trip in the spring semester. Any student who has been placed in DAEP during the current school year will not be allowed to participate in the 8th grade trip.

FORGERY

Any forgery of parent's signature will be subject to disciplinary action.

FUNDRAISING

Student clubs and organizations will be allowed to conduct fundraising drives.

Any fundraising plan must be approved by an administrator and listed on the fundraising calendar in the high school office.

Only one fundraising drive will be allowed per organization with the following exceptions: Athletic Dept. (2), AG/FFA (2), and Elementary (2)

GIFTED AND TALENTED (K-12)

The Gifted and Talented Program is available for students in grades K-12. Selection for grades K-12 is based on teacher nomination, mental ability test scores, parent nominations, and end of year grades from the previous year. Selection for grades K-1 is based on teacher nomination, mental ability test scores, parent nomination, and student portfolio of work.

Gifted/Talented students are now identified and served. Additional information about the G/T Program is available from the counselor or G/T coordinator.

GRADE CLASSIFICATION

Students are classified at the beginning of each school year according to the number of credits earned the previous school year.

<u>Units of Credit Earned</u>	<u>Grade Placement</u>
6	10 (sophomore)
12	11 (junior)
18	12 (senior)

GRADE POINT/RANKING SYSTEM FOR SIMMS ISD

Grade Point Average for ranking purposes **only** is determined by simply taking each grade earned at the semester and by adding or subtracting of a specific amount of points, depending on the level of difficulty of the course as defined below.

<u>Numerical Grade</u>	<u>Basic</u>	<u>Regular</u>	<u>Honors</u>	<u>Advanced</u>
100	90	100	110	115
099	89	099	109	114
098	88	098	108	113
097	87	097	107	112
096	86	096	106	111
095	85	095	105	110
094	84	094	104	109
093	83	093	103	108
092	82	092	102	107
091	81	091	101	106
090	80	090	100	105
089	79	089	099	104
088	78	088	098	103
087	77	087	097	102
086	76	086	096	101
085	75	085	095	100
084	74	084	094	099
083	73	083	093	098
082	72	082	092	097
081	71	081	091	096
080	70	080	090	095
079	69	079	089	094
078	68	078	088	093
077	67	077	087	092
076	66	076	086	091
075	65	075	085	090
074	64	074	084	089
073	63	073	083	088
072	62	072	082	087
071	61	071	081	086
070	60	070	080	085
069	59	069	079	084
068	58	068	078	083
067	57	067	077	082
066	56	066	076	081
065	55	065	075	080

064	54	064	074	079
063	53	063	073	078
062	52	062	072	077
061	51	061	071	076
060	50	060	070	075
059	49	059	069	074
058	48	058	068	073
057	47	057	067	072
056	46	056	066	071
055	45	055	065	070
054	44	054	064	069
053	43	053	063	068
052	42	052	062	067
051	41	051	061	066
050	40	050	060	065

Basic*

Locally developed
core classes

Regular

English I-IV
Algebra 1
Geometry
Math Models
IPC
Health/Speech

Honors*

Physics
DC English
Algebra II
Spanish III

Advanced*

Pre-Cal.
DC Biology
AP English III
AP English IV

Chemistry
 Fine Arts
 W. History
 Gov./Econ.
 DC Gov.
 Spanish I,II,
 Biology
 US History
 W. Geo.

The above classes are for students whose educational planning has been reviewed by an ARD committee.

Courses not listed above, electives, courses not considered to be academic courses, courses taken off campus, correspondence courses, and credit by exams are not considered in calculating Ranking G.P.A.

GRADING SYSTEM – GRADES K-12

The following grading system has been approved by the Simms School Board for use beginning in 1997. These changes meet the requirements of H.B. 72 in the areas of grading. The numerical grade of 70 will be the lowest passing grade.

Pre-Kindergarten

Age appropriate rubric

Kindergarten

Age appropriate rubric.

Grade 1

Reading/Language Arts
 Mathematics
 PE
 Science
 Social Studies

Numerical Scores
 Numerical Scores
 Numerical Scores
 Age appropriate rubric
 Age appropriate rubric

Grades 2-5

Reading
Language Arts
Mathematics
PE
Science
Social Studies

Numerical Scores
Numerical Scores
Numerical Scores
Numerical Scores
Numerical Scores
Numerical Scores

Grades 6-12

All subjects

Numerical Scores
A – 90-100
B – 80-89
C – 70-79
Failing – 69 and below

Citizenship Grades

S/Satisfactory
N/Needs Improvement
U/Unsatisfactory

HIGH SCHOOL GRADUATION EXERCISES

A student should make every effort possible to complete the requirements for graduation and graduate with his/her class. In order to participate in graduation ceremonies, students must have completed all state and local graduation requirements (including attendance laws), and have scored passing grades on the STAAR, prior to graduation ceremonies.

GRADUATION REQUIREMENTS

Graduates of each Texas high school are awarded the same type of diploma. Seals are placed on the Academic Achievement Record (AAR-transcript) designating the graduation plan chosen by each individual student. The transcript is the record of grades and credits earned during high school attendance.

A student’s class ranking shall be determined within the graduation class of the school year in which the student completes all requirements for a diploma, regardless of the number of years the student is enrolled in high school.

Valedictorian/Salutatorian of a graduating class will be determined by the following: electives or courses not considered to be academic courses as well as courses taken off campus,

correspondence courses, summer school courses and credit by exams are not considered in calculating ranking G.P.A. Courses taken off campus will carry no additional weight regardless of subject. To be eligible for the positions of valedictorian/salutatorian a student must have attended the District high school during the four regular semesters, immediately preceding graduation. The time for enrollment for students competing for rank honors has been set as the last day of the first six (6) weeks of his or her junior year. The student with the highest numerical average will be named valedictorian. In case of a tie for either of these honors, the District will take the numerical average to two decimal places, consider the number of higher level academic courses taken, the total grade points earned in higher level academic courses, and the scores of any college entrance exams that the students may have taken, in order to make a determination. If a tie exists after all tiebreakers have been exhausted, co-valedictorians will be named and there will be no salutatorian.

All students of a graduating class, who have a grade point average of 90 or above, will be considered to be honor students unless the number of students who have grade averages of 90 or above is less than ten (10), in which case the top ten will be determined by ranking grade point averages.

The top ten will include the valedictorian and salutatorian.

Requirements for a Diploma Beginning with the 2014–15 School Year

FOUNDATION PROGRAM: 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.

All students must choose an endorsement area/s. For more information, see the course booklet.

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 United States 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 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.

An ARD committee will convene, for a student receiving Special Education services who does not pass the state assessment, prior to the second administration of the state test. The ARD committee will have the option to promote the student to the next grade level if it concludes that the student has made sufficient progress in the measurable goals in the student's IEP. If the district promotes the student, per the ARD committee decision, the district is not required to provide an additional testing opportunity.

As a senior, any student who has been successful on at least 3 of the 5 ECO tests, may complete a district provided course of study to satisfy the graduation testing requirements. An alternative course of study can only be completed for up to 2 EOC assessments. The student must also continue to take the designated EOC assessments at the scheduled times and attend tutoring that will be provided.

Foundation Graduation Program

Every student in a Texas public school who enters grade 9 in the 2014–15 school year and thereafter will graduate under a new program called 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; and Multidisciplinary Studies. Endorsements earned by a student will be noted on the student’s transcript and diploma. 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. 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 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 with an endorsement will also provide opportunities to earn “performance acknowledgments” that will be acknowledged on a student’s diploma and transcript. Performance acknowledgments are available for outstanding performance in bilingualism and biliteracy; in a dual credit course; on an AP or IB exam; on the PSAT, SAT, Pre-ACT, or ACT exam, which are national exams; or for earning a 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.

Course Area	Number of credits Foundation Graduation Program	Number of credits Foundation Graduation Program with an Endorsement
English/Language Arts	4	4
Mathematics*	3	4
Science	3	4

Social Studies (Econ. Included)	4	4
Physical Education**	1	1
Language other than English***	2	2
Fine Arts	1	1
Locally required courses	Additional Science 1 Additional Math 1 Health .5	Additional Science 1 Additional Math 1 Health .5
Speech	.5	.5
Electives	3	5
Endorsements****		Arts and Humanities Business and Industry ^STEM Public Service Multidisciplinary
TOTAL	22+ 2 additional credits	26 credits

* In order to obtain the distinguished level of achievement under the foundation graduation program, which will be denoted on a student’s transcript and diploma 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 four mathematics credits.

** 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.

*** Students are required to earn two credits in the same language other than English to graduate. 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.

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

^ Requires 5 sciences with 2 being advanced and/or 5 maths with 2 being advanced.

Personal Graduation Plans for Students Under The Foundation Graduation Program

A personal graduation plan will be developed for each high school student who is subject to the requirements of the foundation graduation program. 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.

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

EARLY GRADUATION: Any parent wanting their child's records reviewed for early graduation, must make an appointment with administration and the HS counselor before the student's junior year.

GRANTING PERMISSION TO RECEIVE PARENTING AND PATERNITY AWARENESS INSTRUCTION (P.A.P.A.)

As a parent, if your child is under the age of 14, you must grant permission for your child to receive instruction in the district's parenting and paternity awareness program or your child will not be allowed to participate in the instruction. This program, developed by the Office of the Texas General and the Texas State Board of Education, is incorporated into the district's health education classes.

As 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.

In accordance with state law, below is a summary of the district’s curriculum regarding human sexuality instruction: P.A.P.A. – Parenting and Paternity Awareness.

This program must address parenting skills and responsibilities, including child support and other legal rights, and relationship skills, including money management, communication skills, and marriage preparation. In high schools that do not have a family violence prevention program, skills relating to the prevention of family violence must be included (retrieved T.E.A. website, 7/14/11).

As a parent, you are entitled to review the curriculum materials. In addition, you may remove your child from any part of this 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.

GUN-FREE SCHOOL ZONE

It is a federal offense to possess a firearm in a school zone. The term “school zone” means the grounds of a public, parochial, or private school, or within 1,000 feet from such grounds. A violation of this statute subjects one to imprisonment and/or a fine. Possession of firearms is prohibited on Simms ISD school property.

HANDICAPPED STUDENTS

Handicapped students may be permitted to graduate with ARD committee recommendations under the provisions of the IEP and with the consent of the ARD committee and their parents.

HANDLING OF COMPLAINTS

There are proper channels for all complaints. Any person who has a complaint shall first have a conference with the individual closest to the problem. (ie. teacher, administrator, etc.) Every effort should be made to handle a complaint informally.

If a formal complaint is to be filed, refer to FNG (local) in the Simms ISD board policy manual.

HOMESCHOOL

Homeschool grades will be determined by a committee consisting of the principal, counselor, and the appropriate teachers along with possible testing. Parents or guardians will be asked to provide documentation of coursework completion for review. TXVN is available for homeschool.

IMMUNIZATIONS

All students must be immunized against certain diseases or must present a certificate or state that, for medical or religious reasons, the student should not be immunized. The immunizations required are: diphtheria/tetanus, polio, measles (rubeola), mumps, rubella, Hep. B, varicella (chicken pox), Hep. A, PCV 7, and haemophilus influenzae. The school nurse can provide information on the required doses of these vaccines. Proof of immunizations may be personal records by a licensed physician or public health clinic with a signature or a rubber stamp validation. Students will be withdrawn from school if their health records are not updated within 30 days after notification.

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

If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement by the student (or by the parent if the student is a minor) that states that the immunization conflicts with the beliefs and practices of a recognized church denomination of which the student is an adherent or member. The statement must be renewed yearly.

INSURANCE

At the beginning of the school year, the District will make available to students and parents a low-cost student accident insurance program. Premiums will be paid to and claims will be submitted through the Superintendent's office, but the District shall not be responsible for costs of treating injuries or assume liability for any other costs associated with an injury. Before participating in a school-sponsored trip outside the District or in school-sponsored athletics, students and parents must purchase the student accident insurance or show proof of insurance

and sign a form rejecting the insurance offer and waiving any claim against the District for any injury which may result. All extra-curricular activities will be covered by school insurance.

INTEGRATED PEST MANAGEMENT SCHOOL PROGRAM

The school periodically applies pesticides. Information concerning these applications may be obtained from Mr. Rex Burks at (903)543-2219.

Any school personnel that make applications on a routine basis of any pesticides, insecticides, or herbicides at a school or on school property must be either a licensed noncommercial applicator or a technician. The Board will be reviewing and setting standards in the near future for the technician category in noncommercial certified applicator.

A notification of pest control treatment must be posted at least 48 hours in advance. The purpose of the notice is to inform employees and faculty that a pest control treatment will be done. Also, a consumer information sheet must be provided to any employee upon request. Students may not re-enter a treated area for at least 12 hours following treatment. The reentry restrictions apply to normal academic and extracurricular activities.

All pest control use records shall be maintained on the employer's premises for two years. The records must include the name and address for customer (supervisor), name of pesticides or devices used, amounts of pesticides or devices used, and purpose for which the pesticides or devices were used (school campus). The records must be made available to an employee of the Structural Pest Control Board upon request.

The Structural Pest Control Board would like to thank you for your support of the Integrated Pest Management program. Please contact our office with any questions or suggestions for the IPM committee. Please call (512)835-4066 or write the Texas Structural Pest Control Board, 9101 Burnet Road #201, Austin, Texas 78758.

LATE WORK

Work is due when called for by the teacher. Teachers will specify the due date and make every effort to collect work on that date. Any assignments turned in late will receive a grade no higher than a 70 (up to 3 days late.) After the third day, the grade may be a zero.

LIBRARY RULES

- A. Books are issued for a period of two weeks for high school students and one week for elementary students and may be rechecked.
- B. General reference books, encyclopedias, dictionaries, etc., may not be taken from the library.
- C. Students should cooperate with the librarian by abiding by all rules and regulations and by returning books on time.
- D. Our library is a place to study and not a place to go for a social hour. Order and quiet must be maintained in the library at all times.
- E. Do not hesitate to ask the librarian for help. She is there to help you find the information that you need.
- F. Students that do not return books on time will receive a ten-cent per school day fine for each day it's overdue.

LOCKERS

All locks must be school issued. Any lost lock must be paid for by the student at a cost of \$5.00.

Lockers remain under the jurisdiction of the school even when assigned to an individual student. The school reserves the right to inspect all lockers. A student has full responsibility for the security of the locker and is responsible for making certain it is locked and that the combination is not available to others. Searches of lockers may be conducted at any time there is reasonable cause to do so whether or not a student is present.

MAKE UP WORK

Excused absences will allow students to make up work missed. Students will have the same number of days to make up work as the number of days they missed. Unexcused absences may not have the opportunity to be made up.

NOTIFICATION REQUIREMENTS

Required Notification to Principal of Offenses: A teacher with knowledge that a student has violated the student code of conduct shall file with the school principal or the designee a written report, not to exceed one page, documenting the violation.

Required Notification to Parent of Guardian: The principal or designee shall, not later than 24 hours after receipt of a report from a teacher, send a copy of the report to the student's parents or guardians.

TAKING MEDICATIONS DURING THE SCHOOL DAY

We attempt to discourage administration of medicine in the schools. However, if your physician decides it is necessary for your child to receive medication during the school day, and you are unable to make other arrangements, specific directions must be provided for the school nurse and school personnel.

The following rules will be used for administering medications at school:

1. No medication will be given without permission from the parent/guardian.
2. The following information must be on file in the school nurse's office before any medication is given: name of medication, amount to be administered, time of day the medication is to be given, length of time the medication is to be administered (example: 1 day, 2 days, etc.).
3. All medications must be in the original container and be properly labeled.
4. In addition to these legal requirements, the District also requires a doctor's written request to administer medication to a student.
5. No medication will be given over the recommended dosage without a doctor's note.

A parent or guardian must fill out a medication consent form in the school handbook or pick one up in the office.

Options and Requirements for Providing Assistance to Students Who Have Learning Difficulties or Who Need or May Need Special Education

For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools 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 and charter schools to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below 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 if 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 an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the *Notice of Procedural Safeguards*. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

Please note that a request for a special education evaluation may be made verbally and does not need to be in writing. Districts and charter schools must still comply with all federal prior written notice and procedural safeguard requirements and the requirements for identifying, locating, and evaluating children who are suspected of being a child with a disability and in

need of special education. However, a verbal request does not require the district or charter school to respond within the 15-school-day timeline.

If the district or charter school 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 to evaluate the student. 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 a district or charter school 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 30th 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 or charter school must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school 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:

Contact Person: School Administrator

Phone Number: 903-543-2219

Section 504 Referrals:

Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

Contact Person for Section 504 Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Contact Person: School Administrator

Phone Number:903-543-2219

PARENT INVOLVEMENT, RESPONSIBILITIES, AND RIGHTS

Education succeeds best when there is a strong partnership between home and school, a partnership that thrives on communication. Parents are partners with teachers, administrators, and the Board, and are encouraged to:

1. Encourage your child to put a high priority on education and commit to making the most of the educational opportunities the school provides.
2. Attend Board meetings to learn more about the District operations, including the procedure for addressing the Board when appropriate.
3. Review the information in the Student Handbook (including the Student Code of Conduct) with your child and sign and return the acknowledgment form(s). Parents with questions are encouraged to contact the campus principal.
4. Become familiar with all of your child's school activities and with the academic program offered in the District. Discuss with the principal any questions, such as concerns about placement, assignment, or early graduation, and the options available to your child. Monitor your child's academic progress and contact teachers as needed.
5. Exercise your right to review teaching materials, highly qualified status of staff, textbooks, and other aids, and to examine tests that have been administered to your child.
6. Review your child's student records when needed. You may review attendance records, test scores, grades, disciplinary records, counseling records, psychological records, applications for admission, health and immunization information, teacher and counselor evaluations, reports or behavior patterns, and state assessment instruments administered to your child.
7. If an instructional activity in which your child is scheduled to participate conflicts with your religious or moral beliefs, you may temporarily remove your child from the classroom. The removal cannot be 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 TEA.
8. Become a school volunteer. For further information, contact the campus principal.
9. Participate in campus parent organizations. For further information, contact the campus principal.

PARENT'S RESPONSE REGARDING RELEASE OF STUDENT INFORMATION TO MILITARY RECRUITERS AND INSTITUTIONS OF HIGHER EDUCATION

Federal law requires that the district release to military recruiters and institutions of higher education, upon request, the name, address, and phone number of secondary school students enrolled in the district, unless the parent or eligible student directs the district not release information to these type of requestors without prior written consent.

Parents must inform the high school in writing by the first week in September if they wish their directory information to be withheld from the military.

PARKING/TRAFFIC VIOLATIONS

Students will be assigned a parking area. The assigned area will be for the current year. Students will purchase a parking permit that must hang from the rear view mirror. The cost of the permit will be \$5.00. Students will provide proof of liability insurance and driver's license to the office. Students shall obey all traffic laws. Students parking outside the assigned area will be dealt with as follows:

1st Offense – Student Contact

2nd Offense – Student prohibited from driving for 1 week

3rd Offense – Vehicle will be towed away and loss of car privileges

POLICY OF NON-DISCRIMINATION

The Simms Independent School District does not discriminate on the basis of race, religion, color, national origin, sex or disability in providing education or providing access to benefits of education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended, Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended, and Title II of the Americans with Disabilities Act. Lisa K. Hudgeons, 180 CR 4132, Simms, TX (903)543-3102 will be the coordinator of Title IX and Mrs. Dru Driver, Box 892, Nash, TX (903)832-2950 will be the coordinator of the Section 504. Sexual harassment is prohibited as part of a statement that is committed to providing an environment where all students are free to enjoy the benefits of the district's educational programs and activities. (34 C.F.R. Se 106.9(a))

POSTERS/SIGNS

Signs and posters that students wish to display must first be approved by the principal. Posters displayed without authorization will be removed. Any student who posts printed material without approval shall be subject to disciplinary action. When the event is over, all posters/signs have to be removed promptly.

PRANKS

Any student pranks will be subject to disciplinary action. Pranks dealing with Civil Rights or Explosives are handled through Washington, D.C. within the Federal Bureau of Investigations.

PRINCIPAL'S OFFICE

Students should feel free to come by the principal's office for a conference or business as needed, but even then it should be remembered that it is a business office and not a place for play, loud talk, etc. Student assistants may remain in the office when assigned to work there. During their presence in the office they must maintain a high standard of conduct. The secretary to the principal has the authority to request anyone to leave the office that does not cooperate.

PROMOTION, RETENTION, AND PLACEMENT

Grades 1-5

In the elementary grades, a student must have an overall average of 70 or above as well as an average of 70 or above in language arts, reading, and mathematics in order to be promoted. All students in grade 5 must pass the state standardized testing requirements (STAAR). No student shall be retained more than once in grades 1-4 and once in grades 5-8 unless the parents, teacher, and school administrator agree that the student should be retained a second time because of some special circumstance.

Grades 6-12

Students shall be promoted from one grade to the next on the basis of academic achievement. Middle School students must have an overall average of 70 or above, as well as an average of 70 or above in at least three of the following subjects: language arts (including reading improvement if required), mathematics, social studies, and science. If a student's grade average in any subject or course is "borderline" or below 70 at the end of the first three weeks of any grading period, the student's parents shall be notified. All students in grade 8 must pass the state standardized testing requirements (STAAR) in order to be promoted. All students must pass the state standardized testing requirements in 11th grade to meet graduation requirements.

Students in grades 7-8 who are not promoted shall be retained in the same grade or placed in an alternative education program. No student shall be retained more than once in grades 5-8

unless the parents, teacher, and school administrator agree that the student should be retained a second time because of some special circumstance.

Students in grades 9-12 shall be placed in a lower level or remedial course based on the following criteria:

1. Student is one or more years below grade level on the District's standardized achievement test
2. Student has failed to demonstrate mastery in one or more areas of the most recent STAAR test
3. Student is recommended, based on prior performance in academic courses, by the teacher, principal, or counselor.

PARTIES AND SOCIALS

The rules of good conduct and grooming shall be observed for school social events. Guests will be expected to observe the same rules as students attending the event. The person inviting the guest will share responsibility for the conduct of the guest. Students attending a party or social may be asked to sign out when leaving before the end of the party; anyone leaving before the official end of the party will not be readmitted.

PLAYGROUND REGULATIONS

1. Elementary students are not to play around the part of the buildings used for middle school or high school purposes.
2. Elementary students are not to go on the other side of the fence or rock wall.
3. Students are not to crawl under the portable buildings.
4. Free play should prevail primarily at the noon hour and during approved recess times for elementary students, while supervised play will prevail at the regular physical education periods.
5. Students on the playground will be subject to the teachers and/or teacher's aides on duty.
6. Students should not be on the playground during school hours unless an adult is present.
7. Activities not permitted on the playground are:
 - a. Rock throwing
 - b. Pine cone or bark throwing
 - c. Tackling

- d. Jumping from swings
- e. Running under swings
- f. Throwing ball at students swinging
- g. Climbing trees
- h. Playing on steps or porches
- i. Talking once lined up to come inside
- j. Hanging or standing on small bars of swings
- k. Riding on backs of other students
- l. Sitting on rock fence (when on front lawn)
- m. Fighting
- n. Playing in parking area and around cars
- o. Sliding down the slide the wrong way
- p. Digging in rocks
- q. Standing in swings
- r. Climbing fence

PROTECTION OF STUDENT RIGHTS

Parents have the right to inspect all instructional materials to be used in connection with a survey, analysis, or evaluation of information in any of the areas listed below. In order to ensure that parent and student rights are protected, the school will ask for written parental consent allowing a student to participate when an educational program requires such information. The areas are:

1. Political affiliations
2. Mental and psychological problems potentially embarrassing to the student or family
3. Sexual behavior and attitudes
4. Illegal, antisocial, self-incriminating, and demeaning behavior
5. Critical appraisals of other individuals with whom the student or the student's family has close family relations
6. Relationships privileged under law, such as relationships with lawyers, physicians, and ministers
7. Income, except when the information will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program

RELEASE OF STUDENT FROM SCHOOL

A student will not be released from school at times other than regular dismissal hours, except with the principal's permission. Students are requested to sign out and in when leaving school.

Students may only leave school with a parent/guardian or designee assigned on the student information sheet. Parents may need to show proof of custody.

REPORT CARD

A report of student's grades and absences shall be issued to students on Thursday following the end of each six weeks reporting period. In addition, 3 weeks progress reports will be mailed to parents. Parents can also view their child's grades using Parent Portal. Contact **Torie Ceynowa at (903) 543- 2275 ext. 1123** for more information.

The last report card can be picked up at the administration office the Thursday after the last day of school. If you would like the report card to be mailed, you can send a self-addressed stamped envelope.

SAFETY/ACCIDENT INSURANCE

Student safety on campus or at school-related events is a high priority of the District. With safety in mind, the District has implemented safety procedures. However, the District can address only part of the challenge. The essential remaining part is the cooperation of students, including:

1. Avoiding conduct that is likely to put the student or other students at risk
2. Following the Student Code of Conduct and any additional rules for behavior and safety set by the principal or teachers
3. Remaining alert to and promptly reporting safety hazards, such as intruders on campus
4. Knowing emergency evacuation routes and signals
5. Following immediately the instructions of teachers, bus drivers, and other District employees who are overseeing the welfare of students

Parents can assist by keeping emergency care information up to date (name of doctor, emergency phone numbers, allergies to medications, etc.) and by teaching their children safety rules. Please contact the school nurse to update any information. Having current information will be of critical importance should an accident or injury occur that requires medical attention.

The District is not responsible for medical costs associated with a student's injury. The District does make available, however, an optional, low-cost student accident insurance program to assist parents in meeting medical expenses. A parent who desires coverage for his/her child will be responsible for insurance premiums and for submitting claims through the Superintendent's office.

SCHOOL SAFETY TRANSFERS

As a parent, you have a right:

- To request the transfer of your child to another classroom or campus if your child has been determined by the board or its designee to have been a victim of bullying as the term is defined by Education Code 25.0341. Transportation is not provided for a transfer to another campus. See the superintendent for information. [See policy FDB] [See BULLYING on page 19 and policy FFI (LOCAL).]
- To 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 (LOCAL).]
- To request the transfer of your child to another campus or a neighboring district 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. [See policy FDE.]

SEARCHES BY TRAINED DOGS

Simms ISD utilizes trained drug dogs to detect drugs brought on campus. These searches are done periodically and randomly. Neither administration nor faculty is aware of the day or time the searches will be done. The result from these searches is turned over to the Superintendent of Schools.

SENIOR WORK POLICY

This policy allows students who are seniors at James Bowie High School to work in the afternoon and is subject to the following provisions:

1. The student must be in good standing academically; passing all class work the prior semester (met the minimum requirements on all sections of the STAAR and passing all subjects).
2. The student must be able to complete all requirements for graduation.
3. The student must fill out an Employment Verification Sheet.
4. Parents must request permission, in writing, for their child to be allowed to leave school.
5. Employer must give periodic reports to the school including any work absences.
6. Students may not work for their parents unless it is an established business.
7. The school will not be responsible for finding employment for students.
8. If the student is terminated from his/her job, one must register back in school.

9. When students are dismissed to go to work, they must leave immediately and not return to the campus without first reporting to the principal and getting permission.
10. Students involved in UIL activities must attend 5 classes.

SEXUAL HARASSMENT

The District believes that every student has the right to attend District schools and school-related activities free from all forms of discrimination on the basis of sex, including sexual harassment. The District considers sexual harassment of students to be serious and will consider the full range of disciplinary options, up to and including expulsion, according to the nature of the offense.

All students are expected to treat one another courteously, with respect for the other person's feelings, to avoid any behaviors known to be offensive, and to stop these behaviors when told to stop. All students are prohibited from engaging in offensive verbal or physical conduct of a sexual nature directed toward another student. This prohibition applies whether the conduct is by word, gesture, or any other intimidating sexual conduct, including request for sexual favors, that the other student regards as offensive or provocative.

Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with the teacher, the principal or designee, or Dru Driver, who serves as the District's Title IX coordinator for students.

A complaint alleging sexual harassment by another student or sexual harassment or sexual abuse by a staff member may be presented by a student and/or parent in a conference with the principal or designee or with the Title IX coordinator. The first conference with the student ordinarily will be held by a person who is the same gender as the student. The conference will be scheduled and held as soon as possible within five days of the request. The principal or Title IX coordinator will coordinate an appropriate investigation, which ordinarily will be completed within 10 days. The student or parent will be informed if extenuating circumstances delay completion of the investigation.

The student will not be required to present a complaint to a person who is the subject of the complaint.

If the resolution of the complaint is not satisfactory to the student or parent, the student or parent within 10 days, may request a conference with the Superintendent or designee by following the procedure set by our Board policy FNCJ (local). If the resolution by the Superintendent or designee is not satisfactory, the student or parent may present the complaint to the Board as provided by policy.

SMOKING

Students may not possess, smoke or use tobacco products on school property or at a school-related or school-sanctioned activity, on or off school property within 1000 feet.

SPECIAL PROGRAMS

If a student is experiencing learning difficulties, his or her parent may contact the person listed below to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation. For those students who are having difficulty in the regular classroom, schools 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.

A parent may request an evaluation for special education services at any time. If a parent makes a written request to district personnel for an initial evaluation for special education services, the school must, not later than the 15th school day after the date the school receives the request, either give the parent prior written notice of its proposal to evaluate the student, a copy of the Notice of Procedural Safeguards, and the opportunity for the parent to give written consent for the evaluation or must give the parent prior written notice of its refusal to evaluate the student and a copy of the Notice of Procedural Safeguards. Please note that a request for special education evaluation may be made verbally and does not need to be in writing. However, a verbal request does not require a response within the 15-school-day timeline. All other notice and safeguard requirements will remain in the process of identifying, locating, and evaluating students who are suspected of being a child with a disability and in need of specialized instruction.

If the school decides to evaluate the student, the school must complete the initial evaluation and the resulting report no later than 45 school days from the day the school receives a parent's written consent to evaluate the student. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period must 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 school 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, the school 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 30th 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 completion, the school must give you a copy of the evaluation report at no cost.

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."

STUDENT COUNCIL

The Student Council will promote a closer relationship between the students and faculty, secure a more satisfactory school life, promote and further extracurricular activities, and represent the school during assembly programs. All student elections will be conducted by the Student Council sponsor and administration. Campaign speeches may be required to hold office.

STUDENT RECORDS

Parents must sign a release form (if the student is under the age of 18) for colleges and/or other educational or scholarship organizations to receive a copy of the student's transcript and/or other records. Students who are over the age of 18 may sign the release form. Students under the age of 18, may not have a copy of their transcript unless a valid release form is on file.

A student's school records are confidential and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the District until the student withdraws or graduates. This record moves with the student from school to school.

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is under 18 or a dependent for tax purposes. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order terminating these rights.

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. Records may be reviewed during regular school hours upon completion of the written request form. The records custodian or designee will respond to reasonable request for explanation and interpretation of the records.

Parents of a minor or of a student who is a dependent for tax purposes, the student (if 18 or older), and school officials with legitimate educational interests are the only persons who have general access to a student's records. "School officials with legitimate educational interests" include any employee, agents, or Trustees of the District, or cooperatives of which the District is a member, or facilities with which the District contracts for the placement of students with disabilities, as well as their attorneys and consultants, who are:

1. Working with students
2. Considering disciplinary or academic actions, the student's case, and Individual Education Plan (IEP) for a student with disabilities under IDEA, or an individually designed program for a student with disabilities under Section 504
3. Compiling statistical data
4. Investigating or evaluating programs

The parent's or student's rights of access to and copies of, student records do not extend to all records. Materials that are not considered educational records, such as teacher's personal notes on a student that are shared only with a substitute teacher, records pertaining to former students after they are no longer students in the District, and records maintained by school law enforcement officials for purposes other than school discipline do not have to be made available to the parents or student.

Certain officials from various government agencies may have limited access to the records. The District forwards a student's records on request and without prior parental consent to a school in which a student seeks or intends to enroll. Parental consent is required to release the records to anyone else. When the student reaches 18 years of age, only the student has the right to consent to release records.

Students over 18, and parents of minor students may inspect the student's records and request a correction if the records are inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the District refuses the request to amend the records, the requestor has the right to a hearing. If the records are not amended as a result of the hearing, the requestor has 30 school days to exercise the right to place a statement commenting on the

information in the student's record. Although improperly recorded grades may be challenged, parents and the student are not allowed to contest a student's grade in a course through this process.

Parents may be denied copies of a student's records; after the student reaches age 18 and is no longer a dependent for tax purposes, when the student is attending an institution of postsecondary education, if the parent fails to follow proper procedures and pay the copying charge, or when the District is given a copy of a court order terminating the parental rights. If the student qualifies for free or reduced-priced meals and the parents are unable to view the records during regular school hours, upon written request of the parent, one copy of the record will be provided at no charge.

Certain information about District students is considered directory information and will be released to anyone who follows procedures for requesting it, unless the parents object to the release of any or all directory information about the child. This objection must be made in writing to the principal within 10 school days after the issuance of this handbook. Directory information includes: a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, awards received in school, and most recent previous school attended.

Special Education Records

Parents of a student with disabilities who have been provided special education services by the District will be notified when any information that specifically identifies the student is no longer needed. If the parent requests destruction of the information and the time established by law for retention has expired, the records will be destroyed. However, if the retention period established by law has not expired, the material will be deleted from the school records but the records will be maintained until the time has expired.

STUDENT'S RIGHT TO PRAY

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

TARDY POLICY

Consequences for students receiving more than two (2) unexcused tardy slips per semester will be issued according to the following schedule:

3 tardy slips	-	1 day detention
4 tardy slips	-	2 days detention
5 tardy slips	-	3 days detention
6 tardy slips	-	4 days detention
7 tardy slips	-	In-School Suspension

Elementary Only

Unexcused tardies/unexcused absences will be marked in each student's behavior folder. These marks will count in addition to other behavior marks that individual students may/may not receive. Excessive marks per six weeks will prohibit students from participating in the student behavior party at the end of each six weeks grading period.

TELEPHONE USE

Students may use the telephone in the principal's office only. Permission must be obtained in order to use the telephone. Permission will be granted only for urgent matters. No student will give another student permission to use the telephone. Students will not be called from classes to accept calls except in cases of emergency.

TESTING

In addition to routine testing and other measures of achievement, students at certain grade levels will take state assessment test:

STAAR TEST

<u>Writing:</u>	Grades 4, 7
<u>Social Studies:</u>	Grade 8
<u>Science:</u>	Grades 5-8
<u>Reading:</u>	Grades 3-8
<u>Mathematics:</u>	Grades 3-8

STAAR TEST

Grade 9: Algebra I
Grade 9: Biology
Grade 9: English I
Grade 9: US History
Grade 10: English II

Prior to receiving a high school diploma, students must meet the testing requirements set by the Texas Education Agency.

Test results will be reported to student and parents.

Certain students, such as students with disabilities and students with limited English proficiency, are eligible for exemptions, accommodations, or a deferment. For more information, see the principal, counselor, or special education director.

If a student fails to perform satisfactorily on an STAAR assessment, the district will provide remediation to the student in the content area for which the performance standard was not met.

An ARD committee will convene, for a student receiving Special Education services who does not pass the state assessment, prior to the second administration of the state test. The ARD committee will have the option to promote the student to the next grade level if it concludes that the student has made sufficient progress in the measurable goals in the student's IEP. If the district promotes the student, per the ARD committee decision, the district is not required to provide an additional testing opportunity.

TEXTBOOKS

State-approved textbooks are provided free of charge for each subject or class. Students are required to use these books carefully. Books must be covered by the student, as directed by the teacher. Students who are issued a damaged book should report it to the teacher. Any student failing to return a book issued by the school shall lose the right to free textbooks until the book is returned or paid for by the parent or guardian. However, a student will be provided textbooks for use at school during the school day.

TRAFFIC REGULATIONS

- A. Speed limit on streets leading to school grounds is 5 mph.
- B. Speed limit on campus area is 5 mph.
- C. Upon entering campus area, cars are to be parked immediately and not moved until they are used to go home.
- D. Violations of traffic regulations may result in loss of vehicle parking rights on the school campus.
- E. People on foot take precedence over vehicle traffic on all school grounds.
- F. Student's cars should be parked parallel with other cars as to have as many parking spaces as possible.
- G. School buses have a right of way entering and leaving school grounds.
- H. Students who drive their cars or motorcycles to school must have their license tag number, their driver's license number, and proof of liability insurance on file in the high school principal's office.

- I. Students who drive their cars to school must park in the designated student parking area and report to class. Students must stay out of their cars until school is dismissed unless permission from the school administration has been granted.
- J. **Any** vehicles parked behind the buses in the afternoon **must** wait until the buses leave before moving or leaving campus.
- K. Failure to comply with rules and regulations will result in a student being unable to drive his/her vehicle on the school campus for the remainder of the school year.

TRANSFER STUDENTS

Simms ISD does accept transfer students with the approval of the BOE. However, student transfer privileges may be revoked at anytime if deemed necessary due to discipline, or other factors determined by the administration. A copy of the Simms ISD transfer policy can be obtained at any of the school offices.

TRAVEL-SCHOOL SPONSORED

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. However, the principal may make an exception to this requirement under the following circumstances: the parent personally requests that the student be permitted to ride with the parent or no later than the day before the scheduled trip, the parent presents a written request that the student be permitted to ride with an adult designated by the parent.

TUTORIALS

Tutorials will be offered on each campus throughout the school year. Tutoring will be provided by certified personnel.

VEHICLES ON CAMPUS

Vehicles parked on school property are under the jurisdiction of the school. The school reserves the right to search any vehicle if reasonable cause exists to do so. Students have full responsibility for the security of their vehicles and will make certain they are locked and that the keys are not given to others. Students will be held responsible for any prohibited objects or substances, such as alcohol, drugs and weapons that are found in their cars and will be subject to disciplinary action. Searches of vehicles may be conducted at any time there is reasonable cause to do so, with or without the presence of the student. All laws regulating traffic on highways and streets apply to the operation of vehicles within school property.

VISITORS

Parents and other visitors are welcome to visit Simms ISD. All visitors must first report to the principal's office and be approved by an administrator. Only parents will be able to eat lunch with their children.

WITHDRAWAL FROM SCHOOL

A student withdrawing from school should bring a signed statement from parents, authorizing withdrawal, and indicating the date and reason for withdrawal. All of the school's books should be turned in and records cleared. Credits will not be sent to another school until all records, fees, and library are cleared. For least interference in the school process, students should withdraw before or after the school day.

DISCIPLINE MANAGEMENT PLAN STUDENT CODE OF CONDUCT

GENERAL GUIDELINES FOR ASSESSING DISCIPLINE PENALTIES:

When imposing discipline, district personnel shall adhere to the following general guidelines:

1. Discipline shall be administered when necessary to protect students, school employees, or property and maintain essential order and discipline.
2. Students shall be treated fairly and equitably. Discipline shall be based on a careful assessment of the circumstances of each case. Factors to consider shall include:
 - A. Seriousness of the offense
 - B. Student's age
 - C. Frequency of misconduct
 - D. Student's attitude
 - E. Potential effect of the misconduct on the school environment

CORPORAL PUNISHMENT

Parents have the opportunity to request no corporal punishment be used. This must be done in writing to the attention of the principal of the campus.

Corporal punishment is permitted in order to preserve an effective educational environment, free from disruption. Corporal punishment shall be reasonable and moderate and may not be administered maliciously or for the purpose of revenge. Factors such as the size, age, and physical, mental, and emotional condition of the student; the type of instrument to be used;

the amount of force to be used; and the part of the body to be struck shall be considered before administering any corporal punishment.

A discipline record shall be maintained and shall contain the name of the student, the type of misconduct, any previous disciplinary actions, and the type of punishment administered, the name of the person administering the punishment, the names of witnesses present, and the date and time of punishment. Disciplinary records shall be made available to parents or the student, whichever is appropriate.

Corporal punishment shall be limited to spanking or paddling and shall be administered only in accordance with the following guidelines:

1. The student will be told the reason corporal punishment is being administered.
2. Corporal punishment may only be administered by the school principal or teacher.
3. The instrument to be used in administering corporal punishment shall be approved by the principal.
4. When corporal punishment is administered, it shall be done in the presence of one other district professional employee and shall take place in a designated place out of view of other students.

REMOVAL BY TEACHER

Discretionary Teacher Removal of Student to Office (Routine Offenses)

A teacher *may* send a student to the principal's office to maintain effective discipline in the classroom. The principal shall respond by employing appropriate discipline management techniques consistent with this student code of conduct.

Discretionary Teacher Removal of Student from Class (Serious Disruptive Behavior)

A teacher *may* remove a student from class:

1. Who has been documented by the teacher to repeatedly interfere with the teacher's ability to communicate effectively with the students in the class or with the student's classmates to learn; or
2. Whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.

If a teacher removes a student from class under this provision, the principal may place the student into another appropriate classroom, into in-school suspension, or into an alternative education program. The principal may not return the student to that teacher's class without the teacher's consent unless the campus Placement Review Committee determines that such

placement is the best or only alternative available. The terms of the removal may prohibit the student from attending or participating in school-sponsored or school-related activities.

Mandatory Teacher Removal of Student from Class (Extremely Serious Disruptive Behavior)

A teacher *must* remove from class and send to the principal for placement in an alternative education program or for expulsion, as appropriate, a student who engages in conduct described below for “EXPULSION FOR SERIOUS OFFENSES” and for mandatory “REMOVAL FOR CERTAIN CONDUCT.” The student may not be returned to that teacher’s class without the teacher’s consent unless the campus Placement Review Committee determines that such placement is the best or only alternative available.

ALTERNATIVE EDUCATION PROGRAMS

Simms ISD will utilize the Alternative Education Program by the district and or County Special Education Cooperative. Placement in the Simms ISD Alternative Education Program shall be initiated by the campus principal. Appeals of student placement in Alternative Education shall be made to the Superintendent of Schools.

PLACEMENT REVIEW COMMITTEE

Role of Committee

Each campus shall establish a three-member committee to determine placement of a student when a teacher refuses the return of a student to the teacher’s class and make recommendations to the District regarding readmission of expelled students. The teacher refusing to readmit the student may not serve on the committee.

Selection of Committee Members

Members shall be appointed as follows: the campus faculty shall choose two teachers to serve as members and one teacher to serve as an alternate member, the principal shall choose one member from the professional staff of a campus, and the principal may serve as a member of the committee.

PLACEMENT OF STUDENT WITH DISABILITIES

For Students with Disabilities, Alternative Education Programs are for Disciplinary (Not Educational) Placements

The placement of a student with a disability who receives special education services may be made only by a duly constituted admission, review, and dismissal committee. “Placement” in this code refers to any change in a student’s IEP lasting more than ten consecutive school days. A student with a disability who receives special education services may not be placed in alternative education programs solely for educational purposes if the student does not also

meet the criteria for alternative placement under the “Mandatory Student Removal to an Alternative Education Program” section below under REMOVAL FOR CERTAIN CONDUCT or the “Mandatory Student Expulsion” section below under EXPULSION FOR SERIOUS OFFENSES.

SUSPENSION

The principal may suspend a student who engages in conduct for which the student may be placed in an alternative education program. A suspension may not exceed three school days. No formal hearing or prior notice to parents is required for a principal suspending a student. Prior to making a suspension decision, the principal shall orally notify the student of the charge and the basis of the accusation, and give the student an opportunity to explain his/her side of the events. The principal shall duly notify the parents or guardians of the suspension.

REMOVAL FOR CERTAIN CONDUCT

Mandatory Student Removal to an Alternative Education Program

A student shall be removed from class and placed in an alternative education program if the student engages in conduct punishable as a felony, or commits the following on school property or while attending a school-sponsored or school-related activity on or off school property:

1. Engages in conduct that contains the elements of the offense of assault under Section 22.01 (a)(1), Penal Code, or terroristic threat under Section 22.07, Penal Code;
2. Sells, gives, or delivers to another person or possesses or uses or is under the influence of:
 - A. Marijuana or a controlled substance, as defined by Chapter 481, Health and Safety Code, or by 21 U.S.C. Section 801 et seq.; or
 - B. A dangerous drug, as defined by Chapter 483, Health and Safety Code;
NOTE: A student engaged in conduct under this subsection (2), (punishable as a felony) shall be expelled.
3. Sells, gives, or delivers to another person an alcoholic beverage, as defined by Section 1.04, Alcoholic Beverage Code, commits a serious act or offense while under the influence of alcohol, or possesses, used, or is under the influence of an alcoholic beverage;
4. Engages in conduct that contains the elements of an offense relating to abusive glue or aerosol paint under Sections 485.031 through 485.035, Health and Safety Code, or relating to volatile chemicals under Chapter 484, Health and Safety Code; or
5. Engages in conduct that contains the elements of the offense of public lewdness under Section 21.07, Penal Code, or indecent exposure under Section 21.08, Penal Code.

The terms of a placement under this section must prohibit the student from attending or participating in a school-sponsored or school-related activity.

Mandatory Student Removal to Alternative Education Program for Retaliation against an Employee

A student shall be removed from class and placed in an alternative education program if the student engages in conduct that contains the elements of the offense of retaliation under Section 36.06, Penal Code, against any school employee. The terms of a placement under this provision must prohibit the student from attending or participating in a school-sponsored or school-related activity. (NOTE: As set forth below, notwithstanding any provision to the contrary, a student shall be expelled if the student engages in conduct that contains the elements of any offense listed in the “Mandatory Student Expulsion” reason below, against any employee in retaliation for or as a result of the employee’s employment with a school district.)

Discretionary Student Removal to Alternative Education Program

A student *may* be removed from class and placed in an alternative education program if the student engages in any of the following conduct:

1. Pledges to become a member of, joins, or solicits another person to join or pledge to become a member of a public school fraternity, sorority, secret society, or gang, as defined in Texas Education Code 37.121;
2. Possession of tobacco on school property as defined by Senate Bill 1 Section 38.006;
3. Possession of a knife, a club, or other weapon;
4. Committing arson;
5. Vandalism;
6. Robbery or theft;
7. Extortion, coercion, or blackmail;
8. Aggressive, disruptive action, or group demonstration that substantially disrupts or materially interferes with school activities;
9. Verbal abuse, I.E., name calling, racial or ethnic slurs, or derogatory statements that may disrupt the school environment or incite violence;
10. Insubordination;
11. Exhibiting disrespect or directing profanity, vulgar language, or obscene gestures toward teachers or other employees; or
12. More than 4 Level II Offenses in a given year.

Transferring Students AEP Placements May be Continued

If a student placed in an alternative education program in a sending school district enrolls in the District before the expiration of the period of placement, the District may continue the alternative education program placement under the terms of the order or may allow the student to attend regular classes without completing the period of placement.

Students Shall be in Supervised Settings, Other than Students Who Are Expelled or Suspended

The District shall not place a student other than a student who is suspended or expelled, in an unsupervised setting as a result of conduct for which a student may be placed in an alternative education program.

Students with Disabilities

Notwithstanding any of the above provisions on REMOVAL FOR CERTAIN CONDUCT, the placement of a student with a disability who receives special education services may be made only by a duly constituted admission, review, and dismissal committee. "Placement" in this code refers to any change in a student's IEP lasting more than ten consecutive school days. (NOTE: Add here to the Interim Code the language from the school district's TASB FOA (Legal) "Students Discipline: Suspension and Removal to Alternative Education Program" policy at the two sections both sub-titled "Students with Disabilities" in its entirety.)

EXPULSION FOR SERIOUS OFFENSES

Mandatory Student Expulsion

A student shall be expelled from a school if the student, on school property or while attending a school-sponsored or school-related activity on or off of school property:

1. Uses, exhibits, or possesses:
 - A. A firearm as defined by Section 46.01(3), Penal Code;
 - B. An illegal knife as defined by Section 46.01(6), Penal Code, or by local policy
 - C. A club as defined by Section 46.01(1), Penal Code; or
 - D. A weapon listed as a prohibited weapon under Section 46.05, Penal Code.
2. Engages in conduct that contains the elements of the offense of:
 - A. Aggravated assault under Section 22.02, Penal Code, sexual assault under Section 22.011, Penal Code, or aggravated sexual assault under Section 22.021, Penal Code;
 - B. Arson under Section 28.02, Penal Code;
 - C. Murder under Section 19.02, Penal Code, capital murder under Section 19.03, Penal Code, or criminal attempt under Section 15.05, Penal Code, to commit murder or capital murder;
 - D. Indecency with a child under Section 21.11, Penal Code; or
 - E. Aggravated kidnapping under Section 20.04, Penal Code.
3. Engages in the following conduct, *if the conduct is punishable as a felony*:
 - A. Sells, gives, or delivers to another person or possesses or uses or is under the influence of :
 - (i) Marijuana or a controlled substance, as defined by Chapter 481, Health and Safety Code, or by 21 U.S.C. Section 801 et. Seq.; or

- (ii) A dangerous drug, as defined by Chapter 483, Health and Safety Code
- B. Sells, gives, or delivers to another person an alcoholic beverage, as defined by Section 1.04, Alcoholic Beverage Code, commits a serious act or offense while under the influence of alcohol, or possesses uses or is under the influence of an alcoholic beverage.

Mandatory Student Expulsion for Retaliation against an Employee

A student shall be expelled if the student engages in conduct that contains the elements of any offense listed in the “Mandatory Student Expulsion” reasons above, against any employee in retaliation for or as a result of the employee’s employment with a school district.

Discretionary Student Expulsion

A student may be expelled if the student, after being placed in an alternative education program for disciplinary reasons, continues to engage in serious or persistent misbehavior that violates the district’s student code of conduct.

Mandatory Federal Requirements for Student Expulsion for Firearms

In accordance with federal law, a local education agency, including a school district, shall expel a student who brings a firearm, as defined by 18 U.S.C. Section 921, to school. The student must be expelled from the student’s regular campus for a period of at least one year, except that:

1. The Superintendent or other chief administrator officer of the school district or of the other local education agency, as defined by 20 U.S.C. Section 2891, may modify the length of the expulsion in the case of an individual student; and
2. The district or other local education agency may provide educational services to the expelled student in an alternative education program as provided by Section 37.008.

The District shall report to the Texas Education Agency the number of students expelled under this federal provision each year, the names of the schools from which the students are expelled, and the types of weapons involved.

Discretionary Student Expulsion for Felony Criminal Mischief

A student who engages in conduct that contains the elements of the offense of criminal mischief under Section 28.03, Penal Code, may be expelled at the district’s discretion if the conduct is punishable as a felony under that section. The student shall be referred to the authorized officer of the juvenile court regardless of whether the student is expelled.

Teacher Notice of Student Expulsion Offenses and Confidentiality

The district shall inform each teacher of the conduct of a student who has engaged in any violation listed in this EXPULSION section. A teacher shall keep the information received confidential. The State Board for Educator Certification may revoke or suspend the certification of a teacher who intentionally violates this subsection.

Students with Disabilities

Notwithstanding any of the above provisions on EXPULSION, the placement of a student with a disability who receives special education services may be made only by a duly constituted admission, review, and dismissal committee. "Placement" in this code refers to any change in a student's IEP lasting more than 10 consecutive school days. (NOTE: Add here to the Interim Code the language from the school district's TASAB FOD (Legal) "Student Discipline: Expulsion: policy at the section's title "Students with Disabilities Under IDEA" and "Students with Disabilities Under Section 504" in its entirety.)

EMERGENCY PLACEMENT OR EXPULSION

Emergency AEP Placement

The principal or the principal's designee may order the immediate placement of a student in the alternative program if the principal or the principal's designee reasonably believes the student's behavior is so unruly, disruptive, or abusive that it seriously interferes with a teacher's ability to communicate effectively with the students in a class, with the ability of the student's classmates to learn, or with the operation of school or a school-sponsored activity.

Emergency Expulsion

The principal or the principal's designee may order the immediate expulsion of a student if the principal or the principal's designee reasonably believes that action is necessary to protect persons or property from imminent harm.

Notice of Reasons Required at Time of Emergency Action

At the time of an emergency placement or expulsion, the student shall be given oral notice of the reason for the action within a reasonable time after the emergency placement or expulsion; the student shall be accorded the appropriate due process as required under the HEARINGS section below.

Special Education Students

If the student subject to the emergency placement or expulsion is a student with disabilities who receives special education services, the term of the student's emergency placement or expulsion is subject to the requirements of 20 U.S.C. Section 1415(e)(3) and 34 CFR 300.513.

(NOTE: Add here to the Interim Code the language from the school district’s TASB FOD (Legal) “Student Discipline” policy at the section titled “Students with Disabilities” in its entirety.)

HEARINGS, REVIEW

I. SHORT-TERM ALTERNATIVE EDUCATION PLACEMENT: NO HEARING

General Rule: No Hearing Required for Student Placement in Alternative Education Program. Except as set forth below, no formal hearing or prior notice to parents is required prior to a principal or designee assigning a student to a supervised alternative education placement. Prior to making the assignment, the principal or designee shall orally notify the student of the charge and the basis of the accusation, and give the student an opportunity to explain his/her side of the events. The principal or designee shall deliver to the student and the student’s parent or guardian a copy of the order placing the student in an alternative education program. The principal or designee shall set a term for a student’s placement in an alternative education program.

II. HEARINGS REQUIRED FOR CERTAIN TYPES OF ALTERNATIVE EDUCATION PLACEMENTS

Hearings for Student Placement in Alternative Education Program Pursuant to Teacher Disciplinary Removals. Not later than the third class day after the day on which a student is removed by a teacher from class under the provision (above) for “Discretionary Teacher Removal of Student from Class (Serious Disruptive Behavior)” or “Mandatory Teacher Removal of Student from Class (Extremely Serious Disruptive Behavior)”, the school principal shall schedule a hearing among the principal or the principal’s designee, a parent or guardian of the student, the teacher removing the student from class, and the student. The student may not be returned to the regular classroom pending the hearing. Following the hearing, and whether or not each requested person is in attendance after valid attempts to require the person’s attendance, the principal shall order the placement of the student as provided by the “Removal by Teacher” section for a period consistent with the student code of conduct.

Pending the hearing, unless the student is removed under the EMERGENCY PLACEMENT OR EXPULSION provisions below, the student may be suspended for up to three days or placed in the District’s ISS center or some alternative arrangement.

Hearings for Student Placement in Alternative Education Program beyond the End of the Next Grading Period. If a student’s placement in an alternative education program is to extend beyond the end of the next grading period, a student’s parent or guardian is entitled to notice of an opportunity to participate in a proceeding before the board of trustees of the school district or the board’s designee, as provided by policy of the board of trustees of the district.

Pending the hearing, unless the student is removed under the EMERGENCY PLACEMENT OR EXPULSION provisions, the student may be suspended for up to three days or placed in the District's ISS center or some alternative arrangement.

Before placement of a student in an alternative education program for a period that extends beyond the end of the school year, the board or the board's designee must determine that:

1. The student's presence in the regular classroom program or at the student's regular campus presents a danger or physical harm to the student or to another individual; or
2. The student has engaged in serious or persistent misbehavior that violates the district's student code of conduct.

Parent to Receive Written Notice of Student's Placement in A.E.P. The board or the board's designee shall deliver to the student and the student's parent or guardian a copy of the order placing the student in an alternative education program.

Length of AEP Placements to be set by Board or Designee. The board or the board's designee shall set a term for a student's placement in an alternative education program.

120 Day Review of AEP Placements. A student placed in an alternative education program shall be provided a review of the student's status by the board's designee at intervals not to exceed 120 days. At the review, the student or the student's parents or guardian must 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 the teacher who removed the student without the teacher's consent. The teacher may not be coerced to consent.

III. EXPULSION HEARING AND APPEALS

Expulsion Hearings. Before a student may be expelled, the board or the board's designee must provide the student a hearing at which the student is afforded appropriate due process as required by the federal constitution and which the student's parent or guardian is invited, in writing, to attend.

At the hearing, the student must be represented by the student's parent or guardian or another adult who can provide guidance to the student and who is not an employee of the school district.

Pending the hearing, unless the student is removed under the EMERGENCY PLACEMENT OR EXPULSION provisions below, the student may be suspended for up to three days or removed to an AEP placement or some alternative arrangement.

Expulsion Appeals. If the decision to expel a student is made by the board's designee, the decision may be appealed to the board. The decision of the board may be appealed by trial de novo to a district court of the county in which the school district's central administrative office is located.

Parent to Receive Written Notice of Student's Expulsion. The board or the board's designee shall deliver to the student and the student's parent or guardian a copy of the order placing the student in an alternative education program expelling the student. After a school district notifies the parents or guardians that the student has been expelled, the parent or guardian shall provide adequate supervision of the student during the period of expulsion.

COURT INVOLVEMENT

Notice to Juvenile Court of Expulsion and Certain Types of AEP Hearings. Not later than the second business day after the date a hearing is held under the above "HEARING" section, the District's Board of Trustees, or its designee, shall deliver a copy of the order placing a student in an alternative education program or expelling a student and any information required under Section 52.04, Family Code, to the authorized officer of the juvenile court in the county in which the student resides, for appropriate review or juvenile court action as authorized by law.

Placement of Student Pending Court Disposition. If a student is expelled, on the recommendation of the campus Placement Review committee or on the district's own initiative, the district may readmit the student while the student is completing any court disposition requirements the court imposes. After the student has successfully completed any court disposition requirements the court imposes, if the student meets the requirements for admission into the public schools established by law, the district may not refuse to admit the student, but the district may place the student in the alternative education program. Notwithstanding any provision to the contrary relating to Placement Review Committee decision-making authority, in this instance the student may not be returned to the classroom of the teacher under whose supervision the offense occurred without that teacher's consent. The teacher may not be coerced to consent.

Expulsion Orders Provided to Receiving School Districts. If the district has expelled a student, and the expelled student enrolls in another school district, the district shall provide to the other school district in which the student enrolls, at the same time other records of the student are provided, a copy of the expulsion order and the referral to the authorized officer of the juvenile court.

COURT-RELATED CHILDREN – LIAISON OFFICERS

Liaison Officer. The district shall appoint at least one educator to act as liaison officer for court-related children who are enrolled in the district. The liaison officer shall provide counseling and services for each court-related child and the child's parents to establish or reestablish normal attendance and progress of the child in the school. The district's appointed liaison is Jerry Black, High School Principal.

REPORTS TO LOCAL LAW ENFORCEMENT

Notification to Law Enforcement Authorities. The district's principal, or a person designated by the principal, shall notify any school district police department and the police department of the municipality in which the school is located or, if the school is not in a municipality, the sheriff of the county in which the school is located if the principal has reasonable grounds to believe that any of the following activities occur in school, on school property, or at a school-sponsored or school-related activity on or off school property, whether or not the activity is investigated by school security officers:

1. Conduct that may constitute an offense listed under Section 8(c), Article 42.18, Code of Criminal Procedure;
2. Deadly conduct under Section 22.05, Penal Code;
3. A terrorist threat under Section 22.07, Penal Code;
4. The use, sale or possession of a controlled substance, drug paraphernalia, or marijuana under Chapter 481, Health and Safety Code;
5. The possession of any of the weapons or devices listed under Section 46.01 (1)-(14) or Section 46.01 (S16), Penal Code; or
6. Conduct that may constitute a criminal offense under Section 71.02, Penal Code.

Form of Notice Required. The district's principal or designee who makes a notification under this section shall include the name and address of each student the person believes may have participated in the activity. A notification is not required if the district's principal or designee reasonably believes that the activity does not constitute a criminal offense. The principal may designate a school employee who is under the supervision of the principal to make the reports.

THE FACTS ABOUT STEROIDS

FACTS

Steroids affect the heart. Steroid abuse has been associated with cardiovascular disease, including heart attack and stroke. These heart problems can even happen to athletes under the age of 30.

Steroids affect appearance. In both sexes, steroids can cause male-pattern baldness, cysts, acne, and oily hair and skin.

Steroids affect mood. Steroids can make a person angry and hostile for no reason. There are recorded cases of murder attributed to intense anger from steroid use.

Steroids increase risk of infection. Sharing needles or using dirty needles to inject steroids creates a risk for diseases such as HIV/AIDS and hepatitis.

Steroids are illegal to possess without a prescription. Doctors prescribe steroids for specific medical conditions. They are only safe for use when a doctor monitors the patient.

The majority of teens are not using steroids. Among teenage males, who are most likely to use steroids, only 1.8 percent of 8th graders, 2.3 percent of 10th graders, and 3.2 percent of 12th graders reported steroid use in the past year.

SIGNS

How can you tell if a person is abusing steroids? Sometimes it's hard to tell. But there are signs you can look for. If a person has one or more of the following signs, he or she may be abusing steroids.

For Boys:

Baldness
Development of breast
Impotence

For Girls:

Growth of facial hair
Deepened voice

For Both:

Jaundice (yellowing of the skin)
Swelling of feet or ankles
Aching joints
Bad breath
Mood swings
Nervousness
Trembling

QUESTIONS AND ANSWERS

Q. Are steroids addictive? Yes, they can be. Withdrawal symptoms include mood swings, suicidal thoughts or attempts, fatigue, restlessness, loss of appetite, and sleeplessness.

Q. How long do steroids stay in your system? The length of time that steroids stay in the body varies. Injected steroids may be detected in the body for 3 to 4 months while the oral types may remain for 1 to 4 weeks.

Q. What can I do to excel in sports if I don't use steroids? Focus on getting proper diet, rest, and good overall mental and physical health. These things are all factors in how the body is shaped and conditioned. Excelling in sports is achievable and done by millions of athletes without relying on steroids.

Q. What are the slang terms related to steroids? Arnolds, Gym Candy, Pumpers, Stackers, Weight Trainers, Juice. Other slang terms associated with steroid use include:

- Roid Rages – uncontrolled outbursts of anger, frustration, or combativeness that may result from using anabolic steroids.
- Shotgunning – taking steroids on an inconsistent basis.
- Stacking – using a combination of two or more anabolic steroids.

To learn more about steroids, contact:
Substance Abuse & Mental Health Services Administration
National Clearinghouse for Alcohol and Drug Information
800/729-6686 – TDD 800/487-4889
Linea gratis en espanol 877/767-8432
www.ncadi.samhsa.gov

Adapted from "Tips for Teens: The Truth about Steroids." U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Prevention, 2004.

