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Preface

To Students and Parents:

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

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

Section I—Parental Rights—with information to assist you in responding to school-related issues. We encourage you to take some time to closely review this section of the handbook.

Section II—Other Important Information for Students and Parents—organized alphabetically by topic, and, where possible, further divided by applicability to ages and/or grade levels, for quick access when searching for information on a specific issue.

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

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

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

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

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

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

If you or your child has questions about any of the material in this handbook, please contact the Dumas High School office.
Also, please complete and return to your child’s campus the following forms provided in the forms packet distributed at the beginning of the year or upon the student’s enrollment:

1. Acknowledgment of Electronic Distribution of Student Handbook

**Note:** References to policy codes are included so that parents can refer to board policy. The district’s official policy manual is available for review in the district administration office, and an unofficial electronic copy is available at [www.dumasisd.org](http://www.dumasisd.org).
To serve my child in case of ACCIDENT or SUDDEN ILLNESS to my child, I hereby authorize officials of Dumas Independent School District to refer this child to a licensed physician of my choice or any other physician available. I hereby authorize the release of information pertinent to my child’s health care. The school officials are hereby authorized to take whatever action is deemed necessary in their judgment for the health of my child. This includes taking my child to the Dumas Memorial Hospital Emergency Room for treatment by the physician on call. I will not hold the school district financially responsible for the emergency care and/or transportation for said child and further understand DISD is not responsible for medical cost resulting from an accident while at school.

The student handbook is provided in order that you may know the rules and regulations in the Dumas secondary schools. A hard copy of the handbook can be provided by request, however, the handbook is subject to changes and the electronic copy will be the most up to date. The current educational regulations require that parents receive and acknowledge receipt of the Student Handbook. Please sign below and return to the school.

My child has been instructed that the Dumas Independent School District’s Student Code of Conduct and Student Handbook for Dumas High School is viewable on the Dumas Independent School District’s website at http://www.dumasisd.org. I understand and consent to the responsibilities outlined in the district’s Student Code of Conduct. I also understand and agree that my child will be held accountable for the behavior and consequences outlined in the Student Code of Conduct at school and at school-sponsored and school-related activities, including school-sponsored travel, and for any school-related misconduct, regardless of time or location. I understand that any student who violates the Student Code of Conduct is subject to disciplinary action.

Student absences from classes for curricular, co-curricular, or extracurricular activities which have the approval of the administrator in charge shall also have the approval of the parents as evidenced by their signature acknowledging the content and provisions of the student handbook.

My child has my permission to go by bus to attend any event sponsored by the school during the 2019-2020 school year. I understand that I will be notified by written note prior to any out-of-town field trip that is taken.

Videotaping and audiotaping a lesson has proven beneficial to teachers in evaluating instructional skills. These are sometimes shared in a class setting of teachers. Tapes will only be used for non-commercial activities. This tape will not be used for an evaluation of students.

Occasionally, the school district wishes to display or publish student artwork or special projects on the district’s Web site and in district publications. The district agrees to only use these student projects in this manner.

By signing below, I certify that I:

- Give my permission to Dumas ISD to seek medical treatment for the above named child in case of emergency.
- Understand that the Dumas High School Student Handbook is viewable at http://www.dumasisd.org.
- Understand that the Dumas ISD Student Code of Conduct is viewable at http://www.dumasisd.org.
- Understand that a copy of the Dumas ISD Acceptable Use Policy is viewable at http://www.dumasisd.org.
- Understand that the Annual Notice of Student Education Record Privacy letter is viewable at http://www.dumasisd.org.
- Give my permission for the above named child to participate in school field trips.
- Give my permission for the above named child to be videotaped in the classroom setting.
- Give my permission to use my child’s artwork or special project on the district’s Web site and in district publications.
- Give my permission for the above named child to be part of the Dumas ISD technology loan program

Please sign this page and return it to the student’s school.
BOARD OF EDUCATION
Patty Willis – President
Brent Clark – Vice President
Brandon Skipworth – Secretary
Jay Davis – Trustee
Joe Rivera – Trustee
Chris Johnson – Trustee
Brett Stegall - Trustee

SUPERINTENDENT OF SCHOOLS
Monty Hysinger
935-6461

ASSISTANT SUPERINTENDENT
Phil Guerra - Personnel
Kelly Legg - Instruction
Daniel West – Chief Financial Officer
935-6461

CURRICULUM DIRECTOR
Sally Heaton
935-6461

HIGH SCHOOL PRINCIPAL
Brett Beesley
935-4151

ASSISTANT PRINCIPALS
Marcus Bellar
Jan Ruzowski
Shon Williams
935-4151
COUNSELORS
Jennifer Ford
Jo Ann Gift
Savanah Cartrite
935-4151

ASSESSMENT ANALYST
Vanessa Bednorz
935-4151

ATHLETIC DIRECTORS
Stan Stroebel
Aaron Dunnam (Asst. AD)
935-2523

DISD POLICE DEPT
Larry Payne (Police Chief)
935-6889
TRADITIONS

MOTTO: Scholarship, Sportsmanship, Service

SCHOOL COLORS: Orange and Black

SCHOOL MASCOT: Demon

ALMA MATER
Dumas High School beautiful, pride of all forever be.
In our hearts we say a prayer for thy prosperity,
Strive for honor, love and truth, with thy colors raised;
Dumas High School beautiful, ever we'll sing thy praise.
“Demon Pride Never Dies”

The Alma Mater was conceived in the school year 1949-50. The school song at that time was the fight song and the students wanted a more sophisticated school song. They had a contest for the writing of the song and Sally Rice was the winner.

"DEMON PRIDE NEVER DIES!"

The slogan “Demon Pride Never Dies” was added to the end of the school song in 1991-92. The principal had suggested “Demon Fight Never Dies” and Anthony Bethel suggested “Pride” and so it was.

FIGHT SONG
When the orange and black are fighting, and they're doing their best for you,
As those Demons are marching onward - are you going to back them through?
From the students a voice of thunder, comes the answer that brings a thrill;
Dear Old Dumas, and Dumas Demons, for our dear old high school we will.

The Fight Song was written in 1944-45 by Mildred Bosler. She used the music from the University of Indiana and wrote the words to fit the music.
SPIRIT SONG
Sung to the tune of *On Wisconsin*

Dumas Demons, Dumas Demons ~ we’ll be here for you.

Marching on to victory, our pride will see us through.

And then we’ll……

Raise our colors high with honor and ever sing thy praise.

Here’s to dear ol’ Dumas High School……..all the way.

SCHOOL MASCOT
There is a unique story behind why and how the Demon was picked. The year was 1926. Three DHS students were traversing across the playing field on a hot, dusty September afternoon. One of them asked their coach, “What about calling ourselves the ‘Dumas Devils’ or maybe the ‘Dumas Dust Devils’?” One of the other students asked, “Or what about the ‘Dumas Demons’?” That next week it was not an ordinary Monday. As usual, the students met at the DHS Chapel for opening exercises. After the ceremonies were concluded, Principal Johnny Carver addressed the student body and asked them for ideas about a mascot and a color. Ann Throckmorton suggested orange and black for the school colors. Finally a vote was called for and the Dumas Demons emerged victorious.

CITIZENSHIP
As a student of Dumas High School, you should be proud of your behavior at all times. You should realize that in order to become an educated individual you must acquire not only knowledge and skills, but also those habits of behavior which enable you to be an acceptable and useful citizen. Your individual success will be determined, in part, by your citizenship at school. When you accept the privileges of citizenship, you assume certain obligations and responsibilities. The student body is striving for a high standard of citizenship, so our speech, conduct, and general attitude should reflect the true spirit of Dumas High School.

SCHOOL FLAG
The school flag was designed in 1991-92 as a result of a contest among the students. Junior Trevino designed the flag.
VICTORY BELL
The Victory Bell rings all night after the bonfire until kickoff of Homecoming. The bell came off a steam engine that Santa Fe was phasing out. L.D. Spears was responsible for having the bell donated to DHS in a ceremony in the early 60’s.

RELATIONS WITH OTHER SCHOOLS
The reputation of Dumas High School depends largely on how we get along with other schools. It is our responsibility to abide by UIL rules and conduct ourselves in such a manner as to create goodwill and respect for our school.

CAMPUS MISSION STATEMENT
Decisions Determine Destiny

OFFICE HOURS
Office hours are from 7:45 a.m. until 4:15 p.m. each school day.

CLASS/BELL SCHEDULE
First Bell 7:55
1st Period 8:00 to 8:50
2nd Period 8:54 to 9:44
3rd Period 9:48 to 10:44
(Announcements start at 10:38 – Attendance 10:40)
4th Period 10:48 to 11:38
5th Period 11:42 to 12:32
LUNCH  12:32 to 1:12
6th Period 1:16 to 2:06
7th Period 2:10 to 3:00
8th Period 3:04 to 3:54
**Pep Rally Days or DEF Lunch Days**

First Bell 7:55

1\textsuperscript{st} Period 8:00 to 8:45

2\textsuperscript{nd} Period 8:49 to 9:36

3\textsuperscript{rd} Period 9:40 to 10:32

(Announcements start at 10:23 - Attendance 10:40)

4\textsuperscript{th} Period 10:36 to 11:22

5\textsuperscript{th} Period 11:26 to 12:12

Extra Time 12:12 to 12:43

LUNCH 12:43 to 1:23

6\textsuperscript{th} Period 1:28 to 2:14

7\textsuperscript{th} Period 2:18 to 3:04

8\textsuperscript{th} Period 3:08 to 3:54
Section I: Parental Rights

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

Consent, Opt-Out, and Refusal Rights

Consent to Conduct a Psychological Evaluation

A district employee will not conduct a psychological examination, test, or treatment without obtaining prior written parental consent unless the examination, test, or treatment is required under state or federal law regarding requirements for special education or by the Texas Education Agency (TEA) for child abuse investigations and reports.

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

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

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

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

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

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

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

- When it is to be used for school safety;
- When it relates to classroom instruction or a co-curricular or extracurricular activity;
- When it relates to media coverage of the school; or
- When it relates to the promotion of student safety as provided by law for a student receiving special education services in certain settings.
The district will seek parental consent through a written request before making any other video or voice recording of your child not otherwise allowed by law.

**Prohibiting the Use of Corporal Punishment**

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

If you do not want corporal punishment to be administered to your child as a method of student discipline, please come to the high school and fill out a refusal of corporal punishment form. A signed statement must be provided each year if you do not want corporal punishment to be administered to your child.

You may choose to revoke this prohibition at any time during the year by providing a signed statement to the campus principal. However, district personnel may choose to use discipline methods other than corporal punishment even if the parent requests that this method be used on the student.

**Note:** If the district is made aware that a student is in temporary or permanent conservatorship (custody) of the state, through foster care, kinship care, or other arrangements, corporal punishment will not be administered, even when a signed statement prohibiting its use has not been submitted by the student’s caregiver or caseworker.

**Limiting Electronic Communications with Students by District Employees**

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

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

However, instant or text messages sent to an individual student are only allowed if a district employee with responsibility for an extracurricular activity needs to communicate with a student participating in the extracurricular activity. It is always good practice to try to include the parents in these text messages for communication and documentation.

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

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

However, a parent or eligible student may object to the release of a student’s directory information. This objection must be made in writing to the principal within ten school days of your child’s first day of instruction for this school year. [See the “Notice Regarding Directory Information and Parent’s Response Regarding Release of Student Information” included in the forms packet.]

The district has identified the following as directory information: student name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; degrees, honors, and awards received; dates of attendance; grade level; most recent educational institution attended; participation in officially recognized activities and sports; and weight and height of members of athletic teams. If you object to the release of the student information included on the directory information response form, your decision will also apply to the use of that information for school-sponsored purposes, such as the honor roll, school newspaper, the yearbook, recognition activities, news releases, and athletic programs.

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

The district is required by federal law to comply with a request by a military recruiter or an institution of higher education for students’ names, addresses, and telephone listings, unless parents have advised the district not to release their child’s information without prior written consent. A form included in the forms packet is available if you do not want the district to provide this information to military recruiters or institutions of higher education.

Participation in Third-Party Surveys

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

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

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

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

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

As a parent, you have a right to receive notice of and deny permission for your child’s participation in:

- Any survey concerning the private information listed above, regardless of funding.
- School activities involving the collection, disclosure, or use of personal information gathered from your child for the purpose of marketing, selling, or otherwise disclosing that information. **Note:** This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.

- Any nonemergency, invasive physical examination or screening required as a condition of attendance, administered and scheduled by the school in advance and not necessary to protect the immediate health and safety of the student. Exceptions are hearing, vision, or spinal screenings, or any physical examination or screening permitted or required under state law. [See policies EF and FFAA.]

As a parent, you may inspect a survey created by a third party before the survey is administered or distributed to your child.
Removing a Student from Instruction or Excusing a Student from a Required Component of Instruction

**Human Sexuality Instruction**

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

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

- Present abstinence from sexual activity as the preferred choice of behavior in relationship to all sexual activity for unmarried persons of school age;
- Devote more attention to abstinence from sexual activity than to any other behavior;
- Emphasize that abstinence is the only method that is 100 percent effective in preventing pregnancy, sexually transmitted diseases, and the emotional trauma associated with adolescent sexual activity;
- Direct adolescents to a standard of behavior in which abstinence from sexual activity before marriage is the most effective way to prevent pregnancy and sexually transmitted diseases; and
- If included in the content of the curriculum, teach contraception and condom use in terms of human use reality rates instead of theoretical laboratory rates.

In accordance with state law, below is a summary of the district’s curriculum regarding human sexuality instruction:

The Relationships Under Construction curriculum is designed as an all-inclusive unit founded on the medical, legal, psychological, and socioeconomic information regarding teen sexual activity. Based on the probable consequences of premarital sexual activity, the safest and healthiest choice for teens is abstinence until marriage. Worth the Wait empowers adolescents with the information to help them establish stable, loving, and healthy relationships as married adults. Through interactive activities within well-structured lessons, teens are provided with useful skills and current information which enable them to remain abstinent in today’s sexually saturated society.

As a parent, you are entitled to review the curriculum materials. In addition, you may remove your child from any part of the human sexuality instruction with no academic, disciplinary, or other penalties. You may also choose to become more involved with the development of curriculum used for this purpose by becoming a member of the district’s SHAC. Please see the campus principal for additional information.
Reciting a Portion of the Declaration of Independence in Grades 3–12
You may request that your child be excused from recitation of a portion of the Declaration of Independence. State law requires students in social studies classes in grades 3–12 to recite a portion of the text of the Declaration of Independence during Celebrate Freedom Week unless (1) you provide a written statement requesting that your child be excused, (2) the district determines that your child has a conscientious objection to the recitation, or (3) you are a representative of a foreign government to whom the U.S. government extends diplomatic immunity. [See policy EHBK(LEGAL).]

Reciting the Pledges to the U.S. and Texas Flags
As a parent, you may request that your child be excused from participation in the daily recitation of the Pledge of Allegiance to the U.S. flag and the Pledge of Allegiance to the Texas flag. The request must be in writing. State law does not allow your child to be excused from participation in the required minute of silence or silent activity that follows. [See Pledges of Allegiance and a Minute of Silence on page 117 and policy EC(LEGAL).]

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

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

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

[Also refer to policies EC and EHBC, and contact your student’s teacher with questions about any tutoring programs provided by the school.]
Right of Access to Student Records, Curriculum Materials, and District Records/Policies

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

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

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

Participation in Federally Required, State-Mandated, and District Assessments
You may request information regarding any state or district policy related to your child’s participation in assessments required by federal law, state law, or the district.

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

- Attendance records,
- Test scores,
- Grades,
- Disciplinary records,
- Counseling records,
- Psychological records,
- Applications for admission,
- Health and immunization information,
- Other medical records,
- Teacher and school counselor evaluations,
- Reports of behavioral patterns,
• State assessment instruments that have been administered to your child, and
• Teaching materials and tests used in your child’s classroom.

**Authorized Inspection and Use of Student Records**

A federal law, known as the Family Educational Rights and Privacy Act, or FERPA, affords parents and eligible students certain rights with respect to student education records. For purposes of student records, an “eligible” student is one who is age 18 or older or who is attending an institution of postsecondary education. These rights, as discussed in this section as well as at Objecting to the Release of Directory Information on page 24, are:

• The right to inspect and review student records within 45 days after the day the school receives a request for access.

• The right to request an amendment to a student record the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of FERPA.

• The right to provide written consent before the school discloses personally identifiable information from the student’s records, except to the extent that FERPA authorizes disclosure without consent.

• The right to file a complaint with the U.S. Department of Education concerning failures by the school to comply with FERPA requirements. The name and address of the office that administers FERPA are:

  Family Policy Compliance Office  
  U.S. Department of Education  
  400 Maryland Avenue, SW  
  Washington, DC 20202-5901

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

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

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

Federal law requires that, as soon as a student reaches the age of 18, is emancipated by a court, or enrolls in a postsecondary institution, control of the records goes to the student. The parents may continue to have access to the records, however, if the student is a dependent for tax purposes and under limited circumstances when there is a threat to the health and safety of the student or other individuals.
FERPA permits the disclosure of personally identifiable information from a student’s education records, without written consent of the parent or eligible student, in the following circumstances:

- When district school officials have what federal law refers to as a “legitimate educational interest” in a student’s records. School officials would include board members and employees, such as the superintendent, administrators, and principals; teachers, school counselors, diagnosticians, and support staff (including district health or district medical staff); a person or company with whom the district has contracted or allowed to provide a particular institutional service or function (such as an attorney, consultant, third-party vendor that offers online programs or software, auditor, medical consultant, therapist, school resource officer, or volunteer); a parent or student serving on a school committee; or a parent or student assisting a school official in the performance of his or her duties. “Legitimate educational interest” in a student’s records includes working with the student; considering disciplinary or academic actions, the student’s case, or an individualized education program for a student with disabilities; compiling statistical data; reviewing an educational record to fulfill the official’s professional responsibility to the school and the student; or investigating or evaluating programs.

- To authorized representatives of various governmental agencies, including juvenile service providers, the U.S. Comptroller General’s office, the U.S. Attorney General’s office, the U.S. Secretary of Education, TEA, the U.S. Secretary of Agriculture’s office, and Child Protective Services (CPS) caseworkers or other child welfare representatives, in certain cases.

- To individuals or entities granted access in response to a subpoena or court order.

- To another school, school district/system, or institution of postsecondary education to which a student seeks or intends to enroll or in which he or she is already enrolled.

- In connection with financial aid for which a student has applied or which the student has received.

- To accrediting organizations to carry out accrediting functions.

- To organizations conducting studies for, or on behalf of, the school, in order to develop, validate, or administer predictive tests; administer student aid programs; or improve instruction.

- To appropriate officials in connection with a health or safety emergency.

- When the district discloses information it has designated as directory information [see Objecting to the Release of Directory Information on page 24 for opportunities to prohibit this disclosure].
Release of personally identifiable information to any other person or agency—such as a prospective employer or for a scholarship application—will occur only with parental or student permission as appropriate.

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

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

A parent or eligible student who provides a written request and pays copying costs of ten cents per page may obtain copies. If circumstances prevent inspection during regular school hours and the student qualifies for free or reduced-price meals, the district will either provide a copy of the records requested or make other arrangements for the parent or student to review these records. The address of the superintendent’s office is 421 W. 4th St or P.O. Box 615.

The address(es) of the principals’ offices are: 3rd & Klein.

A parent (or eligible student) may inspect the student’s records and request a correction or amendment if the records are considered inaccurate, misleading, or otherwise in violation of the student’s privacy rights. A request to correct a student’s record should be submitted to the appropriate records custodian. The request must clearly identify the part of the record that should be corrected and include an explanation of how the information in the record is inaccurate. If the district denies the request to amend the records, the parent or eligible student has the right to request a hearing. If the records are not amended as a result of the hearing, the parent or eligible student has 30 school days to exercise the right to place a statement commenting on the information in the student’s record.

Although improperly recorded grades may be challenged, contesting a student’s grade in a course or on an examination is handled through the general complaint process found in policy FNG(LOCAL). A grade issued by a classroom teacher can be changed only if, as determined by the board of trustees, the grade is arbitrary, erroneous, or inconsistent with the district’s grading policy.

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

The parent’s or eligible student’s right of access to and copies of student records do not extend to all records. Materials that are not considered educational records—such as a teacher’s personal notes about a student that are shared only with a substitute teacher—do not have to be made available to the parents or student.
Teacher and Staff Professional Qualifications
You may request information regarding the professional qualifications of your child’s teachers, including whether a teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; whether the teacher has an emergency permit or other provisional status for which state requirements have been waived; and whether the teacher is currently teaching in the field of discipline of his or her certification. You also have the right to request information about the qualifications of any paraprofessional who may provide services to your child.

Students with Exceptionalities or Special Circumstances

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

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

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

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

Parental Role in Certain Classroom and School Assignments

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

Safety Transfers/Assignments
As a parent, you may:

- Request the transfer of your child to another classroom or campus if your child has been determined by the district to have been a victim of bullying as the term is defined by Education Code 37.0832. Transportation is not provided for a transfer to another campus. See the high school administration for information.
• Consult with district administrators if your child has been determined by the district to have engaged in bullying and the board decides to transfer your child to another classroom or campus. Transportation is not provided for a transfer to another campus.

• Request the transfer of your child to attend a safe public school in the district if your child attends school at a campus identified by TEA as persistently dangerous or if your child has been a victim of a violent criminal offense while at school or on school grounds. [See policy FDE.]

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

**Service/Assistance Animal Use by Students**

A parent of a student who uses a service/assistance animal because of the student’s disability must submit a request in writing to the principal at least ten district business days before bringing the service/assistance animal on campus.

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

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

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

**Students Who Are Homeless**

Children who are homeless will be provided flexibility regarding certain district provisions, including:

• Proof of residency requirements;

• Immunization requirements;

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

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

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

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

**Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services**

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

**Students Who Have Learning Difficulties or Who Need Special Education Services or Section 504 Services**

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**Special Education Referrals**

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

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

There is an exception to the 45-school-day timeline. If the district receives a parent’s consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30 due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply. Upon completing the evaluation, the district must give the parent a copy of the evaluation report at no cost. Additional information regarding special education is available from the school district in a companion document titled Parent’s Guide to the Admission, Review, and Dismissal Process.

**Contact Person for Special Education Referrals**

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is Frankie Blue at 806-935-6461.
**Section 504 Referrals**
Each school district must have standards and procedures in place for the evaluation and placement of students in the district’s Section 504 program. Districts 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 a referral for evaluation applicable to Section 504 is Frankie Blue at 935-6461.

[See policy FB.]

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

- Legal Framework for the Child-Centered Special Education Process
- Partners Resource Network
- Special Education Information Center
- Texas Project First

**Notification to Parent of Intervention Strategies for Learning Difficulties Provided to Student in General Education**
The district will annually notify parents that it provides assistance to students, other than those already enrolled in special education program, who need assistance for learning difficulties, including intervention strategies.

**Students Who Receive Special Education Services with Other School-Aged Children in the Home**
If a student is receiving special education services at a campus outside his or her attendance zone, the parent or guardian may request that any other student residing in the household be transferred to the same campus, if the appropriate grade level for the transferring student is offered on that campus. However, the district is not required to provide transportation to the other children in the household. The parent or guardian should speak with the principal of the school regarding transportation needs prior to requesting a transfer for any other children in the home. [See policy FDB(LOCAL).]

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

**Students with Physical or Mental Impairments Protected Under Section 504**

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

[See also Students Who Have Learning Difficulties or Who Need Special Education or Section 504 on page 34 for more information.]
Section II: Other Important Information for Students and Parents

Topics in this section of the Student Handbook contain important information on academics, school activities, and school operations and requirements. Take a moment with your child to become familiar with the various issues addressed in this section. It is organized in alphabetical order to serve as a quick-reference when you or your child has a question about a specific school-related issue. Where possible, the topics are also organized to alert you to the applicability of each topic based on a student’s age or grade level. Should you be unable to find the information on a particular topic, please contact the high school administration at 935-4151.

Absences/Attendance

Regular school attendance is essential for a student to make the most of his or her education—to benefit from teacher-led and school activities, to build each day’s learning on the previous day’s, and to grow as an individual. Absences from class may result in serious disruption of a student’s mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences. Two state laws—one dealing with the required presence of school-aged children in school, e.g., compulsory attendance, the other with how a child’s attendance affects the award of a student’s final grade or course credit—are of special interest to students and parents. They are discussed below.

Compulsory Attendance

Age 19 and Older

A student who voluntarily attends or enrolls after his or her 19th birthday is required to attend each school day until the end of the school year. If a student age 19 or older has more than five unexcused absences in a semester, the district may revoke the student’s enrollment. The student’s presence on school property thereafter would be unauthorized and may be considered trespassing. [See policy FEA.]

Between Ages 6 and 19

State law requires that a student between the ages of 6 and 19 attend school, as well as any applicable accelerated instruction program, extended year program, or tutorial session, unless the student is otherwise excused from attendance or legally exempt.

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

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

**All Grade Levels**

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

- Religious holy days;
- Required court appearances;
- Activities related to obtaining U.S. citizenship;
- Documented health-care appointments for the student or a child of the student, including absences for recognized services for students diagnosed with autism spectrum disorders, if the student comes to school or returns to school on the same day as the appointment. A note from the health-care provider must be submitted upon the student’s arrival or return to campus; and
- For students in the conservatorship (custody) of the state,
  - An activity required under a court-ordered service plan; or
  - Any other court-ordered activity, provided it is not practicable to schedule the student’s participation in the activity outside of school hours.

As listed in Section I at **Children of Military Families**, absences of up to five days will be excused for a student to visit with a parent, stepparent, or legal guardian who has been called to duty for, is on leave from, or immediately returned from certain deployments.

**Secondary Grade Levels**

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

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

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

- A student serving as an early voting clerk, provided the district’s board has authorized this in policy FEA(LOCAL), the student notifies his or her teachers, and the student receives approval from the principal prior to the absences; and
- A student serving as an election clerk, if the student makes up any work missed.

An absence of a student in grades 6–12 for the purpose of sounding “Taps” at a military honors funeral for a deceased veteran will also be excused by the district.
**Failure to Comply with Compulsory Attendance**

**All Grade Levels**

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

**Students with Disabilities**

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

**Age 19 and Older**

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

**Between Ages 6 and 19**

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

The truancy prevention facilitator for the district is Cindy Rhoades at 935-7043. If you have questions about your student and the effect of his or her absences from school, please contact the facilitator or any other campus administrator.

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

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

**DHS Attendance Procedures**

3rd Unexcused Absence: Verbal Warning and Letter to Parents referring to Counselor or Administrator

4th Unexcused Absence: Verbal Warning and Letter and Phone Call to Parents

5th Unexcused Absence: Verbal Warning and Letter to Parents, Parent Conference

6th Unexcused Absence: 2 swats or 2 days of ISS, Letter and Phone Call to Parents

7th Unexcused Absence: 5 days of ISS, Letter and Phone Call to Parents

8th Unexcused Absence: 7 days ISS, Parent Conference

9th Unexcused Absence: 7 days DAEP, Letter to Parent and Parent Conference

10th Unexcused Absence: 7 days DAEP, Letter & Parent Conference, Court Referral

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

To receive credit or a final grade in a class, a student in kindergarten–grade 12 must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit or a final grade for the class if he or she completes a plan, approved by the principal that allows the student to fulfill the instructional requirements for the class. If a student is involved in a criminal or juvenile court proceeding, the approval of the judge presiding over the case will also be required before the student receives credit or a final grade for the class.

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

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

- If makeup work is completed, absences for the reasons listed above at Exemptions to Compulsory Attendance will be considered extenuating circumstances for purposes of attendance for credit or the award of a final grade.

- A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district.

- In reaching a decision about a student’s absences, the committee will attempt to ensure that it is in the best interest of the student.
• The committee will review absences incurred based on the student’s participation in board-approved extracurricular activities. These absences will be considered by the attendance committee as extenuating circumstances in accordance with the absences allowed under FM(LOCAL) if the student made up the work missed in each class.

• The committee will consider the acceptability and authenticity of documented reasons for the student’s absences.

• The committee will consider whether the absences were for reasons over which the student or the student’s parent could exercise any control.

• The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.

• The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit or a final grade.

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

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

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

The district must submit attendance of its students to the TEA reflecting attendance at a specific time each day.

Official attendance is taken every day at 10:40 a.m., which is during the third instructional hour as required by state rule.

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

**Documentation after an Absence (All Grade Levels)**

When a student is absent from school, the student—upon arrival or return to school—must bring a note signed by the parent that describes the reason for the absence. This note must be turned in to the office within two school days upon returning to school. A note signed by the student, even with the parent’s permission, will not be accepted unless the student is age 18 or older or is an emancipated minor under state law. A phone call from the parent may be accepted, but the district reserves the right to require a written note.

The campus will document in its attendance records for the student whether the absence is considered by the district to be excused or unexcused. **Note:** Unless the absence is for a statutorily allowed reason under compulsory attendance laws, the district is not required to excuse any absence, even if the parent provides a note explaining the absence.
**Doctor’s Note after an Absence for Illness (All Grade Levels)**

Upon returning to school, a student absent for more than 5 consecutive days because of a personal illness must bring a statement from a doctor or health clinic verifying the illness or condition that caused the student’s extended absence from school. Otherwise, the student’s absence may be considered unexcused and, if so, would be considered to be in violation of compulsory attendance laws.

The appointment must be a face-to-face consultation with a health care professional. A consultation over the phone or via video (telemedicine) is not considered an appointment with a health care professional. A school nurse will not count for FSP funding as a health care professional appointment. Updated on 11/20/2017

Should the student develop a questionable pattern of absences, the principal or attendance committee may require a statement from a doctor or health clinic verifying the illness or condition that caused the student’s absence from school in order to determine whether the absence or absences will be excused or unexcused.

[See policy FEC(LOCAL).]

**Driver License Attendance Verification (Secondary Grade Levels Only)**

For a student between the ages of 16 and 18 to obtain a driver license, written parental permission must be provided for the Texas Department of Public Safety (DPS) to access the student’s attendance records and, in certain circumstances, for a school administrator to provide the student’s attendance information to DPS. A verification of enrollment (VOE) and attendance form may be obtained from the office, which the student will need to submit to DPS upon application for a driver license.

**Truancy List Policy**

When a student is absent for any part of the previous day, he/she will need to come to the office before school to reconcile their absence. The student is responsible for checking the list each day. We will email the Truancy List out every day to the students’ school email accounts and it will also be posted on our three bulletin boards when the students arrive at school each morning, the students need to check the truancy list and if their name is on the list he/she needs to come to the office to reconcile the absence before the end of 4th period. The Truancy List policy is to make sure students are aware they have an unexcused absence the previous day. If a student does not come to the office, the absence becomes unexcused absence/truancy. The student will be issued a warning letter through google forms for not seeing the office ladies the very next day. The second time the student does not reconcile their unexcused absence the next day, he or she will receive an office referral. The second offense will result in D-Hall or two swats. Never leave school without signing out, this will be considered truancy and a discipline referral will be issued. Anytime a student is absent he or she must bring a note within two school days upon returning to school- parent (6) or Doctor note.

1st offense: Warning
2nd offense +: D-Hall OR 2 Swats

ABSENCE CONTRACT

Students will be allowed to make up work prior to or after the anticipated date or dates of absences up to five days per year. However, the following must be adhered to before the absence can be excused:

1. Signed statement from parent or guardian indicating reason and date for absence and conference with assistant principal.
2. Makeup work must be completed according to makeup policy.
3. Pick up sheet in office at least two days prior to the days they will be absent.
4. Dates of absence must not include the days scheduled for semester examinations.

ABSENCES FOR CURRICULAR, CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

Students who are absent from class for curricular, co-curricular, or extra-curricular activities which have the approval of a school administrator will be counted present at school for funding purposes. Parent permission is acknowledged by signing the receipt for this handbook.

EXTRA-CURRICULAR PARTICIPATION WHEN ABSENT

Except for unusual circumstances, a student who is absent from school all day or part of the day will not be allowed to participate in school-related activities on that day or evening without permission from a Principal.

Accountability under State and Federal Law (All Grade Levels)

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

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

Information about all of these can be found on the district’s website at www.dumasisd.org. Hard copies of any reports are available upon request to the district’s administration office.
Awards and Honors (All Grade Levels)

Academic excellence awards shall be given by the board of trustees each year for the top academically ranked students in grades 9, 10, 11, and 12. The number honored shall be:

Grade 9 --- Thirteen students
Grade 10 – Twelve students
Grade 11 – Eleven students
Grade 12 – Ten students

Students in grades 9, 10, and 11 must have been enrolled at Dumas High School in the in the Foundation plus Endorsement, Recommended, or DAP on the first day of class and thereafter for the current school year to be eligible for academic recognition.

In case of a tie for the last position, an award shall be given to each student.

Course grades used to determine academic standing shall be:

English (all DHS courses only)
Social Studies (all DHS courses only)
Mathematics (all DHS courses only)
Science (all DHS courses only)

Favorites Selection

The following are selected by the student body:

(1) Homecoming Queen (5) *Mr. Demon (must play at least 2 sports)
(2) *Most Beautiful (6) *Miss Demon (must play at least 2 sports)
(3) *Most Handsome
(4) *Class Favorites

The following are selected by the student body and staff vote:

(7) *Mr. Dumas High School
(1) *Miss Dumas High School

Homecoming Selection

Each school homeroom may submit candidates to be voted upon by student body. The top five nominees will then be voted on by the student body. The candidate receiving the most votes is
the homecoming queen. The other candidates, up to 4, will be attendants. Homecoming Queen Candidates are senior girls.

**Most Likely to Succeed**
The high school faculty selects a male and female student whom they feel has outstanding potential for success in their future endeavors. These students are selected by secret ballot and their selection remains confidential until the awards ceremony at the end of the school year.

**Other Selections**
*Candidates receiving more than one honor of numbers two (2) through eight (8) will choose only one of the honors for recognition and will be an attendant in the others. Most Beautiful and Most Handsome candidates are to be Juniors or Seniors. Mr. DHS, Miss DHS, Mr. Demon, and Miss Demon candidates are Seniors nominated by the DHS faculty and Athletic Department respectively, then voted on by the student body. All candidates must be full time students.

**Bullying (All Grade Levels)**
Bullying occurs when a student or group of students engages in 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 reasonable fear of physical harm or of damage to the student’s property; or
- Is so severe, persistent, and 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, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor-spreading, or 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, school counselor, principal, or another district employee as soon as possible to obtain assistance and intervention. The administration will investigate any allegations of bullying or other related misconduct.

If the results of an investigation indicate that bullying has occurred, the administration will take appropriate disciplinary action. 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 been identified as witnesses to the bullying.

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

Upon the recommendation of the administration, the board may, in response to an identified case of bullying, decide to transfer a student found to have engaged in bullying to another classroom at the campus. In consultation with the student’s parent, the student may also be transferred to another campus in the district. The parent of a student who has been determined by the district to be a victim of bullying may request that the student be transferred to another classroom or campus within the district.

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

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

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

The district offers career and technical education programs in the following areas: Business and Industry and Public Services. Admission to these programs is based on choice of coherent sequence on Personal Graduation Plan and/or teacher discretion when necessary.

It is the policy of the district not to discriminate on the basis of race, color, national origin, sex, or handicap in its vocational programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended: Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. It is the policy of the district not to discriminate on the basis of race, color, national origin, sex, handicap, or age in its employment practices as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975, as amended; and Section 504 of the Rehabilitation Act of 1973, as amended. The district will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

[See Nondiscrimination Statement on page 35 for the name and contact information for the Title IX coordinator and ADA/Section 504 coordinator, who will address certain allegations of discrimination.]

**Celebrations (All Grade Levels)**

Although a parent or grandparent is not prohibited from providing food for a school-designated function or for children in the child’s or grandchild’s classroom for his or her birthday, please be aware that children in the school may have severe allergies to certain food products. Therefore, it is imperative to discuss this with the child’s teacher prior to bringing any food in this
circumstance. Occasionally, the school or a class may host certain functions or celebrations tied to the curriculum that will involve food. The school or teacher will notify students and parents of any known food allergies when soliciting potential volunteers for bringing food products.

**Child Sexual Abuse and Other Maltreatment of Children (All Grade Levels)**

The district has established a plan for addressing child sexual abuse and other maltreatment of children, which may be accessed at www.dumasisd.org. As a parent, it is important for you to be aware of warning signs that could indicate a child may have been or is being sexually abused. Sexual abuse in the Texas Family Code is defined as any sexual conduct harmful to a child’s mental, emotional, or physical welfare as well as a failure to make a reasonable effort to prevent sexual conduct with a child. A person who compels or encourages a child to engage in sexual conduct commits abuse. It is illegal to make or possess child pornography or to display such material to a child. Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

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

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

As a parent, if your child is a victim of sexual abuse or other maltreatment, the school counselor or principal will provide information regarding counseling options for you and your child available in your area. The Texas Department of Family and Protective Services (DFPS) also manages early intervention counseling programs. [To find out what services may be available in your county, see Texas Department of Family and Protective Services, Programs Available in Your County.]

Be aware that children and adolescents who have experienced dating violence may show similar physical, behavioral, and emotional warning signs. [See Dating Violence, Discrimination, Harassment, and Retaliation (All Grade Levels) on page 64.]

The following websites might help you become more aware of child abuse and neglect:

- [Child Welfare Information Gateway Factsheet](#)
- [KidsHealth, For Parents, Child Abuse](#)
Reports of abuse or neglect may be made to:

The CPS division of the DFPS (1-800-252-5400 or on the web at Texas Abuse Hotline Website).

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

Class Rank/Graduation Eligibility

Students shall be considered eligible for graduation at the end of the first semester of their final year if local and state requirements have been met as evidenced by transcript grades, grades from concurrent college courses, grades from credit-by-examination, current enrollment in a class (high school or concurrent college course) or current enrollment in an approved correspondence course.

Grades earned by current enrollment in a high school course, concurrent college enrollment, enrollment in an approved correspondence course, or credit by examination shall be used in completing graduation requirements. Grades earned earlier, but not submitted, shall not be used to satisfy graduation requirements.

Evidence of elective course credit, of any type, in the core areas used for class rank calculation must be submitted by the end of the first semester; otherwise, the course credit will not be used in the calculation of class rank for the purpose of academic awards recognition.

Failure to meet the above guidelines shall indicate a student is not eligible for graduation, and they shall not have their GPA calculated for class rank purposes.

CLASS RANK-ACADEMIC ACHIEVEMENT

Class rank shall be based on a weighted grade point average using semester grades awarded for high school core coursework.

CALCULATION

The District shall include in the calculation of class rank only grades earned for high school credit in the following subjects: English, Mathematics, Science, Social Studies, and Economics.

WEIGHTED GRADE SYSTEM CATEGORIES

The District shall categorize and weight eligible courses as Tier IV (Beginning with the senior class of 2019), Tier III, Tier II, and Tier I in accordance with provisions of this policy.

TIER IV COURSES

(Beginning with the senior class of 2019) Eligible AP classes designated in the student handbook shall be categorized and weighted as Tier IV courses. For students who are on the Foundation plus endorsement graduation plan, upper level courses of AP Calculus, AP Chemistry, AP
Physics, AP US History, AP English, AP Government, AP Statistics shall be weighted as Tier IV. The Student must earn a grade of at least 70 in order for the course to be calculated as a Tier IV course.

TIER III COURSES

Eligible Pre-AP and dual credit DHS core courses designated in the student handbook shall be categorized and weighted as Tier III courses. For students who are on the Foundation plus Endorsement graduation plan, upper level courses of PreCalculus, Physics, and Anatomy and Physiology shall be weighted as Tier III. The Student must earn a grade of at least 70 in order for the course to be calculated as a Tier III course.

TIER II COURSES

Eligible DHS core courses not designated as Tier III or Tier I courses in the student handbook shall be categorized and weighted as Tier II courses.

TIER I COURSES

Eligible courses designated as basic, alternate, sheltered, EOC Remediation, CollegePrep English and Math, Core Academy classes, and credit recovery courses shall be categorized and weighted as Tier I courses.

WEIGHTED NUMERICAL GRADE AVERAGE

The District shall assign weights to grades earned in eligible courses and shall calculate a weighted numerical grade average in accordance with the following scale:

<table>
<thead>
<tr>
<th>Category</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tier IV</td>
<td>plus ten</td>
</tr>
<tr>
<td>Tier III</td>
<td>plus five</td>
</tr>
<tr>
<td>Tier II</td>
<td>plus zero</td>
</tr>
<tr>
<td>Tier I</td>
<td>minus five</td>
</tr>
</tbody>
</table>

The District shall record un-weighted numerical grades on student transcripts. For questions concerning the tier or weight of a course, please see your counselor.

Note: Actual course grades will be recorded on report cards and transcripts as reported by the teacher.

TRANSFERRED GRADES

When a student transfers grades for properly documented and eligible courses, the District shall assign weight to those grades based on the categories and grade weight system used by the District.

VALEDICTORIAN AND SALUTATORIAN
The valedictorian and salutatorian shall be the eligible students with the highest and second highest ranking, respectively. To be eligible for such recognition, a student must:

1. Have been continuously enrolled in the District high school for the four semesters immediately preceding graduation:
2. Have completed the Recommended Program or the Advanced/Distinguished Achievement Program for graduation: and
3. Have been enrolled in at least five courses per semester.

BREAKING TIES

In case of a tie, the District shall compute the weighted numerical grade average of the students involved in the tie to a sufficient number of decimal places until the tie is broken.

If the tie is not broken after applying these methods, the District shall recognize all students involved in the tie as sharing the honor and title.

Class Rank—Honor Graduates or Foundation Program With Distinguished Level

- GPA for college and university use will be furnished.
- TEC 51.803 requires each institution of higher education to automatically admit students who graduated from high school in the top 10% of students in the graduating class based on grade point average. (see Top Ten Percent)

The system is equitable for all students since it is based on credits required for all students in the core areas.

Students completing graduation requirements shall be ranked numerically in the graduation class for the academic year defined to be from the end of the spring semester of one year to the end of the spring semester of the following year. Students who do not meet the provisions of the Foundation with distinguished level of achievement or Honor Recognition shall retain their class rank, but shall not be recognized as valedictorian, salutatorian or as in the top ten Seniors or top eleven Juniors.

All eligible students whose grade point averages comprise the top ten percent of the graduating class as determined by the District’s procedure to qualify for automatic admission into the state university system, under Education Code 51.803, shall be recognized as honor graduates. (The University of Texas at Austin may limit the number of students automatically admitted to 75 percent of the university’s enrollment capacity for incoming freshmen.)

TOP TEN PERCENT
Special recognition shall be given to students in the top ten percent of each graduating class. The two-year residency requirement necessary for honor graduates shall not be applicable to these students. Students must have completed the Foundation with distinguished level of achievement.

LOCAL GRADUATION HONORS

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank using grades available at the time of calculation at the end of the fifth six-week grading period of the senior year. The average of the fourth and fifth six-week grades shall be used as the semester grade for this purpose.

For the purpose of applications to institutions of higher education, the District shall also calculate class ranking as required by state law. The District’s eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class ranking for the purpose of automatic admissions under state law. (See EIC(LEGAL)

HONORS RECOGNITION

- The District shall recognize as an honor graduate the top ten students who have:
  - 1. Completed either the Recommended Program, or the Advanced/Distinguished Achievement Program, or the foundation program with the distinguished level of achievement; for graduation;
  - 2. Been enrolled in the District high school for the four semesters immediately preceding graduation; and
  - 3. Been enrolled in at least five courses including the four core classes per semester.

COLLEGE BOARD AP COURSES

College Board Advanced Placement courses in English, mathematics, science, social studies, other languages, and fine arts may be referred to as honors classes. These courses need not be submitted for approval.

19 TAC 75.152 (c), (d)

[For further information, see policy EIC.]

Class Schedules (Secondary Grade Levels Only)

All students are expected to attend school for the entire school day and maintain a class/course schedule to fulfill each period of the day. Exceptions may be made occasionally by the campus principal for students in grades 9–12 who meet specific criteria and receive parental consent to enroll in less than a full-day’s schedule. Every student will be required to take an English,
Science, Math and History course every year for a total of 4 English credits, 4 Science credits, 4 Math credits, and 4 History credits by the end of their Senior year.

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

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

- Completes the distinguished level of achievement under the foundation graduation program (a student must graduate with at least one endorsement and must have taken Algebra II as one of the four required math courses); or
- Satisfies the ACT College Readiness Benchmarks or earns at least a 1500 out of 2400 on the SAT.

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

The University of Texas at Austin may limit the number of students automatically admitted to 75 percent of the University’s enrollment capacity for incoming resident freshmen. For students who are eligible to enroll in the University during the summer or fall 2019 term, the University will admit the top six percent of the high school’s graduating class who meet the above requirements. Additional applicants will be considered by the University through a holistic review process.

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

Upon enrolling in their first course that is eligible for high school credit, the district will provide written notice concerning automatic college admission, the curriculum requirements for financial aid, and the benefits of completing the requirements for automatic admission and financial aid.

Students and parents should contact the school counselor for further information about automatic admissions, the application process, and deadlines.

[See Class Rank/Highest-Ranking Student on page 48 for information specifically related to how the district calculates a student’s rank in class, and requirements for Graduation on page 49 for information associated with the foundation graduation program.]

[See Students in the Conservatorship of the State (Foster Care) on page 33 for information on assistance in transitioning to higher education for students in foster care.]
College Credit Courses (Secondary Grade Levels Only)

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

- Certain courses taught at the high school campus, which may include courses termed dual credit, Advanced Placement (AP), International Baccalaureate (IB), or college preparatory;
- Enrollment in an AP or dual credit course through the Texas Virtual School Network (TxVSN);

Advanced Placement/Pre-Advanced Placement

Courses labeled Advanced Placement (AP) and Pre-Advanced Placement (Pre-AP) have been designated as College Preparatory courses. In order to accommodate these designations, students will be expected to perform and excel above and beyond what is expected of students in on-level classes. Students enrolled in Advanced Placement and Pre-Advanced Placement courses will:

1) Take final exams
2) Complete the assigned research paper in Advanced Placement or Pre-Advanced Placement English courses. Failure to do so will result in reassignment to an on-level English class.

A student enrolling in an Advanced Placement or Pre-Advanced Placement course after having failed a previous Advanced Placement or Pre-Advanced Placement course in the same subject must maintain a grade average of 80 the first six weeks to remain enrolled in the class. Failure to do so will result in reassignment to an equivalent on-level course. Available funding for free testing requires that students meet the cumulative grade average (80) in respective AP courses.

College Prep Courses

The following courses have been approved as honors courses (when offered):

<table>
<thead>
<tr>
<th>Subject</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>English</strong></td>
<td>- English I-Pre AP</td>
</tr>
<tr>
<td></td>
<td>- English II-Pre AP</td>
</tr>
<tr>
<td></td>
<td>- English III-AP</td>
</tr>
<tr>
<td></td>
<td>- English IV-AP</td>
</tr>
<tr>
<td></td>
<td>- English Dual Credit</td>
</tr>
<tr>
<td><strong>Mathematics</strong></td>
<td>- Geometry-Pre AP</td>
</tr>
<tr>
<td></td>
<td>- Pre-Calculus &amp; Pre-Calculus DC</td>
</tr>
<tr>
<td></td>
<td>- Calculus-AP</td>
</tr>
<tr>
<td></td>
<td>- Algebra II-Pre AP</td>
</tr>
</tbody>
</table>
- Statistics AP
- Anatomy & Physiology
- Biology I-Pre AP
- Biology DC
- Chemistry Pre AP
- Chemistry AP
- Physics, Physics 1&2 AP

Social Studies
- U.S. History Dual Credit
- U.S. History AP
- Government DC
- Government AP
- Economics DC
- Economics AP

- Enrollment in courses taught in conjunction and in partnership with

COURSES TO BE TAUGHT AT DUMAS HIGH SCHOOL WITH CONCURRENT AMARILLO COLLEGE CREDITS APPROVED IN THE MAY 21, 1993 AGREEMENT

<table>
<thead>
<tr>
<th>DISD COURSE</th>
<th>AMARILLO COLLEGE COURSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>U.S. History DC</td>
<td>Hist 1301 (3 hrs) &amp; 1302 (3 hrs)</td>
</tr>
<tr>
<td>Biology DC</td>
<td>Life Science 1408 (4 hrs)</td>
</tr>
<tr>
<td></td>
<td>Life Science 1409 (4 hrs)</td>
</tr>
<tr>
<td>English IV DC</td>
<td>English 1301 Fresh Comp I (3 hrs)</td>
</tr>
<tr>
<td></td>
<td>English 1302 Fresh Comp II (3 hrs)</td>
</tr>
<tr>
<td>Pre – Calculus DC</td>
<td>Math 1414 College Algebra (4 hrs)</td>
</tr>
<tr>
<td>Government – (when offered)</td>
<td>Govt 2305 (3 hrs)</td>
</tr>
</tbody>
</table>

- Enrollment in courses taught at other colleges or universities; and
- Certain CTE courses.
All of these methods have eligibility requirements and must be approved prior to enrollment in the course. Please see the school counselor for more information. Depending on the student’s grade level and the course, a state-mandated end-of-course assessment may be required for graduation.

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

**Dual Credit Courses**

Dual credit refers to the practice of awarding academic credit at college and high school.

The student must be classified as a junior or senior.

The student enrolled in a course for concurrent credit must be enrolled in at least 2 ½ credits per semester.

The student must meet all entrance requirements at Amarillo College as well as appropriate prerequisites for any course. DISD requires that students must pass the respective college readiness exams in addition to State exams.

**Communications—Automated**

**Emergency**

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

**Nonemergency**

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

Usually student or parent complaints or concerns can be addressed informally by a phone call or a conference with the teacher or principal. For those complaints and concerns that cannot be handled so easily, the board has adopted a standard complaint policy at FNG(LOCAL) in the district’s policy manual. A copy of this policy and complaint forms may be obtained in the principal’s or superintendent’s office or on the district’s website at www.dumasisd.org.

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

Conduct (All Grade Levels)

Applicability of School Rules

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

Your attitude and behavior during the class period will be graded by the following scale:

E ..... Excellent
S ..... Satisfactory
N ..... Needs Improvement
U ..... Unsatisfactory

It is very important that your attitude and behavior be above reproach.

Campus Behavior Coordinator

By law, each campus has a campus behavior coordinator to apply discipline management techniques and administer consequences for certain student misconduct, as well as provide a point of contact for student misconduct. The campus behavior coordinator at each district campus is listed below:

- Brett Beesley – brett.beesley@dumasisd.org
- Marcus Bellar – marcus.bellar@dumasisd.org
- Jan Ruzowski – janice.ruzowski@dumasisd.org
• Shon Williams – shon.williams@dumasisd.org

Phone number is (806) 935-4151.

**Academic Dishonesty / Cheating / Plagiarism**

Students found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.

**Corporal Punishment**

Corporal punishment - spanking or paddling the student - may be used as a discipline management technique in accordance with the Student Code of Conduct. If you wish to request that your student does not receive corporal punishment for discipline reasons at Dumas High School you must visit the school and fill out the proper documents with the assistant principals in person.

**Disruptions of School Operations**

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

• Interference with the movement of people at an exit, entrance, or hallway of a district building without authorization from an administrator.

• Interference with an authorized activity by seizing control of all or part of a building.

• Use of force, violence, or threats in an attempt to prevent participation in an authorized assembly.

• Use of force, violence, or threats to cause disruption during an assembly.

• Interference with the movement of people at an exit or an entrance to district property.

• Use of force, violence, or threats in an attempt to prevent people from entering or leaving district property without authorization from an administrator.

• Disruption of classes or other school activities while on district property or on public property that is within 500 feet of district property. Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending, a required class or activity; and entering a classroom without authorization and disrupting the activity with loud or profane language or any misconduct.

• Interference with the transportation of students in vehicles owned or operated by the district.
• EC 37.124 Disruption of classes: Disrupts classes while on District property or on public property that is within 500 feet of District property. Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending, a required class or activity; entering a classroom without authorization, and disrupting the activity with profane language or any misconduct.

• EC 37.126 Disruption of transportation: Interferes with the transportation of students in District vehicles.

• PC 42.05 Disrupting meeting or procession: (a) A person commits an offense if, with intent to prevent or disrupt a lawful meeting, procession, or gathering, he obstructs or interferes with the meeting, procession, or gathering by physical action or verbal utterance.

PC 42.06 False alarm or report: (a) A person commits an offense if he knowingly initiates, communicates or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he knows is false or baseless and that would ordinarily: (1) cause action by an official or volunteer agency organized to deal with emergencies; (2) place a person in fear of imminent serious bodily injury; or (3) prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance.

Students are expected to behave in a responsible manner, demonstrating courtesy and respect for the rights of other students and District staff. Student cooperation and respect for the property of others, including District property and facilities, is essential to the maintenance of facilities, safety, order, and discipline. Attending all classes regularly and on time, being prepared for each class, and taking appropriate materials and assignments to class is expected of all students. Students are to be well-groomed and dressed appropriately each day. The district’s rules of student conduct apply to all school approved and school related activities, on or off campus.

**Conduct in the Hallways before school, passing periods, lunch, and after school:** Students are to walk in an orderly manner to their next class. When possible stay on the right side of the hallway and continue moving, do not stop and block the flow of traffic. Headphones/earbuds are not allowed during this time.

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

**At Extra Curricular Activities:** Students are representing Dumas High School whether on the field, court, stage, or in the stands. Students are expected to act appropriately during all events. Any action that does not represent Dumas High School in the appropriate manner is subject to disciplinary action. Students shall not bring outside food or drink into any extra-curricular activity. Concession stands are provided and students can buy food and drink at the concession stand.
Disciplinary Alternative Educational Program (DAEP)

Students may be assigned to an Alternative Educational Program for certain disciplinary actions such as drug, alcohol, or fighting violations when requested by a principal. The placement is located at Dumas High School.

Students assigned to this AEP would report each day to the Dumas High School AEP location. Provisions will be made through the coordinating efforts of the AEP teacher and classroom teacher to provide these students with assignments. Refer to code of conduct.

Fire Alarms

Tampering, pulling, disabling, disconnecting, and/or dismantling a fire alarm system for any reason is both a Federal and State criminal offense. Anyone found in violation of the above listed criminal offense will result in a criminal charge, disciplinary action and court ordered restitution if applicable.

Fire Extinguishers

Inappropriate discharge or tampering with a fire extinguisher will result in a criminal charge, disciplinary action and court ordered restitution to recharge the fire extinguisher.

Gang Activity

Any time a group of students unite to create any kind of a problem, the group’s actions will be considered a gang activity. There is no requirement that the administration proves that the students were members of a specific gang. It is only consequential that a group of students were acting as one. Students should not become part of a situation unless they want to be punished as part of a gang activity.

Any action that involves a group of students can be considered an overt gang activity if the group breaks a standard. Any individual act, piece of literature or gesture that associates a student with a particular known gang will be considered an overt gang activity. Any gang activity can be punished by placement in the Disciplinary Alternative Educational Program.

Gang-Related Gestures, Words, Signs, and Materials

The display of gang-related hand gestures or signs is prohibited in around school or at school functions. Using gang-related words and phrases is likewise prohibited. The display or possession of materials determined to be gang-related would also not be allowed. School administrators will make the final determination as to whether a gesture, spoken language, or material is gang-related. Any gang activity can be punished by placement in the Disciplinary Alternative Educational Program.

In-School Suspension (ISS)

The following rules and procedures are part of your alternative education plan and will be strictly enforced. Abidance by the rules and procedures will result in exiting from ISS on the
dismissal date set by the assigning principal. Read carefully all of the information listed below. You must be on time each day. You must have all your books in the ISS room.

**Seating**

a. A seat will be assigned upon reporting to ISS. The seating assignment will be **permanent** unless change is permitted by the ISS teacher.

b. Leaving your assigned seat without permission is not allowed.

c. You must sit up in the desk and face straight ahead with your legs and feet under the desk.

d. You must not sleep or lay your head on the desk while in ISS. If you are sleepy, you may ask permission to stand for a few minutes at the discretion of the ISS teacher.

**Assignments**

a. You are to work only on course assignments, read library books, or do other class assignments. No other materials may be used unless you receive approval from the ISS teacher or principal.

b. You will be required to have all routine work assignments given by your classroom teacher completed. Students who have not completed these assignments will not be allowed to exit ISS.

c. You will be required to take all tests and exams and complete all major papers, etc.

d. All assignments will be evaluated and graded just as if the student were in the regular classroom, and credit will be given just as other students receive credit. ISS will be an extension of the classroom.

e. Failure to complete assignments will result in delaying exiting from ISS until all work is completed or permission is given by the admitting principal.

f. When all work is completed, it should be turned in to the ISS teacher.

g. Students are responsible for bringing all necessary supplies to complete their assignments.

h. Assignments will be coordinated between the Alternative Classroom teacher and the regular classroom teacher.

**Conduct**

a. Talking or visiting with other students is not permitted. If a question arises, students can obtain assistance by raising their hand and acknowledgment of the ISS teacher.

b. Being disobedient or rude to the ISS teacher will result in a referral to the principal for additional disciplinary action.

c. No gum, candy, food, or drinks will be allowed in the ISS room.
d. Violation of any ISS rule will result in additional disciplinary action being assigned to the student.

e. Desks and walls are inspected before and after a student is assigned ISS. **Students will be held liable for any damage (marking or carving) on walls, desks or booths.**

f. You will be allowed to exit from ISS provided that you adhered to all the aforementioned rules.

g. Each student may receive ISS counseling by the responsible counselor. Counseling sessions will be scheduled at the discretion of the counselor. You must go to the counselor’s office when exiting to schedule counseling.

**Knives**

Knives of any size are prohibited at school and at school related events

**Profanity and Vulgarity**

Profanity and vulgarity are loathsome anywhere, but are particularly out of place in school or while attending school functions. Profanity and the circulation of vulgar materials will be considered a very serious offense. The problem will be dealt with in the same manner as outlined under "Misconduct".

**Prohibited Items**

The following items are prohibited at school in addition to all the items prohibited in the Student Code of Conduct:

<table>
<thead>
<tr>
<th>Ammunition</th>
<th>Electronic devices or games</th>
<th>Remote control devices</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any device considered a “shank”</td>
<td>Glitter</td>
<td>Shaving cream</td>
</tr>
<tr>
<td>Any device that will shock a person</td>
<td>Laser pens</td>
<td>Skateboards</td>
</tr>
<tr>
<td>Bandannas</td>
<td>Lighters</td>
<td>Spiked jewelry</td>
</tr>
<tr>
<td>Camcorders</td>
<td>Lime salt</td>
<td>Sunflower seeds</td>
</tr>
<tr>
<td>Cameras</td>
<td>Magnets</td>
<td>Tape recorders</td>
</tr>
<tr>
<td>Chains Matches</td>
<td>Personal radios</td>
<td>Water guns</td>
</tr>
<tr>
<td>DVD Players</td>
<td>E-Cigs/Vapes/Juul</td>
<td>Yo-yo’s</td>
</tr>
</tbody>
</table>

Any other item that becomes a problem at school may be prohibited temporarily or permanently. Administrators may prohibit any other individual item that is deemed necessary to maintain order and safety in school. Teachers will collect the items and turn into the office.

Any prohibited item that is taken from a student will be released only to a parent. Any item that may be used as evidence, even in a school-related matter, will not be released until all possible need for the item is over.
Exception: Listening devices may be used on school buses and on school trips when allowed by trip sponsors and bus drivers. These items must never be used or in view while on campus. They can be stored in the Attendance Office.

If a student finds that he/she has accidentally brought a prohibited item to school, that item should immediately be turned in to a teacher or administrator. Disciplinary actions will not be taken in most such cases the first occurrence. This exception does not apply to weapons as defined in the DISD Code of Conduct.

**Relationships**

Students are expected to handle their relationships with good taste while in school. Your relationship should not cause you to be tardy to class and should not include physical contact, kissing, or inappropriate hugging/touching while in school. Avoid problems by exercising good judgment in your relationships. Failure to do so may be dealt with as misbehavior.

**Social Events**

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

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

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

**Counseling**

**Academic Counseling**

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

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

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

**Course Credit (Secondary Grade Levels Only)**

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

**Credit by Examination—If a Student Has Taken the Course/Subject (All Grade Levels)**

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

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

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

[For further information, see the school counselor and policy EHDB(LOCAL).]

**Credit by Examination for Advancement/Acceleration—If a Student Has Not Taken the Course/Subject**

A student will be permitted to take an examination to earn credit for an academic course or subject area for which the student has had no prior instruction, i.e., for advancement or to accelerate to the next grade level. The examinations offered by the district are approved by the district’s board of trustees, and state law requires the use of certain examinations, such as College Board Advanced Placement (AP) and College Level Examination Program (CLEP) tests, when applicable. The dates on which examinations are scheduled during the 2017–18 school
year will be published in appropriate district publications and on the district’s website. The only exceptions to the published dates will be for any examinations administered by another entity besides the district or if a request is made outside of these time frames by a student experiencing homelessness or by a student involved in the foster care system. When another entity administers an examination, a student and the district must comply with the testing schedule of the other entity. During each testing window provided by the district, a student may attempt a specific exam only once.

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

**Students in Grades 6–12**

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

**Dating Violence, Discrimination, Harassment, and Retaliation (All Grade Levels)**

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

The board has established policies and procedures to prohibit and promptly respond to inappropriate and offensive behaviors that are based on a person’s race, color, religion, sex, gender, national origin, disability, age or any other basis prohibited by law. A copy of the district’s policy is available in the principal’s office and in the superintendent’s office www.dumasisd.org. [See policy FFH.]

**Dating Violence**

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense. This type of conduct is considered harassment if the conduct is so severe, persistent, or pervasive that it affects the student’s ability to participate in or benefit from an educational program or activity; creates an
intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student’s academic performance.

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

**Discrimination**

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

**Harassment**

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

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

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

**Sexual Harassment and Gender-Based Harassment**

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

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

Sexual harassment of a student by an employee or volunteer does not include necessary or permissible physical contact not reasonably construed as sexual in nature, such as comforting a child with a hug or taking the child’s hand. However, romantic and other inappropriate social relationships, as well as all sexual relationships, between students and district employees are prohibited, even if consensual.
Gender-based harassment includes harassment based on a student’s gender, expression by the student of stereotypical characteristics associated with the student’s gender, or the student’s failure to conform to stereotypical behavior related to gender.

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

**Retaliation**

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

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

**Reporting Procedures**

Any student who believes that he or she has experienced dating violence, discrimination, harassment, or retaliation should immediately report the problem to a teacher, school counselor, principal, or other district employee. The report may be made by the student’s parent. [See policy FFH(LOCAL) and (EXHIBIT) for other appropriate district officials to whom to make a report.]

Upon receiving a report of prohibited conduct as defined by policy FFH, the district will determine whether the allegations, if proven, would constitute prohibited conduct as defined by that policy. If not, the district will refer to policy FFI to determine if the allegations, if proven, would constitute bullying, as defined by law and that policy. If the alleged prohibited conduct, if proven, would constitute prohibited conduct and would also be considered bullying as defined by law and policy FFI, an investigation of bullying will also be conducted.

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

**Investigation of Report**

To the extent possible, the district will respect the privacy of the student; however, limited disclosures may be necessary to conduct a thorough investigation and to comply with law. Allegations of prohibited conduct, which includes dating violence, discrimination, harassment, and retaliation, will be promptly investigated.
If a law enforcement or other regulatory agency notifies the district that it is investigating the matter and requests that the district delay its investigation, the district will resume the investigation at the conclusion of the agency’s investigation.

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

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

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

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

**Distance Learning**

**All Grade Levels**

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

Please ask the counselor for the distance learning opportunities that the district makes available to district students.

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

**Texas Virtual School Network (TxVSN) (Secondary Grade Levels)**

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

Depending on the TxVSN course in which a student enrolls, the course may be subject to the “no pass, no play” rules. [See Extracurricular Activities, Clubs, and Organizations on page 79.] In addition, for a student who enrolls in a TxVSN course for which an end-of-course (EOC) assessment is required, the student must still take the corresponding EOC assessment.
If you have questions or wish to make a request that your child be enrolled in a TxVSN course, please contact the school counselor. Unless an exception is made by the principal, a student will not be allowed to enroll in a TxVSN course if the school offers the same or a similar course.

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

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

**School Materials**
Publications prepared by and for the school may be posted or distributed, with the prior approval of the principal, sponsor, or teacher. Such items may include school posters, brochures, flyers, etc.

The school newspaper, The Demon Tale, and the yearbook, The Demon, are available to students.

All school publications are under the supervision of a teacher, sponsor, and the principal.

**Non-school Materials**

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

The principal has designated 3 bulletin boards in the hallway as the location for approved non-school materials to be placed for voluntary viewing or collection by students. [See policy FNAA.]

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

**From Others**

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the district or by a district-affiliated school-support organization will not be sold, circulated, distributed, or posted on any district premises by any district employee or by persons or groups not associated with the district, except as permitted by policy GKDA. To be considered for distribution, any non-school material must meet the limitations on content established in the policy, include the name of the sponsoring person or organization, and be submitted to the principal for prior review. The principal will approve or reject the materials within two school days of the time the materials are received. The
requestor may appeal a rejection in accordance with the appropriate district complaint policy. [See policies at DGBA or GF.]

The principal has designated 3 bulletin boards as the location for approved non-school materials to be placed for voluntary viewing or collection.

Prior review will not be required for:

- Distribution of materials by an attendee to other attendees of a school-sponsored meeting intended for adults and held after school hours.
- Distribution of materials by an attendee to other attendees of a community group meeting held after school hours in accordance with policy GKD(LOCAL) or a noncurriculum-related student group meeting held in accordance with FNAB(LOCAL).
- Distribution for electioneering purposes during the time a school facility is being used as a polling place, in accordance with state law.

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

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

**DUMAS ISD STUDENT DRESS CODE**

**Grades 5 through 12**

Each student will adhere to the student dress code at all times with the exception of designated days. Campuses may designate special days where changes to the dress code may be allowed in accordance with district guidelines.

**UPPER GARMENTS – Acceptable Dress**

1. Collared Shirts – Must be visible unless wearing a hoodie sweatshirt.
2. Turtlenecks or mock turtlenecks
3. All sleeves must be at least middle upper arm length.
4. All upper garments for boys and girls must be worn in a way that eliminates exposure of the chest, shoulders, back, armpits, midsection, and/or underwear.
5. When standing, if the garment extends below the back pocket area, it must be tucked in.
6. Students may wear the layered look as long as the primary garment is in compliance with the dress code.
7. T-shirts are not allowed. (See exception below for Friday Spirit Days – School Spirit t-shirts)
LOWER GARMENTS

1. All lower garments are acceptable except spandex, athletic shorts and/or wind suits, knit, nylon and stretch-type materials, cargo pants and clinging or transparent clothing.

2. All lower garments must be at least kneecap length. Students may wear tights/skins under jeans that have holes in them. Distressed jeans and jeans with holes above the knee are subject to administrative discretion. Skin may not be visible above the knee.

3. Lower garments must be worn to ensure that the midsection is covered when sitting or standing and that they do not sag.

4. Lower garments must be worn at the waist, fitted and properly hemmed.

5. Baggy leg style pants or bell bottom pants wider than shoe length are not allowed at any time.

OUTERWEAR

1. Coats, jackets, windbreakers, sweatshirts and sweaters are acceptable.

2. Outerwear may not be worn in the classroom, unless an exception is granted by the teacher. They may be worn in the hallway while changing classes. Trench coats that extend below the knee are not allowed.

JEWELRY, TATTOOS, AND HAIR

1. All visible piercings, including tongue rings and gauges, are prohibited. Exception: earrings are acceptable.

2. Tattoos must be covered by clothing, makeup, or bandages.

3. Spiked jewelry and chains are not allowed.

4. Hair is to be neat, clean, and well-groomed so that vision is not obstructed, and its color, style and accessories are not to be of a distracting nature.

GENERAL RULES

1. No restrictions on colors or fabric patterns.

2. Shoes must be worn at all times. House shoes are unacceptable.

3. Clothing must be in good condition and free from holes.

4. Clothing must be sized appropriately.

5. The district’s dress code is in effect from the first tardy bell to the end of the instructional day (which includes after school tutorials and detention).

6. Caps, hats, gloves, and head coverings are prohibited inside the building.

7. Sweatbands, bandannas and hairnets are prohibited.
8. All clothing with pictures, emblems, or writing on them that is considered lewd, offensive, vulgar, obscene, or related to tobacco, alcohol, drugs, or other inappropriate substances are prohibited.

9. Clothing may not be worn in any way to reflect gang affiliation, conceal contraband, or create a distraction.

EXCEPTIONS

1. Dumas School Spirit t-shirts will be allowed on Fridays only. Shirts must be in school colors (orange, black, white, or gray) and promote Dumas ISD schools.

2. Deviations from the dress code for the purpose of promoting school spirit, DEF, holidays, or special events are left to the discretion of the building principal.

3. With respect to any extracurricular activities please see FNCA-R1 – Dress Code Extracurricular.

4. With respect to dress code variances based upon medical or religious reasons, documentation from a medical doctor or an established religious authority will suffice for such variances to be granted. All dress code variances must comply with the parameters outlined in this code.

DECISIONS

1. The campus administration will have complete and final judgment on all matters concerning interpretation of the student dress code. Matters concerning appearance and dress not specifically covered in policy shall be within the discretion of the administration.

2. Any clothing not referenced in this code is prohibited.

CONSEQUENCES

1. 1st Violation: Immediate Placement in 1 Day ISS*.

2. 2nd Violation: Immediate Placement in 3 Days ISS*.

3. 3rd & Subsequent Violations: Immediate placement in AEP** as listed:
   Intermediate – 7 days in AEP**
   Junior High – 7 days in AEP**
   High School – 7 days in AEP**

* ISS – In School Suspension
** AEP – Alternative Education Placement
Grados 5º hasta el 12º

Cada estudiante se adherirá al código de vestimento estudiantil en todo tiempo con la excepción de días especiales. Cada campamento escolar puede designar días especiales donde cambian el código de vestimento, de acuerdo a las reglas del distrito.

CAMISAS, BLUSAS, CUELLO DE TORTUGA (CUELLO ALTO O CORTO)

1. Camisa de Cuello – deve de ser visible
2. Camisa Estilo Cuello de tortuga
3. El largo de las mangas deve estar por lo menos a mediado de la parte superior del brazo.
4. Todas las prendas de los niños y las niñas devend de llevarse puestas de una manera que no expongan el pecho, hombros, espalda, axilas, cintura, ni prendas interiores.
5. Si la camisa o blusa desfajada cubre los bolsillos traseros del pantalon, deberá de ser fajada.
6. Los Estudiantes pueden usar el estilo empalmado de blusas o camisas siempre y cuando siguan las normas del reglamento.
7. Camisetas no son permitidas. (Mire las excepciones debajo para los días viernes apoyo a el equipo – camisetas escolares de Apoyo a el equipo)

PANTALONES, SHORTS, FALDAS

1. Todas las prendas de pantalon son permitidas menos los spandex, pantaloneras, shorts deportivos, los pantalones rompe vientos ni cualquier tipo de material delgado como la licra ni estilo licra.
2. No pantalones de material transparente
3. Pantalones cortos deven de llegar debajo de la rodilla sin haverturas que pasen la rodilla.
4. Todos los pantalones deben de quedar a la sintura y que queden apropiadamente.
5. Pantalones estilo guangos o pantalones acampanados de modo que cubran los zapatos no son permitidos.

PRENDAS DE VESTIR PARA EL FRIO

1. Chamarras, Rompe vientos, Sudaderas, Suéters son permitidas
2. Todos los suéters, chamarras, sudaderas no son permitidas en el salon, al no ser que los maestros lo permitan. Pueden utilizarlas en los pasillos mientras que cambian de salon. Gabardinas que quedan debajo de la rodilla noson permitidas.
JOYAS, TATUAJES, Y PELO

1. Todos los perforamientos visibles, incluyendo perforamientos de anillos
2. Extra grandes en los oídos y aretes en la lengua están prohibidos.
3. Excepción: aretes son aceptables
4. Los tatuajes deben de ser cubiertos por curitas, ropa, o maquillaje.
5. Joyería o prendas con picos no son permitidas.
6. El cabello debe de estar bien estilizado y limpio, de una manera que no obstruya la vision del estudiante, colores, estilos, accesorios que no distraigan la atención.

REGLAS GENERALES

1. Ningunas restricciones con los colores o patrones de telas.
2. Se require usar zapatos a todo tiempo. Zapatos de la casa son inaceptables.
3. Las prendas deben de estar en buenas condiciones.
4. Se requiere usar suficiente ropa interior y no debe estar visible en ningún tiempo.
5. Toda ropa debe quedar apropiadamente a la medida.
6. Cachuchas, gorros, guantes, y cualquier tipo de pañuelos están prohibidos dentro de la escuela.
7. Mayas para cubrir el cabello y cualquier tipo de pañuelo son inaceptables.
8. Toda prenda con fotos, caricaturas, escrituras, logo tipos que sean consideradas ofencivas, vulgares, relacionadas con Tabaco, alcohol, drogas, o otras cosas inapropiadas están prohibidas.
9. Las prendas no se pueden llevar de ninguna manera que refleje o sea relacionada con pandillas, contrabando ocultado, o que creen distracción.
10. El código de vestimento del distrito comienza desde que suena la primera campana tardía hasta que se termina el día escolar (incluyendo clases después del horario escolar como los tutorials y d-hall).

EXCEPCIONES

1. Camisetas escolares de Dumas se permitirán en los días viernes solamente. La camiseta deberá de ser en los colores de la escuela solamente (anaranjado, negro, blanco o gris) y promover las escuelas de Dumas.
2. Las desviaciones de las normas del código del vestuario estandarizado para el propósito de promover el espíritu escolar, DEF, días festivos, o eventos especiales se dejan a la discreción del director/a de cada escuela.
3. Con respecto a cualquier actividad extracurricular, favor de revisar la FNCA-R1 – Codigo de vestuario.
4. Con respecto a las variaciones del código de vestido que están basadas con razones médicas o religiosas, 

documentación de un doctor médico o de un personaje con autoridad religiosa será suficiente para que tales 

variaciones sean concedidas. Todas las variaciones del código de vestido deben cumplir con los 

parámetros bajo éste código.

DECISIONES

1. El director/a del campus tendrá la última palabra en todos los asuntos que conciernen la 

interpretación del código del vestido del estudiante. Los asuntos que conciernen la apariencia y 

el vestuario que no se indican específicamente en la política del uniforme se dejara a la 

discreción de los administradores.

2. Cualquier tipo de vestuario que no se ha referido en éste código es prohibido.

CONSECUENCIAS

1. 1 Violación: Colocación Inmediata por 1 Día en ISS*.
2. 2 Violación: Colocación inmediata por 3 Días en ISS*.
3. 3 Y Subsiguiente Violación: Colocación Inmediata en AEP**

Intermedia – 7 días en AEP 
Junior High – 7 días en AEP 
High School – 7 días en AEP 
* ISS – Suspensión Escolar 
** AEP – Colocación de Educación Alternativa

Electronic Devices and Technology Resources (All Grade Levels)

Possession and Use of Personal Telecommunications Devices, Including Mobile Telephones

For safety purposes, the district permits students to possess personal mobile telephones; 

however, these devices must remain turned off during the instructional day, including during all testing. The use of a mobile telephone inside the building is prohibited. High School guidelines 

are devices must be turned off at 7:55 A.M and remain off until 3:54 P.M. With the exception 

that students may use their phones during lunch time outside of the school building. A student 

must have approval to possess other telecommunications devices such as netbooks, laptops, 

tables, or other portable computers. Students are prohibited from sending or posting 

electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, 

damaging to another’s reputation or illegal. This prohibition applies to conduct off school
property if it results in a disruption to the educational environment. Any person taking, disseminating, transferring, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content will be disciplined according to the Student Code of Conduct and may, in certain circumstances, be reported to the Dumas I.S.D Police Department for possible criminal charges.

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

If a staff member hears or sees a telecommunications device, including a cell phone, during the instructional day the staff member will confiscate the device and release the device to the Principal or their designee.

A fifteen dollar ($15.00) administrative fee will be assessed for the first violation and a second violation and the device will be released to a parent or guardian. However, a third violation in the same school year will result in the device being retained by school administration until the last instructional day of the school year when the device can be released to a parent or guardian for an additional fifteen ($15.00) administrative fee.

The office will not be responsible for lost or stolen telecommunications devices including cell phones.

Confiscated telecommunications devices, including cell phones, shall be held for a period of 30 days after notification (by telephone or in writing) has been made to the parent or guardian that the device can be released. After the 30 day period has expired the District shall dispose of the device in a reasonable manner.

In limited circumstances and in accordance with law, a student’s personal telecommunications device may be searched by authorized personnel.

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

**Possession and Use of Other Personal Electronic Devices**

Except as described below, students are not permitted to possess or use personal electronic devices such as MP3 players, video or audio recorders, DVD players, cameras, games, e-readers, or other electronic devices at school, unless prior permission has been obtained. Without such permission, teachers will collect the items and turn them in to the principal’s office. The principal will determine whether to return items to students at the end of the day or to contact parents to pick up the items.

In limited circumstances and in accordance with law, a student’s personal electronic device may be searched by authorized personnel.
Any disciplinary action will be in accordance with the Student Code of Conduct. The district is not responsible for any damaged, lost, or stolen electronic device.

**Instructional Use of Personal Telecommunications and Other Electronic Devices**

In some cases, students may find it beneficial or might be encouraged to use personal telecommunications or other personal electronic devices for instructional purposes while on campus. Students must obtain prior approval before using personal telecommunications or other personal electronic devices for instructional use. Students must also sign a user agreement that contains applicable rules for use (separate from this handbook). When students are not using the devices for approved instructional purposes, all devices must be turned off during the instructional day. Violations of the user agreement may result in withdrawal of privileges and other disciplinary action.

**Acceptable Use of District Technology Resources**

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

**Consequences for Violation.** The District may suspend or revoke a user's access to the District's system upon violation of District policy and/or administrative regulations regarding acceptable use.

Students knowingly bringing prohibited materials into the school's electronic environment will be subject to a suspension and/or a revocation of privileges on the District's system and will be subject to disciplinary action in accordance with the Student Code of Conduct. Employees knowingly bringing prohibited materials into the school's electronic environment will be subject to disciplinary action in accordance with District policies.

**Supervision and Monitoring.** The district monitors the use and security of the information technology resources. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement.

**Unacceptable and Inappropriate Use of Technology Resources**

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

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

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

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

[See Graduation on page 92 and Standardized Testing on page 127.]

**English Language Learners (All Grade Levels)**

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

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

The LPAC will also determine whether certain accommodations are necessary for any state-mandated assessments. The STAAR Spanish, as mentioned at Standardized Testing on page 127, may be administered to an English language learner for a student up to grade 5. In limited circumstances, a student’s LPAC may exempt the student from an otherwise required state-mandated assessment or may waive certain graduation requirements related to the English I end-of-course (EOC) assessment. The Texas English Language Proficiency Assessment System (TELPAS) will also be administered to English language learners who qualify for services.
If a student is considered an English language learner and receives special education services because of a qualifying disability, the student’s ARD committee will make instructional and assessment decisions in conjunction with the LPAC.

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

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

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

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

[See [UIL Texas](https://www.uiltexas.org) for additional information on all UIL-governed activities.]

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

- A student who receives at the end of a grading period a grade below 70 in any academic class—other than an Advanced Placement (AP) or International Baccalaureate (IB) course; or an honors or dual credit course in English language arts, mathematics, science, social studies, economics, or language other than English—may not participate in extracurricular activities for at least three school weeks.

- A student who receives special education services and who fails to meet the standards in the individualized education program (IEP) may not participate for at least three school weeks.

- An ineligible student may practice or rehearse but may not participate in any competitive activity.

- An absence for participation in an activity that has not been approved will receive an unexcused absence.
A student will be permitted to participate in extracurricular activities subject to the following restrictions:

1. During the first grading period, a student is eligible if he/she was promoted at the end of the previous year, or has accumulated the required number of units toward graduation. See the PROMOTION AND GRADE CLASSIFICATION sections in this handbook or the principal for further information on promotion.

2. A student participating in University Interscholastic League (UIL) will be suspended from participation after a grading period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class. This suspension continues for three weeks. The grades will be removed if the student's grade is equal to or greater than the equivalent of 70.

3. When conflicts arise for students participating in more than one school activity, public performances or a district contest including organizational travel, will take priority over practice.

**Code of Conduct for Extra Curricular Activities**

**Dumas Independent Student Drug Testing Policy**

*FM-R*

The Dumas ISD secondary students determination to win should be unequaled, but win or lose, the student and the tradition of the school should gain from the sportsmanship displayed.

The conduct of the student, both in and out of activities, should be of a type to bring honor to oneself, the school, community and the activity in which one is participating. The student should remember he/she is a role model for Dumas Schools and fellow students and should set standards of the highest quality.

Participation in extracurricular activities in grades 7-12 is a privilege and not a right. As such, students who are participants in these activities shall be held to a high standard of conduct at all times – not only when they are at school or at a school sponsored event. For purposes of continued participation in extracurricular activities, all conduct, including conduct occurring during school or at a school sponsored activities, after school hours, holidays, weekends, and summer vacation, will be considered. A student is subject to this regulation as long as the student is enrolled in Dumas ISD.

Conduct which will result in a suspension from extracurricular activities includes possession, use, distribution, purchase or sale of alcohol and illegal drugs; abuse of prescription drugs; or any other alcohol or drug related conduct which is punishable under state law as a criminal offense.

Offenses shall be cumulative during grades 7-8, so that any student committing three or more offenses during this combined two-year period is subject to the maximum disciplinary action. When a student begins 9th grade, offenses committed during grades 7-8 shall not be counted as offenses. However, any offenses committed during grades 9-12 are cumulative so that a
student is only entitled to three offenses during this combined four-year period before being subject to the maximum disciplinary action under this policy.

The principal shall notify the student and parent of the decision to suspend the student from extracurricular activities after the investigation of the conduct is complete.

Upon a first offense, a student shall be suspended from any school-sponsored extracurricular activity for 14 calendar days beginning on the date the student and parent are notified of the suspension. During the period of suspension, the student may participate in practices but not in any competitive activities or performances.

Upon a second offense, a student shall be suspended from any school-sponsored extracurricular activity for 60 calendar days beginning on the date the student and parent are notified of the suspension. During the period of suspension, the student may participate in practices but not in any competitive activities or performances.

Upon a third offense, a student shall be suspended from participation in any school-sponsored extracurricular activity for 252 calendar days beginning on the date the student and parent are notified of the suspension. During the period of suspension, the student shall not be permitted to participate in practices, competitive activities, or performances.

Calendar days for the purpose of suspension from extracurricular activities shall only include those days beginning on the first day of school and ending on the last day of school. Suspension periods which are not completed in one school year shall be finished in the following school year. Students shall not be prohibited from participating in extracurricular activities that occur during the summer break nor shall those days count toward completing the required suspension.

A student or parent may appeal a decision made under this regulation in accordance with FNG(LOCAL). The student shall be ineligible for participation in extracurricular activities while the appeal is pending.

The following rules shall apply to the determination of whether an offense has occurred when law enforcement personnel are involved:

a. When the Dumas ISD conducts an investigation and determines that an offense has been committed by a student without assistance from any law enforcement agency, the district’s determination shall be sufficient to support the finding that an offense has occurred.

b. When the Dumas ISD receives information or assistance from any law enforcement agency, but the district independently verifies the occurrence of an offense, the school’s independent verification shall be sufficient to support a finding that an offense has occurred. Any subsequent action by any law enforcement agency is not binding on the school’s determination that an offense has occurred.
c. In the event that Dumas ISD receives information that any law enforcement agency is conducting an investigation into any student regarding the possible occurrence of an offense, or any law enforcement agency files criminal charges against any student regarding the occurrence of an offense, and Dumas ISD does not independently verify whether an offense has occurred, the law enforcement agency’s action shall be sufficient to support a finding that an offense has occurred under this policy, subject to the following conditions:

i. If the law enforcement agency drops the criminal charges against the students, or declines to file any such charges, the student’s activities shall not be sufficient to support a finding that an offense has occurred unless Dumas ISD independently verifies that an offense has occurred as defined in paragraph b. above.

ii. In the event that criminal charges filed against a student are not dropped, and the criminal charges result in a guilty verdict, a plea of guilty, a plea of nolo contendere, or other similar disposition, the disposition shall be sufficient to support a finding that the offense as determined by Dumas ISD has occurred, regardless of whether the student subsequently receives deferred adjudication, community supervision (probation), or any other similar relief.

Students who violate the terms of a given offense may be subject to the provisions of the next level offense or other disciplinary action as determined appropriate by the administrator in charge.

Students who provide false information or withhold information during the course of an investigation shall be subject to disciplinary action as determined by the administrator in charge.

The reporting of observed violations of the above policy is an obligation of each staff member and is to be considered a part of each teacher and administrator job description.

All incidents shall be reported to the building principal for action. The principal, upon verification, shall notify each sponsor of an extra-curricular activity of the student’s name and action taken. The principal is the custodian of records for documented violations of this regulation. This responsibility shall not be delegated.

This regulation applies only to participation in extracurricular activities and no provision herein shall reduce or otherwise change disciplinary actions taken in cases of illegal drug or alcohol use by students during school hours or at school related events.
The District requires drug testing of any student in grades 9–12 who chooses to participate in school-sponsored extracurricular activities.

School-sponsored extracurricular activities for which testing is required include all school-sponsored co-curricular and extracurricular clubs and organizations; vocational and UIL events and activities; cheerleading; and school-sponsored club sports or athletics.

A student participating in these activities shall be subject to random testing and if selected tested for the presence of illegal throughout the school year.

The purposes of the drug-testing program are to prevent injury, illness, and harm resulting from the use of illegal and performance-enhancing drugs; help enforce a drug-free educational environment; deter student use of illegal and performance-enhancing drugs; and educate students regarding the harm caused by the use of illegal and performance-enhancing drugs.

The District shall provide each parent and student a copy of the drug-testing policy and consent form prior to the student's participation in an affected activity.

Before a student is eligible to participate in school-sponsored extracurricular activities, the student shall be required annually to sign a consent form agreeing to be subject to the rules and procedures of the drug-testing program. If the student is under the age of 18, the student's parent or guardian shall also sign a consent form. If appropriate consent is not given, the student shall not be allowed to participate in extracurricular activities.

Drug test results shall be used only to determine eligibility for participation in school-sponsored extracurricular activities. Positive drug test results shall not be used to impose disciplinary sanctions or academic penalties.

Nevertheless, nothing in this policy shall limit or affect the application of state law, local policy, or the Student Code of Conduct. A student who commits a disciplinary offense shall be subject to consequences in accordance with the Student Code of Conduct.

Drug-testing results shall be confidential and shall be disclosed only to the student, the student's parents, and designated District officials who need the information in order to administer the drug-testing program. Drug test results shall not be maintained with a student's academic record. Results shall not be otherwise disclosed except as required by law.

The Board shall contract with a certified drug-testing laboratory to conduct testing of students' urine samples.

Testing laboratories shall not release statistics regarding the rate of positive drug tests to any person or organization without consent of the District.

The District shall make available to students and parents a list of the exact substances for which tests will be conducted.

Personnel from the drug-testing laboratory shall collect urine samples under conditions that are no more intrusive than the conditions experienced in a public restroom. When selected for
testing, a student shall be escorted to the school's testing site by a District employee and shall remain under employee supervision until the student provides a sample. A student shall produce a sample within a closed restroom stall. A District employee of the same gender as the student shall be present when any samples are collected.

Random tests shall be conducted on as many as 18 dates throughout the school year.

Twelve of the students participating in the program shall be randomly selected for each random test date. The drug-testing laboratory shall use a random selection method to identify students chosen for random testing. Students shall not receive prior notice of the testing date or time.

A student who refuses to be tested when selected or who is determined to have tampered with a sample shall be deemed to have a positive test result and shall be subject to the appropriate consequences depending on previous positive test results, if any.

An initial positive test shall be confirmed by a second test of the same specimen before being reported as positive.

Upon receiving results of a positive drug test, the District shall schedule a meeting with the student, the student’s parent if the student is under the age of 18, and the coach or sponsor of the extracurricular activity, as applicable, to review the test results and discuss consequences.

The student or parent shall have five school days following the meeting to provide a medical explanation for a positive result.

The District shall notify the parent and student of drug abuse prevention resources available in the area.

Consequences of positive test results shall be cumulative through the student’s enrollment in the District.

1st OFFENSE - Upon a first offense of receiving a confirmed positive drug test, a student shall be suspended from any school-sponsored extracurricular activity for 14 calendar days following the date the student and parent are notified of the test results.

During the period of suspension, the student may participate in practices but not in any competitive activities or performances.

2nd OFFENSE - Upon a second offense of receiving a confirmed positive drug test, a student shall be suspended from any school-sponsored extracurricular activity for 60 calendar days following the date the student and parent are notified of the test results.

During the period of suspension, the student may participate in practices but not in any competitive activities or performances.

3rd OFFENSE - Upon a third offense of receiving a confirmed positive drug test, a student shall be suspended from participation in any school-sponsored extracurricular activity for 365 calendar days following the date the student and parent are notified of the test results.

During the period of suspension, the student shall not be permitted to participate in practices.
End of Semester Suspension

If a student’s suspension from participation in extracurricular activities is not completed by the end of the semester, the student shall complete the assigned period of suspension during the following semester or during the first semester of the following school year.

Appeals

A student or parent may appeal a decision made under this policy in accordance with FNG(LOCAL). The student shall be ineligible for participation in extracurricular activities while the appeal is pending.

Administration:

The Athletic Trainer shall be responsible for the implementation and operation of the Student Random Drug-Alcohol Testing Program established by Board Policy FNF (Local). The Athletic Trainer shall maintain a list of students who are subject to random selection for testing under the program. A student who participates in any extracurricular activity at any time during the school year is subject to testing the entire school year regardless of the student’s continued participation in the activity.

The sponsor/coach of each extracurricular activity is responsible for securing a consent agreement from each participating student before the student begins participation in the activity and shall send the properly executed consent agreements to the Athletic Trainer.

All reports from the testing laboratory shall be delivered to the Athletic Trainer. The Athletic Trainer shall deliver any positive results to the Principal or other designated campus administrator who shall meet with the student, parent, and sponsor/coach to provide notification of the suspension from extracurricular activities. The Principal or designee shall ensure that the sponsor/coach enforces the student’s assigned suspension.

Collection Procedures:

In addition to the District employees who are required to be present during sample collection, the testing laboratory shall provide a trained representative who shall monitor the collection of urine samples to verify the normal temperature and appearance of the specimen. If at any time during the testing procedure the monitor suspects that a student is tampering with the specimen, the monitor may stop the procedure and inform the Athletic Trainer who will then determine if a new sample should be obtained.

Dumas ISD Student Drug/Alcohol Testing Consent

Statement of Purpose and Intent

Participation in school sponsored extra-curricular activities is a privilege. Students who participate in these activities are respected by the student body and are expected to hold themselves as good examples of conduct, sportsmanship, and training. Accordingly, students carry a responsibility to themselves, their fellow students, their parents, and their school to set
the highest possible examples of conduct, which includes avoiding the use or possession of illegal drugs-alcohol.

Drug-alcohol use of any kind is incompatible with participation in extra-curricular activities on behalf of the Dumas ISD. For the safety, health and well-being of the students involved in extra-curricular activities, the Dumas ISD has adopted this Policy for use by all students involved in extra-curricular activities.

**Participation in Extra-Curricular Activities**

Each student shall be provided with a copy of the Student Drug-Alcohol Testing Policy and Student Drug-Alcohol Testing Consent which shall be read, signed and dated by the student, parent(s) or custodial guardian(s), and coach/sponsor unless the student has returned the properly signed Student Drug/Alcohol Testing Consent. Students may not participate until form is on file.

- An absence for participation in an activity that has not been approved will receive an unexcused absence.

**Standards of Behavior**

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

**Offices and Elections**

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

**Cheerleader Selection**

Students who desire to tryout for cheerleader must obtain an application from the athletic office and have it returned by a specific date. The selection process will consist of accumulating points from: 1) A panel of outside judges, whose points will count for 1/3 of the total, 2) Points from the student body vote, which will count for 1/3 of the total, and 3) Points accumulated from attendance, discipline referrals and eligibility for every six weeks reporting period.

**Elected Offices**

The following are elected:

1. Student body president/vice president
2. Chaplain
3. Class officers

All elective positions will be determined by plurality vote regardless of the number of candidates.
Regulations For Elected Offices

Student leaders at Dumas High School should be an example for the student body. Therefore, these requirements must be met in order to be eligible for an elective office:

1. A grade average of 80 for the semester prior to election. (All subjects) Grades will be checked each three-weeks. Students not maintaining an average of 80 will be put on probation for three-weeks. Failure to raise the average to 80 during the next semester will result in removal.

2. Regular attendance and no truancies during the current school year.

3. Completely trustworthy with a good discipline record.

4. Conduct - should not have more than one unsatisfactory conduct grade or one unexcused absence during the semester in which the election is held. (Any future misconduct will result in probation. Infractions during or after the probationary period will result in removal.)

5. Tardies - should not have more than three (3) tardies during the semester in which the election is held. An additional tardy (above 3) will result in probation and a tardy during or after the probationary period may result in removal.

6. Carry out the responsibilities required for membership.

7. Be a full-time student.

Failure to maintain these standards will result in removal from the elected office.

National Honor Society

Selection to the National Honor Society is determined by grades, citizenship, and character. Students may not apply for membership.

To be eligible for membership the candidate:

1. Must be classified as a junior or senior student and enrolled on the Foundation+Endorsement and/or Distinguished plan.

2. Must have attended Dumas High School for the equivalent of one semester.

3. Must have a scholastic average of at least 90 in English*, Mathematics*, Science* and Social Studies*. These are the only subjects that will be considered in figuring the scholastic average.

Candidates will then be evaluated on the basis of service, leadership, and character.

National Honor Society members are required to meet all responsibilities and perform all duties associated with the National Honor Society. Failure to maintain these standards and meet the responsibilities could result in the student being removed for the National Honor Society.
**Student of the Year**

The National Honor Society selects a student whom they feel has made outstanding achievement during the year. The selection is by secret ballot and remains a secret until the awards ceremony at the end of the school year.

**Student Eligibility to Represent the School**

Student clubs and organizations such as the band, choir, and athletic teams may establish rules of conduct - and consequences for misbehavior - that are more strict 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. Each student member of a group imposing stricter standards shall be notified of the standards of behavior and of the specific consequences for violating the standards. All students elected to student offices, or who represent their school in extracurricular activities, shall have and maintain good citizenship records, both in and out of school. Any student who does not maintain a good citizenship record and adhere to rules of conduct shall not be allowed to represent his fellow students, nor the school for a period of time recommended by his principal and/or responsible administrator, but in no case, except when approved by the board of school trustees, shall the time exceed twelve calendar months. Grade eligibility requirements are the same as for extracurricular activities. Violations involving alcohol and drugs will be dealt with according to Dumas ISD policy. FM-R

**Fees (All Grade Levels)**

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

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

**Fees-Prohibited**

The District is not authorized to charge fees to students in the following areas:

1. Textbooks, workbooks, laboratory supplies or other supplies necessary for participation in any instructional course, except as authorized under this code.
2. Field trips required as part of a basic educational program or course.
3. Any specific form of dress necessary for any required education program or presentation of diplomas.
4. Instructional costs for necessary school personnel employed in any course or educational program required for graduation.
5. Library books required to be utilized for any educational course or program. However, fines may be assessed for lost, damaged or overdue books.
6. Admission fees, dues, or fees for activity which the student is required to attend as a prerequisite to graduation.
7. Any admission for examination cost for any required educational course or program.
8. Lockers.
Fundraising (All Grade Levels)
Student groups or classes and/or parent groups may be permitted to conduct fundraising drives for approved school purposes in accordance with administrative regulations. [For further information, see policies FJ and GE.]

Gang-Free Zones (All Grade Levels)
Certain criminal offenses, including those involving organized criminal activity such as gang-related crimes, will be enhanced to the next highest category of offense if they are committed in a gang-free zone. For purposes of the district, a gang-free zone includes a school bus and a location in, on, or within 1,000 feet of any district-owned or leased property or campus playground.

Grade-Level Classification (Grades 9–12 Only)
After the ninth grade, students are classified according to the number of credits earned toward graduation.

<table>
<thead>
<tr>
<th>Credits Earned</th>
<th>Classification</th>
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<tbody>
<tr>
<td>7-12.5</td>
<td>Grade 10 (Sophomore)</td>
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<tr>
<td>13-18.5</td>
<td>Grade 11 (Junior)</td>
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<tr>
<td>19 +</td>
<td>Grade 12 (Senior)</td>
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Grading Guidelines (All Grade Levels)
Grading guidelines for each grade level or course will be communicated and distributed to students and their parents by the classroom teacher. These guidelines have been reviewed by each applicable curriculum department and have been approved by the campus principal. These guidelines establish the minimum number of assignments, projects, and examinations required for each grading period. In addition, these guidelines establish how the student’s mastery of concepts and achievement will be communicated (i.e., letter grades, numerical averages, checklist of required skills, etc.). Grading guidelines also outline in what circumstances a student will be allowed to redo an assignment or retake an examination for which the student originally made a failing grade. Procedures for a student to follow after an absence will also be addressed.

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student’s relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents. The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade.

RELATION TO ESSENTIAL KNOWLEDGE AND SKILLS The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects
or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses. Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that the student’s performance indicates the level of mastery of the designated District objectives.

**Conferences**

In addition to conferences scheduled on the campus calendar, conferences may be requested by a teacher or parent as needed.

**Grade Reporting**

Grades in all subjects are determined in the following manner: Fall and spring each constitute one reporting period. The semester grade includes all semester grades and the final exam, which counts one-fifth or 20%.

To earn credit in a one credit course the average of the two (2) semester or term grades must be 70 or above. Grades will not be changed any later than 7 calendar days after the end of the grading period. A grade issued by a classroom teacher can be changed only if the grade is arbitrary, erroneous, or inconsistent with the district’s grading policy.

Grades given for the grading period will not exceed a numerical value of 100.

**EXPLANATION OF GRADES**

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<td>Failing</td>
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<td>Incomplete</td>
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Grades affect Quest eligibility.

*Note: Incomplete grades in any class render students ineligible for extracurricular purposes.*

**Academic Dishonesty**

Students found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.
**Grade Transfers**

Grades received from a sending school on an official transcript shall not be changed for any reason, including points added for honor classes.

The sending school can change the grades provided adequate documentation is provided by the respective principal.

**Late Papers**

Late papers may be accepted at the discretion of the teacher.

Definition: A late paper and/or project is one that is received after the deadline for turning in that particular item.

An assignment made prior to an absence will be due the first day upon returning to school, if it was due during the absence.

**Student Work**

It is important that each teacher have a sufficient number of grades recorded to justify the three-week’s grade given students. Therefore, a minimum of two (2) grades per week, and six (6) grades for each three-week period must be recorded in the computer. Daily work, projects and tests may vary in weight. Any deviation from this guideline must be approved by the principal.

**Graduation (Secondary Grade Levels Only)**

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

Beginning with students who entered grade 9 in the 2014–15 school year, a student must meet the following requirements to receive a high school diploma from the district:

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

**Early Graduation**

Students wishing to graduate early shall file for application in the Counselor’s office during the fall semester.

(1) Graduation is terminating attendance at Dumas High School.
(2) An early graduate may be limited in participation in extracurricular activities, which require participation beyond the semester in which graduation is scheduled. This may be especially true in team events.

(3) An early graduate must be in attendance as a full time student at the time an honor is chosen or an election is held in order to be a candidate for that honor or election.

(4) An early graduate will be eligible to attend the junior-senior prom, provided he/she notifies proper school authorities, and he/she follows all regular admission policies for those events.

(5) An early graduate falls under graduation requirements for the year he/she entered the 9th grade.

(6) Three-year graduates shall be allowed to tie in rank with a four-year graduate, but shall not be allowed to displace a four-year graduate. Three-year graduates shall not be eligible for the honors positions of valedictorian, salutatorian, or highest-ranking student.

(7) Students who complete graduation requirements after May, but prior to August, will be considered a graduate of that current year. After August the student will be considered a graduate of the next year. Their rank will be listed as last on their academic achievement record. For example, if the number of graduates in the class was 200, the academic achievement record for the student completing State exam after graduation will show 201 out of 201. The academic achievement records for the May graduates of the class will not be changed to reflect the addition to the number in the class.

**Testing Requirements for Graduation**

Students are required, with limited exceptions and regardless of graduation program, to perform satisfactorily on the following EOC assessments: English I, English II, Algebra I, Biology, and U.S. History. A student who has not achieved sufficient scores on the EOC assessments to graduate will have opportunities to retake the assessments. State law and state rules also provide for certain scores on norm-referenced national standardized assessments or on the state-developed assessment used for entrance into Texas public universities to substitute for the requirement to meet satisfactory performance on an applicable EOC assessment, should a student choose this option. [See the school counselor for more information on the state testing requirements for graduation.]

If a student fails to perform satisfactorily on an EOC assessment, the district will provide remediation to the student in the content area for which the performance standard was not met. This may require participation of the student before or after normal school hours or at times of the year outside normal school operations.

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

Every student in a Texas public school who entered grade 9 in the 2014–15 school year and thereafter will graduate under the “foundation graduation program.” Within the foundation graduation program are “endorsements,” which are paths of interest that include Science, Technology, Engineering, and Mathematics (STEM); Business and Industry; Public Services; Arts and Humanities; and Multidisciplinary Studies. Endorsements earned by a student will be noted on the student’s transcript. The foundation graduation program also involves the term “distinguished level of achievement,” which reflects the completion of at least one endorsement and Algebra II as one of the required advanced mathematics credits. A personal graduation plan will be completed for each high school student, as described on page 99.

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 will also provide opportunities to earn “performance acknowledgments” that will be acknowledged on a student’s transcript. Performance acknowledgments are available for outstanding performance in bilingualism and biliteracy, in a dual credit course, on an AP or IB examination, on certain national college preparatory and readiness or college entrance examinations, or for earning a state recognized or nationally or internationally recognized license or certificate. The criteria for earning these performance acknowledgments are prescribed by state rules, and the school counselor can provide more information about these acknowledgments.
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<tr>
<th>FOUNDATION PROGRAM</th>
<th>FOUNDATION + ENDORSEMENT</th>
<th>DISTINGUISHED</th>
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<tbody>
<tr>
<td><strong>ENGLISH LANGUAGE ARTS-4 CREDITS</strong></td>
<td><strong>ENGLISH LANGUAGE ARTS-4 CREDITS</strong></td>
<td><strong>ENGLISH -4 CREDITS</strong></td>
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<tr>
<td><strong>ENGLISH I,II,III AND ADV. ENGLISH COURSE</strong></td>
<td><strong>ENGLISH I,II,III AND ADV. ENG. COURSE</strong></td>
<td>English I, II, III, IV</td>
</tr>
<tr>
<td><strong>MATH -4 CREDITS</strong></td>
<td><strong>MATH -4 CREDITS</strong></td>
<td><strong>MATH -4 CREDITS</strong></td>
</tr>
<tr>
<td><strong>ALGEBRA I,GEOMETRY AND ADV. MATH COURSE</strong></td>
<td><strong>ALGEBRA I,GEOMETRY AND ADV. MATH COURSE</strong></td>
<td><strong>ALGEBRA II</strong></td>
</tr>
<tr>
<td><strong>SCIENCE- 3 CREDITS</strong></td>
<td><strong>SCIENCE- 4 CREDITS</strong></td>
<td><strong>SCIENCE 4 CREDITS</strong></td>
</tr>
<tr>
<td><strong>BIOLOGY</strong></td>
<td><strong>BIOLOGY</strong></td>
<td><strong>MUST INCLUDE CHEMISTRY</strong></td>
</tr>
<tr>
<td><strong>IPC OR ADVANCED SCIENCE</strong></td>
<td><strong>IPC OR ADVANCED SCIENCE</strong></td>
<td><strong>AND/OR PHYSICS</strong></td>
</tr>
<tr>
<td><strong>ADVANCED SCIENCE COURSE</strong></td>
<td><strong>ADV. SCI. COURSES including chem.</strong></td>
<td><strong>AND ECONOMICS (1/2 CREDIT)</strong></td>
</tr>
<tr>
<td><strong>SOCIAL STUDIES- 4 CREDITS</strong></td>
<td><strong>SOCIAL STUDIES- 4 CREDITS</strong></td>
<td><strong>SOCIAL STUDIES- 4 CREDITS</strong></td>
</tr>
<tr>
<td><strong>WORLD GEOGRAPHY, WORLD HISTORY</strong></td>
<td><strong>WORLD GEOGRAPHY, WORLD HISTORY</strong></td>
<td><strong>WORLD GEOGRAPHY, WORLD HISTORY</strong></td>
</tr>
<tr>
<td><strong>AND ECONOMICS (1/2 CREDIT)</strong></td>
<td><strong>AND ECONOMICS (1/2 CREDIT)</strong></td>
<td><strong>AND ECONOMICS (1/2 CREDIT)</strong></td>
</tr>
<tr>
<td><strong>PHYSICAL EDUCATION- 1 credit</strong></td>
<td><strong>PHYSICAL EDUCATION- 1 credit</strong></td>
<td><strong>PHYSICAL EDUCATION- 1 credit</strong></td>
</tr>
<tr>
<td><strong>LANGUAGES OTHER THAN ENGLISH 2 CREDITS IN THE SAME LANGUAGE</strong></td>
<td><strong>LANGUAGES OTHER THAN ENGLISH 2 CREDITS IN THE SAME LANGUAGE</strong></td>
<td><strong>LANGUAGES OTHER THAN ENGLISH 2 CREDITS IN THE SAME LANGUAGE</strong></td>
</tr>
<tr>
<td><strong>FINE ARTS-1 credit</strong></td>
<td><strong>FINE ARTS-1 credit</strong></td>
<td><strong>FINE ARTS-1 credit</strong></td>
</tr>
<tr>
<td><strong>SPEECH-CREDIT AWARDED UPON SATISFACTORY COMPLETION OF ENGLISH III</strong></td>
<td><strong>SPEECH-CREDIT AWARDED UPON SATISFACTORY COMPLETION OF ENG. III</strong></td>
<td><strong>SPEECH-CREDIT AWARDED UPON SATISFACTORY COMPLETION OF ENG. III</strong></td>
</tr>
<tr>
<td><strong>ELECTIVES--FIVE CREDITS</strong></td>
<td><strong>ELECTIVES--SIX CREDITS</strong></td>
<td><strong>COMPLETE 1 ENDORSEMENT 4 CREDITS</strong></td>
</tr>
<tr>
<td><strong>FOR THE ENDORSEMENT MUST HAVE A COHERENT SEQUENCE OF 4 CREDITS</strong></td>
<td></td>
<td><strong>ELECTIVES 2 CREDITS</strong></td>
</tr>
<tr>
<td><strong>TOTAL CREDITS 22 CREDITS</strong></td>
<td><strong>TOTAL OF 26 CREDITS</strong></td>
<td><strong>TOTAL OF 26 CREDITS</strong></td>
</tr>
</tbody>
</table>
** Marching Band, Cheerleading and Athletic courses may be substituted for physical education credit.

| Completing the distinguished program allows students to be eligible for top 10% automatic admission to college
| *exception University of Texas is top 7%

** A student may graduate under the Foundation High School Program without earning an endorsement if, after the student’s sophomore year:

1. the student and the student’s parent or person standing in parental relation to the student are advised by a school counselor of the specific benefits of graduating from high school with one or more endorsements; and
2. the student’s parent or person standing in parental relation to the student files with a school counselor written permission, on a form adopted by the Texas Education Agency (TEA), allowing the student to graduate under the Foundation High School Program without earning an endorsement.
### ENDORESEMENTS

| A | STUDENT MUST SPECIFY IN WRITING BEFORE ENTERING 9TH GRADE |
| B | STUDENT MAY CHANGE THE ENDORSEMENT UNTIL ENTERING 11TH GRADE |
| C | MUST COMPLETE 4 CREDITS OF A COHERENT SEQUENCE OF COURSES DEFINED BY THE SCHOOL DISTRICT INCLUDING ADVANCED COURSES. |
| D | MUST COMPLETE REQUIREMENTS FOR THE FOUNDATION High school Program. (including 4 math and 4 science courses.) |

### PERSONAL ACKNOWLEDGMENTS

| 1 | OUTSTANDING PERFORMANCE IN DUAL CREDIT |
| 2 | OUTSTANDING PERFORMANCE IN BILINGUALISM AND BILITERACY |

### STEM

| A | MATHMETICS SEQUENCE- 5 CREDITS MUST INCLUDE ALG 2 and 2 ADVANCED COURSES |
| B | SCIENCE SEQUENCE -5 CREDITS must include chemistry NOT IPC plus 2 adv. Courses |
| C | COMBINATION-MATH/SCI-6 CREDITS MUST INCLUDE ALG 2, CHEMISTRY AND PHYSICS PLUS 3 ADVANCED COURSES |

### BUSINESS AND INDUSTRY ENDORSEEMENT

| A | AG SEQUENCES- 2 PATHWAYS |
| B | CONSTRUCTION SEQUENCE |
| C | FINANCE SEQUENCE |
| D | MANUFACTURING SEQUENCE |
| E | INFORMATION TECHNOLOGY SEQUENCE |

### PUBLIC SERVICES ENDORSEMENT

| A | HEALTH SCIENCE SEQUENCE |
| B | COSMETOLOGY SEQUENCE |

### ARTS AND HUMANITIES ENDORSEEMENT

| A | SUCCESSFUL COMPLETION OF 4 LEVELS OF ART OR BAND OR CHORO OR THEATRE |
| B | must complete and be proficient in 2 levels of the same language and 2 levels of a different language (other than English) |
| C | successful completion of 5 credits in Social Studies |

### MULTIDISCIPLINARY STUDIES endorsement

must complete 4 credits in each of foundation subject areas
MUST INCLUDE Alg 2, chemistry and/or physics
Credits Required

The foundation graduation program requires completion of the following credits:

<table>
<thead>
<tr>
<th>Course Area</th>
<th>Number of Credits: Foundation Graduation Program</th>
<th>Number of Credits: Foundation Graduation Program with an Endorsement</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Language arts</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Science</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Social studies, including economics</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Physical education</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Language other than English</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Fine arts</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>5</td>
<td>7</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>22 credits</strong></td>
<td><strong>26 credits</strong></td>
</tr>
</tbody>
</table>

Additional considerations apply in some course areas, including:

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

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

- **Language other than English.** Students are required to earn 2 credits in the same language other than English to graduate. Any student may substitute computer programming languages for these credits. In limited circumstances, a student may be able to substitute this requirement with other courses, as determined by a district committee authorized by law to make these decisions for the student.
Available Endorsements
A student must specify upon entering grade 9 the endorsement he or she wishes to pursue:

- Science, Technology, Engineering, and Mathematics;
- Business and Industry;
- Public Services;
- Arts and Humanities; or
- Multidisciplinary Studies.

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

Please also review TEA’s Graduation Toolkit.

A student may amend his or her personal graduation plan after this initial confirmation. The school will send written notice of any such amendment made by the student to the student’s parent.

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

Please be aware that not all courses are offered at every secondary campus in the district. A student who wants to take a course not offered at his or her regular campus should contact the school counselor about a transfer or other alternatives. If the parents of at least 22 students request a transfer for those students to take a course in the required curriculum other than fine arts or career and technical education (CTE), the district will offer the course for the following year either by teleconference or at the school from which the transfers were requested.
**Non Graduating Seniors**

Non-graduating seniors who lack only course work and enroll in a given academic year will be classified as a senior that year and, upon completion of required courses(s), will be included in that year's ranking.

1. Students who complete graduation course requirements after May will be considered a graduate of the following year.

2. Non-graduating seniors who lack only the Exit exam, will upon receiving a passing score, be ranked with the class in which they completed all academic requirements.

**Certificates of Coursework Completion**

A certificate of coursework completion will not be issued to a student who has successfully completed state and local credit requirements for graduation but has not yet demonstrated satisfactory performance on the state-mandated tests required for graduation.

**Students with Disabilities**

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

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

[See policy FMH(LEGAL).]

ARD committees for students with disabilities who receive special education services will make instructional and assessment decisions for these students in accordance with state law and rules. In order to earn an endorsement under the foundation program, a student must perform satisfactorily on the end of course (EOC) assessments and receive no modified curriculum in the student’s chosen endorsement area. A student may still be awarded an endorsement when the student fails to perform satisfactorily on no more than two EOC assessments but meets the other requirements for graduation under state law.

**Graduation Activities**

Graduation exercises will be conducted in the high school stadium during the evening of the last official day of school. Diplomas will be presented at this time. Only those students who have completed all requirements for receiving a diploma, including successful completion of the State Exit Exams, will participate in the graduation ceremony.
Baccalaureate Services

Baccalaureate service will be held in the auditorium the Wednesday night preceding the commencement exercises. The baccalaureate address will be given by speakers from the community. The graduating class will be involved in the other portions of the program.

Caps and gowns will be issued prior to the date and worn to the services. In addition to the cap and gown, which cannot be altered in any way, the following must be worn: a dress shirt, tie (optional), dark dress slacks and dress shoes or boots for boys and a dress with dress shoes for girls. The rules and policies of the school are also in effect. The baccalaureate services and graduation ceremony are not required of students, however, in order to ensure the dignity and honor of these events, certain guidelines and procedures are in effect for those who do participate. This information will be distributed prior to the event.

Graduation Speakers

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

Graduation Expenses

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

Scholarships and Grants

Students who have a financial need according to federal criteria and who complete the Recommended Program or Advanced/Distinguished Achievement Program, for as long as those programs are in place, or who complete the foundation graduation program, may be eligible under the T.E.X.A.S. Grant Program and the Teach for Texas Grant Program for tuition and fees to Texas public universities, community colleges, and technical schools, as well as to private institutions.

Contact the school counselor for information about other scholarships and grants available to students.

Quest Program

The Quest Program is a scholarship program guaranteeing access to a college education for every qualifying Dumas High School student. The program pays tuition, books and fees for up to 66 college hours at Amarillo College Moore County Campus.

Hazing (All Grade Levels)

Hazing is defined as any intentional, knowing, or reckless act occurring on or off campus directed against a student that endangers the mental or physical health or the safety of a
student for the purpose of pledging, being initiated to, affiliating with, holding office in, or maintaining membership in any organization whose members are or include other students. Examples include:

- Any type of physical brutality;
- Any type of physical activity that subjects the student to an unreasonable risk of physical or mental harms, such as sleep deprivation, exposure to the elements, confinement to small spaces or calisthenics;
- Any activity involving consumption of food, liquids, drugs, or other substances that subjects the student to unreasonable risk of physical or mental harm;
- Any activity that adversely affects the mental health or dignity of the student, such as ostracism, shame, or humiliation; and
- Any activity that induces, causes, or requires the student to violate the Penal Code.

Hazing will not be tolerated by the district. If an incident of hazing occurs, disciplinary consequences will be handled in accordance with the Student Code of Conduct. It is a criminal offense if a person engages in hazing; solicits, encourages, directs, aids, or attempts to aid another in hazing; or has firsthand knowledge of an incident of hazing being planned or having occurred and fails to report this to the principal or superintendent.

**Health-Related Matters**

**Student Illness (All Grade Levels)**

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

If a student becomes ill during the school day, he or she must receive permission from the teacher before reporting to the school nurse. If the nurse determines that the child should go home, the nurse will contact the parent.

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

Contact the school nurse if you have questions or if you are concerned about whether or not your child should stay home.
Bacterial Meningitis (All Grade Levels)

State law requires the district to provide information about bacterial meningitis:

What is meningitis?
Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is common and most people recover fully. Parasitic and fungal meningitis are very rare. Bacterial meningitis is very serious and may involve complicated medical, surgical, pharmaceutical, and life support management.

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

Children (over 2 years old) and adults with bacterial meningitis commonly have a severe headache, high fever, and neck stiffness. Other symptoms might include nausea, vomiting, discomfort looking into bright lights, confusion, and sleepiness. In both children and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body.

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

How serious is bacterial meningitis?
If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases it can be fatal or a person may be left with a permanent disability.

How is bacterial meningitis spread?
Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. They are spread when people exchange respiratory or throat secretions (such as by kissing, coughing, or sneezing).

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

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

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

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

You should seek prompt medical attention.

**Where can you get more information?**

Your school nurse, family doctor, and the staff at your local or regional health department office are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Department of State Health Services office to ask about a meningococcal vaccine. Additional information may also be found at the websites for the [Centers for Disease Control and Prevention](https://www.cdc.gov), particularly the CDC’s information on bacterial meningitis and the [Department of State Health Services](https://www.dshs.texas.gov).

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

**Food Allergies (All Grade Levels)**

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

The district has developed and annually reviews a food allergy management plan, which addresses employee training, dealing with common food allergens, and specific strategies for dealing with students diagnosed with severe food allergies. When the district receives information that a student has a food allergy that puts the student at risk for anaphylaxis, individual care plans will be developed to assist the student in safely accessing the school environment. The district’s food allergy management plan can be accessed at [www.dumasisd.org](http://www.dumasisd.org).

**Head Lice (All Grade Levels)**

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

More information on head lice can be obtained from the DSHS website [http://www.dhs.state.tx.us/schoolhealth/lice.shtml](http://www.dhs.state.tx.us/schoolhealth/lice.shtml).

**School Health Advisory Council (SHAC) (All Grade Levels)**

During the preceding school year, the district’s School Health Advisory Council (SHAC) held two meetings. Additional information regarding the district’s SHAC is available from Frankie Blue.

The duties of the SHAC range from recommending curriculum to developing strategies for integrating curriculum into a coordinated school health program encompassing issues such as school health services, counseling services, a safe and healthy school environment, recess recommendations, improving student fitness, mental health concerns, and employee wellness.

**Student Wellness Policy/Wellness Plan (All Grade Levels)**

Dumas ISD is committed to encouraging healthy students and therefore has developed a board-adopted wellness policy at FFA(LOCAL) and corresponding plans and procedures to implement the policy. You are encouraged to contact Nurse Heather Sauer with questions about the content or implementation of the district’s wellness policy and plan.

**Other Health-Related Matters**

**Physical Fitness Assessment (Grades 3–12)**

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

**Vending Machines (All Grade Levels)**

The district has adopted and implemented the state and federal policies and guidelines for food service, including the guidelines to restrict student access to vending machines. For more information regarding these policies and guidelines, see the Superintendent. [See policies at CO and FFA.]

**Tobacco and E-Cigarettes Prohibited (All Grade Levels and All Others on School Property)**

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

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

Asbestos Management Plan (All Grade Levels)
The district works diligently to maintain compliance with federal and state law governing asbestos in school buildings. A copy of the district’s Asbestos Management Plan is available in the superintendent’s office. If you have any questions or would like to examine the district’s plan in more detail, please contact Eddie Crossland, the district’s designated asbestos coordinator, at 935-6461.

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

All pesticides used are registered for their intended use by the U.S. Environmental Protection Agency and are applied only by certified pesticide applicators. Except in an emergency, signs will be posted 48 hours before indoor application. All outdoor applications will be posted at the time of treatment, and signs will remain until it is safe to enter the area. Parents who have further questions or who want to be notified prior to pesticide application inside their child’s school assignment area may contact Eddie Crossland, the district’s IPM coordinator, at 935-6461.

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

For more information on services for homeless students, contact the district’s homeless education liaison, Cindy Rhoades, at 935-6461.

Immunization (All Grade Levels)
A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical reasons or reasons of conscience, including a religious belief, the student will not be immunized. For exemptions based on reasons of conscience, only official forms issued by the Texas Department of State Health Services (DSHS), Immunization Branch, can be honored by the district. This form may be obtained by writing the DSHS Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347; or online at https://corequest.dshs.texas.gov/. The form must be notarized and submitted to the principal or school nurse within 90 days of notarization. If the parent is seeking an exemption for more than one student in the family, a separate form must be provided for each student.

The immunizations required are: diphtheria, tetanus, and pertussis; rubeola (measles), mumps, and rubella; polio; hepatitis A; hepatitis B; varicella (chicken pox); and meningococcal. The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by TDSHS. Proof of immunization may be established by
personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

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

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

[For further information, see policy FFAB(LEGAL) and the DSHS website at http://www.dshs.state.tx.us/immunize/school/default.shtm.]

**Law Enforcement Agencies (All Grade Levels)**

**Questioning of Students**

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

- The principal will verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student at school.

- The principal ordinarily will make reasonable efforts to notify the parents unless the interviewer raises what the principal considers to be a valid objection.

- The principal ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.

**Students Taken Into Custody**

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

- To comply with an order of the juvenile court.

- To comply with the laws of arrest.

- By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision.

- By a law enforcement officer to obtain fingerprints or photographs for comparison in an investigation.

- By a law enforcement officer to obtain fingerprints or photographs to establish a student’s identity, where the child may have engaged in conduct indicating a need for supervision, such as running away.
- By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.

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

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

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

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

**Notification of Law Violations**

The district is required by state law to notify:

- All instructional and support personnel who have responsibility for supervising a student who has been taken into custody, arrested, or referred to the juvenile court for any felony offense or for certain misdemeanors.

- All instructional and support personnel who have regular contact with a student who is thought to have committed certain offenses or who has been convicted, received deferred prosecution, received deferred adjudication, or was adjudicated for delinquent conduct for any felony offense or certain misdemeanors.

- All appropriate district personnel in regards to a student who is required to register as a sex offender.

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

**Leaving Campus (All Grade Levels)**

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

State rules require that parental consent be obtained before any student is allowed to leave campus for any part of the school day. The district has put the following procedures in place in order to document parental consent:
For students in elementary and middle school, a parent or otherwise authorized adult must come to the office and sign the student out. Please be prepared to show identification. Once an identity is verified, a campus representative will then call for the student or collect the student and bring him or her to the office. For safety purposes and stability of the learning environment, we cannot allow you to go to the classroom or other area unescorted to pick up the student. If the student returns to campus the same day, the parent or authorized adult must sign the student back in through the main office upon the student’s return. Documentation regarding the reason for the absence will also be required.

For students in high school, the same process will be followed. If the student’s parent will authorize the student to leave campus unaccompanied, a note provided by the parent must be submitted to the main office in advance of the absence, no later than two hours prior to the student’s need to leave campus. A phone call received from the parent may be accepted, but the school may ultimately require a note to be submitted for documentation purposes. Once the office has received information that the student’s parent consents to the student leaving campus, a pass will be issued to the student to hand to his or her teacher with the necessary information. The student must sign out through the main office and sign in upon his or her return, if the student returns the same day. If a student is 18 years of age or is an emancipated minor, the student may produce a note on his or her own behalf. Documentation regarding the reason for the absence will be required.

If a student becomes ill during the school day and the school nurse or other district personnel determines that the student should go home, the nurse will contact the student’s parent and document the parent’s wishes regarding release from school. Unless directed by the parent to release the student unaccompanied, the parent or other authorized adult must follow the sign-out procedures as listed above. If a student is allowed to leave campus by himself or herself, as permitted by the student’s parent, or if the student is age 18 or is an emancipated minor, the nurse will document the time of day the student was released. Under no circumstances will a student in elementary or middle school be released unaccompanied by a parent or adult authorized by the parent.

**During Lunch**

Dumas High School has open campus lunch. Lunch is from 12:32 to 1:12. Students should be back in class before the tardy bell at 1:12.

**At Any Other Time During the School Day**

If a student must leave the building during school hours, no matter what the reason, whether requested by a teacher, parent or for personal reasons, they must report to the attendance office for permission and then sign out before leaving. They will return to the office, sign in and have the time of their return recorded on the permit. Failure to follow these guidelines may result in an unexcused absence and disciplinary action.

Students are not authorized to leave campus during regular school hours for any other reason, except with the permission of the principal.
Students who leave campus in violation of these rules will be subject to disciplinary action in accordance with the Student Code of Conduct.

Lost and Found (All Grade Levels)
A “lost and found” collection box is located in the campus office. If your child has lost an item, please encourage him or her to check the lost and found box. The district discourages students from bringing to school personal items of high monetary value, as the district is not responsible for lost or stolen items. The campus will dispose of lost and found items at the end of each semester.

Makeup Work

Makeup Work Because of Absence (All Grade Levels)
For any class missed, the teacher may assign the student makeup work based on the instructional objectives for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject or course requirements.

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

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

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

A student will be permitted to make up tests and to turn in projects due in any class missed because of absence. Teachers may assign a late penalty to any long-term project in accordance with time lines approved by the principal and previously communicated to students.

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

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

**Medicine at School (All Grade Levels)**

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

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

The following guidelines must be followed:

1. The district must receive a written request to administer medication from the parent, legal guardian or other person having legal control of the student.
2. Instructions on the request must include the name of the student, name of the medication, dosage and times to be given.
3. Medication kept at school for more than 10 days requires a physician's statement. This must be renewed annually.
4. Prescription and non-prescription medication must appear to be in the original container and to be properly labeled.
5. Medication will be administered only to the student whose name is on the container.
6. No drugs from foreign countries or prescriptions filled outside the United States will be administered by school personnel.
7. Only FDA approved drugs will be given by school personnel.
8. All medications will be left at the office and stored in a locked cabinet or container unless otherwise directed by a physician.
9. Medication may be self-administered by students experiencing a severe allergic reaction (anaphylaxis).

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

11. District employees will not give a student prescription medication, nonprescription medication, herbal substances, anabolic steroids, or dietary supplements, with the following exceptions:
12. Only authorized employees, in accordance with policy FFAC(LOCAL), may administer:

- Prescription medication, in the original, properly labeled container, provided by the parent, along with a written request.
- Prescription medication from a properly labeled unit dosage container filled by a registered nurse or another qualified district employee from the original, properly labeled container.
- Nonprescription medication, in the original, properly labeled container, provided by the parent along with a written request.
- Specific over the counter medications covered in a standing order on file with the district.
- Herbal or dietary supplements provided by the parent only if required by the student's individualized education program (IEP) or Section 504 plan for a student with disabilities.

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

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

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

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

17. A student with asthma or severe allergic reaction (anaphylaxis) may be permitted to possess and use prescribed asthma or anaphylaxis medication at school or school-related events only if he or she has written authorization from his or her parent and a physician or other licensed health-care provider. The student must also demonstrate to his or her physician or health-care provider [and to the school nurse] the ability to use the prescribed medication, including any device required to administer the medication.

18. If the student has been prescribed asthma or anaphylaxis medication for use during the school day, the student and parents should discuss this with the school nurse or principal.

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

**Psychotropic Drugs**

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

Teachers and other district employees may discuss a student’s academic progress or behavior with the student’s parents or another employee as appropriate; however, they are not permitted to recommend use of psychotropic drugs. A district employee who is a registered nurse, an advanced nurse practitioner, a physician, or a certified or credentialed mental health professional can recommend that a student be evaluated by an appropriate medical practitioner, if appropriate. [For further information, see policy FFAC.]

**Nondiscrimination Statement (All Grade Levels)**

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

- Title IX Coordinator, for concerns regarding discrimination on the basis of sex, including sexual harassment or gender-based harassment: Frankie Blue, 421 W. 4th St., 935-6461.
- ADA/Section 504 Coordinator, for concerns regarding discrimination on the basis of disability: Frankie Blue, 421 W. 4th St., 935-6461.
- All other concerns regarding discrimination: See the superintendent, Monty Hysinger, 935-6461. [See policies FB(LOCAL) and FFH(LOCAL).]

**Nontraditional Academic Programs (All Grade Levels)**

**North Plains Opportunity Center**

North Plains Opportunity Center (Op-Center) is an alternative school located within the Dumas Independent School District. Students may be placed, apply for admission or be referred through the counselor or an assistant principal. The primary function of the school is to provide an alternative education for the student who is at risk of dropping out of school, needing to recover lost credits or who desires to accelerate their education experience in order to pursue college or career goals. The objective of the alternative setting is to help the student obtain their diploma.
CATEGORIES OF CANDIDATES

1. Drop-Outs (17 years old or older)
   Students who did not attend school for the previous semester or who did not enroll for the current semester.

2. Academically At-Risk
   Students who have fallen behind their cohort group. Priority will be given to students in order from 12th grade down to 9th grade.

3. Student Request
   Students may apply for acceptance to North Plains as an alternative/accelerated educational program.

4. Behaviorally At-Risk
   Behaviorally At-Risk is an applicable category if, the behavior results in the student becoming academically at-risk. Priority will be given to students in order from 12th grade down to 9th grade.
   Exception: Students from Texas Youth Commission or behavioral youth camps.

5. Transfer Students
   Students who are transferring from another school district in which they attend an alternative school setting.

6. Attendance
   Attendance is an applicable category if, the attendance results in the student becoming academically at-risk.
   Priority will be given to students in order from 12th grade down to 9th grade.

Student/Parent Contract Agreement
A Student/Parent Contract Agreement must be completed for access to North Plains Opportunity Center.

Appeal Procedures
The appeal of the campus administrator’s decision on placement shall be made in accordance with Dumas ISD policy – FNG(Local).
Parent and Family Engagement (All Grade Levels)

Statement of Purpose

Dumas ISD is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and the community. Everyone gains if school and home work together to promote high achievement for our children. Neither home nor school can do the job alone. Parents play an extremely important role as the children’s first teachers. Their support for their children and the school is critical to their children’s success at every step along the way.

Goals for the children of Dumas ISD will be available to all parents in the district, with the expectation that all students will work toward these goals. We recognize that some students may need the extra assistance available through the Title I program, as well as other programs to reach these goals. Dumas ISD intends to include parents in all aspects of the district’s Title I program. The goal is a school-home partnership that will encourage all students in the district to succeed.

Parent Involvement in Developing the Policy

Since Title I is a school wide project at all elementary campuses in the district as well as Dumas Intermediate, the Dumas ISD District Council will act as the advisory committee for developing our school district’s parental involvement policy. This committee is made up of parents, community members, business representatives, and school personnel.

Annual Meetings for Title I Parents

At the fall and spring annual meetings for parents, which will be held at each Title I campus in the district, parents will be given information about Title I. They will be given copies of the district’s current parental involvement policy and will be offered a chance to become involved in revising and updating the policy as needed. Parents may volunteer on either the District Council or the Campus Council (or both).

The meetings will be held twice for the convenience of parents – in the evening and again the following morning. Translation will be available. Written notices, telephone calls and/or media attention will be directed at attracting as many parents as possible.

School-Parent Compacts

In accordance with Title I regulations, each Title I campus must develop a school-parent compact with the parents of students participating in the program. This compact will enable the school and parents to share the responsibility for student performance and success.

The compact must explain that students, parents and staff will share responsibility for promoting student achievement. The Campus Council will be consulted in the design and implementation of the compact.
All parents of students participating in the Title I program will be given a copy of the compact detailing the responsibilities that teachers, parents and students have in helping students accomplish their goals. Students’ responsibilities will vary by grade level.

Parent/student signatures will not be required; however, parents are encouraged to discuss the contents of the compact with their children.

**Matching Parent Involvement Programs to the Needs of Our Community**

The community will be consulted in the design, development and implementation of the Title I program. Parent and student needs will be assessed through surveys and other measures targeted at creating a successful school environment.

The district will welcome and promote parental suggestions.

**Staff/Parent Communications**

Parents will be welcomed through various avenues of communication throughout the school year. Newsletters, conferences, personal contacts, phone calls and/or written notices will be utilized to establish and maintain an open line of communication. Parents are encouraged to take the initiative in calling their child(ren)’s teacher when they are concerned about a problem. They may also call the school office and ask for a translator. As much as possible, notices sent home will have the information in both English and Spanish. School personnel will practice positive, effective home-school communications.

**Evaluation**

Dumas ISD’s District Council will be involved in the process of school review and improvement. Parents of children in the Title I program will be part of this group. The aim will be to evaluate the schools in this district, collecting information in a variety of ways.

There will be an annual evaluation of the content and effectiveness of the Title I parental involvement program, and parents will be asked for their input. The evaluation will include an assessment of how much involvement is increasing and what barriers to parental participation still need to be overcome. The school district will revise its parent involvement on the basis of this annual review.

This commitment to family involvement has been approved by the school board of Dumas ISD. The policy will be coordinated by Title I supervisory staff and teachers.

**Physical Examinations/Health Screenings**

**Athletics’ Participation (Secondary Grade Levels Only)**

A student who wishes to participate in, or continue participation in, the district’s athletics program governed by the UIL must submit certification from a health-care provider authorized under UIL rules that the student has been examined and is physically able to participate in the athletic program.
This examination is required in the first year of middle school competition and the first and third years of high school competition. During the alternate years, the student must complete a medical appraisal form, and the results of this appraisal may prompt the district to require a physical examination.

**Spinal Screening Program**

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

All students who meet the Texas Department of State Health Services criteria will be screened for abnormal spinal curvature before the end of the school year. For information on spinal screening by an outside professional or exemption from spinal screening based on religious beliefs, see policy FFAA(LEGAL) or contact the superintendent.

Spinal screening is non-invasive and conducted following the most recent, nationally accepted and peer-reviewed standards for spinal screening.

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

Each school day, students will recite the Pledge of Allegiance to the U.S. flag and the Pledge of Allegiance to the Texas flag. Parents may submit a written request to the principal to excuse their child from reciting a pledge.

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

[See policy EC for more information.]

**Prayer (All Grade Levels)**

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

**Promotion and Retention**

A student will be promoted only on the basis of academic achievement or demonstrated proficiency in the subject matter of the course or grade level, the recommendation of the student’s teacher, the score received on any criterion-referenced or state-mandated assessment, and any other necessary academic information as determined by the district.
In addition, at certain grade levels a student—with limited exceptions—will be required to pass the State of Texas Assessments of Academic Readiness (STAAR), if the student is enrolled in a public Texas school on any day between January 1 and the date of the first administration of the STAAR.

**High School Grade Levels**

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

A student in grades 9–12 will be advanced a grade level based on the number of course credits earned.

Students will also have multiple opportunities to retake EOC assessments.

**Report Cards/Progress Reports and Conferences (All Grade Levels)**

Report cards with each student’s grades or performance and absences in each class or subject are issued to parents at least once every 6 weeks.

At the end of the first three weeks of a grading period, parents will be given a written progress report of their child’s performance. If the student receives a grade lower than 70 in any class or subject at the end of a progress report period, the parent will be contacted and may be asked to schedule a conference.

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

Questions about grade calculation should first be discussed with the teacher; if the question is not resolved, the student or parent may request a conference with the principal in accordance with FNG(LOCAL).

The report card or unsatisfactory progress report will state whether tutorials are required for a student who receives a grade lower than 70 in a class or subject.

The district may use an electronic program to communicate academic information about your child, including for report card and progress reporting purposes. An electronic signature of the parent will be accepted by the district, but you are entitled to request the option to provide a handwritten signature of acknowledgment instead.

**Safety (All Grade Levels)**

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

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

• Remain alert to and promptly report to a teacher or the principal any safety hazards, such as intruders on campus or threats made by any person toward a student or staff member.

• Know emergency evacuation routes and signals.

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

**Gun Free School Zones**

It is unlawful for any individual knowingly to possess a firearm at a place the individual knows, or has reasonable cause to believe is a school zone. It is unlawful for any individual, knowingly or with reckless disregard for the safety of another, to discharge or attempt to discharge a firearm when the individual knows they are in a school zone. School zone means in or on the grounds of a public school or 1000 feet from the grounds of a public school. Individuals will be prosecuted to the fullest extent of criminal law and the Texas Education Code law.

**Preparedness Drills: Evacuation, Severe Weather, and Other Emergencies**

From time to time, students, teachers, and other district employees will participate in preparedness drills of emergency procedures. When the command is given or alarm is sounded, students need to follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner.

**Emergency Medical Treatment and Information**

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

The District is not responsible for medical expenses associated with student injuries.

**Emergency School-Closing Information**

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

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

Whenever the weather turns bad, there is always a question about whether school will be cancelled or delayed, and whether or not busses will be running. In order to inform you of changes to our regular school schedule, announcements will be available by 6:00 A.M. through the following forms of communication:

1. Amarillo TV Stations:
   - KVII-TV (PRONEWS 7)
   - KFDA-TV (NEWS CHANNEL 10)
   - KAMR-TV (CHANNEL 4)
2. KDDD Radio – 95.3 FM
3. Dumas ISD Website – www.dumasisd.org
4. SchoolWay (App)
   Communication tool utilized by Dumas ISD that sends you instant push notifications with the school information that’s important to you. You choose the content you want to receive and SchoolWay keeps you updated and in the loop (Myschoolway.com). FREE to download. Easy to use. Available in 7 languages for iPhone, Android, or any browser-enabled device.
   
   Download it FREE today from:
   - Apple AppStore
   - Android App on Google play
5. Facebook – Dumas Independent School District
6. Dumas ISD Twitter Account
   Text “follow dumasisd” to 40404 or follow with a Twitter account.

**Tornado Siren Procedures**

To ensure safety of Dumas ISD students, employees, and parents in the event of a tornado, students will not be released to parents or allowed to leave the school building if tornado sirens are activated indicating the imminent threat of a tornado. Staff will be instructed to lead students to a safer area of the building as practiced in tornado drills.

*Parents may pick their children up from school at any time other than when the tornado sirens are activated.

**Schedule Changes (Middle/Junior High and High School Grade Levels)**

It is important that you consider very carefully the courses in which you want to enroll. The courses you request will not be changed without good reason. Schedules will not be available until the first day of school. Schedule changes will take place the first 5 days of the school year. Any changes to a schedule after that date will be at the principal and assistant principal’s discretion.
The schedule change procedure is to sign up at the Counselor’s Offices between class periods (not during class time).

**School Facilities**

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

Certain areas of the school will be accessible to students before and after school for specific purposes. Students are required to remain in the area where their activity is scheduled to take place.

The following areas are open to students before school, beginning at 7:15 a.m.

- Atrium
- Commons area
- Cafeteria
- Foyer of the gym

Unless the teacher or sponsor overseeing an activity gives permission, a student will not be permitted to go to another area of the building or campus.

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

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

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

**Auditorium**

The auditorium should be scheduled for use through the principal's office. Groups using the stage area and dressing rooms are responsible for keeping them in good condition and for cleaning them when through with their activity. Food and drinks are not to be taken into the auditorium. There should be no markings or paint put on the walls in the stage area or in the projection booth.
Cafeteria Services (All Grade Levels)

A nourishing breakfast will be served between 7:20 – 7:50 each morning. Lunch time is from 12:32 – 1:12.

Meals served in the cafeteria must be paid for in advance or at the time of service. Students may establish an account with the High School Cafeteria, (please see the Cafeteria Manager). Students may not charge breakfast, lunch, or ala carte items. Breakfast prices are as follows: Paid $1.75, Reduced .30. Lunch prices are as follows: Paid $3.00, Reduced .40.

Parents and/or guardians are invited to eat breakfast or lunch with their children. Parents or guardians may provide a sack lunch for their own child’s consumption, but they may not provide restricted items to other children at school.

The district participates in the National School Lunch Program and offers free and reduced-price meals based on a student’s financial need. Information about a student’s participation is confidential. Information can be obtained from the campus secretaries.

Applications approved last school term will expire at the end of the September; if you need further assistance with your application contact Food Services at 935-4275. Parents or guardians will be responsible for all cafeteria payments until applications have been approved. Menus are published monthly. If you have comments or questions, contact the Food Services Director.

Students shall be allowed to charge a maximum of three meals. Once the charge amount reaches the equivalent of three meals for the student (whether full paid or reduced price), the student will be given an alternative meal at no cost. A student who has reached the limit of charges may bring cash to pay for a regular meal and be served though there is an outstanding charge balance. The cafeteria manager shall notify students when they do not have funds in their account to pay for their meal. They shall make every effort to catch students who have reached the charge limit before they get a regular meal to avoid having to discard the regular meal to avoid having to discard the regular meal and exchange it for the alternative meal.

The cafeteria staff is responsible for collecting charges. If a parent has been contacted numerous times but they continue to refuse to pay, and their child continues to eat the alternative meal, the Food Service Manager may decide that we will no longer offer the alternative meal to that student. That decision shall be communicated to the parent and the student before it is enforced.

The district participates in the School Breakfast Program and National School Lunch Program and offers students nutritionally balanced meals daily in accordance with standards set forth in state and federal law.
Library (All Grade Levels)
The library is available for student use between the hours of 8:00 a.m. and 4:00 p.m. Students must have a pass from a teacher to do individual work during the regular school hours of 8:00-3:50. If a student loses a book, the student will have 2 weeks to find the book and if it is not found, they will have to pay for the book. There will be no refunds given for found books.

Meetings of Non-curriculum-Related Groups (Secondary Grade Levels Only)
Student-organized, student-led non-curriculum-related groups are permitted to meet during the hours designated by the principal before and after school. These groups must comply with the requirements of policy FNAB(LOCAL).

A list of these groups is available in the principal’s office.

Searches

District Property (All Grade Levels)
Desks, lockers, district-provided technology, and similar items are the property of the district and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice. Students have no expectation of privacy in district property.

Students are responsible for any item—found in district property provided to the student—that is prohibited by law, district policy, or the Student Code of Conduct.

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, district officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

Searches in General (All Grade Levels)
In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, district officials may occasionally conduct searches.

District officials may conduct searches of students, their belongings, and their vehicles in accordance with law and district policy. Searches of students will be conducted without discrimination, based on, for example, reasonable suspicion, voluntary consent, or pursuant to district policy providing for suspicionless security procedures, including the use of metal detectors.

In accordance with the Student Code of Conduct, students are responsible for prohibited items found in their possession, including items in their personal belongings or in vehicles parked on district property.

If there is reasonable suspicion to believe that searching a student’s person, belongings, or vehicle will reveal evidence of a violation of the Student Code of Conduct, a district official may conduct a search in accordance with law and district regulations.
**Telecommunications and Other Electronic Devices (All Grade Levels)**

Use of district-owned equipment and its network systems is not private and will be monitored by the district. [See policy CQ for more information.]

Any searches of personal telecommunications or other personal electronic devices will be conducted in accordance with law, and the device may be confiscated in order to perform a lawful search. A confiscated device may be turned over to law enforcement to determine whether a crime has been committed.

[See policy FNF(LEGAL) and Electronic Devices and Technology Resources on page 75 for more information.]

**Vehicles on Campus (Secondary Grade Levels Only)**

All students enrolled at DHS that operate a motor vehicle to campus and or park a motor vehicle within 300 feet of the campus must:

1. Possess a valid driver’s license;
2. Obtain a parking permit issued by the Dumas I.S.D. Police Department;
3. Park only in the areas designated for student parking;
4. Observe the 20 mile per hour speed limit on the streets adjacent to the campus;
5. Not store or transport contraband in the motor vehicle; and
6. Obey all local and state parking and traffic laws.

A student that violates any or all of the above listed rules may be issued a citation, receive discipline, and or be arrested. DHS does not assume any responsibility for the care and or protection of any motor vehicle or its contents during the time the vehicle is parked or operated around or near the campus.

Motor vehicles that are parked on school property or parked within 300 feet of the campus are:

1. Under the jurisdiction of DHS;
2. DHS reserves the right to search any vehicle at any time if reasonable suspicion exists;
3. Operator is held responsible for any prohibited items such as ammunition, bandanas, cigarette lighters, etc. or substances such as alcohol, drugs, tobacco, etc. that are found in the motor vehicle.

A student found to be in possession of contraband may be issued a citation, receive discipline, and or be arrested.

A student has full responsibility for the security and content of his or her vehicle parked on district property and must make certain that it is locked and that the keys are not given to others. [See also the Student Code of Conduct.]
Vehicles parked on district property are under the jurisdiction of the district. School officials may search any vehicle any time there is reasonable suspicion to do so, with or without the permission of the student. If a vehicle subject to search is locked, the student will be asked to unlock the vehicle. If the student refuses, the student’s parent will be contacted. If a search is also refused by the student’s parent, the district will turn the matter over to law enforcement. The district may, in certain circumstances, contact law enforcement even if permission to search is granted.

**Trained Dogs (All Grade Levels)**

The district will use trained dogs to alert school officials to the presence of prohibited or illegal items, including drugs and alcohol. At any time, trained dogs may be used around lockers and the areas around vehicles parked on school property. Searches of classrooms, common areas, or student belongings may also be conducted by trained dogs when students are not present. An item in a classroom, a locker, or a vehicle to which a trained dog alerts may be searched by school officials.

**Metal Detectors (All Grade Levels)**

This campus employs the use of hand held metal detectors and portable metal detectors to conduct random searches of students throughout the school year. The objective is to deter students from bringing and or possessing contraband on school property. All searches are conducted in accordance with school board policy.

[For further information, see policy FNF(LOCAL).]

**Special Programs (All Grade Levels)**

The district provides special programs for gifted and talented students, homeless students, bilingual students, migrant students, English language learners, students diagnosed with dyslexia, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements, as well as programs and services offered in the district or by other organizations. A student or parent with questions about these programs should contact the DISD Director of Special Education Services.

**Special Education / Learning Difficulties**

If a child is experiencing learning difficulties, the parent may contact the person listed below to learn about the district’s overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other academic or behavior support services that are available to all students. At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the district must decide if the evaluation is needed. If evaluation is needed, the parent will be notified and asked to provide informed written consent for the evaluation. The district must complete the evaluation and give a copy of the report to the parent.
If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. Additionally, the notice must inform the parent how to obtain a copy of the Notice of Procedural Safeguards – Rights of Parents of Students with Disabilities.

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is: Frankie Blue (806-935-6461)

**Gifted and Talented**

Course work and/or independent study in this program will have the same status as honors courses. These grades will be used in determining rankings for honors.

Gifted and talented students are those who excel consistently or who show the potential to excel in any one or a combination of the following areas: general intellectual ability, specific subject matter aptitude, creative and productive thinking ability, leadership ability, ability in the visual and performing arts, and psycho-motor ability. These children require educational experiences beyond those normally provided by the regular school program. The Dumas Independent School District recognizes that students identified as gifted and talented can come from all races, socio-economic groups, geographical locales, and environments.

Through the Department of Gifted Services, Dumas Independent School District has chosen to serve students identified as gifted in the areas of general intellectual ability, specific subject matter aptitude, and creative and productive thinking ability. Services for students identified as gifted and talented are recognized as a vital part of their educational plan in compliance with the Texas State Plan for the Education of Gifted /Talented Students.

Gifted and Talented Services are offered through several avenues at the high school level. These are dual credit courses through Amarillo College, **Pre-Advanced Placement courses,** **Advanced Placement courses,** credit by exam, early high school graduation, correspondence courses, and an independent study/mentor program (possibly available upon special request and arrangement). Special seminars and field trip opportunities are also offered to GT high school students. (**Within these courses, defensible differentiation is expected to be provided and documented for those students identified as Gifted and Talented.) Course work and/or independent study in this program will have the same status as honors courses. These grades will be used in determining rankings for honors.

Teachers, parents, and students may refer a student for assessment for placement in the gifted program. The measurement information for those students who complete the entire screening procedure will be presented to a district placement committee, which will make the decision for placement in the program. For more information on the referral/nomination process, please contact the office.

The district provides special programs for gifted and talented students, homeless students, bilingual students, migrant students, students with limited English proficiency or who are
English language learners, students diagnosed with dyslexia, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements, as well as programs and services offered in the district or by other organizations. A student or parent with questions about these programs should contact Frank Blue at 935-6461.

**Standardized Testing**

**SAT/ACT (Scholastic Aptitude Test and American College Test)**

Many colleges require either the American College Test (ACT) or the Scholastic Aptitude Test (SAT) for admission. Students are encouraged to talk with the school counselor early during their junior year to determine the appropriate examinations to take; these examinations are usually taken at the end of the junior year. The Preliminary SAT (PSAT) and ACT-Aspire are the corresponding preparatory and readiness assessments for the SAT and ACT, and more information can be obtained on these assessments from the school counselor.

**Note:** Participation in these assessments may qualify a student to receive a performance acknowledgment on his or her transcript under the foundation graduation program and may qualify as a substitute for an end-of-course testing requirement in certain circumstances. A student’s performance at a certain level on the SAT or ACT also makes the student eligible for automatic admission to a Texas public institution of higher education.

**TSI (Texas Success Initiative) Assessment**

Prior to enrollment in a Texas public college or university, most students must take a standardized test called the Texas Success Initiative (TSI) assessment. The purpose of the TSI assessment is to assess the reading, mathematics, and writing skills that entering freshmen-level students should have if they are to perform effectively in undergraduate certificate or degree programs in Texas public colleges and universities. This assessment may be required before a student enrolls in a dual credit course offered through the district as well. Achieving certain benchmark scores on this assessment for college readiness may also waive certain end-of-course assessment requirements in limited circumstances.

**STAAR (State of Texas Assessments of Academic Readiness)**

**High School Courses—End-of-Course (EOC) Assessments**

STAAR end-of-course (EOC) assessments are administered for the following courses:

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

Satisfactory performance on the applicable assessments will be required for graduation, unless otherwise waived or substituted as allowed by state law and rules.
There are three testing windows during the year in which a student may take an EOC assessment, which will occur during the fall, spring, and summer months. If a student does not meet satisfactory performance, the student will have additional opportunities to retake the assessment.

STAAR Alternate 2 is available for eligible students receiving special education services who meet certain criteria established by the state as determined by the student’s ARD committee.

An admission, review, and dismissal (ARD) committee for a student receiving special education services will determine whether successful performance on the EOC assessments will be required for graduation within the parameters identified in state rules and the student’s personal graduation plan (PNP).

**Steroids (Secondary Grade Levels Only)**

State law prohibits students from possessing, dispensing, delivering, or administering an anabolic steroid. Anabolic steroids are for medical use only, and only a physician can prescribe use.

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

**Students in Foster Care (All Grade Levels)**

In an effort to provide educational stability, the district will assist any student who is currently placed or newly placed in foster care (temporary or permanent custody of the state, sometimes referred to as substitute care) with the enrollment and registration process, as well as other educational services throughout the student’s enrollment in the district.

Please contact Cindy Rhoades, who has been designated as the district’s foster care liaison, at 935-6461 with any questions.

**Substance Abuse Prevention and Intervention (All Grade Levels)**

If you are worried that your child may be using or is in danger of experimenting, using, or abusing illegal drugs or other prohibited substances, please contact the school counselor. The school counselor can provide you with a list of community resources that may be of assistance to you. The Texas Department of State Health Services (DSHS) maintains information regarding children’s mental health and substance abuse intervention services on its website: [http://www.dshs.state.tx.us/mhsa-child-adolescent-services/](http://www.dshs.state.tx.us/mhsa-child-adolescent-services/).

**Drug Free Schools**

The District prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, illicit drug, and/or alcohol, on school premises, or as part of any of the District’s activities.

Being in possession of or having consumed alcoholic beverages or drugs while in attendance during school hours, while on school premises, or while attending any school sponsored
function, shall be considered a major disciplinary offense. Students suspected of a violation shall be dealt with as follows:

- Immediate removal from class or function.
- Parents will be notified to pick up student.
- Suspension from all classes pending a hearing to determine further disciplinary action.
- May also be dealt with as misbehavior.
- Notify DISD Police if health and safety of other students is endangered.

Additional information regarding Drug Free Schools can be found in District policies FNCF, FOA, and FFE, District Discipline Management Plan, and the District Drug Education Plan.

Drug and alcohol counseling, rehabilitation and re-entry programs available in the area are:

- **Student Assistance Program**
  - Dumas High School: 935-4538
  - Dumas Junior High: 935-5761
- **Dumas Family Services**
  - 8th and Bliss: 935-5691
- **Memorial Hospital**
  - 224 East 2nd: 935-7171
- **Care Unit Hospital Program**
  - 200 NW 7th, Amarillo, TX: 806-378-6797
  - 1-800-854-0318

This notice complies with notice requirements imposed by the federal Drug-free Workplace Act [20 U.S.C. 3471, 1221e-3 (a) (1) and 34 CFR 85.630] and notice requirements imposed by the federal Drug-free School and Communities Act Amendments of 1989 [20 U.S.C. 3224a and 34 CFR 86.201] or most recent revision.

**Suicide Awareness (All Grade Levels)**

The district is committed to partnering with parents to support the healthy mental, emotional, and behavioral development of its students. If you are concerned about your child, please access [http://www.texassuicideprevention.org](http://www.texassuicideprevention.org) or contact the school counselor for more information related to suicide prevention services available in your area.

You may also contact the National Suicide Prevention Lifeline at 1-800-273-8255.

**Summer School (All Grade Levels)**

Students may be required to attend summer school for grade, course or test deficiencies.

**Tardies (All Grade Levels)**

Students who are not in the room when the bell rings will be tardy. If a student fails to bring all needed class materials, the teacher may require the student to get materials. The student will be charged with a tardy. Students that are later than 20 minutes are considered absent.

One of the most important lessons one must learn in order to achieve success is to be punctual to appointments and engagements. Individuals who are consistently late are usually subject to criticism by their associates. Failure to arrive at one’s destination on time is an indication of carelessness, poor preparation, and lack of concern. This frequently leads to a feeling of distrust among those with whom the individual must associate. If one does not assume the
responsibility for being punctual, he is, in effect, expressing a lack of respect for those who are left waiting for him. Punctuality is not difficult for one to achieve, as it merely requires personal organization, and soon becomes habitual if one expends sufficient effort in that direction. Those who fail to develop such a habit are expressing an attitude, which may very well carry over into other endeavors.

The public school not only must concern themselves with developing the intellectual abilities of students, but they must also assume the responsibility for assisting parents in the proper development of the student’s traits and habits which will have a direct effect on the future success of these young people. Developing the habit of punctuality is certainly of the most important of these responsibilities.

DISCIPLINARY ACTION FOR TARDIES

1st two tardies per class each semester will not have a consequence.

Each subsequent tardy will require the student to serve one 2 hour D-Hall per tardy or receive 2 swats. D-Hall must be served the day of the tardy or if the tardy is on Friday the student will serve the D-Hall the following Monday, unless other arrangements are made with the assistant principal. If a student fails to serve D-Hall he/she will receive swats the following day, plus still have to serve the D-Hall. If a student is not allowed to receive swats, he/she will serve an extra day of D-Hall.

D-HALL LOCATION AND TIMES

D-Hall will be in room DAEP room.

Monday – Thursday 4:00 – 5:00

D-HALL CONDUCT EXPECTATIONS

- Students are to work only on course assignments, read library books, or do other class assignments. No other materials may be used unless you receive approval from the D-Hall teacher or principal.
- Talking or visiting with other students is not permitted. If a question arises, students can obtain assistance by raising their hands and acknowledgement of the D-Hall teacher.
- Being disobedient or rude to the D-Hall teacher will result in a referral to the principal for additional disciplinary action.
- No gum, candy, food, or drinks will be allowed in the D-Hall room.
Textbooks, Electronic Textbooks, Technological Equipment, and Other Instructional Materials (All Grade Levels)

Textbooks and other district-approved instructional materials are provided to students free of charge for each subject or class. Any books must be covered by the student, as directed by the teacher, and treated with care. Electronic textbooks and technological equipment may also be provided to students, depending on the course and course objectives. A student who is issued a damaged item should report the damage to the teacher. Any student failing to return an item in acceptable condition loses the right to free textbooks and technological equipment until the item is returned or the damage paid for by the parent; however, the student will be provided the necessary instructional resources and equipment for use at school during the school day.

Textbooks are provided for student use without any cost to you. However, students are responsible for:

1. Keeping the books in good condition while in your possession (they should be covered at all times and used with care). Failure to do so is subject to a fine.

2. Returning the books upon completion of the course.

3. Reimbursing the original cost of the book if lost, or if damaged too much for future use.

4. Report any damage to book when issued so a record of damages can be made. (Damage not reported will be paid for when books are returned.)

5. The legislation also authorizes our school district to withhold a student’s records if a textbook, including an electronic textbook or an item of technological equipment, is not returned in an acceptable condition or paid for by the student, parent, or guardian.

TECHNOLOGY LOAN PROGRAM

Parent Contract

Your student has the opportunity to participate in the Technology Loan Program through Dumas ISD. Eligible students may be allowed to check out iPads or other mobile devices for use outside of school hours to complete research and assignments for their courses.

You, as the parent/legal guardian for the student, must acknowledge your understanding of the responsibilities entailed in the loan of this equipment and your understanding and acceptance of the financial responsibilities for lost/stolen/damaged equipment. Your student must return a signed Student Handbook page before they may check out a unit for loan.

Checkout guidelines:

1. Loaned electronic devices (netbooks, laptops, iPads, iPods, PC tablets, etc.) must be maintained and handled with care. Damaged, lost, stolen, or improperly working devices must be reported immediately. Failure to notify the district may result in fines and
restriction from technology use. A police report must accompany any claims of a stolen device.

2. All users/borrowers will be required to have a signed Student Handbook page on file each year stating they understand the Acceptable Use Policy and the guidelines of the Technology Loan Program and accept full responsibility for the equipment.

3. Users will be required to sign out the equipment under teacher supervision.

4. All users checking out loaner equipment will have completed a Loaner Technology training with the teacher.

5. Users will agree to never allow anyone other than the designated borrower to utilize the equipment and a parent/guardian will agree they are aware of this restriction. No device will be loaned to users outside the school.

6. Users are never to leave the device unattended or anywhere it may be damaged or stolen. Devices are to be kept in a temperature controlled environment with the cover in place when not in use (units may not be left in cars for extended periods). Negligence may result in fines and/or fees to be paid to the district for the reimbursement of lost or damaged technology equipment and loss of technology privileges.

7. All users will be allowed to access DISD network services only by their own user ID & password.

8. All devices must be returned on the date designated by the teacher. Units not returned when due may be reported as stolen/missing and student privileges for technology equipment may be revoked.

**Students: Electronic devices must be returned before the last week of the school year.**

**Chromebook Care**

1. Do not use your device on your lap. Solid surface is a must.

2. Do NOT kink or put strain on any of the cords or cables.

3. Do NOT subject the device to extreme temperatures. Don’t leave in a hot or freezing environment.

4. Do NOT store the device unused for a long period of time. Humidity can corrupt the system in a closed environment like a bag or closet.

5. Notify the teacher immediately if any loaned device is broken or stolen.

6. You are accountable for bringing the loaned device to school daily.

7. Do NOT modify any of the administrative settings, backgrounds, or browsers. These devices are equipped with a built-in URL filter for surfing the Internet.

By signing the acknowledgement page of the student handbook, you are agreeing to the guidelines of the Technology Loan Program.
Transfers (All Grade Levels)

Approved transfer students with letter grades on transcripts will have all grades converted to numerical grades for DHS Academic Achievement Record, according to the conversion chart contained within this policy. Grades received on transcripts will be accepted at DHS with no alterations.

College Courses

Letter grades earned in college courses which will be receiving high school credit shall be converted as follows:

\[
\begin{align*}
A &= 95 & C &= 77 \\
B &= 85 & D &= 72
\end{align*}
\]

High School Grades

Letter grades transferred from other high schools shall be converted as follows:

\[
\begin{align*}
A+ &= 98 & B- &= 82 & D+ &= 74 \\
A &= 95 & C+ &= 79 & D &= 72 \\
A- &= 92 & C &= 77 & D- &= 70 \\
B+ &= 88 & C- &= 75 & F &= 60 \\
B &= 85
\end{align*}
\]

The principal is authorized to transfer a student from one classroom to another.

Transportation (All Grade Levels)

School-Sponsored Trips

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. As approved by the principal, a coach or sponsor of an extracurricular activity may establish procedures related to making an exception to this requirement when a parent requests that the student be released to the parent or to another adult designated by the parent. The District shall not be liable for any injuries that occur to students riding in vehicles that are not provided by the school.

The following regulations will be observed for school-sponsored trips:
(1) Students will be under supervision of a school sponsor and will be expected to conduct themselves in an orderly manner while in attendance at the activity and enroute to and from the place of activity.

(2) Students are responsible for all makeup work.

**Buses and Other School Vehicles**

The district makes school bus transportation available to all students living two or more miles from school. This service is provided at no cost to students.

Bus routes and stops will be designated annually, and any subsequent changes will be posted at the school and on the district’s website. For the safety of the operator of the vehicle and all passengers, students must board buses or other vehicles only at authorized stops, and drivers must unload passengers only at authorized stops.

A parent may also designate a child-care facility or grandparent’s residence as the regular pickup and drop-off location for his or her child. The designated facility or residence must be on an approved stop on an approved route. For information on bus routes and stops or to designate an alternate pickup or drop-off location, you may contact Eddie Crossland at 935-6461.

**Dumas ISD Bus Conduct - Discipline**

_School Year (2019-2020)_

- Bus drivers and /or bus monitors are to maintain discipline on the school buses.
- While on the school bus students shall conduct themselves as if they were in their classrooms.
- Students who violate bus rules shall receive a bus conduct report on the same day as the incident.
- Students who are removed from the bus shall be allowed to ride until the Parent/Guardian has been contacted. During the transitional period additional violations may be given to students.
- Students who are removed from riding a school bus and who board a different bus for transportation without getting permission from the Transportation Department will be assessed with an additional violation.
- After receiving notification of the student’s conduct report, Parents/Guardians may call the Campus Administration to get further clarification about the report.

*Please Remember: By Texas Law it is the responsibility of the Parent/Guardian to see that the student attends class. Dumas ISD chooses to help Parent/Guardian by furnishing bus services.*
Bus service will be available only to students who choose to abide by Dumas ISD school bus rules.

CONSEQUENCES FOR BUS CONDUCT VIOLATIONS

<table>
<thead>
<tr>
<th>Violation</th>
<th>Consequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>1ST Violation</td>
<td>Removal from riding the bus for three (3) days</td>
</tr>
<tr>
<td>2nd Violation</td>
<td>Removal from riding the bus for ten (10) days</td>
</tr>
<tr>
<td></td>
<td>Or Alternative Discipline Technique (Campus Administrator Discretion)</td>
</tr>
<tr>
<td>3rd Violation</td>
<td>Removal from riding the bus for thirty (30) days</td>
</tr>
<tr>
<td></td>
<td>Or Alternative Discipline Technique (Campus Administrator Discretion)</td>
</tr>
<tr>
<td>4th Violation</td>
<td>Removal from riding the bus for the remainder of the school year</td>
</tr>
</tbody>
</table>

[See the Student Code of Conduct for provisions regarding transportation to the DAEP.]

**Vandalism (All Grade Levels)**

The taxpayers of the community have made a sustained financial commitment for the construction and upkeep of school facilities. To ensure that school facilities can serve those for whom they are intended—both this year and for years to come—littering, defacing, or damaging school property is not tolerated. Students will be required to pay for damages they cause and will be subject to criminal proceedings as well as disciplinary consequences in accordance with the Student Code of Conduct.

**Video Cameras (All Grade Levels)**

For safety purposes, video and audio recording equipment is used to monitor student behavior, including on buses and in common areas on campus. Students will not be told when the equipment is being used.

The principal will review the video and audio recordings routinely and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.
Upon request of a parent of a student who receives special education services, a staff member, or a board member, state law requires the district to place video and audio recording equipment in a classroom in which the student spends at least 50 percent of his or her instructional day, referred to in the law as a self-contained classroom. The majority of students in this type of classroom must also be students who receive special education services. Before the district places a video camera in a classroom or other setting in which your child receives special education services, the district will provide notice to you. Please speak directly with the principal for further information or to request the installation and operation of this equipment.

**Visitors to the School (All Grade Levels)**

**General Visitors**

Parents and others are welcome to visit district schools. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the main office and must comply with all applicable district policies and procedures. When arriving on campus, all parents and other visitors should be prepared to show identification.

Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher and only so long as their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment. Even if the visit is approved prior to the visitor’s arrival, the individual must check in at the main office first.

All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

Students visiting from other schools **will not** be permitted to attend classes with students. They can eat and visit during the lunch period, but should not be on the campus any other time during the day.

Visitors are required to check in at the attendance office and to conduct themselves according to the rules for students. The principal may request identification from any person on school property and may ask any person not having legitimate business to leave.

**Unauthorized Persons**

In accordance with Education Code 37.105, a school administrator, school resource officer (SRO), or district police officer has the authority to refuse entry or eject a person from district property if the person refuses to leave peaceably on request and:

- The person poses a substantial risk of harm to any person; or
- The person behaves in a manner that is inappropriate for a school setting and the person persists in the behavior after being given a verbal warning that the behavior is inappropriate and may result in refusal of entry or ejection.

Appeals regarding refusal of entry or ejection from district property may be filed in accordance with FNG(LOCAL) or GF(LOCAL).
Visitors Participating in Special Programs for Students

The district invites representatives from colleges and universities and other higher education institutions, prospective employers, and military recruiters to present information to interested students.

Career Day

On Career Day, the district invites representatives from colleges and universities and other higher education institutions, prospective employers, and military recruiters to present information to interested students.

Volunteers (All Grade Levels)

We appreciate so much the efforts of parent and grandparent volunteers that are willing to serve our district and students. If you are interested in volunteering, please contact the high school office at 935-4151 for more information and to complete an application.

Voter Registration (Secondary Grade Levels Only)

A student who is eligible to vote in any local, state, or federal election may obtain a voter registration application at the main campus office.

Withdrawing from School (All Grade Levels)

A student under age 18 may be withdrawn from school only by a parent. The school requests notice from the parent at least three days in advance so that records and documents may be prepared. The parent may obtain a withdrawal form from the principal’s office.

A student who is age 18 or older, who is married, or who has been declared by a court to be an emancipated minor may withdraw without parental signature.

SECTION III: IMPORTANT INFORMATION FOR DUMAS HIGH SCHOOL STUDENTS AND PARENTS

ANNOUNCEMENTS

Announcements pertaining to the student body will be made over the intercom system, electronically, or over TV. All announcements must be in to the principal's secretary by 8:00 the morning of the day they are to be announced. Announcements must be approved and signed by a staff member to be read.

ATHLETIC COMPETITIONS

All athletic contests are conducted within the guidelines set forth by the University Interscholastic League and the District Executive Committee. The intent of the guidelines is to insure good sportsmanship and conduct at all athletic contests. The following is to be observed:
(1) Students or adults are not to be on the field or court prior to, during, or after the game, except those in uniform engaged in the game and half-time activities.

(2) Lines cannot be formed by students on the field or courts, pep squads, or adults prior to, during or after the game. Only the cheerleaders shall be permitted to bring teams on to the field or court.

(3) Spectators and fans shall refrain from abusive language and gestures toward game officials and the visiting team and their fans.

(4) Possession or consumption of alcoholic beverages in any form is prohibited at high school athletic contests.

(5) Dumas I.S.D. has been designated smoke free. This includes Demon Stadium.

(6) Outside food and drink will not be allowed

Failure to abide by these guidelines can cause disciplinary action to be taken against the school.

CHANGE OF ADDRESS

Any change in a student’s residence, mailing address, or telephone number during the school year is required to be reported immediately to the office.

CLASS RINGS

Dumas High School offers the opportunity for students to order a class ring through an approved company. The order will be placed in May of the sophomore year.

FINAL EXAMS/EXEMPTIONS

Final exams are a requirement in all courses where credit is given. The final exam counts $\frac{1}{5}$, 20%, of the final course grade. Students who elect not to take the final exam shall not receive credit for the course, regardless of grade average. Students who miss the final exam due to an excused absence will adhere to the make-up work policy. Students are not to be released early from final exams.

Exemptions

Exemptions from final exams are based upon the students attendance record and course grade. A student may be exempt from taking the final exam in a course if they meet the following criteria:

a) Has a grade average of at least 80.

b) Has three or less absences in the class*

c) Has no more than two tardies per class.

d) Has been enrolled in school, here or elsewhere, since the first day of the semester.
*School sponsored absences will not count against exemptions. However, **ALL** other absences, excused and unexcused, will count towards exemptions.

**Note:** PreAP, AP and Dual credit courses are required to give a final exam to all students. However, these exams may occur before the exemption days.

**HALL PASSES**

Any time students are in the hall for any reason other than class change, it is necessary that they have a hall pass. Failure to have the pass could result in disciplinary action.

**LOCKERS**

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

**LOCKS FOR LOCKERS**

All locks used on school lockers, including athletic and PE lockers must be school issued locks. Locks must be rented in the office. Students may rent a lock in the office for $2.00 per year, plus a $3.00 deposit. These will be combination type locks with a key access by school administrators. There will never be any need to cut off a lock. Locks will be available in the Attendance office. Students can exchange locks if they feel someone knows the combination to their lock.

**MESSAGES**

In order to prevent classroom interruptions, emergency messages only as determined by the office will be delivered to the student. Flowers, balloons, etc., will not be delivered to classrooms. No food deliveries to the school will be allowed from outside vendors.

**PERSONAL SUPPLIES**

Students may be required to furnish personal or consumable items, including pencils, paper, pens, erasers and notebooks.

**PROM- JUNIOR/SENIOR**

Junior-Senior Prom is a school activity held in the spring in honor of the senior class. The junior class traditionally designs the theme and sponsors the event though fundraisers.

The attendance to the prom is not required, however, because the occasion is a memorable one, it deserves to be regarded as a special night for all those who do participate. The dress for the occasion is formal, casual wear such as shorts, hats and any other attire deemed inappropriate is prohibited. Students attending the prom must currently be enrolled in grades
9-12. Out of District guests are required to be enrolled in grades 9-12 and in good standing at their school.

**RESIDENCE REQUIREMENTS**

In order to graduate and receive a diploma from Dumas High School, an incoming transfer student must have attended regularly for a minimum of one semester. This must be the last semester in which requirements were fulfilled.

Incoming transfers who must enroll after the beginning of the last semester as defined above, will have credits earned transferred back to their previous school for graduation from that school. In case the former school (sending school) will not cooperate, the case may be decided by the principal on an individual basis.

**SCHOOL PROPERTY**

The facilities and equipment you enjoy as a student of Dumas High School are made possible through the taxes paid by the patrons of Dumas. It is, therefore, important that you do your part to preserve their investment. Any neglectful or willful damage of school property will be paid for by the student inflicting damage, and may face disciplinary action.

**SCHOOL SPONSORED EVENTS**

School sponsored events such as special student recognition at sporting events, prom, banquets, social events, yearbook pictures and other related activities shall be limited to Dumas High School students. Children of the student(s) and siblings are not to be included in these school sponsored student activities.

**SELLING OF MERCHANDISE**

Merchandise in any form should not be sold on the high school campus or at high school activities without the approval of the Superintendent and Principal. This includes students, teachers, and persons in the community.

**STUDENT CRIME STOPPERS**

Students that provide tips that lead to arrests, discipline, etc. will be eligible for a cash reward up to $1000.00. You will not be asked to identify yourself or to testify in court.

When to call...

- Maybe you overhear someone bragging about having committed a crime.
- Maybe you know someone who is driving a stolen car...or is hiding from the police...or is a robber or drug dealer.
- Or maybe you just see something that doesn’t look right. A strange car. A person acting sneaky. Someone with a gun or a knife.
If you aren’t sure that what you heard or saw is really a crime, call anyway. Let the police decide if it’s worth investigating. It may be a piece of a clue to a big crime. Give a tip. Call Student Crime Stoppers at 934-9999.

**TERRORISTIC THREATS**

A student commits an offense if he/she threatens to commit any offense involving violence to any person or property and will be subject to civil and criminal penalties and school discipline. All threats will be taken seriously.

**TUTORIALS**

Students must attend tutorial sessions as required by the district.

**VIOLATIONS OF LAW**

- **Alcohol, Drugs, Tobacco, and Weapons** – Under state and federal law, a student is not allowed to possess, sell, give away or use alcohol, illegal drugs, tobacco products, guns, or other weapons on school property or at a school-related or school-sanctioned activity, on or off school property. Having any of these items in a privately owned vehicle that the student has driven to school and parked on District property is also prohibited. Citations will be issued to those who are found in possession of a tobacco product on school property.

- **Disruptive Activities** – State law prohibits a student from participating in disruptive activities. That includes acting alone or with others to:
  - Interfere with the movement of people in an exit, an entrance, or a hallway of a District building without authorization from an administrator.
  - Interfere with an authorized activity by seizing control of all or part of a building.
  - Use force, violence, or threats in an attempt to prevent participation in an authorized assembly.
  - Use force, violence, or threats to cause disruption during an assembly.
  - Interfere with the movement of people at an exit or an entrance to District property.
  - Use force, violence, or threats in an attempt to prevent people from entering or leaving District property without authorization from an administrator.
  - Disrupt classes while on District property or on public property that is within 500 feet of District property. Class disruption includes making loud noises, trying to entice a student away from, or to prevent a student from attending, a required class or activity; entering a classroom without authorization and disrupting the activity with profane language or any misconduct.
  - Interfere with the transportation of students in District vehicles.
• **Gangs and Other Prohibited Organizations** – Under State law; a student is prohibited from membership or involvement in a public school fraternity, sorority, secret society, or gang.

**WAIVER OF FEES**

The District shall adopt reasonable procedures for waiving a deposit or fee which a student and his or her parent or guardian are unable to pay. These procedures shall be posted in a central location in each school, and shall be included in the District’s policy manual and in student handbooks.
Glossary

Accelerated instruction is an intensive supplemental program designed to address the needs of an individual student in acquiring the knowledge and skills required at his or her grade level and/or as a result of a student not meeting the passing standard on a state-mandated assessment.

ACT, or the American College Test, is one of the two most frequently used college or university admissions examinations. The test may be required for admission to certain colleges or universities.

ACT-Aspire refers to an assessment that took the place of ACT-Plan and is designed as a preparatory and readiness assessment for the ACT. This is usually taken by students in grade 10.

ACT refers to one of the two most frequently used college or university admissions exams: the American College Test. The test may be a requirement for admission to certain colleges or universities.

ARD is the admission, review, and dismissal committee convened for each student who is identified as needing a full and individual evaluation for special education services. The eligible student and his or her parents are members of the committee.

Attendance review committee is responsible for reviewing a student’s absences when the student’s attendance drops below 90 percent, or in some cases 75 percent, of the days the class is offered. Under guidelines adopted by the board, the committee will determine whether there were extenuating circumstances for the absences and whether the student needs to complete certain conditions to master the course and regain credit or a final grade lost because of absences.

CPS stands for Child Protective Services.

DAEP stands for disciplinary alternative education program, a placement for students who have violated certain provisions of the Student Code of Conduct.

DFPS is the Texas Department of Family Protective Services.

DPS stands for the Texas Department of Public Safety.

EOC (end-of-course) assessments are state-mandated, and are part of the STAAR program. Successful performance on EOC assessments are required for graduation. These examinations will be given in English I, English II, Algebra I, Biology, and U.S. History.

ESSA is the Every Student Succeeds Act passed by the federal government in December 2015.

FERPA refers to the federal Family Educational Rights and Privacy Act that grants specific privacy protections to student records. The law contains certain exceptions, such as for directory information, unless a student’s parent or a student 18 or older directs the school not to release directory information.
IEP is the written record of the individualized education program prepared by the ARD committee for a student with disabilities who is eligible for special education services. The IEP contains several parts, such as a statement of the student’s present educational performance; a statement of measurable annual goals, with short-term objectives; the special education and related services and supplemental aids and services to be provided, and program modifications or support by school personnel; a statement regarding how the student’s progress will be measured and how the parents will be kept informed; accommodations for state or districtwide tests; whether successful completion of state-mandated assessments is required for graduation, etc.

IGC is the individual graduation committee, formed in accordance with state law, to determine a student’s eligibility to graduate when the student has failed to demonstrate satisfactory performance on no more than two of the required state assessments.

ISS refers to in-school suspension, a disciplinary technique for misconduct found in the Student Code of Conduct. Although different from out-of-school suspension and placement in a DAEP, ISS removes the student from the regular classroom.

PGP stands for Personal Graduation Plan, which is required for high school students and for any student in middle school who fails a section on a state-mandated test or is identified by the district as not likely to earn a high school diploma before the fifth school year after he or she begins grade 9.

PSAT is the preparatory and readiness assessment for the SAT. It also serves as the basis for the awarding of National Merit Scholarships.

SAT refers to one of the two most frequently used college or university admissions exams: the Scholastic Aptitude Test. The test may be a requirement for admissions to certain colleges or universities.

SHAC stands for School Health Advisory Council, a group of at least five members, a majority of whom must be parents, appointed by the school board to assist the district in ensuring that local community values and health issues are reflected in the district’s health education instruction, along with providing assistance with other student and employee wellness issues.

Section 504 is the federal law that prohibits discrimination against a student with a disability, requiring schools to provide opportunities for equal services, programs, and participation in activities. Unless the student is determined to be eligible for special education services under the Individuals with Disabilities Education Act (IDEA), general education with appropriate instructional accommodations will be provided.

STAAR is the State of Texas Assessments of Academic Readiness, the state’s system of standardized academic achievement assessments.

STAAR Alternate 2 is an alternative state-mandated assessment designed for students with severe cognitive disabilities receiving special education services who meet the participation requirements, as determined by the student’s ARD committee.
**STAAR Spanish** is an alternative state-mandated assessment administered to eligible students for whom a Spanish version of STAAR is the most appropriate measure of their academic progress.

**State-mandated assessments** are required of students at certain grade levels and in specified subjects. Successful performance sometimes is a condition of promotion, and passing the STAAR EOC assessments is a condition of graduation. Students have multiple opportunities to take the tests if necessary for promotion or graduation.

**Student Code of Conduct** is developed with the advice of the district-level committee and adopted by the board and identifies the circumstances, consistent with law, when a student may be removed from a classroom, campus, or district vehicle. It also sets out the conditions that authorize or require the principal or another administrator to place the student in a DAEP. It outlines conditions for out-of-school suspension and for expulsion. The Student Code of Conduct also addresses notice to the parent regarding a student’s violation of one of its provisions.

**TELPAS** stands for the Texas English Language Proficiency Assessment System, which assesses the progress that English language learners make in learning the English language, and is administered for those who meet the participation requirements in kindergarten–grade 12.

**TSI assessment** is the Texas Success Initiative assessment designed to measure the reading, mathematics, and writing skills that entering college-level freshmen students should have if they are to be successful in undergraduate programs in Texas public colleges and universities.

**TxVSN** is the Texas Virtual School Network, which provides online courses for Texas students to supplement the instructional programs of public school districts. Courses are taught by qualified instructors, and courses are equivalent in rigor and scope to a course taught in a traditional classroom setting.

**UIL** refers to the University Interscholastic League, the statewide voluntary nonprofit organization that oversees educational extracurricular academic, athletic, and music contests.
APPENDIX

Note that school board policies may be revised at any time. For legal context and the most current copy of the local policy, visit www.dumasisd.org. Below is the text of Dumas ISD’s policy FFI(LOCAL) as of the date that this handbook was finalized for this school year.

STUDENT WELFARE FREEDOM FROM BULLYING

Note: This policy addresses bullying of District students. For provisions regarding discrimination and harassment involving District students, see FFH. Note that FFI shall be used in conjunction with FFH for certain prohibited conduct. For reporting requirements related to child abuse and neglect, see FFG.

BULLYING PROHIBITED
The District prohibits bullying as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.

DEFINITION
Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic means, or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the District and that:

1. Has the effect or will have the effect of physically harming a student, damaging a student’s property, or placing a student in reasonable fear of harm to the student’s person or of damage to the student’s property; or
2. Is sufficiently severe, persistent, and pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

This conduct is considered bullying if it:

1. Exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct; and
2. Interferes with a student’s education or substantially disrupts the operation of a school.

EXAMPLES
Bullying of a student may include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name calling, rumor spreading, or ostracism.

RETRALIATION
The District prohibits retaliation by a student or District employee against any person who in good faith makes a report of bullying, serves as a witness, or participates in an investigation.

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

FALSE CLAIM
A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a District investigation regarding bullying shall be subject to appropriate disciplinary action.

TIMELY REPORTING
Reports of bullying shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the District’s ability to investigate and address the prohibited conduct.
REPORTING PROCEDURES

STUDENT REPORT
To obtain assistance and intervention, any student who believes that he or she has experienced bullying or believes that another student has experienced bullying should immediately report the alleged acts to a teacher, counselor, principal, or other District employee.

EMPLOYEE REPORT
Any District employee who suspects or receives notice that a student or group of students has or may have experienced bullying shall immediately notify the principal or designee.

REPORT FORMAT
A report may be made orally or in writing. The principal or designee shall reduce any oral reports to written form.

PROHIBITED CONDUCT
The principal or designee shall determine whether the allegations in the report, if proven, would constitute prohibited conduct as defined by policy FFH, including dating violence and harassment or discrimination on the basis of race, color, religion, gender, national origin, or disability. If so, the District shall proceed under policy FFH. If the allegations could constitute both prohibited conduct and bullying, the investigation under FFH shall include a determination on each type of conduct.

INVESTIGATION OF REPORT
The principal or designee shall conduct an appropriate investigation based on the allegations in the report. The principal or designee shall promptly take interim action calculated to prevent bullying during the course of an investigation, if appropriate.

CONCLUDING THE INVESTIGATION
Absent extenuating circumstances, the investigation should be completed within ten District business days from the date of the initial report alleging bullying; however, the principal or designee shall take additional time if necessary to complete a thorough investigation.

The principal or designee shall prepare a final, written report of the investigation. The report shall include a determination of whether bullying occurred, and if so, whether the victim used reasonable self-defense. A copy of the report shall be sent to the Superintendent or designee.

NOTICE TO PARENTS
If an incident of bullying is confirmed, the principal or designee shall promptly notify the parents of the victim and of the student who engaged in bullying.

DISTRICT ACTION

BULLYING
If the results of an investigation indicate that bullying occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the District’s Student Code of Conduct and may take corrective action reasonably calculated to address the conduct.

DISCIPLINE
A student who is a victim of bullying and who used reasonable self-defense in response to the bullying shall not be subject to disciplinary action.
The discipline of a student with a disability is subject to applicable state and federal law in addition to the Student Code of Conduct.

CORRECTIVE ACTION
Examples of corrective action may include a training program for the individuals involved in the complaint, a comprehensive education program for the school community, follow-up inquiries to determine if any new
incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of areas where bullying has occurred, and reaffirming the District’s policy against bullying.

TRANSFERS
The principal or designee shall refer to FDB for transfer provisions.

COUNSELING
The principal or designee shall notify the victim, the student who engaged in bullying, and any students who witnessed the bullying of available counseling options.

IMPROPER CONDUCT
If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take action in accordance with the Student Code of Conduct or any other appropriate corrective action.

CONFIDENTIALITY
To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation.

APPEAL
A student who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level.

RECORDS RETENTION
Retention of records shall be in accordance with CPC(LOCAL).

ACCESS TO POLICY AND PROCEDURES
This policy and any accompanying procedures shall be distributed annually in the employee and student handbooks. Copies of the policy and procedures shall be posted on the District’s Web site, to the extent practicable, and shall be readily available at each campus and the District’s administrative offices.
Dear Parent/Guardian:

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive federal funds.

FERPA gives parents certain rights with respect to their child's education records. When a student reaches the age of 18 or attends a post-secondary school or college, the parent's rights transfer to the student and the student is then an "eligible student" under the law.

Under FERPA, parents and eligible students have the following rights:

1) To inspect and review the student’s education records maintained by the school within 45 days of the school's receipt of a written request. The request should identify the record(s) being inspected. The school is not required to provide copies of records and may charge a fee if copies are requested.

You will be notified of the place and time the record(s) may be available for review.

2) To request that a school correct records believed to be inaccurate or misleading. The request must be in writing and clearly specify: (a) the part of the record requesting to be changed, and (b) why it is inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student has the right to a hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement in the record about the contested information. The school is not required to consider requests for grade or disciplinary decisions, opinions of school officials in the education record, or the child’s special education determination.

3) To control the disclosure of their child’s personally identifiable information from their education record. Parents may request that the school, with certain exceptions, obtain their written consent prior to the disclosure of student information. An exception which permits disclosure without consent is disclosure to school staff with legitimate educational interests, such as a person employed by the district; a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, or therapist); or a parent or student serving on an official committee, such as a grievance or disciplinary committee or assisting another school official; and/or an official of another school district in which a student seeks to enroll. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill a professional responsibility.

4) To file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA at the following address:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-4605
Dumas Independent School District

Ley de derechos educativos y privacidad de la familia (FERPA)

Aviso anual sobre privacidad de antecedentes educativos del estudiante

Estimado padre/madre/apoderado:

La ley de derechos educativos y privacidad de la familia (Family Educational Rights and Privacy Act, FERPA) es una ley federal que protege la privacidad de los antecedentes educativos de los estudiantes. La ley se aplica a todas las escuelas que reciben fondos federales.

La ley FERPA le otorga a los padres ciertos derechos con respecto a los antecedentes educativos de sus hijos. Cuando un estudiante cumple 18 años o asiste a una escuela postsecundaria o universidad, los derechos de los padres se transfieren al estudiante, el cual se convierte en un "estudiante calificado" según la ley.

Según la ley FERPA, los padres y los estudiantes calificados tienen los siguientes derechos:

1) A inspeccionar y revisar los antecedentes educativos del estudiante que conserve la escuela en un plazo de 45 días a partir de la recepción de la solicitud correspondiente por parte de la escuela. La solicitud debe identificar el o los antecedentes que se desean inspeccionar. La escuela no está obligada a proporcionar copias de los antecedentes y puede cobrar una comisión si se solicitan copias.

   Se le avisara sobre el lugar y la hora en que podrá revisar el o los antecedentes.

2) A solicitar que la escuela corrija antecedentes que se crean son incorrectos o engañosos.

   La solicitud debe presentarse por escrito y especificar claramente: (a) la parte de los antecedentes que se solicita cambiar, y (b) por que dichos antecedentes son incorrectos o engañosos. Si la escuela decide no enmendar los antecedentes, los padres o el estudiante calificado tienen derecho a solicitar una audiencia. Después de la audiencia, si la escuela insiste en no enmendar los antecedentes, los padres o el estudiante calificado tienen derecho a incluir una declaración en los antecedentes sobre la información en disputa. La escuela no tiene la obligación de considerar solicitudes para enmendar informacion sobre las decisiones de calificaciones o disciplina, las opiniones de funcionarios escolares en los antecedentes educativos, ni la determinación de educación especial del estudiante.

3) A controlar la divulgación de información de identificación personal de su hijo/a en sus antecedentes educativos. Los padres pueden solicitar que la escuela, con ciertas excepciones, obtenga su consentimiento previo por escrito para divulgar información de su hijo/a. Una de las excepciones que permite la divulgación sin su consentimiento es la Divulgación a personal de la escuela que tenga un legítimo interés educativo, como una persona empleada por el distrito, un miembro de la junta de la escuela, una persona o empresa que el distrito haya contratado para realizar una tarea especial (como un abogado, auditor o terapeuta): o un padre o estudiante miembro de un comité oficial, como un comité de quejas o disciplinario o que ayude a otro funcionario escolar; y/o un funcionario de otro distrito escolar en el cual el estudiante quiera matricularse. Un funcionario escolar posee un legítimo interés educativo si tiene la necesidad de revisar un antecedente educativo para llevar a cabo su labor profesional.

4) A presentar un reclamo ante del Ministerio de Educacion de los Estados Unidos sobre el presunto incumplimiento del distrito de los requisitos de la ley FERPA a la siguiente dirección:
NOTICE TO PARENTS: DIRECTORY INFORMATION

Certain information about District students is considered directory information and will be released to anyone who follows the procedures for requesting the information unless the parent or guardian objects to the release of the directory information about the students. If you do not want Dumas ISD to disclose directory information from your child’s education records without your prior written consent, you must notify the District in writing within ten school days of your child’s first day of instruction for this school year. Dumas ISD has designated the following information as directory information: student name, dates of attendance, telephone number, grade level, photograph, awards or recognition received, participation in school activities, and weight and height of athletic team members.

Dumas Independent School District
Family Educational Rights and Privacy Act (FERPA)
Annual Notice for Disclosure of School Directory Information

Dear Parent/Guardian:

The Family Educational Rights and Privacy Act (FERPA) is a federal law that requires the school district with certain exceptions, to obtain your written consent prior to the disclosure of personally identifiable information from your child's educational records. Sometimes our school or district may disclose some student information without written consent when the information is designated “directory information” unless you have advised the school or district to the contrary in accordance with district procedures.

The primary purpose of directory information is to allow us to include some types of information in certain school publications and is generally not considered harmful or an invasion of privacy if released. Examples of school publications are:

- a playbill or program showing your child’s role in a school production
- honor roll or other recognition lists published at school or in newspapers
- school/student directory
- school or district website

Directory Information can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to:

- other schools the student is seeking to attend (student records, etc.)
- state or federal authorities auditing, evaluating programs or enforcing state or federal laws
- a court by order of a subpoena

Our school district has designated the following as directory information:

<table>
<thead>
<tr>
<th>Student name</th>
<th>Dates of attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone number</td>
<td>Grade level</td>
</tr>
<tr>
<td>Photograph</td>
<td>Awards or recognition received</td>
</tr>
<tr>
<td>Participation in school activities</td>
<td>Weight and height of athletic team members</td>
</tr>
</tbody>
</table>

If you do not want our school or district to disclose directory/college/military information about your child without your prior written consent, you must contact your child’s school to complete the form "Parent Request for Non-Disclosure of School Directory Information” to let us know which type of directory information you wish to
deny release or request prior written consent prior to release.

We ask that you complete one form for each child and return the form(s) to your child's school. If you have any questions or concerns, please let us know.

Sincerely,

Dumas HS Principal
NOTIFICACIÓN PARA PADRES: INFORMACIÓN DEL DIRECTORIO ESCOLAR

Cierta información del Distrito del los estudiantes se considera como información del directorio y se librara a alguien que sigue el procedimiento para solicitar información a menos que el padre o el guardián se oponga a librar la información del directorio sobre los estudiantes. Si usted no quiere que Dumas ISD revele información del directorio de los archivos educativos sin que usted primero de su permiso en forma escrita, usted debe notificar el Distrito en forma escrita dentro de diez días después que su niño a comenzado clases de este año escolar. Dumas ISD ha designado la siguiente información como información del directorio: nombre del estudiante, fechas de asistencia, numero de teléfono, nivel de grado, fotografía, premios o reconocimientos, participación en actividades escolares, y el peso y/o altura del miembro de los equipos atléticos.

Dumas Independent School District
Ley de derechos educativos y privacidad de la familia (FERPA)
Aviso anual sobre divulgación de información del directorio escolar

Estimado padre/madre/apoderado:
La ley de derechos educativos y privacidad de la familia (Family Educational Rights and Privacy Act, FERPA) es una ley federal que exige que el distrito escolar, con ciertas excepciones, obtenga su consentimiento por escrito antes de divulgar informacion de identificación personal incluida en los antecedentes educativos de su hijo/a. A veces, la escuela o el distrito pueden divulgar algunos datos de los estudiantes sin un consentimiento por escrito cuando se trate de "informacion de directorio" a menos que usted le haya solicitado a la escuela o al distrito lo contrario según los procedimientos pertinentes establecidos. El principal propósito de la informacion de directorio es permitirnos incluir algunos tipos de informacion en ciertas publicaciones escolares. Por lo general la divulgación de esta informacion no se considera dañina ni una invasión de la privacidad. A continuación se indican algunos ejemplos de publicaciones escolares:

• un folleto o programa, en el que se indica el papel de su hijo(a) en una produccion escolar
• una lista de honores o de otros reconocimientos publicada en la escuela o en la prensa
• directorio escolar/estudiantil
• sitio Web de la escuela o el distrito

La informacion de directorio tambien puede divulgarse a organizaciones externas sin el consentimiento previo por escrito de los padres. Las organizaciones externas incluyen:

• otras escuelas a las que pretenda asistir el estudiante (antecedentes del estudiante, etc.)
• autoridades estatales o federales que realicen auditorias, evaluaciones de programas o supervisen el cumplimiento de las leyes federales
• un tribunal mediante una citacion judicial

Nuestro distrito escolar ha designado a los siguientes datos como informacion de directorio:
Nombre del estudiante      Fechas de asistencia
Numero telefónico         Grado escolar
fotografia                Galardones o reconocimientos recibidos
Participación en actividades escolares  Peso y estatura de miembros de equipos deportivos
Si no desea que la escuela o el distrito divulguen información de directorio/colegio/militar sobre su hijo(a) sin su consentimiento previo por escrito, usted debe ir a la escuela de su niño y llenar una forma llamada “Parent Request for Non-Disclosure of School Directory Information” para dejar saber que tipo de información usted desea negar del directorio o que tipo de información necesita su consentimiento escrito antes de librar la información.

Le pedimos que complete un formulario para cada hijo(a) y que lo regrese a la escuela correspondiente. Si tiene alguna consulta o inquietud, le rogamos que nos la haga saber.

Atentamente,

SPECIAL EDUCATION OPTIONS AND REQUIREMENTS FOR PROVIDING ASSISTANCE TO STUDENTS WHO HAVE LEARNING DIFFICULTIES OR WHO NEED OR MAY NEED SPECIAL EDUCATION

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

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

If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of his or her rights if the parent disagrees with the district. Additionally, the notice must inform the parent how to obtain a copy of the Notice of Procedural Safeguards – Rights of Parents of Students with Disabilities.

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is:
Contact Person: Frankie Blue
Phone Number: 935-6461

Opciones y requisitos para proporcionar ayuda a los estudiantes que tienen dificultades en el aprendizaje o que necesitan o pueden necesitar educacion especial
Si un niño esta experimentando dificultades en el aprendizaje, el padre puede comunicarse con la persona mencionada mas abajo para enterarse sobre el sistema de estudios de diagnostico y de recomendacion de la educacion general del distrito para los servicios de apoyo. Este sistema conecta a los estudiantes con una variedad de opciones de apoyo, incluyendo la recomendacion para una evaluacion para educacion especial. Los estudiantes que tienen dificultades en las clases regulares deben ser considerados para tutoría, servicios compensatorios, y otros servicios de apoyo académicos o de comportamiento que son disponibles para todos los estudiantes incluyendo el proceso de un programa basado en la Respuesta a la Intervención. Implementando el programa de Respuesta a la Intervención tiene la potencial de tener un impacto positivo para que el distrito escolar supla las necesidades de todos los estudiantes que luchan para lograr éxito.

En cualquier momento, un padre tiene derecho de solicitar una evaluacion de los servicios de educacion especial. Dentro de un periodo de tiempo razonable, el Equipo de Impacto del campus debe decidir si la evaluacion es necesaria. Si la evaluacion es necesaria, el padre sera notificado y se le pedira que de su consentimiento escrito para la evaluacion.
El distrito debe completar la evaluación y el informe dentro de 60 días desde la fecha en que el distrito reciba el consentimiento por escrito. El distrito debe darle una copia del informe al padre.

Si el distrito determina que la evaluación no es necesaria, el distrito proporcionará al padre una notificación por escrito que explica el motivo por el cual el niño no será evaluado. Esta notificación por escrito incluirá información que le explica al padre los derechos que tiene si no está de acuerdo con el distrito. Además, la notificación debe informarle al padre la manera de obtener una copia de la Notificación de las Salvaguardas del Procedimiento – Derecho de los Padres de Estudiantes con Discapacidades.

La persona designada con quien puede comunicarse en relación a las opciones que tiene un niño que experimenta dificultades en el aprendizaje o para una recomendación para la evaluación para educación especial es:
Nombre de la persona: Frankie Blue
Número de teléfono: 935-6461.
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

Note: This policy addresses discrimination, harassment, and retaliation involving District students. For provisions regarding discrimination, harassment, and retaliation involving District employees, see DIA. For reporting requirements related to child abuse and neglect, see FFG. Note that FFH shall be used in conjunction with FFI (bullying) for certain prohibited conduct.

STATEMENT OF NONDISCRIMINATION
The District prohibits discrimination, including harassment, against any student on the basis of race, color, religion, gender, national origin, disability, or any other basis prohibited by law. The District prohibits dating violence, as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.

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

PROHIBITED HARASSMENT
Prohibited harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student’s race, color, religion, gender, national origin, disability, or any other basis prohibited by law that is so severe, persistent, or pervasive that the conduct:

1. Affects a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student’s academic performance; or
3. Otherwise adversely affects the student’s educational opportunities.

Prohibited harassment includes dating violence as defined by this policy.

EXAMPLES
Examples of prohibited harassment may include offensive or derogatory language directed at another person’s religious beliefs or practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name calling, slurs, or rumors; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

SEXUAL HARASSMENT
BY AN EMPLOYEE
Sexual harassment of a student by a District employee includes both welcome and unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A District employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct; or
2. The conduct is so severe, persistent, or pervasive that it:
   a. Affects the student’s ability to participate in or benefit from an educational program or activity, or otherwise adversely affects the student’s educational opportunities; or
   b. Creates an intimidating, threatening, hostile, or abusive educational environment.
Romantic or inappropriate social relationships between students and District employees are prohibited. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See DF]

BY OTHERS
Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive that it:

1. Affects a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student’s academic performance; or
3. Otherwise adversely affects the student’s educational opportunities.

EXAMPLES
Examples of sexual harassment of a student may include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

Necessary or permissible physical contact such as assisting a child by taking the child’s hand, comforting a child with a hug, or other physical contact not reasonably construed as sexual in nature is not sexual harassment.

GENDER-BASED HARASSMENT
Gender-based harassment includes physical, verbal, or nonverbal conduct based on the student’s gender, the student’s expression of characteristics perceived as stereotypical for the student’s gender, or the student’s failure to conform to stereotypical notions of masculinity or femininity. For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student’s academic performance; or
3. Otherwise adversely affects the student’s educational opportunities.

EXAMPLES
Examples of gender-based harassment directed against a student, regardless of the student’s or the harasser’s actual or perceived sexual orientation or gender identity, may include offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

DATING VIOLENCE
Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense.
For purposes of this policy, dating violence is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student’s academic performance; or
3. Otherwise adversely affects the student’s educational opportunities.

EXAMPLES
Examples of dating violence against a student may include physical or sexual assaults; name-calling; put-downs; or threats directed at the student, the student’s family members, or members of the student’s household. Additional examples may include destroying property belonging to the student, threatening to commit suicide or homicide if the student ends the relationship, attempting to isolate the student from friends and family, stalking, threatening a student’s spouse or current dating partner, or encouraging others to engage in these behaviors.

RETALIATION
The District prohibits retaliation by a student or District employee against a student alleged to have experienced discrimination or harassment, including dating violence, or another student who, in good faith, makes a report of harassment or discrimination, serves as a witness, or participates in an investigation.

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

FALSE CLAIM
A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a District investigation regarding discrimination or harassment, including dating violence, shall be subject to appropriate disciplinary action.

PROHIBITED CONDUCT
In this policy, the term “prohibited conduct” includes discrimination, harassment, dating violence, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

REPORTING PROCEDURES
STUDENT REPORT
Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to a teacher, counselor, principal, other District employee, or the appropriate District official listed in this policy.

EMPLOYEE REPORT
Any District employee who suspects or receives notice that a student or group of students has or may have experienced prohibited conduct shall immediately notify the appropriate District official listed in this policy and take any other steps required by this policy.

DEFINITION OF DISTRICT OFFICIALS
For the purposes of this policy, District officials are the Title IX coordinator, the ADA/Section 504 coordinator, and the Superintendent.

TITLE IX COORDINATOR
Reports of discrimination based on sex, including sexual harassment, may be directed to the Title IX coordinator. The District designates the following person to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended:

Name: Monty Hysinger
Position: Superintendent
Address: Box 615, Dumas, TX 79029
Telephone: (806) 935-6461
ADA/SECTION 504 COORDINATOR
Reports of discrimination based on disability may be directed to the ADA/Section 504 coordinator. The District designates the following person to coordinate its efforts to comply with Title II of the Americans with Disabilities Act of 1990, as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended:

Name: Frankie Blue
Position: Special Services Director
Address: Box 615, Dumas, TX 79029
Telephone: (806) 935-6461

SUPERINTENDENT
The Superintendent shall serve as coordinator for purposes of District compliance with all other antidiscrimination laws.

ALTERNATIVE REPORTING PROCEDURES
A student shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX coordinator or ADA/Section 504 coordinator, may be directed to the Superintendent.
A report against the Superintendent may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.

TIMELY REPORTING
Reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the District’s ability to investigate and address the prohibited conduct.

NOTICE TO PARENTS
The District official or designee shall promptly notify the parents of any student alleged to have experienced prohibited conduct by a District employee or another adult.

INVESTIGATION OF THE REPORT
The District may request, but shall not require, a written report. If a report is made orally, the District official shall reduce the report to written form.
Upon receipt or notice of a report, the District official shall determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy. If so, the District official shall immediately authorize or undertake an investigation, regardless of whether a criminal or regulatory investigation regarding the same or similar allegations is pending. If not, the District official shall refer the complaint for consideration under FFI.
If an investigation is required in accordance with this policy, the District official shall also determine whether the allegations, if proven, would constitute bullying, as defined by FFI.
If appropriate, the District shall promptly take interim action calculated to address prohibited conduct or bullying during the course of an investigation.
The investigation may be conducted by the District official or a designee, such as the principal, or by a third party designated by the District, such as an attorney. When appropriate, the principal shall be involved in or informed of the investigation.
The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.

CONCLUDING THE INVESTIGATION
Absent extenuating circumstances, the investigation should be completed within ten District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation. The investigator shall prepare a written report of the investigation. The report shall include a determination of whether prohibited conduct or bullying occurred. The report shall be filed with the District official overseeing the investigation.

**DISTRICT ACTION**

**PROHIBITED CONDUCT**
If the results of an investigation indicate that prohibited conduct occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the Student Code of Conduct and may take corrective action reasonably calculated to address the conduct.

**CORRECTIVE ACTION**
Examples of corrective action may include a training program for those involved in the complaint, a comprehensive education program for the school community, counseling to the victim and the student who engaged in prohibited conduct, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of areas where harassment has occurred, and reaffirming the District’s policy against discrimination and harassment.

**BULLYING**
If the results of an investigation indicate that bullying occurred, as defined by FFI, the District official shall refer to FFI for appropriate notice to parents and District action. The District official shall refer to FDB for transfer provisions.

**IMPROPER CONDUCT**
If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take disciplinary action in accordance with the Student Code of Conduct or other corrective action reasonably calculated to address the conduct.

**CONFIDENTIALITY**
To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.

**APPEAL**
A student who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level. A student shall be informed of his or her right to file a complaint with the United States Department of Education Office for Civil Rights.

**RECORDS RETENTION**
Retention of records shall be in accordance with FB(LOCAL) and CPC(LOCAL).

**ACCESS TO POLICY AND PROCEDURES**
Information regarding this policy and any accompanying procedures shall be distributed annually in the employee and student handbooks. Copies of the policy and procedures shall be posted on the District’s Web site, to the extent practicable, and readily available at each campus and the District’s administrative offices.
To: Parents, Students, and DISD Employees  
From: Eddie Crossland  
Dumas ISD Asbestos Designated Person  
Re: Federal regulations concerning the inspection, re-inspection, periodic surveillance, response activities and management planning for asbestos in the Dumas ISD.

To Whom It May Concern:

I am pleased to advise you that Dumas ISD works diligently to maintain compliance in all areas with the Federal AHERA regulations that govern asbestos in schools. We have an ongoing process of updating the management plans for each school campus, and in accordance with regulations, we do periodic surveillance of asbestos in June and December of each year. This required process determines if any changes have occurred that require specialized maintenance.

Even though Dumas ISD has very little asbestos, mainly floor tile which is the safest and most manageable type of asbestos, we make every effort to protect the well-being and health of all. If you desire to review the asbestos management plan for any school, a copy is available for your viewing at each school or at this office at 411 Miller Avenue.

If you have any questions concerning DISD Asbestos Plans please call me at 806-935-4710.

Thank you!

Eddie Crossland, Asbestos Designated Person  
Revised 7/25/2019
DUMAS
INDEPENDENT
SCHOOL DISTRICT

To: Parents, Students, and DISD Employees

From: Eddie Crossland
Dumas ISD
IPM Coordinator

Date: August 17, 2019
2019-2020 School Year

Re: Structural and Landscape Pests

To Whom It May Concern:

Dumas Independent School District has a policy that requires us to follow integrated pest management (IPM) procedures to control pests on school grounds. This district strives to use the safest, effective methods to manage pests, including a variety of non-chemical measures; however, pesticide use is sometimes necessary to maintain adequate pest control and assure a safe, pest-free school environment.

All pesticides used in our district are registered for their intended use by the United States Environmental Protection Agency and are applied only by certified pesticide applicators. Prior to indoor applications, signs will be posted 48 hours in advance of the treatment. All outdoor applications will be posted at the time of treatment and signs will remain until it is safe to enter the area. Parents with further questions, or who wish to be notified directly about upcoming pesticide applications on their children's campus, can contact the District IPM Coordinator at 806-935-4710.

Thank you!

Eddie Crossland
Integrated Pest Management Person
Response To Intervention:

Dumas ISD believes in providing the highest quality of education to students. The following provides you with information about a three-tiered instructional approach referred to as Response to Intervention (RtI), which is a part of the federal education law.

For RtI, all students will participate in the core curriculum, with three levels (tiers) of interventions for students who demonstrate at-risk skills in general academics or behavior. Each tier provides additional support beyond the core curriculum. All students will be screened three times a year to measure their progress to determine if they are performing at grade level. Behavioral expectations will also be monitored on a regular basis throughout the year.

Tier One – Teachers will use different teaching strategies within the core curriculum to address all educational needs of students

Tier Two – Based on progress data, students who are unsuccessful in Tier One will be provided research-based interventions matched to their individual needs. The RtI Team will track the student’s progress, and parents will receive ongoing progress data.

Tier Three - Students with ongoing struggles in Tier Two will receive more intensive interventions at this level. Parents will receive ongoing progress data. After Tier Three implementation, students who continue to display limited progress may then be considered for further evaluation and services with your participation.

The RtI Team meets to address the child’s needs and to review the progress monitoring data during the intervention time period. We encourage you, as the person who best knows your child, to join us as a member of the intervention team. Each campus has a particular day and time that the RtI Team meets. We will keep you informed of meeting days and times as well as the child’s progress within the interventions in the Tiers.

Dumas ISD believes that we have the responsibility to make ALL children successful and we do that one child at a time.
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