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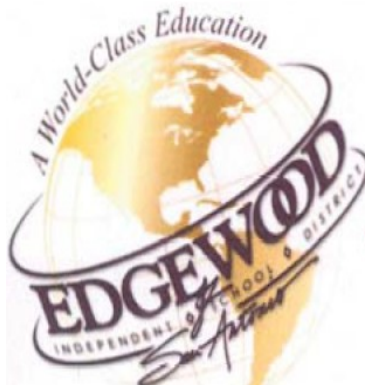
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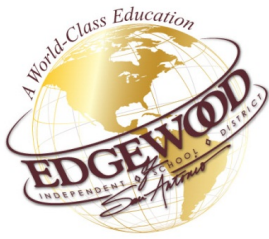
Superintendent

Dr. Jose A.
Cervantes

Student/Parent Handbook and Student Code of Conduct 2015 – 2016



Edgewood Independent School District
5358 West Commerce
San Antonio, Texas 78737-1354
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5358 W. Commerce Street San Antonio, Texas 78237 T (210) 444-4500 / F (210) 444-4602 www.eisd.net

August 24, 2015

Dear Student and Parent(s):

Welcome back to school! I hope that you had a great summer break and are ready for the upcoming school year.

The 2015-2016 school year will bring exciting opportunities for students of all ages. We will continue to offer full day pre-kindergarten as well as Head Start at four of our campuses. At our ten Elementary campuses we have expanded our Fine Arts Magnet Program. Each campus will offer either choir, orchestra/strings, guitar, dance, or piano to each of its students. We have also expanded our Elementary Gifted & Talented services providing additional services to students in this program.

Sixth graders are attending traditional middle schools this year where they will be able to engage in robust academic and extra curricular activities alongside their seventh & eighth grade level peers. At high school we will see the completion of stadium renovations as we charge into the upcoming football season. Bands at both high schools and football teams are practicing for their fall debut. It is sure to be an exciting year.

Our classrooms have been well staffed, some with excited new teachers, but most with the veteran teachers who remain committed to our students. Most of our teachers have spent at least part of their summer break learning new ideas and strategies to share with students. They are ready to welcome our students & provide them with the best education possible.

My staff and I are pleased to welcome you to the new school year and look forward to working side by side with parents and community members to give each student the education he or she needs. Our primary purpose is to educate our students, and we will work tirelessly to achieve that purpose. Our mission continues to be to provide a solid foundation with a World Class Education, and we take this mission seriously.

This **Parent/Student Handbook** is meant to accompany the **Student Code of Conduct**. As required by state law, Edgewood Independent School District Board of Trustees has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for each student. I urge you to read this publication thoroughly and discuss it with your family. If you have any questions about the policies and practices or the behaviors and consequences, I encourage you to ask for an explanation from the teachers or a campus administrator.

For information and convenience, the **Parent/Student Handbook and Student Code of Conduct** are available in English and Spanish and are accessible on the District's Web page www.eisd.net under the "Required Postings" tab (select "Student Handbook"). Together, with your support, we can truly make a difference in your child's life. We stand committed to *"providing a solid foundation with a World Class Education"* and wish you a great year.

Respectfully,

Dr. José A. Cervantes
Superintendent

Para su comodidad, también puede encontrar estos documentos en la página de Internet del Distrito, en www.eisd.net. Bajo la sección "Required Postings", seleccione "Student Handbook".



BOARD OF TRUSTEES

Dr. Eddie Rodriguez, President
Velma Peña, Vice President
Tina Morales Secretary
Sonia Elizondo, Trustee
Mary Lou Mendoza, Trustee
John Morales, Trustee
Johnny Perez Trustee

SUPERINTENDENT

Dr. José A. Cervantes

SUPERINTENDENT, BUSINESS OFFICES AND DISTRICT OPERATIONS

5358 W. Commerce Street
San Antonio, Texas 78237
(210) 444-4500 (Voice) (210) 444-4548 (Fax)
8:00 a.m. to 4:30 p.m.

CURRICULUM AND INSTRUCTION, ELEMENTARY AND SECONDARY OFFICES

Edgewood Service Center at Emma Frey
South Building
900 S. San Eduardo
San Antonio, Texas 78237
(210) 444-4500 (Voice) (210) 444-4548 (Fax)
8:00 a.m. to 4:30 p.m.

CAMPUS HOURS OF OPERATION

Elementary Schools

Student Attendance Hours: 7:45 a.m. to 3:15 p.m.

Tutoring hours determined by individual campuses

Middle Schools

Student Attendance Hours: 8:15 a.m. to 3:45 p.m.

Tutoring hours determined by individual campuses

High Schools

Student Attendance Hours: 8:30 a.m. to 4:20 p.m.

Tutoring hours are determined by individual campuses
And may occur before or after the regular instructional day



CAMPUS DIRECTORY				
PHONE	CAMPUS	ADDRESS	ZIP CODE	PRINCIPAL
Early Childhood Centers				
444-7725	Burleson Head Start	4415 Monterrey St	78237-2169	TBA (Site Manager)
444-7826	Cardenas Head Start	3300 Ruiz	78228-6296	(Site Manager) Annette Guzman James
444-7900	Stafford Head Start	611 S.W. 36th St.	78237-2607	Kerry Smith (Site Manager)
Elementary Schools				
444-7850	Roy Cisneros E.S.	3011 Ruiz	78228-6448	Graciela Martinez
444-8150	Gardendale E.S.	1731 Dahlgreen St.	78237-3631	Mary Inco
444-7800	H.B. Gonzalez E.S.	2803 Castroville Road	78237-2253	Mario Goff
444-8175	L.B. Johnson E.S.	6515 W. Commerce St.	78227-1598	Walter Price Allen
444-8050	Las Palmas E.S.	115 Las Palmas Drive	78237-3142	Pamela Castillo
444-8250	Loma Park E.S.	400 Aurora Drive	78228-5999	Gloria Martinez
444-8350	A. Perales E.S.	1507 Ceralvo Street	78237-4312	Daniel Pina
444-8375	Roosevelt E.S.	3823 Fortuna Court	78237-1359	Tina Garcia
444-8400	Stafford E.S.	415 S.W. 36th Street	78237-2607	Dr. Sylvia Morales
444-8450	Winston E.S.	2500 S. Gen. McMullen	78226-1699	Eliseo Rodriguez
Middle Schools				
444-7675	Brentwood M.S.	1626 W. Thompson St.	78226-1294	TBA
444-8075	Gus Garcia M.S.	3306 Ruiz Street	78228-6295	Pamela Reece
444-8475	E. T. Wrenn M.S.	627 S. Acme Road	78237-2499	Nicole Cannon
High Schools				
444-8040	J. F. Kennedy High School	1922 S. Gen. McMullen Blvd.	78226-1196	TBA
444-8300	Memorial High School	1227 Memorial Drive	78228-6199	Luz Martinez
444-8425	Toltech TSTEM Academy	1018 N.W. 34th Street	78228-6099	Rose Narvaez (Director)
444-7925	Edgewood Fine Arts Academy and Career Academy	607 S.W. 34th Street	78237-2644	(Director) TBA
Emma Frey Disciplinary Alternative Education Center				
444-8230	Disciplinary Alternative Education Program	900 S. San Eduardo	78237-1399	Gonzalo Simon Ramirez (Administrator)

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PREFACE

To Students and Parents:

Welcome to school year 2015–2016 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 Edgewood ISD **Student/Parent Handbook** is designed to provide a resource for some of the basic information that you and your child will need during the school year. In an effort to be as efficient as possible, the Edgewood Website will now be the primary source for access to the handbook. To access it, please go to <http://www.eisd.net> and under the Required Postings tab, select "Student Handbook". A paper copy of the handbook is available upon request.

The handbook is divided into three sections:

Section I—PARENTAL RIGHTS AND RESPONSIBILITIES—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—IMPORTANT INFORMATION FOR STUDENTS AND PARENTS—organized alphabetically by topic for quick access when searching for information on a specific issue.

Please be aware that the term "the student's parent" is used to refer to the parent, legal guardian, or any other person who has agreed to assume school-related responsibility for a student.

Section III—STUDENT CODE OF CONDUCT

Both students and parents should become familiar with the Edgewood ISD **Student Code of Conduct**, which is a document adopted by the board and intended to promote school safety and an atmosphere for learning.

The **Student/Parent Handbook** is designed to be in harmony with board policy and the **Student Code of Conduct**. Please be aware that the handbook is updated yearly, while board policy adoptions and revisions may occur throughout the year. Changes in policy or other rules that affect **Student/Parent Handbook** provisions will be made available to students and parents through newsletters or other communications.

In case of conflict between board policy (including the **Student Code of Conduct**) and any provisions of the **Student/Parent Handbook**, the current provisions of board policy and the **Student Code of Conduct** will be followed.

If you or your child has questions about any of the material in this handbook, please contact a teacher, the counselor, or the principal at your campus.

Please note that references to board policy codes are included so that parents can refer to current board policy. A copy of the district's policy manual is available for review in the school office or online at www.eisd.net. Also please take note of the Special Notices included in the back of the handbook:

APPENDIX 1: Notification of Non-discrimination in Education Programs

APPENDIX 2: Notice of Compulsory School Attendance

APPENDIX 3: State Testing Dates –2015 - 2016

SECTION I: PARENTAL RIGHTS AND RESPONSIBILITIES

This section of the Edgewood ISD Student Handbook includes information on topics of particular interest to you as a parent.

PARENTAL INVOLVEMENT

WORKING TOGETHER

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

- Encouraging your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
- Ensuring that your child completes all homework assignments and special projects and comes to school each day prepared, rested, and ready to learn.
- Becoming familiar with all of your child's school activities and with the academic programs, including special programs, offered in the district.
- Discussing with the counselor or principal any questions you may have about the options and opportunities available to your child.
- Reviewing the requirements of the graduation programs with your child once your child begins enrolling in courses that earn high school credit.
- Monitoring your child's academic progress and contacting teachers as needed.
- Attending scheduled conferences and requesting additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office for an appointment. The teacher will usually return your call or meet with you during his or her conference period or before or after school.
- Becoming a school volunteer. Contact your campus parent educator or principal.
- Participating in campus parent organizations. Parent organizations include: Parent Teacher Associations and Booster Clubs.
- Serving as a parent representative on the district-level or campus-level planning committees, assisting in the development of educational goals and plans to improve student achievement. This is known as the District Educational Improvement Council (DEIC). Contact Dr. Mary Miller, 210-444-8108. **Board Policies BQA, BQB**
- Serving on the School Health Advisory Council (SHAC), assisting the district in ensuring local community values are reflected in health education instruction. **Board Policies BDF, EHAA, FFA**
- Attending board meetings to learn more about district operations. **Board Policies BE, BED**

PARENTAL RIGHTS

OBTAINING INFORMATION AND PROTECTING STUDENT RIGHTS

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

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

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. **Board Policy EF (Legal)**

"OPTING OUT" OF SURVEYS AND ACTIVITIES

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 or selling that information.
- 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 scoliosis screenings, or any physical exam or screening permitted or required under state law. **Board Policies EF, FFAA**

INSPECTING SURVEYS

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

REQUESTING PROFESSIONAL QUALIFICATIONS OF TEACHERS AND STAFF

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 undergraduate and graduate degree majors, graduate certifications, and the field of study of the certification or degree. You also have the right to request information about the qualifications of any paraprofessional who may provide services to your child.

REVIEWING 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.

DISPLAYING A STUDENT'S ARTWORK AND PROJECTS

Teachers may display students' work 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, and the like on the district's Web site, in printed material, by video, or by any other method of mass communication.

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 counselor evaluations,
- Reports of behavioral patterns, and
- State assessment instruments that have been administered to your child.

GRANTING PERMISSION TO VIDEO OR AUDIO RECORD A STUDENT

As a parent, you may grant or deny any written request from the district to make a video or voice recording of your child. State law, however, 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; or
- When it relates to media coverage of the school.

GRANTING PERMISSION TO RECEIVE PARENTING AND PATERNITY AWARENESS INSTRUCTION

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

REMOVING A STUDENT TEMPORARILY FROM THE CLASSROOM

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 the Texas Education Agency.

REMOVING A STUDENT FROM 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 REQUIRED CONTENT

State law requires that any instruction related to human sexuality, sexually transmitted diseases, or human immunodeficiency virus or acquired immune deficiency syndrome 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.

CURRICULUM

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

- **It's Your Game...Keep it Real (IYG)** is a classroom and computer, evidence/research-based curriculum for middle school youth in middle school. The curriculum is grounded in theory and was developed to prevent teen pregnancy and Sexually Transmitted Diseases (STD), including HIV. There are four computer-based lessons and interactive activities that facilitate group discussion including role-plays for students to practice refusal skills. IYG emphasizes abstinence but also teaches students how to protect themselves from pregnancy and STD using medically accurate information. The curriculum also incorporates a life skills decision-making paradigm that assists students to: 1) select personal limits on risk behaviors; 2) detect situations that might challenge these limits; and 3) use refusal skills and other tactics to protect their chosen limits.

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

EXCUSING A STUDENT FROM 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 United States 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. **Board Policy EC (LEGAL)**

EXCUSING A STUDENT FROM RECITING A PORTION OF THE DECLARATION OF INDEPENDENCE

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

REQUESTING LIMITED OR NO CONTACT WITH A STUDENT THROUGH ELECTRONIC MEDIA

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.

If you prefer that your child not receive any one-to-one electronic communications from a district employee, please submit a written request to the campus principal stating this preference.

REQUESTING NOTICES OF CERTAIN STUDENT MISCONDUCT

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 the Student Code of Conduct. **Board Policy FO (LEGAL)**

SCHOOL SAFETY TRANSFERS

As a parent, you have a right:

- To request the transfer of your child to another classroom or campus if your child has been determined by the superintendent or its designee to have been a victim of bullying as the term is defined by Education Code 25.0341. Transportation is not provided for a transfer to another campus. **Board Policy FDB**
- To request the transfer of your child to attend a safe public school in the district if your child attends school at a campus identified by TEA as persistently dangerous or if your child has been a victim of a violent criminal offense while at school or on school grounds. **Board Policy FDE (LOCAL)**
- To request the transfer of your child to another campus if your child has been the victim of a sexual assault by another student assigned to the same campus, whether the assault occurred on or off campus, and that student has been convicted of or placed on deferred adjudication for that assault. **Board Policy FDE**

REQUESTING CLASSROOM ASSIGNMENT FOR 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. **Board Policy FDB (LEGAL)**

PARENTS OF STUDENTS WITH DISABILITIES

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. **Board Policy FDB (LOCAL)**

REQUEST FOR THE USE OF A SERVICE ANIMAL

A parent of a student who uses a service 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 animal on campus.

OPTIONS AND REQUIREMENTS FOR PROVIDING ASSISTANCE

If a child is experiencing learning difficulties, the parent may contact the person listed below to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other academic or behavior support services that are available to all students including a process based on Response to Intervention (RTI). The implementation of RTI has the potential to have a positive impact on the ability of 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 district must decide if the evaluation is needed. If the evaluation is needed, the parent will be notified and asked to provide informed written consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days of the date the district receives the written consent. The district must give a copy of the report to the parent.

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

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

- Texas Project First, at <http://www.texasprojectfirst.org/>
- Partners Resource Network, at <http://www.partnerstx.org/howPRNhelps.html>

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education services is the Licensed Specialist in School Psychology at your child's campus.

PARENTS OF 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.

ACCOMMODATIONS FOR CHILDREN OF MILITARY FAMILIES

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

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

Additional information may be found at <http://www.tea.state.tx.us/index2.aspx?id=7995>.

STUDENT RECORDS

Both federal 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. For purposes of student records, an "eligible" student is one who is 18 or older OR who is attending an institution of postsecondary education.

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

- The 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 becomes 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.
- District school officials who have what federal law refers to as a "legitimate educational interest" in a student's records. School officials would include trustees and employees, such as the superintendent, administrators, and principals; teachers, counselors, diagnosticians, and support staff; a person or company with whom the district has contracted or allowed to provide a particular service or function (such as an attorney, consultant, auditor, medical consultant, therapist, 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; or investigating or evaluating programs.

- Various governmental agencies, including juvenile service providers.
- Individuals granted access in response to a subpoena or court order.
- A school or institution of postsecondary education to which a student seeks or intends to enroll or in which he or she is already enrolled.
-

Release 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 Office of Student Records 210-444-7947 is the custodian of all records for students who have withdrawn or graduated.

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.

A parent (or eligible student) may inspect the student's records and request a correction 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 principal. 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 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. **Board Policy FNG (LEGAL)**

The district's policy regarding student records found at FL (LEGAL) and (LOCAL) is available from the principal's or superintendent's office or on the district website at www.eisd.net.

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.

Please note:

Parents or eligible students have the right to file a complaint with the U.S. Department of Education if they believe the district is not in compliance with federal law regarding student records. The complaint may be mailed to:

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

DIRECTORY INFORMATION

The law permits the district to designate certain personal information about students as "directory information." This "directory information" will be released to anyone who follows procedures for requesting it.

However, the parent or an eligible student may prevent 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.

MILITARY RECRUITERS AND INSTITUTIONS OF HIGHER EDUCATION

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 for you to complete, located in the appendix, if you do not want the district to provide this information to military recruiters or institutions of higher education.

SECTION II: OTHER IMPORTANT INFORMATION FOR STUDENTS AND PARENTS

Topics in this section of the 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.

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 compulsory attendance, the other with attendance for course credit—are of special interest to students and parents. They are discussed below.

COMPULSORY ATTENDANCE

State law requires that a student between the ages of six and 18 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.

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 and is subject to compulsory attendance laws, if the student is under 19 years old. In addition, if a student 19 or older has more than five (5) 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. **Board Policy FEA**

Students enrolled in prekindergarten or kindergarten are required to attend school.

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

EXEMPTIONS TO COMPULSORY ATTENDANCE

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

- Religious holy days;
- Required court appearances;
- Activities related to complete paperwork in connection with the student obtaining United States citizenship or taking part in the student's naturalization ceremony;
- Service as an election clerk or as a student early voting clerk;
- Documented health-care appointments for the student or the student's child if the student commences classes or returns to school on the same day of the appointment, including absences for recognized services for students diagnosed with autism spectrum disorders; (A note from the health-care provider must be submitted upon the student's return to campus.)
- Funeral services for a member of the student's immediate family (a parent or a sibling);
- Special education assessments or related services; and
- Attending the sounding of "Taps" at a military honors funeral held in this state for a deceased veteran;
- Special education assessment procedures and for special education related services;
- Visiting with a parent, stepparent, or legal guardian who is an active duty member of the uniformed services either before deployment or after their return; and
- For temporary absence resulting from any cause acceptable to the teacher, principal, or Superintendent of the school in which the student is enrolled.

In addition, a junior or senior student's absence of up to two (2) days related to visiting a college or university will be considered an exemption, provided the student receives approval from the campus principal, follows the campus procedures to verify such a visit, and makes up any work missed.

FAILURE TO COMPLY WITH COMPULSORY ATTENDANCE

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.

A court of law may also impose penalties against both the student and his or her parents 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 from school on ten (10) or more days or parts of days within a six-month period in the same school year, or
- Is absent on three (3) or more days or parts of days within a four-week period.

For a student younger than 12 years of age, the student's parent could be charged with a criminal offense based on the student's failure to attend school.

If a student between the ages of 12 and 18 violates the compulsory attendance law, both the parent and student could be charged with a criminal offense. **Board policy FEA (LEGAL)**

ATTENDANCE FOR CREDIT

To receive credit in a class, a student must attend at least **90 percent** of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit for the class if he or she completes a plan, approved by the principal 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 for the class.

If a student attends less than 75 percent of the days a class is offered or has not completed a 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, if appropriate. **Board Policy FEC**

In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- All absences, whether excused or unexcused, will be considered in determining whether a student has attended the required percentage of days. If makeup work is completed, absences for the reasons listed above at **Exemptions to Compulsory Attendance** will be considered days of attendance for this purpose.
- 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 attendance committee will attempt to ensure that it is in the best interest of the student.
- The attendance committee will consider the acceptability and authenticity of documented reasons for the student's absences.
- The attendance committee will consider whether the absences were for reasons over which the student or the student's parent could exercise any control.
- The attendance 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 attendance committee about the absences and to talk about ways to earn or regain credit.

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

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

PARENT'S NOTE AFTER AN ABSENCE

When a student must be absent from school, the student—upon returning to school—must bring a note signed by the parent that describes the reason for the absence. A note signed by the student, even with the parent's permission, will not be accepted unless the student is 18 or older. If the cause for the absence is acceptable, the absence will be excused. If the cause of the absence is not acceptable, the student's attendance record will reflect and unexcused absence.

DOCTOR'S NOTE AFTER AN ABSENCE FOR ILLNESS

Upon return to school, a student absent for more than three (3) or more 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.

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. **Board Policy FEC (LOCAL)**

DRIVER LICENSE ATTENDANCE VERIFICATION

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.

ACADEMIC PROGRAMS

The school counselor provides students and parents with information regarding academic programs to prepare for higher education and career choices. All students are encouraged to take the most rigorous courses and graduate under the most rigorous graduation plan in order to be academically prepared to enter college or enter the world of work. **Board Policy EIF**

BULLYING

The district prohibits bullying on school property, at school-sponsored or school-related activities, or in any vehicle operated by the district. Bullying occurs when a student or group of students exploit an imbalance of power between the student perpetrator and the student victim and engages in written or verbal expression or physical conduct against another student and the behavior:

- Results or will result in physical harm to the student or damage to the student's property, or places a student in reasonable fear of physical harm to the student's person or of damage to the student's property, or
- Is sufficiently severe, persistent, or pervasive enough that it creates an intimidating, threatening, or abusive educational environment for the student or substantially disrupts the operation of the school.

Bullying may be verbal or written expression or expression through electronic means, or physical conduct. Bullying could include hazing, threats, taunting, teasing, assault, demands for money, confinement, destruction of property, theft of valued possessions, name-calling, rumor-spreading, and ostracism. In some cases, bullying can occur through electronic methods, called "cyberbullying."

Students or parents who witness possible bullying may report the incident of alleged bullying, orally or in writing, to a teacher, counselor, principal or other district employee. If a student believes that he or she has experienced bullying, it is important for the student or parent to notify a district employee such as a teacher, counselor, principal, or other district administrator as soon as possible. You may also report bullying on our district or campus websites using our Edgewood Alert system. Please note that after submission of the complaint to the district employee, the district may assign the complaint to a campus administrator to follow up on the submitted complaint and any other important matters pertaining to the complaint. We encourage you to communicate with your designated campus administrator during this time. The campus administrator will investigate any allegations of bullying and will take appropriate disciplinary action if an investigation indicates that bullying has occurred. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying.

More information about the district's bullying policy can be found at <http://www.eisd.net> or the school administration office.

Retaliation against anyone involved in the complaint process is a violation of district policy and is prohibited. Any retaliation against a student who reports an incident of bullying is prohibited. **Board Policy FFI (LOCAL)**

CAREER AND TECHNICAL EDUCATION (CTE) PROGRAMS

The district offers career and technical education programs in Architecture and Construction; Arts, Audio/Video Technology and Communications; Business Management and Administration; Finance; Health Science; Hospitality and Tourism; Human Services; Information Technology; Law, Public Safety, Corrections and Security; Manufacturing; Marketing; Science, Technology, Engineering and Math (STEM); and Transportation. Admission to these programs is based on interest, aptitude, age appropriateness, grade level appropriateness and available class size

Edgewood ISD will take steps to ensure that lack of English language skills will not be a barrier to admission and participation in all educational and CTE programs.

CHILD SEXUAL ABUSE AND OTHER MALTREATMENT OF CHILDREN

The district has established a plan for addressing child sexual abuse and other maltreatment of children. 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. 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 campus 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 (TDFPS) also manages early intervention counseling programs. To find out what services may be available in your county, see <http://www.dfps.state.tx.us/training/reporting/default.asp>.

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

<http://www.childwelfare.gov/pubs/factsheets/signs.cfm>

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

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

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

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

Reports may be made to: The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (1 800-252-5400 or on the Web at <http://www.txabusehotline.org>). **Board Policy FFG (Local)**

CLASS RANK/HIGHEST RANKING STUDENT

Individual grade point averages shall be computed for the purpose of determining eligibility for the honors of valedictorian and salutatorian as well as eligibility for awards and scholarships. In order to be considered for the top two rank positions, valedictorian and salutatorian, a student must have been continuously enrolled in his or her respective District high school for the last three full

semesters immediately preceding graduation. Students shall also be identified as honor graduates in the following categories based on their grade point averages. These grade point averages shall be determined by the point system described below: Summa Cum Laude: 100 and higher, Magna Cum Laude: 95–99, Cum Laude: 90–94.

For the purpose of this recognition and ranking, grade point averages shall stand at face value. Preliminary student rankings shall be calculated at the end of the student's freshman and sophomore years. For official GPA and ranking purposes, student calculations shall occur at the end of the second semester of the student's junior year and at the end of the first semester of his or her senior year. Final ranking for all junior potential graduates and seniors shall occur at the end of the third nine-week grading period.

Each potential graduate's rank in class shall be determined for the purpose of reporting to colleges and/or prospective employers. Beginning with students who enter the ninth grade in 1999–2000 and thereafter, ten points shall be added to course grades that are designated as Pre-AP, AP, and DC. These ten points shall be added at the end of each semester when the grades are posted. The ten points shall be added only to grades of 70 and higher. Beginning with students who enter the ninth grade in 2002–03 and thereafter, five points shall be added to course grades that are designated as "advanced" for all students. These points shall be added at the end of each semester when the grades are posted. The five points shall be added only to grades of 70 and higher. Reclassification shall occur for 11th grade potential graduates who have signed a graduation contract. This reclassification shall occur at the end of the first semester. **Board Policy EIC (Local)**

CLASS SCHEDULES

All students are expected to attend school for the entire school day and maintain a class/course schedule to include 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.

COLLEGE AND UNIVERSITY ADMISSIONS

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 Recommended or Advanced/Distinguished Achievement Program; 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 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 of Texas at Austin during the summer or fall 2014 term, the University will be admitting the top seven percent of the high school's graduating class who meet the above requirements. Additional applicants will be considered by the University through an independent review process.

If a college or university adopts 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.

Students and parents should contact the counselor for further information about automatic admissions, the application process, and deadlines. **Board Policy (EIC) Local**

Prepare for TSI Test

TSI Math:	TSI Reading:	TSI Writing/Essay:
Elementary Algebra and Functions	Literary Analysis	Essay Revision
Intermediate Algebra and Functions	Main Idea and Supporting Details	Agreement
Geometry and Measurement	Inferences in a Text or Texts	Sentence Structure
Data Analysis, Statistics and Probability	Author's Use of Language	Sentence Logic
College Ready with a score of 350 to 390	College ready with a score of 351- 390	College ready with the score of 363 to 390 and 4 on the essay

SAT TEST DATE 2015-2016

Test Dates	Registration Deadline	Late registration Deadline
September 12, 2015	August 7, 2015	August 8-21, 2015
October 24, 2015	September 18, 2015	September 19- October 2, 2015
December 12, 2015	November 6, 2015	November 7-20, 2015
February 6, 2016	January 8, 2016	January 9-15, 2016
April 9, 2016	March 4, 2016	March 5-18, 2016
June 11, 2016	May 6, 2016	May 7-20, 2016
Test Dates	Registration Deadline	Late registration Deadline

<http://sat.collegeboard.org/register/sat-dates>

ACT TEST DATES 2015-2016

Test Dates	Registration Deadline	Late registration Deadline
September 12, 2015	August 7, 2015	August 8-21, 2015
October 24, 2015	September 18, 2015	September 19- October 2, 2015
December 12, 2015	November 6, 2015	November 7-20, 2015
February 6, 2016	January 8, 2016	January 9-15, 2016
April 9, 2016	March 4, 2016	March 5-18, 2016
June 11, 2016	May 6, 2016	May 7-20, 2016

Fee waivers may be available if you qualify. See your counselor for more information.*

<http://www.actstudent.org/regist/dates.html#second>

COLLEGE CREDIT COURSES

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

- Enrollment in designated courses taught at the high school campus, which may include courses termed dual credit or Advanced Placement (AP).
- Enrollment in an AP or dual credit course through the Texas Virtual School Network;
- Enrollment in courses taught in conjunction and in partnership with Alamo Colleges and University of Texas at San Antonio.
- Enrollment in certain Career and Technical Education (CTE) courses.

All of these methods have eligibility requirements and must be approved prior to enrollment in the course. Please see the counselor for more information.

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.

COMPLAINTS AND CONCERNS

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

In general, the student or parent should submit a written complaint and request a conference with 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

APPLICABILITY OF SCHOOL RULES

As required by law, the board has adopted a Student Code of Conduct that prohibits certain behaviors and defines standards of acceptable behavior—both on and off campus—and consequences for violation of these standards. The district has disciplinary authority over a student in accordance with the Student Code of Conduct. Students and parents should be familiar with the standards set out in the Student Code of Conduct, as well as campus and classroom rules.

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. Guests must be cleared to participate in the school's social events.

A student attending a social event is asked to notify a parent/guardian when leaving before the end of the event; anyone leaving before the official end of the event will not be readmitted.

COUNSELING

ACADEMIC COUNSELING

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 spring, students in grades 7th–12th 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.

To plan for the future, each student should work closely with the counselor in order to enroll in the high school courses that best prepare him or her for attendance at a college, university, or training school, or for pursuit of some other type of advanced education. The counselor can also provide information about entrance exams and application deadlines, as well as information about automatic admission to state colleges and universities, financial aid, housing, and scholarships.

PERSONAL COUNSELING

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues, or substance abuse. The counselor may also make available information about community resources to address these concerns. A student who wishes to meet with the counselor should contact their campus counselor to determine the best course of action.

Social Workers

Assist children and families by examining those factors in the home, school and/or community that are impacting a student's educational success and then assist in reducing those barriers to learning. School Social Workers support parents to understand their child's developmental and educational needs, to effectively advocate for their child in school.

PSYCHOLOGICAL EXAMS, TESTS, OR TREATMENT

The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent. Parental consent is not necessary when a psychological examination, test, or treatment is required by state or federal law for special education purposes or by the Texas Education Agency for child abuse investigations and reports. **Board Policies EHBA (LEGAL), FFE (LEGAL), and FFG (EXHIBIT)**

GROUP COUNSELING

Student Support Staff also conducts group counseling as needed. Parent permission forms will be sent home for consent before any group sessions begin. All other counseling services included in this handbook will be allowable with the acknowledgement of the receipt of your handbook. All items that Counselors will use during the school year will be on display in the beginning of the school year. If you elect that your child should not participate please contact your school counselor.

COURSE CREDIT

A student in grades 9–12 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. However, both semesters shall be taken within the same academic school year, which includes summer school.

CREDIT BY EXAM—IF A STUDENT HAS TAKEN THE COURSE

A student who has previously taken a course or subject—but did not receive credit for it—may, in circumstances determined by the principal, attendance committee, or Universal Review System Committee, be permitted to earn credit by passing an exam 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 counselor or principal would determine if the student could take an exam for this purpose. If approval is granted, the student must score at least 70 on the exam 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 exam. **Board Policy EHDB (LOCAL)**

CREDIT BY EXAM—IF A STUDENT HAS NOT TAKEN THE COURSE

A student will be permitted to take an exam to earn credit for an academic course for which the student has had no prior instruction or to accelerate to the next grade level. The dates on which exams are scheduled during the 2015–2016 school year will be provided on an as needed basis.

A student will earn course credit with a passing score of at least 90 on the exam.

A student in elementary school, grades 1 through 5, will be eligible to accelerate to the next grade level if the student scores at least 90 on each exam in the subject areas of: (1) language arts, (2) mathematics, (3) science, and (4) social studies.

If a student plans to take an exam, the student (or parent) must register with the principal no later than 30 days prior to the scheduled testing date. If the district agrees to administer a test other than the one chosen by the district, the student's parent will be responsible for the cost of the exam. **Board Policy EHDC (LOCAL)**

DATING VIOLENCE, DISCRIMINATION, HARASSMENT, AND RETALIATION

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

The board has established policies and procedures to prohibit and promptly respond to inappropriate and offensive behaviors that are based on a person's race, color, religion, gender, national origin, disability, or any other basis prohibited by law. **Board 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 or 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, 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, gender, national origin, disability, 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. A copy of the district's policy is available in the principal's office and in the superintendent's office or at: www.eisd.net 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 or intimidating 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.

SEXUAL HARASSMENT

Sexual harassment of a student by an employee, volunteer, or another student is prohibited.

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. However, romantic and other inappropriate social relationships, as well as all sexual relationships, between students and district employees are prohibited, even if consensual. Examples of prohibited 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.

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.

Retaliation against a student might occur when a student receives threats from another student or an employee or when an employee imposes an unjustified punishment or unwarranted grade reduction. Retaliation does not include petty slights and annoyances from other students or negative comments from a teacher that are justified by a student's poor academic performance in the classroom.

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, counselor, principal, or other district employee. The report may be made by the student's parent. **Board Policy FFH (LOCAL)**

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. The district will notify the parents of any student alleged to have experienced prohibited conduct involving an adult associated with the district.

In the event 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.

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

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

DISCRIMINATION

(See Dating Violence, Discrimination, Harassment, and Retaliation)

DISTANCE LEARNING

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.

The Texas Virtual School Network (TxVSN) has been established 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. In limited circumstances, a student in grade 8 may also be eligible to enroll in a course through the TxVSN.

Depending on the TxVSN course in which a student enrolls, the course may be subject to the "no pass, no play" rules. If you have questions or wish to make a request that your child be enrolled in a TxVSN course, please contact the counselor.

If a student wishes to enroll in a correspondence course or a distance learning course that is not provided through the TxVSN 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 will not recognize and apply the course or subject toward graduation requirements or subject mastery.

DISTRIBUTION OF PUBLISHED MATERIALS OR DOCUMENTS

SCHOOL MATERIALS

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

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

NON-SCHOOL MATERIALS FROM STUDENTS

Students must obtain prior approval from the principal before posting, circulating, or distributing more than ten copies of written materials, handbills, photographs, pictures, petitions, films, tapes, posters, 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 may designate a specific location for approved non-school materials to be placed for voluntary viewing by students. **Board Policy FNAF**

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

NON-SCHOOL MATERIALS 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 superintendent office for prior review. The superintendent or designee 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. **Board Policies DGBA, FNG, GF**

Prior review will not be required for:

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

All non-school materials distributed under these circumstances must be removed from district property immediately following the event at which the materials are distributed. **Board Policy FNG (LOCAL)**

DRESS AND GROOMING

School Districts have jurisdiction regarding dress and grooming standards for students. District policy prohibits any clothing or grooming that in an administrator's judgment, may reasonably be expected to cause disruption of or interference with normal operations. **Board Policy FNCA**

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

1. The District prohibits pictures, emblems, or writing on clothing:
 - a. that are lewd, offensive, vulgar, obscene, satanic or that imply a double meaning message.
 - b. that advertise or depict tobacco, alcoholic beverages, drugs or any other prohibited substance.
 - c. that are associated with gangs or secret societies.
2. The student's appearance, dress and grooming must be such as **not** to interfere with the instructional program in general and must meet these minimal standards:
 - a. Clothing must not be suggestive, indecent, or inappropriate.
 - b. See-through clothing or garments that are strapless or backless are not to be worn.
 - c. Students must wear proper undergarments at all times and must not wear them as outer garments.
 - d. Blouses or shirts that show the mid-section will not be worn. In addition, if a blouse or shirt exposes the mid-section when arms are raised, a student will be expected to change.
 - e. Torn clothing will not be worn.
 - f. Shorts and skirts shall not be more than 4 inches above the knee and elementary students 3rd-5th grade mid thigh or longer (no spandex type or athletic shorts).
 - g. Sleeveless apparel must provide appropriate coverage (no tank tops, muscle shirts, or basketball type shirts; undergarments must not show).
 - h. Bandanas will not be worn, carried or used in any manner.
 - i. Hats or head apparel are not permitted on campus or buses unless specifically approved by the campus administrator.
 - j. Steel-toed boots are prohibited.
 - k. Sunglasses may not be worn in the building unless the student has doctor's note. Contact lenses may not alter the natural appearance of the eyes.
 - l. Piercings may not be worn in any part of the body except for the ear lobes. Any type of distracting or dangerous jewelry is not permitted. Tattoos must be covered.
 - m. Any shirt, including over sized sports jerseys, that are more than 4 inches longer than the top of the waistband will be tucked in.
 - n. Oversized sagging or baggy pants are prohibited. Pants must be within one waist size and worn at the waist. Pant length must not touch the ground nor be rolled at the hem.
 - o. No dangling chains or belts will be allowed.
 - p. Matching or similar clothes, which identify a gang or a group not approved by the school, will not be allowed.
3. Hair will be kept well groomed for both male and female students. Conspicuous or non- traditional styles or colors of hair are prohibited.

If the principal determines that a student's appearance, dress or grooming may reasonably be expected to cause disruption or interfere with normal operation of the learning or school environment, the student shall be given an opportunity to correct the problem at school. If not corrected, the student shall be assigned to In-School suspension for the remainder of the day or until the problem is corrected or until a parent or designee brings an acceptable change of clothing to the school. Repeated dress code

offenses may result in more serious disciplinary action. Appropriate discipline procedures shall be followed in all cases in accordance with the Student Code of Conduct. Organizations are allowed to set stricter dress codes.

UNIFORMS

Uniforms are mandatory for all **elementary school students** in the Edgewood ISD.

Uniforms are as follows:

- Girls: White polo-styled shirts or blouses with short/long sleeves with collar
Dark navy blue or khaki walking shorts, skirts, jumpers or slacks
- Boys: White polo-styled short/long sleeves shirts with collar
Dark navy blue or khaki walking shorts, or slacks

Uniforms are mandatory for all **middle school students** in the Edgewood ISD.

Uniforms are as follows:

- Girls: White polo-styled shirts or blouses with short/long sleeves with collar or school color shirt with logo
Dark navy blue or khaki walking shorts, skirts, or slacks
- Boys: White polo-styled short/long sleeves shirts with collar or school color shirt with logo
Dark navy blue or khaki walking shorts, or slacks

Pants may have pockets in the front and back (maximum of four total pockets). Carpenter, INCO/Cargo, jogging/sweat pants/shorts, or overall dress/pants are not allowed. All clothing must also conform to specifications outlined in EISD guidelines. NO JEANS OR DENIM CLOTH MATERIAL WILL BE ALLOWED.

FUNDING

One uniform per child will be provided for those children whose family is unable to afford the required uniform. Request must be made to the Principal in writing no later than one week after the start of school.

Applications for assistance in buying uniforms will be available from the School District. If you need help or information on uniforms for the elementary students or middle school students, please call your school or Dr. Mary Miller, Executive Officer, Campus Administration, 210-444-8108.

On a campus designated "spirit day", the students may wear their school-color tee shirt. As always, you will receive previous notification of "spirit days".

GRACE PERIOD

New students have a 30-day grace period beginning the day of registration to obtain the required uniform.

DELEGATION OF AUTHORITY

The principal of the campus may adopt a specific uniform rule as per approval of the Superintendent prior to adoption or any change in the uniform rule. The principal shall receive input from the campus site-based decision committee. Parents and students will be notified of the adoption of the uniform rule by the principal or any change in the uniform rule at least 90 days prior to effective date. The final decision as to whether the dress and grooming code has been violated rest with the campus administrator.

ELECTRONIC DEVICES AND TECHNOLOGY RESOURCES

POSSESSION AND USE OF PERSONAL TELECOMMUNICATIONS DEVICES, INCLUDING MOBILE TELEPHONES

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

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

If a student uses a telecommunications device without authorization during the school day, the device will be confiscated. The parent may pick up the confiscated telecommunications device from the principal's office for a fee of \$15.

Confiscated telecommunications devices that are not retrieved by the student or the student's parents will be disposed of after the notice required by law. **Board Policy FNCE**

In limited circumstances and in accordance with law, a student's personal telecommunications device may be searched by authorized personnel. **Board Policy FNF**

Any disciplinary action will be in accordance with the Student Code of Conduct. The district will not be 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. **Board Policy FNF**

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 will not be 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

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

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 and may, in certain circumstances, be reported to law enforcement.

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

The State of Texas Assessments of Academic Readiness or STAAR will replace the Texas Assessment of Knowledge and Skills (TAKS), which is the criterion-reference assessment program that has been in place since 2003.

The STAAR, pronounced the same as star, will be used for the end-of-course assessments mandated by SB 1031.

Beginning with students who enter grade 9 in the 2013–2014 school year, EOC assessments will be administered for the following courses and will replace the exit-level TAKS test as mentioned above: English I, English II, Algebra I, Biology, and United States History. Students graduating under the Minimum Program must take EOC assessments only for courses in which they are enrolled and for which there is an EOC assessment. Each student will be required to achieve certain scores on the applicable EOC assessments to graduate, depending on the graduation program in which the student is enrolled. A student who has not achieved sufficient scores on the EOC assessments to graduate will have opportunities to retake the assessments.

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

EXTRACURRICULAR ACTIVITIES, UIL, CLUBS, AND ORGANIZATIONS

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

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 inter-district 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. See <http://www.uil texas.org> for additional information.

The following requirements 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 or International Baccalaureate 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 with disabilities 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.
- An absence for participation in an activity that has not been approved will receive an unexcused absence.
- A student is allowed in a school year up to 10 absences from a class during the school year for extracurricular activities or public performances. All extracurricular activities and public performances, whether UIL activities or others approved by the board, are subject to these restrictions.

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 local 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.

FEES

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 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 fee not to exceed \$50 for costs of providing an educational program outside of regular school hours for a student who has lost credit 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).

Upon receipt by the District of reliable proof that a student and his or her parent or guardian are unable to pay a fee or deposit required by the school, such fee or deposit shall be waived. Such student and his or her parent or guardian must present evidence of their inability to pay to the appropriate principal who shall determine eligibility for a fee waiver.

FUNDRAISING

Student groups or classes and/or parent groups may be permitted to conduct fund-raising drives for approved school purposes. An application for permission must be made to the campus principal at least 15 school days before the event. **Board Policies FJ, GE**

GANG-FREE ZONES

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 CLASSIFICATION

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

<u>Credits Earned</u>	<u>Classification</u>
0-5.5	Grade 9 – Freshman
6.0-11.5	Grade 10 – Sophomore
12.0-17.5	Grade 11 – Junior
18.0+	Grade 12 – Senior

GRADING GUIDELINES

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.

GRADUATION

REQUIREMENTS FOR A DIPLOMA

To receive a high school diploma from the district, a student must successfully:

- Complete the required number of credits;
- Complete any locally required courses in addition to the courses mandated by the state; and
- Depending on the year in which the student is scheduled to graduate, pass a statewide exit-level exam or pass the required end-of-course (EOC) assessments.

The exit-level test, currently required for students in grade 12, covers English language arts, mathematics, science, and social studies and requires knowledge of Algebra I and Geometry; Biology and Integrated Chemistry and Physics; English III; and early American and United States History, World History, and World Geography. . A student in grade 12 who has not passed the exit-level test will have to retake it and intervention opportunities.

Beginning with students who enter grade 9 in the 2011–2012 school year, EOC assessments will be administered for the following courses and will replace the exit-level test as mentioned above: English I, English II, Algebra I, Biology, and United States History. A student who has not achieved sufficient scores on the EOC assessments to graduate will have opportunities to retake the assessments.

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.

GRADUATION PROGRAMS

The district offers the graduation programs listed below. All students entering grade 9 are required to enroll in the Recommended Program or Advanced/Distinguished Achievement Program. Permission to enroll in the Minimum Program will be granted only if a written agreement is reached among the student, the student's parent or person standing in parental relation, and the counselor or appropriate administrator. In order for a student to take courses under the Minimum Program, the student must be at least 16 years of age; have completed at least two credits each in English language arts, math, science, and social studies courses that are required for graduation; or have failed grade 9 one or more times. **Board Policy EIF (Legal)**

Effective with ninth graders in the 2011–2012 school year, in addition to the credit and course requirements for each program, performance on EOC assessments will be linked to a student's eligible graduation program. A student who does not make the minimum required score on any individual assessment will be required to retake that assessment.

To graduate on the Recommended Program, a student must perform satisfactorily on the Algebra II and English III EOC assessments, in addition to meeting the cumulative score requirements described above. To graduate on the Advanced/Distinguished Achievement Program, a student must demonstrate advanced academic performance on the Algebra II and English III EOC assessments, commonly referred to as college and career readiness standards, in addition to successfully meeting performance standards on the other EOC assessments. If this standard is not met, the student will graduate under the Recommended Program, regardless of whether the student has met all other requirements for graduation under the Advanced/Distinguished Achievement Program.

All students must meet the following credit and course requirements for graduation under the programs listed:

GRADUATION PROGRAM REQUIREMENTS 2015-2016

	Student Who Entered 9th Grade in the 2014 School Year	Graduation Requirements For Students Who Entered 9th grade on or before 2013		
Discipline	Foundation FSP	*MHSP	*RHSP	*DAP
English Language Arts	Four credits: <ul style="list-style-type: none"> English I English II English III An advanced English course 	Four credits: <ul style="list-style-type: none"> English I English II English III English IV or approved alternate course 	Four credits: <ul style="list-style-type: none"> English I English II English III English IV 	Four credits: <ul style="list-style-type: none"> English I English II English III English IV
	Please Note: English Language Learners (ELL) must follow the program as prescribed by the LPAC			
Mathematics	Three credits: <ul style="list-style-type: none"> Algebra I Geometry An advanced math course 	Three credits: <ul style="list-style-type: none"> Algebra I Geometry SBOE approved math course 	Four credits: <ul style="list-style-type: none"> Algebra I Algebra II Geometry An additional math credit 	Four credits: <ul style="list-style-type: none"> Algebra I Algebra II Geometry An additional math credit
Science	Three credits: <ul style="list-style-type: none"> Biology IPC or an advanced science course An advanced science course 	Two credits: <ul style="list-style-type: none"> Biology IPC or Chemistry and Physics (one of the two serves as an academic elective) 	Four credits: <ul style="list-style-type: none"> Biology Chemistry Physics An additional science credit 	Four credits: <ul style="list-style-type: none"> Biology Chemistry Physics An additional science credit
Social Studies	Three credits <ul style="list-style-type: none"> U.S. History U.S. Government (one-half credit) Economics (one-half credit) World History or World Geography 	Three credits: <ul style="list-style-type: none"> U.S. History (one credit) U.S. Government (one-half credit) Economics (one-half credit) World History (one credit) or World Geography (one credit) 	Four credits: <ul style="list-style-type: none"> U.S. History (one credit) U.S. Government (one-half credit) Economics (one-half credit) World History (one credit) World Geography (one credit) 	Four credits: <ul style="list-style-type: none"> U.S. History (one credit) U.S. Government (one-half credit) Economics (one-half credit) World History (one credit) World Geography (one credit)
Physical Education	One credit	One credit	One credit	One credit
Languages Other Than English	Two credits in the same language Two credits from Computer Science I, II, and III (other substitutions)	None	Two credits in the same language	Three credits in the same language
Fine Arts	One credit	One credit	One credit	One credit
Speech	Demonstrated proficiency in speech skills	One-half credit from either of the following: <ul style="list-style-type: none"> Communication Applications Professional Communications (CTE) 	One-half credit from either of the following: <ul style="list-style-type: none"> Communication Applications Professional Communications (CTE) 	One-half credit from either of the following: <ul style="list-style-type: none"> Communication Applications Professional Communications (CTE)
Electives	Five credits	Seven and one half credits (one must be an academic elective)	Five and one-half credits	Four and one-half credits

Total Credits	22	22	26	26
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* Only available for students who entered grade 9 before the 2015-2016 school year

Local Requirements: All students will take Algebra II during their 10th Grade School Year

Endorsements	A student may earn an endorsement by successfully completing <ul style="list-style-type: none"> • curriculum requirements for the endorsement • a total of four credits in mathematics • a total of four credits in science • two additional elective credits
STEM	A coherent sequence or series of courses selected from one of the following: <ul style="list-style-type: none"> • CTE courses with a final course from the STEM career cluster • Computer science • Mathematics • Science • A combination of no more than two of the categories listed above
Business and Industry	A coherent sequence or series of courses selected from one of the following: <ul style="list-style-type: none"> • CTE courses with a final course from the Agriculture, Food, & Natural Resources; Architecture & Construction; Arts, Audio/Video, Technology & Communications; Business Management & Administration; Finance; Hospitality & Tourism; Information Technology; Manufacturing, Marketing; Transportation, or Distribution & Logistics CTE career cluster • The following English electives: public speaking, debate, advanced broadcast journalism including newspaper and yearbook • Technology applications • A combination of credits from the categories listed above
Public Services	A coherent sequence or series of courses selected from one of the following: <ul style="list-style-type: none"> • CTE courses with a final course from the Education & Training; Government & Public Administration; Health Science, Human Services; or Law, Public Safety, Corrections, and Security career cluster • JROTC
Arts and Humanities	A coherent sequence or series of courses selected from one of the following: <ul style="list-style-type: none"> • Social studies • The same language in Languages Other Than English • Two levels in each of two language in Languages Other Than English • American Sign Language (ASL) • Courses from one or two categories (art, dance, music, and theater) in fine arts • English electives that are not part of Business and Industry
Multidisciplinary Studies	A coherent sequence or series of courses selected from one of the following: <ul style="list-style-type: none"> • Four advanced courses that prepare a student to enter the workforce successfully or postsecondary education without remediation from within one endorsement area or among endorsement areas that are not in a coherent sequence • Four credits in each of the four foundation subject areas to include English IV and chemistry and/or physics • Four credits in AP, IB, or dual credit selected from English, mathematics, science, social studies, economics, languages other than English, or fine arts
	Total Credits w/endorsement – 26
Distinguished Level of Achievement	<ul style="list-style-type: none"> • A total of four credits in math, including credit in Algebra II • A total of four credits in science • Completion of curriculum requirements for at least one endorsement
Performance Acknowledgments	<ul style="list-style-type: none"> ▪ For outstanding performance <ul style="list-style-type: none"> • in a dual credit course • in bilingualism and biliteracy • on an AP test or IB exam • on the PSAT, the ACT-Plan, the SAT, or the ACT ▪ For earning a nationally or internationally recognized business or industry certification or license

Not all Endorsements will be Offered: Course Offering is a Local Decision.

Note+: A student, who completed the fourth year of high school during the 2013-2014 school year and who did not satisfy the curriculum requirements of the student's current graduation program, may be eligible to graduate if the student satisfies the requirements for the Foundation School Program. This provision expires on September 1, 2015.

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, or social studies 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.

A student graduating under the Advanced/Distinguished Achievement Program must also achieve a combination of four of the following advanced measures:

1. An original research project or other project that is related to the required curriculum. These projects must be judged by a panel of professionals or conducted under the direction of a mentor and reported to an appropriate audience. Please note that no more than two of the four advanced measures may be received from this option.
2. Test data where a student receives:
 - a. A score of three or above on an Advanced Placement (AP) exam;
 - b. A score of four or above on an International Baccalaureate (IB) exam; or
 - c. A score on the Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT) that qualifies the student for recognition as a commended scholar or higher by the College Board and National Merit Scholarship Corporation
 - i. as part of the National Hispanic Recognition Program (NHRP) of the College Board, or,
 - ii. as part of the National Achievement Scholarship Program of the National Merit Scholarship Corporation.
 - d. The PSAT/NMSQT score will count as only one advanced measure regardless of the number of honors received by the student.
3. College academic courses, including those taken for dual credit, and advanced technical courses, including locally articulated courses, provided the student scores the equivalent of a 3.0 or higher.

Information regarding specific courses required or offered in each curriculum area, along with a description of advanced measures available to students in the Advanced/Distinguished Achievement Program from the options listed above, will be distributed to students each spring in order to enroll in courses for the upcoming school year.

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 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 CTE, the district will offer the course for the following year either by teleconference or at the school from which the transfers were requested. **Board Policy EIF (LEGAL)**

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 disabilities who receives special education services may be permitted to graduate under the provisions of his or her IEP.

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. **Board Policy FMH (LEGAL)**

Please also be aware that if an ARD committee places a student with a disability on a modified curriculum in a subject area, the student will be automatically placed in the Minimum Program, in accordance with state rules.

If a student receiving special education services is scheduled to graduate under the Minimum Program or in accordance with the provisions of his or her IEP, the student's ARD committee will determine whether the general EOC assessment is an accurate measure of the student's achievement and progress or whether an alternative assessment is more appropriate. STAAR A and STAAR Alt 2 are the alternative assessments currently allowed by the state.

GRADUATION ACTIVITIES

Graduation activities will include:

- Graduation rehearsal during the last week of school for seniors meeting graduation requirements.
- Graduation on June 4, 2016: TBA for Memorial High School and TBA for J.F. Kennedy High School at the St. Mary's University Greehey Arena. Admission will be by ticket only.
- Not all Senior activities are classified as graduation activities. See your campus administrator for more information.

GRADUATION SPEAKERS

Graduating students will be given an opportunity to provide opening and closing remarks during the graduation ceremony. Only the Valedictorian and the Salutatorian will be eligible to deliver a speech. However, if a student was assigned to disciplinary placement at anytime during the spring semester, he or she will not be eligible to speak at graduation. **Board Policy FNA (LOCAL)**

PARTICIPATION IN GRADUATION ACTIVITIES

The District has the right to limit a student's participation in graduation activities for violating the District's Student Code of Conduct. Participation might include, but is not limited to, a speaking role, as established by District policy and/or procedures.

Students eligible to give the opening and closing remarks at graduation shall be notified by the campus principal. Notwithstanding any other eligibility requirements, in order to be considered as an eligible student to give the opening or closing remarks, a student shall not have engaged in any misconduct in violation of the District's Student Code of Conduct resulting in a removal to a DAEP, or expulsion during the semester immediately preceding graduation.

The valedictorian and salutatorian may also have the opportunity to give a speech at graduation. No student shall be eligible to have such a speaking role if he or she engaged in any misconduct in violation of the District's Code resulting in removal to a DAEP, or expulsion during the semester immediately preceding graduation.

Students eligible to give the opening and closing remarks will be notified by the principal and given an opportunity to volunteer. In the event there are more eligible students volunteering than there are speaking roles at the graduation ceremony, the names of all eligible students who volunteered will be randomly drawn. The student whose name is drawn first will give the opening remarks and the student whose name is drawn second will give the closing remarks. **Board Policy FNA (LOCAL)**

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 may be eligible under the T.E.X.A.S. Grant Program for tuition and fees to Texas public universities, community colleges, and technical schools, as well as to private institutions.
- Contact the counselor for information about other scholarships and grants available to students.

HARASSMENT

(See **Dating Violence, Discrimination, Harassment, and Retaliation**)

HAZING

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.

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. **Board Policies FFI, FNCC**

HEALTH-RELATED MATTERS

SCHOOL NURSE'S OFFICE

The school nurse's office is used for emergencies and student health care. Any student who is too ill to attend classes will be sent home. Students may not leave school until they have been cleared with the attendance office.

ILLNESS/COMMUNICABLE DISEASES

Students are expected to be free of fever (temperature less than 100 degrees F) and free of communicable disease in order to attend school. Parents/Guardians are required to pick up their child as soon as possible if they develop a fever (temperature greater than 99.9 degrees F) at school. Parents/Guardians are encouraged to keep their student home until they are fever-free 24 hours without anti-fever medication. This helps minimize the spread of potentially contagious illnesses at school and encourages adequate rest and recuperation before students return to school.

STUDENT HEALTH AND EMERGENCY INFORMATION Card

Parents/guardians are required to complete a Student Health and Emergency Information Card on their student each year and update as information changes.

USE OF CRUTCHES/WHEELCHAIRS/ASSISTIVE DEVICES PROCEDURE

If your child has had surgery or has been injured and is required to use a wheelchair, crutches, a neck brace, (or any other assistive device) while at school, a physician's statement regarding the specific limitations and duration of their use is required before a student will be allowed to use a wheelchair/crutches, or any other assistive device during school activities or events. This must be followed in order to provide reasonable accommodations during the school activities or emergency events.

CONTAGIOUS DISEASES/CONDITIONS

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. The school requests that parents of a student with a communicable or contagious disease telephone the school nurse/principal so that other students who have been exposed to the disease can be alerted. These diseases include:

CONDITION	READMIT
AID/HIV Infection****	Unless physician determines otherwise
Campylobacteriosis	After diarrhea and fever subside
Chickenpox	Seven days after onset of rash. Immunocompromised individuals should not return until all blisters have crusted over.
Common Cold with fever	After fever subsides
Diphtheria	Written doctor's statement or local health authority permit
Fever (100.4 F or greater)	After fever-free for 24 hours and without fever reducing medication, diarrhea, or vomiting
Fifth Disease (Human Parvovirus)	After fever subsides
Gastroenteritis, Viral	After diarrhea subsides
Giardiasis	After diarrhea subsides
Head Lice (Pediculosis)	After one medicated shampoo or lotion treatment has been given
Hepatitis, Viral, Type A & Type B	After one week from onset of illness as determine by doctor's note
Impetigo	After treatment has begun
Influenza	After fever subsides
Measles (Rubeola)	After 4 days from appearance of rash. During an outbreak, unimmunized children may be excluded for at least 2 weeks.
Meningitis, Bacterial	Written doctor's statement or local health authority permit
Meningitis, Viral	When fever subsides
Mumps	After 9 days from the onset of swelling
Pink Eye (Conjunctivitis)	Written doctor's statement or local health authority permit
Poliomyelitis (Polio)	Written doctor's statement or local health authority permit
Ringworm of the scalp	After treatment has begun
Rubella (German Measles)	After 7 days from appearance of rash. During an outbreak, unimmunized children may be excluded for at least 3 weeks.
Salmonellosis, including typhoid fever	After diarrhea and fever subsides
Scabies	After treatment has begun
Shigellosis	After diarrhea and fever subside
Streptococcal Sore Throat and Scarlet Fever	After 24 hours from date antibiotic treatment has begun and fever subsides
Tuberculosis, Pulmonary	After antibiotic treatment has begun and a physician's certificate or health authority permit obtained

The **principal** shall exclude from attendance any student suffering from a communicable condition, as defined by the Texas Department of State Health Services, until one of the criteria for re-admittance is fulfilled. One or more of the following methods, as determined by the San Antonio Metropolitan Health District shall readmit students excluded for reason of communicable disease:

1. Certificate from the attending physician attesting to the student's recovery and non-infectiousness
2. Permit for readmission issued by the local health authority
3. After a period of time corresponding to the duration of the communicability of the disease, as established by the Commissioner of Health. **Board Policy FFAD**

MEDICINE AT SCHOOL MEDICATION

All medication and instructions for its administration from the student's physician or licensed health care provider must be brought to the nurse by the parent or guardian. Medication will not be accepted from a student. The parent or guardian must pick up all unused medication at the end of the prescribed period of administration. All unused medication not picked up by the parent or guardian by the last day of school will be destroyed; students will not be given any medication to take home.

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

- Only authorized employees, in accordance with policies at FFAC, may administer:
- Prescription medication, in the original, properly labeled container, provided by the parent, along with a written request.

- Prescription medication from a properly labeled unit dosage container filled by a registered nurse or another qualified district employee from the original, properly labeled container.
- Nonprescription medication, in the original, properly labeled container, provided by the parent along with a written request.
- 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.

In certain emergency situations, the district will maintain and administer to a student nonprescription medication, but only:

- In accordance with the guidelines developed with the district's medical advisor; and
- When the parent has previously provided written consent to emergency treatment on the district's form.

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.

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.

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. **Board Policy FFAF (LEGAL)**

THROAT RELIEF PRODUCTS

Cough drops, lozenges, and other throat relief products require a physician's order and monitoring by the school nurse. These products have the potential of being a choke hazard for students.

NON-SCHOOL RELATED/SPONSORED AFTERSCHOOL ACTIVITIES

The nurse's office is closed at the end of the regular school day and the school nurse is not available after school. For this reason, parents of students that participate in non-school related/sponsored afterschool activities (SPURS, San Antonio Police Department SAPD etc.) must notify these organizations regarding any medical conditions that may pertain to their child and provide and coordinate the administration of any medications that may be needed by their child during these activities. Any medication stored in the school nurse's office will not be available to the site director. The parent should provide the site director with any medication that may be needed by their child.

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. **Board Policy FFAC**

HEAD LICE

The school nurse will examine students for head lice (Pediculosis) as necessary and upon referral. Students identified with live head lice will be sent home. Treatment for head lice is recommended for persons diagnosed with an active infestation. All household members and other close contacts should be checked; those persons with evidence of an active infestation should be treated. Students that are sent home for head lice will be readmitted after one medicated shampoo treatment has been given. Any days that the student is absent from school while waiting for treatment with a medicated shampoo will be counted as an unexcused absence. Please consult with the school nurse for assistance. For more information on how to treat head lice please go to www.cdc.gov/parasites/lice/head/treatment.html or www.dshs.state.tx.us/schoolhealth/lice.shtm.

IMMUNIZATION

A student must be fully immunized against certain diseases.

IMMUNIZATION REQUIREMENTS

A student shall show acceptable evidence of vaccination prior to entry, attendance, or transfer to a child-care facility or public or private elementary or secondary school in Texas.

2015-2016 Texas Minimum State Vaccine Requirements for Students Grades K-12

Vaccine Required (Attention to notes and footnotes)	Minimum Number of Doses Required by Grade Level			
	K-5th	6th	7th	8th-12th
Diphtheria Tetanus/Pertussis (DTaP/DTP/DT/Td/Tdap)¹	5 doses or 4 doses	5 doses or 4 doses	3 doses primary series and Tdap/Td booster within last 5 years	3 doses primary series and 1 Tdap/Td booster within last 10 years
For K – 6th grade: Five (5) doses of diphtheria-tetanus-pertussis vaccine; one doses must have been received on or after 4th birthday. However, four doses meet the requirement if the 4th dose was received on or after the 4th birthday. For students aged 7 years and older, three doses meet the requirement if one dose was received on or after the 4th birthday. For 7th grade: one doses of Tdap is required if at least 5 years have passed since the last dose of tetanus-containing vaccine. For 8th - 12th grade: one dose of Tdap is required when 10 years have passed since the last dose of tetanus-containing vaccine. Td is acceptable in place of Tdap if a medical contraindication to pertussis exists				
Polio¹	4 doses or 3 doses			
For K – 12th grade: Four (4) doses of polio; one dose must be received on or after the 4th birthday. However , three doses must meet the requirement if the 3rd dose was received on or after the 4th birthday				
Measles, Mumps and Rubella (MMR)^{1,2}	2 doses of MMR	2 doses of measles and 1 dose each of rubella and mumps vaccine		
NOTE: The 1st dose of MMR must be received on or after the 1st birthday. For k-4th grade, two doses of MMR are required. For 5th-12th grade, two doses of a measles-containing vaccine, and one dose each of rubella and mumps vaccine is required.				
Hepatitis B²	3 doses			
NOTE: For students aged 11-15 years, two doses meet the requirement if adult hepatitis B vaccine (Recombivax [®]) was received. Dosage and type of vaccine must be clearly documented. Two (2) 10 mcg/1.0 ml of Recombivax [®] . If Recombivax [®] is not the vaccine received, a 3-dose series is required.				
Varicella^{1,2,3}	2 doses	1 dose	2 doses	
NOTE: The 1st dose of varicella must be received on or after the 1st birthday. For grades K-4th and 7th-11th, two doses are required. One (1) dose is required for all other grade levels. For any student who receives the 1st dose on or after 13 years of age, two doses are required.				
Meningococcal			1 dose	
NOTE: None				
Hepatitis A^{1,2}	2 doses			
NOTE: The 1st dose of hepatitis A must be received on or after the 1st birthday.				

¹Receipt of the dose up to (and including) 4 days before the birthday will satisfy the school entry immunization requirement.

²Serologic confirmation of immunity to measles, mumps, rubella, hepatitis B, hepatitis A, or varicella or serologic evidence of infection is acceptable in place of vaccine.

³Previous illness may be documented with a written statement from a physician, school nurse, or the child's parent or guardian containing wording such as: "This is to verify that (name of student) had varicella disease (chickenpox) on or about (date) and does not need varicella vaccine." This written statement will be acceptable in place of any and all varicella vaccine. This written statement will be acceptable in place of any and all varicella dose required.

Exemptions

The law allows:

- physicians to write a statement stating that the vaccine(s) required would be medically harmful or injurious to the health and well-being of the child or household member,
- parents/guardians to choose an exemption from immunization requirements for reasons of conscience, including a religious belief.

The law does not allow parents/guardians to elect an exemption simply because of inconvenience (for example, a record is lost or incomplete and it is too much trouble to go to a physician or clinic to correct the problem).

Schools and child-care facilities should maintain an up-to-date list of students with exemptions so they may be excluded in times of emergency or epidemic declared by the commissioner of public health.

Instructions for requesting the official exemption affidavit that must be signed by parents/guardians choosing the exemption for reason of conscience, including religious belief, can be found at www.ImmunizeTexas.com. Original Exemption Affidavit must be completed and submitted to the school or child-care facility.

For children claiming medical exemptions, a written statement signed by a U.S. licensed physician stating that, in the doctor's opinion, the immunization required poses a significant risk to the health and well-being of the student or a member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition. Certificate by the physician must be submitted to the school or child-care facility. 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. **Board Policy FFAB (LEGAL)**

Provisional Enrollment

All immunizations should be completed by the first date of attendance. The law requires that students be fully vaccinated against the specific diseases. A student may be enrolled provisionally if the student has an immunization record that indicates the student has received at least one dose of each specified age-appropriate vaccine required by this rule. To remain enrolled, the student must complete the required subsequent doses in each vaccine series on schedule and as rapidly as is medically feasible and provide acceptable evidence of vaccination to the school. A school nurse or school administrator shall review the immunization status of a provisionally enrolled student every 30 days to ensure continued compliance in completing the required doses of vaccination. If, at the end of the 30-day period, a student has not received a subsequent dose of vaccine, the student is not in compliance and the school shall exclude the student from school attendance until the required dose is administered.

Documentation

Since many types of personal immunization record are in use, any document will be acceptable provided a physician or public health personnel has validated it. All school immunization records created or updated after September 1, 1991 must include the month, day, and year the vaccine was received.

Child Care Facilities

2015-2016 Texas Minimum State Vaccine Requirements for Child-Care Facilities

Age at which child must have vaccines to be in compliance:	Minimum Number of Doses Required of Each Vaccine							
	DtaP ⁴	Polio ⁴	HepB ⁴	Hib ⁴	PCV ⁴	MMR ⁴	Varicella ⁴	HepA ⁴
0 through 2 months	None	None	None	None	None	None	None	None
By 3 Months	1 Dose	1 Dose	1 Dose	1 Dose	1 Dose	None	None	None
By 5 months	2 Doses	2 Doses	2 Doses	2 Doses	2 Doses	None	None	None
By 7 Months	3 Doses	2 Doses	2 Doses	2 Doses ²	3 Doses ³	None	None	None
By 16 Months	3 Doses	2 Doses	2 Dose	3 Doses ²	4 Doses ³	1 Dose ¹	1 Dose ¹	None
By 19 Months	4 Doses	3 Doses	3 Doses	3 Doses ²	4 Doses ³	1 Dose ¹	1 Dose ¹	None
By 25 Months	4 Doses	3 Doses	3 Doses	3 Doses ²	4 Doses ³	1 Dose ¹	1 Dose ¹	1 Dose ¹
By 43 months	4 Doses	3 Doses	3 Doses	3 Doses ²	4 Doses ³	1 Dose ¹	1 Dose ¹	2 Dose ¹

¹ For MMR, Varicella, and Hepatitis A vaccines, the first dose must be given on or after the first birthday.

² A complete Hib series is two doses plus a booster dose on or after 12 months of age (three doses total). If a child receives the first dose of Hib vaccine at 12-14 months of age, only one additional dose is required (two doses total). Any child who has received a single dose of Hib vaccine on or after 15 months of age is in compliance with these specific vaccine requirements.

³ If the PCV series is started when a child is seven months of age or older or the child is delinquent in the series, then all four doses may not be required.

Please reference the information below to assist with compliance:

- For children seven through 11 months of age, two doses are required.
- For children 12-23 months of age: if three doses have been received prior to 12 months of age, then an additional dose is required (total four doses) on or after 12 months of age. If one or two doses were received prior to 12 months of age, then a total of three doses are required with at least one on or after 12 months of age. If zero doses have been received, then two doses are required with both doses on or after 12 months of age.
- Children 24 months through 59 months meet the requirement if they have at least three doses with one dose on or after 12 months of age, or two doses with both doses on or after 12 months of age, or one dose on or after 24 months of age. Otherwise, one additional dose is required.

⁴Vaccines:

DTaP: Diphtheria, tetanus, and pertussis (whooping cough); record may show DT or DTP
 IPV: Inactivated Polio virus
 Hib: *Haemophilus influenzae* type b vaccine
 MMR: Measles, mumps, and rubella vaccines combined
 HepB: Hepatitis B vaccine
 HepA: Hepatitis A vaccine
 Varicella: Chickenpox vaccine
 PCV: Pneumococcal conjugate vaccine

BACTERIAL MENINGITIS

State law specifically requires the district to provide the following information:

• **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 most common and the least serious. Bacterial meningitis is the most common form of serious bacterial infection with the potential for serious, long-term complications. It is an uncommon disease, but requires urgent treatment with antibiotics to prevent permanent damage or death.

• **What are the symptoms?**

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

Children (over 1 year old) and adults with meningitis may have a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains, and drowsiness or confusion. 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. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body. They are spread when people exchange saliva (such as by kissing, sharing drinking containers, utensils, or cigarettes).

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

- ***How can bacterial meningitis be prevented?***

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

While there are vaccines for some other strains of bacterial meningitis, they are used only in special circumstances. These include when there is a disease outbreak in a community or for people traveling to a country where there is a high risk of getting the disease. Also, a vaccine is recommended by some groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and effective (85–90 percent). It 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 Web sites for the Centers for Disease Control and Prevention, <http://www.cdc.gov>, and the Department of State Health Services, <http://www.dshs.state.tx.us>.

Entering college students must furnish evidence of having received a bacterial meningitis vaccination prior to attending classes. Because of this requirement, a student enrolling in a dual credit course that will be taken off campus will be subject to providing documentation of the vaccination.

DIABETES MANAGEMENT

Parents seeking management of their child's diabetes while at school must provide the school nurse with a Diabetes Management and Treatment plan developed and signed by the child's physician and parent. Parents must provide all medication, supplies and equipment, before or upon enrollment.

FOOD ALLERGIES

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, any medication(s) that have been prescribed and if the student has asthma. Please contact the school nurse or campus principal if your child has a known food allergy or as soon as possible after any new food allergy diagnosis. State law requires the district to request this information upon enrollment, but we encourage parents to report such a diagnosis even after enrollment so that the district can plan accordingly.

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. It is important to recognize that it is not possible to eliminate all possibility of exposure to food allergens. The district's food allergy management plan can be accessed at www.eisd.net under the Health Services/Wellness site. See also policy FFAF.

PHYSICAL ACTIVITY FOR STUDENTS IN ELEMENTARY AND MIDDLE SCHOOL

In accordance with policies at EHAB, EHAC, EHBG, and FFA, the district will ensure that students in full-day prekindergarten through grade 5 engage in moderate or vigorous physical activity for at least 30 minutes per day or 135 minutes per week.

Students in middle or junior high school will engage in 30 minutes of moderate or vigorous physical activity per day for at least four semesters OR at least 225 minutes of moderate or vigorous physical activity within each two-week period for at least four semesters.

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

SCHOOL HEALTH ADVISORY COUNCIL (SHAC)

During the preceding school year, the district's School Health Advisory Council held four scheduled meetings. Additional information regarding the district's School Health Advisory Council is available on the EISD web site or at the EISD Health Services Department at 210-444-7760. **Board Policies at BDF, EHAA**

The duties of the SHAC range from recommending curriculum to developing strategies for integrating curriculum into a coordinated school health program encompassing school health services, counseling services, a safe and healthy school environment, recess recommendations, and employee wellness. **Board Policy BDF and EHAA**

Scheduled SHAC Meetings – 2015-2016

Date	Time	Location
September 16, 2015	9:00 am	Guerra Building. 1930 Herbert Lane Conference Room
December 15, 2015	9:00 am	Guerra Building. 1930 Herbert Lane Conference Room
March 29,, 2016	9:00 am	Guerra Building. 1930 Herbert Lane Conference Room
May 17, 2016	9:00 am	Guerra Building. 1930 Herbert Lane Conference Room

PHYSICAL EXAMINATIONS/HEALTH SCREENINGS

HEARING SCREENING

All students in pre-kindergarten, kindergarten, first grade, third grade, fifth grade, seventh grade and all first-time entrants to Texas schools will be screened for hearing problems by the school nurse during the Fall Term. Other students who may indicate a hearing problem in the classroom will be screened upon referral by the teacher. If the student has received a hearing examination from an outside health care provider, please submit a copy of the report to the school nurse.

VISION SCREENING

All students in pre-kindergarten, kindergarten, first grade, third grade, fifth grade, seventh grade and all first-time entrants to Texas schools will be screened for visual problems by the school nurse during the Fall Term. Other students who may indicate a vision problem in the classroom will be screened upon referral by the teacher. If the student has received a vision examination from an outside health care provider, please submit a copy of the report to the school nurse.

TEXAS RISK ASSESSMENT FOR TYPE 2 DIABETES

All students in first grade, third grade, fifth grade and 7th grade will be assessed for the Acanthosis Nigricans (AN) marker, a skin condition that signals high insulin levels. AN might look like a brown to black velvety or rough area most frequently seen on the nape of the neck. Students who are identified with the AN marker undergo additional assessments of height and weight in order to determine Body Mass Index (BMI) and Blood Pressure (BP). The Texas Risk Assessment for Type 2 Diabetes in Children will be conducted in the Fall Term.

SCOLIOSIS SCREENING

All fifth graders and eighth graders will be screened by the school nurse to detect scoliosis (a curvature of the spine), during the Spring Term. This consists of a simple examination of the student's spine. If any indications are detected, the parents will be notified and advised to contact their physician.

DENTAL SEALANT PROGRAM

Students in the 2nd grade may participate in the Dental Sealant Program at the University of Texas Health Science Center San Antonio during the month of February. Transportation is provided by the District. Students must have a signed parental consent.

OTHER HEALTH-RELATED MATTERS

PHYSICAL FITNESS ASSESSMENT

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 School Principal to obtain the results of his or her child's physical fitness assessment conducted during the school year.

VENDING MACHINES

The District has adopted policies and implemented procedures to comply with state and federal food service guidelines for restricting student access to vending machines. For more information regarding these policies and guidelines see the EISD Department of Health Services. **Board policies CO, FFA**

TOBACCO PROHIBITED

The District and its staff strictly enforce prohibitions against the use of tobacco products and electronic or e-cigarettes by students and others on school property and at school-sponsored and school-related activities. **(See the Student Code of Conduct and Board Policies at FNCD, GKA.)**

ASBESTOS MANAGEMENT PLAN

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, Adrain Trejo Asbestos Coordinator, at 210-444-8275.

PEST MANAGEMENT PLAN

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 United States 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 Adrain Trejo the district's IPM Coordinator, at 210-444-8275.

HOMELESS STUDENTS

The McKinney Vento Homeless Assistance Act defines homeless children and youth as individuals who lack a fix, regular and adequate night time residence.

For more information on services for homeless students, contact the district's Liaison for Homeless Children and Youths, Reynae Herrera, LCSW, at 210-444-7750.

HOMEWORK

Homework has a definite place in the instructional program and is part of the District's aims or philosophy of education. At every grade level and in every subject area, homework must be purposeful, reasonable, and understandable to the individual student. Homework must be properly administered and free from unreasonably long assignments. All daily homework assignments will be graded and recorded the following day after they are given. **Homework** should provide opportunities for the practice of needed skills, and **should not**, under any circumstances, be assigned as **punishment**.

Research has shown that a great number of our students fail or earn low grades in courses because of failure to complete and turn in homework, projects, other assignments, and absenteeism. These four areas have a direct correlation in these students earning low grades in weekly and semester exams.

Parents, teachers, and students should be very aware that homework is mandated by Board Policy and is an important and significant part in student achievement.

Homework gives the individual student the opportunity to apply independent study skills and to develop self-discipline as well as reinforcement.

Homework can be defined by two broad categories: (1) short term related to classroom activities such as daily homework assignments, to be reviewed the next day by the teacher or class, and (2) long-term which are extended assignments such as projects and term/research papers.

Reasons for Homework:

- to teach students self-discipline and individual accountability
- to make students aware of their responsibility in the learning process
- to rely on their learning ability independent from the teacher
- to encourage parents to get involved in the learning process
- to reinforce the regular class work
- to increase learning time
- to instill in the student that learning is a continuous life long endeavor
- to reinforce study habits

Homework must be a shared responsibility between student, parent, teachers, coaches, sponsors, and administrators.

The responsibility of the **student** is to:

- complete homework on time and turn it in on time
- budget time to do a good job as opposed to cramming and attempting to complete the assignment in less time than the assignment requires
- treat homework as an integral and significant part of his/her overall performance
- know that material covered in homework assignments will appear in tests
- establish a pattern of time and place to complete the homework
- have all materials needed to complete the assignment
- budget time and schedule time that is compatible within other activities
- be accountable for all required work that is missed due to absence from school
- attend required after school study hall for failing to turn in homework

The responsibility of the **parent** is to:

- give support to the concept of homework
- get actively involved by endorsing homework which is very beneficial to a student's academic growth and advancement
- understand and discuss the District's homework policy
- comprehend the worth of homework in the student's grade for each subject
- insist that the student completes his homework
- monitor activities such as TV, phone calls, etc. to be sure the student has sufficient time to do his/her homework
- realize that homework will be graded and will count in the student's grade in the courses
- contact the teacher(s) with any concerns or questions regarding homework assignments

The responsibility of the **teacher** is to:

- follow the District's policy regarding homework
- establish homework to be an integral part of the instruction and learning process
- grade the homework the following day and record the grades
- coordinate homework to the specific material covered in class
- contact parents when a student fails to turn in a homework assignment
- explain to the student the impact the homework grade has on his/her class grade
- contact coaches or sponsors to report students failing to bring in work
- refer students to required after school study hall
- guarantee that homework assignments are not done during class time

The responsibility of the **administrator** is:

- to ensure that the district's homework policy is fully implemented by every teacher
- conduct a mandatory after-school study hall for students who fail to turn in homework
- take the necessary steps to make sure every teacher, student, and parent know the homework policy
- analyze the impact homework grades have on the campus passing failure rate each grading period
- ensure homework assignments are appropriate, graded, and have relevancy to the curriculum and the respective lesson
- examine that homework activities are reflected in the teacher daily lesson plans
- explain that students will be ineligible for extracurricular activities because of failure to turn in work
- supervise after school required study hall

The responsibility of **coaches and sponsors** is to:

- * ensure that students in his/her activity are turning in their assignments as required by the classroom teachers
- * advocate that students attend tutoring instead of practice or rehearsal whenever needed
- * uphold that homework policy is contained in the organization's code of conduct
- * stress the importance of academic achievement to students and to boosters

IDENTIFICATION CARDS

Upon enrollment, all students will be issued a student identification card.

1. This card is the official student activity card and must be carried by the student at all times while on campus and while attending school functions on or off campus.
2. Students are required to present this card to any administrator, authorized representative or staff of the District upon request.
3. ID cards are issued at no cost the first time a student registers. Students enrolled in 6th through 12th grade will be charged a \$5.00 fee to replace a lost or misplaced ID card. Students that withdraw and return to the District during the same school year will be charged a "replacement" fee of \$5.00 unless the student has that school year's original ID card.
4. Students may be asked to produce the school ID cards in order to purchase tickets to school events, to be admitted to a school function, or to vote in student election.

LAW ENFORCEMENT AGENCIES

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 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, Texas Department of Family and Protective Services, 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 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 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 required to register as a sex offender or who has been convicted, received deferred prosecution, received deferred adjudication, or was adjudicated for delinquent conduct for any felony offense or certain misdemeanors. **Board Policies FL(LEGAL), GRA(LEGAL)**

LIMITED ENGLISH PROFICIENT STUDENTS/ENGLISH LANGUAGE LEARNERS

A student with limited English proficiency (LEP) 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 a LEP student.

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 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-L, as mentioned at **Standardized Testing**, below, may be administered to a LEP student. The Texas English Language Proficiency Assessment System (TELPAS) is administered to LEP students.

If a student is considered LEP and receives special education services because of a qualifying disability, the student's ARD committee will make these decisions in conjunction with the Language Proficiency Assessment Committee (LPAC)

MAKEUP WORK

MAKEUP WORK BECAUSE OF ABSENCE

If a student is absent from class, the teacher may assign to the student makeup work based on the instructional objectives for the subject or course and the needs of the individual student to master the essential knowledge and skills or to meet 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 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. **Board Policy EIAB (Local)**

DAEP MAKEUP WORK

A 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.

IN-SCHOOL SUSPENSION (ISS) MAKEUP WORK

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. **Board Policy FO (LEGAL)**

NONDISCRIMINATION STATEMENT

It is the policy of Edgewood ISD not to discriminate on the basis of race, color, national origin, sex or handicap in its vocational programs, services or activities are required by Title VII 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.

Edgewood ISD 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 program

For information about your rights or grievance procedures, contact, **Employee Relations Officer, at 210-444-4569, mailing address: 5358 West Commerce St. San Antonio, Texas 78237.** Also you may contact Section 504 Coordinators Dr. Mary Miller at 210-444-4982 and/or Monica Garcia at 210-444-4984 mailing address: 900 S San Eduardo, San Antonio, Texas 78237.

SPECIAL NOTICE FOR MOBILITY - IMPAIRED STUDENTS

Career and Technical courses are available without regard to disability. In situation where no second floor elevator exists, classes will be moved downstairs to accommodate requests made by mobility-impaired students. Board Policies FB (Local), FFH (Local)

NONTRADITIONAL ACADEMIC PROGRAMS

There are special programs that a student may be referred to by the campus Universal Review System Committee for acceleration and completion of graduation requirements. These include but are not limited to Career Academy, School Age Parent Program (SAPP), and the Disciplinary Alternative Education Program (DAEP).

PLEDGES OF ALLEGIANCE AND A MINUTE OF SILENCE

Each school day, students will recite the Pledge of Allegiance to the United States 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.

(See **Excusing a Student from Reciting the Pledges to the U.S. and Texas Flags**)

One minute of silence will 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. **Board Policy EC (LEGAL)**

PRAYER

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

PROMOTION AND RETENTION

A student will be promoted only on the basis of academic achievement or demonstrated proficiency in the subject matter of the course or grade level, the recommendation of the student's teacher, the score received on any criterion-referenced or state-mandated assessment, and any other necessary academic information as determined by the district. To earn credit in a course, a student must receive a grade of at least 70 based on course-level or grade-level standards.

Grade-level advancement for students in grades 9–12 shall be earned by course credits.

Students in grades K-8 who fail to meet achievement standards for promotion may be required to repeat the grade level. A campus promotion-retention committee shall determine, on the basis of the student's individual strengths and weaknesses, the remedial and compensatory strategies to be used for students who fail to be promoted, but are not retained, or who are otherwise considered to be "at risk" for academic reasons.

ELEMENTARY

To be promoted from one grade level to the next in grade 2 and above, a student shall attain for the year an overall average of 70 or above. The overall average shall be derived by averaging the final numerical score for language arts, mathematics, social studies, and science. In addition, a student shall attain an average of 70 or above in language arts and in mathematics. Below grade 3, the District may grant promotions using assessment methods other than numerical scores. **Board Policy EIE**

MIDDLE SCHOOL

To be promoted from one grade level to the next, a student shall attain an overall average of 70 or above for the year in all courses taken. Averaging the final numerical score for all courses taken shall derive the overall average. In addition, students shall attain an average of 70 or above in three of the four core academic areas: language arts (including reading improvement if required),

mathematics, social studies, and science. Campus assignment shall be at the discretion of the District in the event a student passes some, but not all, courses in the eighth grade. The parent of each student who has not successfully completed a subject or course shall be notified by the District as soon as a practical summer program of any becomes available in the District that may permit a student to complete successfully the failed subjects or courses. **Board Policy EIE**

GRADES 9 - 12

Grade-level advancement for students in grades 9-12 shall be earned by course credits. Changes in grade-level classification shall be made at the beginning of the fall semester. Grade-level advancement requires earning prescribed credits for all students. **Board Policy EIE, EIA (Local)**

STAAR and EOC

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.*

- In order to be promoted to grade 6, students enrolled in grade 5 must perform satisfactorily on the mathematics and reading sections of the grade 5 assessments in English or Spanish.
- In order to be promoted to grade 9, students enrolled in grade 8 must perform satisfactorily on the mathematics and reading sections of the grade 8 assessments in English.

If a student in grade 5 or 8 is enrolled in a course that earns high school credit and for which an end-of-course (EOC) assessment will be administered or in a course intended for students above the student's current grade level in which the student will be administered a state mandated assessment, the student will not be subject to the promotion requirements described above for the relevant grade 5 or 8 assessment.

If a student is enrolled in a class or course intended for students above his or her current grade level in which the student will be administered a state mandated assessment, the student will only be required to take an applicable state mandated assessment for the course in which he or she is enrolled.

Parents of a student in grades 3–8 who does not perform satisfactorily on his or her exams will be notified that their child will participate in special instructional programs designed to improve performance. The student may be required to participate in this instruction before or after normal school hours or outside of the normal school year.

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

Certain students—some with disabilities and some with limited English proficiency—may be eligible for accommodations, or deferred testing. For more information, see the principal, counselor, or special education director.

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

RELEASE OF STUDENTS FROM SCHOOL

Because class time is important, doctor's appointments should be scheduled, if possible, at times when the student will not miss instructional time.

A student who will need to leave school during the day must bring a note from his or her parent that morning and follow the campus sign-out procedures before leaving the campus. Otherwise, a student will not be released from school at times other than at the end of the school day. Unless the principal or superintendent has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the instructional day.

If a student becomes ill during the school day, the student should receive permission from the teacher before reporting to the school nurse. The nurse will decide whether or not the student should be sent home and will notify the student's parent.

Students involved in the Career and Technical Work-Based Learning classes will receive an official pass from their teacher/administrator to report to their designated workstations.

Senior taking fewer than the required number of classes must have an official pass by the building administrator in order to leave campus each day.

UNDER NO CIRCUMSTANCES SHOULD STUDENTS LEAVE THE SCHOOL CAMPUS WITH OUT PROPER PERMISSION FROM ADMINISTRATIVE PERSONEL. FAILURE TO DO SO WILL RESULT IN ADMINISTRATIVE DISCIPLINARY ACTION.

REPORT CARDS / PROGRESS REPORTS AND CONFERENCES

Pre-Kindergarten and kindergarten student's progress will be recorded using the district Standards Based Report Card. To inquire about the report card, see your child's teacher.

1st grade student's progress will be recorded using the district Standards Based Report Card with the addition of numerical grades in Language Arts, Reading and Mathematics. To inquire about the report card, see your child's teacher.

Grades 2-5 academic programs shall adhere to the following guidelines when determining grades:

1. Number grades shall be assigned for Language Arts, Reading, Social Studies, Mathematics, Science, and Spanish Language Arts for the Spanish-dominant LEP student.
2. Letter grades shall be assigned for Art, Music, Theatre Arts, P.E., Spanish Language Arts, Health, and Spanish Language Arts for the English-dominant LEP student. The meaning of the letter grades are E=Excellent, S=Satisfactory, and N=Needs Improvement to indicate that the student has not mastered the skills taught during the grading period.

For grade levels 2-5, grades for the semester shall be determined according to the following:

<u>Numerical Grades</u>		
90-100	=	A
80-89	=	B
75-79	=	C
70-74	=	D

In grades 6-12, (Secondary Schools) the District shall report grades to parents as numerical grades for all subject areas.

A grade in any subject area should be a fair evaluation by the teacher of the student's performance and progress for a nine-week period. A student's grades shall not be altered because of the student's behavior.

The following grade system shall be used to indicate a student's progress:

<u>Numerical Grades</u>		
A	=	90-100
B	=	80-89
C	=	75-79
D	=	70-74
F	=	69 & Below

Outstanding
Above Average
Average
Below Average
Failure

In secondary schools, the District shall report grades to parents at the end of each nine-week grading period. Additionally, the District shall provide reports of progress to parents in numerical grades at the end of the first three weeks and the second three weeks of each grading period. Teachers shall have a conference with parents at least once a year.

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).

RETALIATION

(See **Dating Violence, Discrimination, Harassment, and Retaliation**)

SAFETY PROCEDURES

Student safety on campus and at school-related events 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 should:

- 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, 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.

ACCIDENT INSURANCE

At the beginning of the school year, the District will make available to students and parents a low-cost student accident insurance program. If coverage is desired, parents are responsible for paying premiums and for submitting claims through the insurance carrier. **The District shall not be responsible for costs of treating injuries or assume liability for any other costs associated with an injury.**

Before participating in a school sponsored trip outside the District, students and parents must have:

- Purchased the student accident insurance or
- Shown proof of insurance or
- Signed a form rejecting the insurance offer.

The District will provide a secondary coverage insurance to all UIL sponsored activities.

DRILLS: FIRE, TORNADO, AND OTHER EMERGENCIES

From time to time, students, teachers, and other district employees will participate in drills of emergency procedures. When the alarm is sounded, students should follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner.

Fire Bells

3 Bells	Leave the building
1 Bell	Halt; stand at attention
2 Bells	Return to the classroom

Tornado Bells

1 Continuous bell	Move quietly but quickly to the designated locations
2 Bells	Return to the classroom

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 written parental consent to obtain emergency medical treatment, and information about allergies to medications, foods, insect bites, etc. Therefore, parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information up-to-date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the school nurse to update any information that the nurse or the teacher needs to know.

EMERGENCY SCHOOL-CLOSING INFORMATION

Each year, parents are asked to complete an emergency release form to provide contact information in the event that school is dismissed early because of severe weather or another emergency.

If, at any time, a decision is made to suspend classes due to inclement weather or any other emergency, that decision will be communicated first by the district website at www.eisd.net and then broadcasted on the following local radio and television stations. Classes will be held unless these stations inform you that classes have been suspended.

TELEVISION STATIONS		RADIO STATIONS	
KNOL TV 4	KABB 29	KCYY/KKYX	KTSA/KTFM
KENS TV 5	KWEX 41	KITY/KONO	KAJA/WOAI
KSAT TV 12	KVDA TV 60		

SCHOOL FACILITIES

USE BY STUDENTS BEFORE AND AFTER SCHOOL

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. Unless the teacher or sponsor overseeing the 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, and unless involved in an activity under the supervision of a teacher, students must leave campus immediately.

CONDUCT BEFORE AND AFTER SCHOOL

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

USE OF HALLWAYS DURING CLASS TIME

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

CAFETERIA SERVICES

The district participates in the National School Lunch Program and offers students nutritionally balanced meals daily. Breakfast and lunch are served to all students at no cost. Information on this program can be obtained from the Cafeteria Director (444-7975). Adult meals, for staff and guests, are also available at a nominal cost.

The district follows the federal and state guidelines regarding foods of minimal nutritional value being served or sold on school premises during the school day. CO (LEGAL)

LIBRARY

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

MEETINGS OF NON-CURRICULUM-RELATED GROUPS

Student-organized, student-led non-curriculum-related groups are permitted to meet during the hours designated by the principal before and after school. A list of these groups is available in the principal's office. These groups must comply with the requirements of policy FNAB (LOCAL).

SEARCHES

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.

STUDENTS' DESKS AND LOCKERS

Students' desks and lockers are school property and remain under the control and jurisdiction of the school even when assigned to an individual student.

Students are fully responsible for the security and contents of their assigned desks and lockers. Students must be certain that their lockers are locked, and that the combinations are not available to others.

Searches of desks or lockers may be conducted at anytime there is reasonable cause to believe that they contain articles or materials prohibited by policy, whether or not a student is present.

The parent will be notified if any prohibited items are found in the student's desk or locker.

ELECTRONIC DEVICES

Use of district-owned equipment and its network systems is not private and will be monitored by the district. **Board Policy CQ**

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. **Board Policy FNF (LEGAL)**

VEHICLES ON CAMPUS

Vehicles parked on school property are under the jurisdiction of the school. School officials may search any vehicle anytime there is reasonable cause to do so, with or without the permission of the student. A student has full responsibility for the security and content of his or her vehicle and must make certain that it is locked and that the keys are not given to others. [See also the Student Code of Conduct.]

TRAINED DOGS

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.

SIX YEAR PLAN

By the end of the 8th grade year, students are assisted by their teachers and counselors to assess their interests and abilities. The assessment results are used to design each student's six-year plan.

The intent of the six-year plan is to have students plan beyond their four years in high school. The post-secondary plan includes the possibility of industry certification, technical or trade industry training, Associates of Arts/Applied Science, Bachelor of Arts/Science and possibly post-graduate education. In addition, students will choose a "career house" for their high school program of study by the end of 8th grade. All classes in the "career house" will prepare the students for a career concentration whether pursuing a degree or entering the work force after high school.

SPECIAL PROGRAMS

The district provides special programs for gifted and talented students, homeless students, school age parent students, bilingual students, migrant students, students with limited English proficiency, dyslexic students, 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 school principal.

STANDARDIZED TESTING

SAT/ACT

Many colleges require either the ACT or the SAT for admission. Students are encouraged to talk with the counselor early during their junior year to determine the appropriate exam to take; these exams are usually taken at the end of the junior year.

The ACT or SAT may be available at no cost to students. In addition, eligible students in grade 10 have the opportunity to take the corresponding preparation assessments at no charge. The school counselor can provide additional information.

STAAR (State of Texas Assessments of Academic Readiness)

STAAR GRADES 3–8

In addition to routine tests and other measures of achievement, students at certain grade levels will take state-mandated assessments, such as the STAAR, in the following subjects:

- Mathematics, annually in grades 3–8
- Reading, annually in grades 3–8
- Writing, including spelling and grammar, in grades 4 and 7
- Science in grades 5 and 8
- Social Studies in grade 8

Successful performance on the reading and math assessments in grades 5 and 8 is required by law in order for the student to be promoted to the next grade level

STAAR Alt 2, for students receiving special education services, will be available for eligible students, as determined by the student's ARD committee. These particular assessments may have different testing windows than the general assessments, and the ARD committee will determine whether successful performance on the assessments will be required for graduation.

STAAR-L, which is a linguistically accommodated assessment, will be available for students who have been determined to be limited English proficient (LEP) and who require this type of testing accommodation.

Additional information will be provided to students and parents, including information regarding STAAR Accommodated as it becomes available from TEA.

STAAR END-OF-COURSE (EOC) Assessments for Students in Grades 9–12

End-of-course (EOC) assessments will be administered for the following courses:

- Algebra I
- English I and English II
- Biology
- United States History

Satisfactory performance on the applicable assessments will be required for graduation and will also affect the plan under which the student may graduate.

Normally, there will be 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.

STAAR A an accommodated version of STAAR, is offered as an online Assessment in the same grades and subjects as STAAR. A student who does not meet the standard score on any individual assessment will be required to retake that assessment.

STAAR Alt 2, for students receiving special education services, will be available for eligible students, as determined by the student's ARD committee. These particular EOC assessments may have different testing windows than the general assessments, and the ARD committee will determine whether successful performance on the assessments will be required for graduation.

STAAR-L, which is a linguistically accommodated assessment, will be available for students who have been determined to be limited English proficient (LEP) and who require this type of testing accommodation.

Additional information will be provided to students and parents, including information regarding STAAR A as it becomes available from TEA.

TAKS (Texas Assessment of Knowledge and Skills)

TAKS is a state-mandated assessment currently being transitioned to the STAAR program. However, depending on the grade level of the student, TAKS may still be administered to a student.

For a student in grade 12 during the 2013–2014 school year, the student will be assessed with TAKS in the subject areas of mathematics, English/language arts, social studies, and science. The test at grade 11 is called "exit-level" TAKS, and satisfactory performance on this test is required for graduation.

THEA (Texas Higher Education Assessment)

Prior to enrollment in a Texas public college or university, most students must take a standardized test, such as the Texas Higher Education Assessment [THEA]. The purpose of the THEA 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 test may be required before a student enrolls in a dual-credit course offered through the district as well.

STEROIDS

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 participating in UIL athletic competition may be subject to random steroid testing. More information on the UIL testing program may be found on the UIL Web site at <http://www.uil texas.org/health/steroid-information>.

STUDENTS IN PROTECTIVE CUSTODY OF THE STATE

The district strives to assist any student who has been placed in either temporary or permanent conservatorship (custody) of the state of Texas with the enrollment and registration process, as well as other educational services throughout the student's enrollment in the district.

Please contact Monica Garcia, Director of Student Support Services, who has been designated as the district's liaison for children in the conservatorship of the state, at 210-444-4982 with any questions.

STUDENT SPEAKERS

The district provides students the opportunity to introduce school events. Students are eligible to use the limited public forum if they:

1. Are in the highest two grade levels of the school,
2. Volunteer and have complied with this policy, and
3. Are not in and have never been assigned to an alternative disciplinary placement (DAEP or JJAEP).

Eligible students who wish to volunteer shall submit their names to the campus principal during the first full week of instruction each semester. The names of the students who volunteer to speak shall be randomly drawn until all names have been selected; the names shall be listed in the order drawn.

Each selected student shall be matched chronologically to the single event for which the student shall give the introduction. The list of student speakers shall be chronologically repeated as needed, in the same order. If no students volunteer or if the selected speaker declines or becomes ineligible, no student introduction will be made at the event. The District shall repeat the selection process at the beginning of each semester.

As determined by the principal, students who have been selected for special honors, such as captain of an athletic team, student council officers, leaders of school-sponsored organizations, homecoming king or queen, or prom king or queen may also address school audiences at designated events. **Board Policy FNA (LOCAL)**

SUICIDE AWARENESS

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 the following Web sites or contact the school counselor for more information related to suicide prevention and to find mental health services available in your area:

- www.texassuicideprevention.org
- <http://www.dshs.state.tx.us/mhservices-search/>
- you can also access Edgewood Alert on our district or campus websites to report information

SUMMER SCHOOL

Summer school opportunities are provided to EISD students. There are various programs and services available to students. These are announced each spring. For more information, contact the campus principal or counselor.

TARDINESS

Each campus will develop a late to school or too class procedure as part of the discipline plan, which will include parent notification. All teachers, all grade levels and classes, must address lateness. Repeated instances of tardiness will result in disciplinary action, in accordance with the Student Code of Conduct.

TEXTBOOKS, ELECTRONIC TEXTBOOKS, AND TECHNOLOGICAL EQUIPMENT

State-approved textbooks are provided to students free of charge for each subject or class. 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 paid for by the parent; however, the student will be provided textbooks and equipment for use at school during the school day.

TRANSFERS

Parental choice is of high priority in order to provide the best educational services for our students. Attendance zones have been established and shall continue to be used in order to maximize the educational resources of the District. Edgewood shall attempt to accommodate requests for transfers on a case-by-case basis provided that such transfers do not contribute to or create overcrowding or a shortage of resources at the receiving school. Questions concerning transfers should be addressed to the campus principal and the Executive Officer for Campus Administration, respectively. Transfers are for one school year only and are reviewed yearly. Transfer revocations will be made in accordance with **Board Policy FDB**.

TRANSPORTATION

SCHOOL-SPONSORED TRIPS

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. The principal, however, may make an exception if the parent makes a written request that the student be released to the parent or to another adult designated by the parent.

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 any subsequent changes are posted at the school and on the district's Web site.

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 EISD Transportation at 210-444-4619.

See the Student Code of Conduct for provisions regarding transportation to the DAEP.

Students are expected to assist district staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding in district vehicles, students are held to behavioral standards established in this handbook and the Student Code of Conduct. Students must:

- Ride only on their assigned bus
- Give their proper name when requested by the bus driver or monitor
- Be respectful of the bus driver, monitor, and other riders on the bus
- Obey and follow the directions of the bus driver and monitor at all times
- Refrain from using profane language or inappropriate gestures
- Refrain from conduct or behavior that interferes with the orderly, safe and expeditious transportation of bus riders
- Remain seated at all times when the bus is moving
- Fasten their seat belts, if available
- Keep feet, books, backpacks, instrument cases, and other objects out of the aisle
- Not put head, hands, arms, or legs out of the window or hold any object out of the window
- Not throw objects within or out of the bus
- Not deface or damage the bus or its equipment
- Refrain from using cellular telephones and other electronic devices while on the bus
- Refrain from the possession or use of alcohol, tobacco and other drugs
- Not exit a moving bus
- Not exit a school bus by way of the emergency exit absent an emergency
- Enter and leave the bus or van in an orderly manner at the designated stop
- Wait for the driver's signal upon leaving the bus and before crossing in front of the vehicle

Misconduct will be punished in accordance with the Student Code of Conduct; bus-riding privileges may be suspended.

VANDALISM

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

For safety purposes, video/audio equipment may be 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/audio recordings routinely and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.

VISITORS TO THE SCHOOL**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 principal's office and must comply with all applicable district policies and procedures.

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 classroom environment.

All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

VISITORS PARTICIPATING IN SPECIAL PROGRAMS FOR STUDENTS

On Career Days and College Nights, the district staff invites representatives from colleges and universities and other higher education institutions, prospective employers, and military recruiters to present information to interested students.

All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

WITHDRAWING FROM SCHOOL

A student under 18 may be withdrawn from school only by a parent. The school requests notice from the parent of 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.

On the student's last day, the withdrawal form must be presented to each teacher for current grade averages and book and equipment clearance; to the librarian to ensure a clear library record; to the clinic for health records; to the counselor for the course review; and finally, to the principal. A copy of the withdrawal form will be given to the student, and a copy will be placed in the student's permanent record.

A student who is 18 or older, who is married, or who has been declared by a court to be an emancipated minor may withdraw without parental signature.

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 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 sometimes responsible for reviewing a student's absences when the student's attendance drops below 90 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 lost because of absences.

DAEP stands for disciplinary alternative education program, a placement for students who have violated certain provisions of the Student Code of Conduct.

EOC assessments are end-of-course tests, which are state-mandated, and are part of the STAAR program. Successful performance on EOC assessments will be required for graduation beginning with students in grade 9 during the 2011–2012 school year. These exams will be given in English I, English II, Algebra I, Biology, and United States History.

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 Individualized Education Program (IEP) is a document required for each child who is eligible to receive special education services. It is provided to a student who has been determined first to have a disability and, second, to need special education services because of that disability. The IEP, the team that develops it, and what it must contain are governed by Part B of the Individuals with Disabilities Education Act (IDEA) and amendments to it. The IEP provides information on children's current levels of performance and directs the special services and supports that are provided to students who have IEP's. It includes provisions for defining annual goals, evaluating progress, and formalizing what is to be a free and appropriate public education (FAPE) for the student with the disability.

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.

LAT stands for linguistically accommodated testing, which is an assessment process for recent immigrant English language learners who are required to be assessed in certain grades and subjects under the NCLB Act.

NCLB Act is the federal No Child Left Behind Act of 2001.

PGP stands for Personal Graduation Plan, which is recommended for all students entering grade 9 and is required by state law for any student in middle school or higher 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.

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.

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, effective beginning with for the 2011–2012 school year.

STAAR Alt 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 Linguistically Accommodated (STAAR L) is an alternative state-mandated assessment with linguistic accommodations designed for certain recent immigrant English language learners, as determined by the LPAC.

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 grade 11 exit-level test or end-of-course assessments, when applicable, 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 the classroom or campus. 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.

TAKS is the Texas Assessment of Knowledge and Skills, the state's standardized achievement test currently given to students in certain subjects and required for graduation for students that are part of the 2011 Freshman Cohort or prior.

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.

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.

EDGEWOOD ISD ACCEPTABLE USAGE POLICY EDGENET SYSTEM OVERVIEW

District policies and procedures for acceptable use of the Edgenet System are intended to make such systems more reliable for the users and to prevent misuse. Internet/Intranet related systems, including but not limited to computer equipment, software, operating systems, storage media, network accounts providing electronic mail, WWW browsing, and File Transfer Protocol (FTP), are the property of the Edgewood ISD.

All District employees, community members, students, visitors and volunteers of the Edgewood ISD shall abide by the policies and guidelines set forth in this document.

Users should be aware that the data on the Edgenet System remains the property of Edgewood ISD. Because of the need to protect Edgewood ISD's network, the District cannot guarantee the confidentiality of information created, exchanged and/or stored on the Edgenet System. For security and network maintenance purposes, authorized individuals within Edgewood ISD may monitor equipment, systems and network traffic at any time. Edgewood ISD reserves the right to audit communication and data on a periodic basis to ensure compliance with this policy.

The Edgewood ISD has the right to place reasonable restrictions on the use of equipment, resources and material students and employees access or post through the system. Students and employees are also expected to follow the rules set forth in the District's rules and regulations governing conduct, disciplinary code, and the law in their use of Edgenet System. All access and rights are privileges granted by the District, and users should expect no privacy rights.

SYSTEM SECURITY

The following activities are, in general, prohibited. Employees may be exempted from these restrictions during the course of their legitimate job responsibilities as assigned by the District (e.g., systems administration staff may have a need to disable the network access of a host if that host is disrupting services). Under no circumstances is any employee of Edgewood ISD authorized to engage in any activity involving Edgenet System that is illegal under local, state, federal or international law. Should a user of the Edgenet System become aware of a violation of this Acceptable Usage Policy, they must inform the Director of Technology immediately.

Users are responsible for the use of their individual access account and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a District employee provide his/her password to another person accept upon request of a member of the Technology Department engaged in their assigned duties. Students should not share their password with peers; however it is permissible to reveal passwords to teachers, District technology personnel and administrators. Those individuals in possession of student passwords should make every effort to protect the confidentiality of said passwords. Any user identified as a security risk or having a history of violating this Acceptable Use Policy may be denied access to the District's Edgenet System. Users should immediately notify a teacher or system administrator of any possible security problem.

The lists below are by no mean exhaustive, but an attempt to provide a framework for activities which fall into the category of unacceptable use.

NETWORK ACTIVITIES AND SOFTWARE USAGE

Users must use all software in accordance with license agreements and the District's software standards. The Technology Department will provide any duplication of copyrighted software for backup and archival purposes. Any user who determines that there may be a misuse/abuse of software licensing within the District shall notify the Director of Technology immediately. All software used on the Edgenet System will be purchased through established District procedures.

The following activities are strictly prohibited, with no exceptions:

1. Unauthorized use of copyrighted material including, but not limited to, digitization and distribution of photographs from magazines, books or other copyrighted sources, copyrighted music, and the installation of any copyrighted software for which Edgewood ISD does not have an active license.
2. Installing or reproducing unauthorized or unlicensed personal software on the Edgenet System.
3. Intentionally introducing malicious programs (e.g., viruses, worms, Trojan horses, email bombs, etc.).
4. Actively engage in procuring or transmitting material that is in violation of sexual harassment or hostile workplace.
5. Circumventing user authentication or security.
6. Users shall not remove technology equipment (hardware or software) from the District without written permission from the Technology Department's representative.

EMAIL AND COMMUNICATION ACTIVITIES

Edgewood ISD employees shall have no expectation of privacy in anything they store, send or receive on the company's email system. Edgewood ISD may monitor messages without prior notice; however, Edgewood ISD is not obliged to monitor email messages. Users should be aware that privacy is not assured in facsimiles, video mail messages, voicemail, whether a password is used or not. District electronic/voice mail usage must conform to policies against harassment and discrimination. Users are prohibited from creating messages that contain defamatory, obscene, offensive or harassing information or that discloses personal information without authorization.

District employees shall not:

1. Send unsolicited email messages, including creating and/or forwarding "chain letters" or "pyramid" schemes of any type or engage in "spamming". Spamming is sending an annoying or unnecessary message to a large number of people.
2. Engage in any form of harassment via email, telephone or paging, whether through language, frequency, or size of messages.
3. Use District email for the creation or distribution of any disruptive or offensive messages.
4. Send any unsolicited e-mail, either in bulk or individually, to any person who has indicated that they do not wish to receive it, before or after.
5. Forward a private email message without permission of the sender.

6. Provide District email addresses to outside parties whose intent is to communicate with school employees, students and their families without permission from the email recipient and the Technology Department.

INTERNET ACCESS

All District employees and students may have access to the Internet through the District's Edgenet System. Parents may specifically request that their children not be provided such access by notifying the District in writing. No student will be given or have access to District-provided e-mail except for specific education purposes or education programs; consent for email will need to be granted by the Technology Department and a signed Parental Agreement must be on file. In recognition of the need to establish a safe and appropriate computing environment, the District will use filtering technology to prohibit access, to the degree possible, to objectionable or unsuitable content that might otherwise be accessible via the Internet. The District will filter the on-line activities of all computers with Internet access, as required by The Child Internet Protection Act (CIPA). Evasion or disabling or attempting to evade or disable the District's content filtering device is prohibited. The Technology Department designees, may disable the District's filter/blocking device to enable an adult user access for bona fide research or other lawful purposes. In making decisions to disable the District's filtering/blocking device, the Technology Department designees shall consider whether the use will serve a legitimate educational purpose or otherwise benefit the District.

Edgewood ISD employees, students, community members, visitors and volunteer shall not engage in illegal, abusive, non-educational or irresponsible behavior, including but not limited to:

1. Using the Edgenet System for non-instructional or non-administrative purpose other than for occasional personal use that does not interfere with job performance.
2. Using computer resources and Internet for private business activities, commercial purposes or for private financial gain.
3. Engaging in activities that result in excessive bandwidth use (e.g. streaming music, online-radio listening or non-educational video streaming).
4. Deliberately accessing, installing, downloading or creating sexually related materials except curriculum related and as assigned.
5. Engaging in non-educational games, Instant Messenger, chat rooms, and similar activities are prohibited and may not be accessed or played on school computers.
6. Using the District Edgenet System to access material that is profane or obscene (pornography of any kind), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature).
7. Using the District Edgenet System to solicit information with the intent of using such information to cause personal harm or bodily injury to others.
8. Posting information that could endanger an individual, cause personal damage.
9. Knowingly or recklessly posting prejudicial or discriminatory false or defamatory information about the school District, organization or person.
10. Making connections, whether directly or indirectly, that creates "backdoors" to established unauthorized access to the District's network.
11. Using obscene, profane, lewd, vulgar, rude, inflammatory, hateful, threatening, or disrespectful language.
12. Plagiarizing works that they find on the Internet or other resources, nor will users violate copyright law.
13. Using the District Edgenet System for political lobbying or to advocating for or against a political candidate, office-holder, political party or political position.
14. Download files unless approved by the District and/or Teacher and shall not be of a harmful nature as to disrupt connectivity or productivity.

LAPTOPS – NON-DISTRICT PROPERTY

Non-District issued laptops are not permitted to access the Edgenet System for telecommunication services, Internet services or email access.

LAPTOPS – DISTRICT ISSUED

Employees who has been issued District purchased laptops must sign a District Laptop Loan Agreement and are responsible for their security and content at all times. Laptops should be secured with a locking system while on campus and District employees should make every effort to secure the laptops while in transit to and from off-campus locations. Employees who are issued District purchased laptops must provide proof of home-owners/renters insurance or an insurance rider for the coverage of a loss in the event of damage, theft or any additional event that results in the disablement or malfunction of the devices. All repairs and/or warranty related service must be handled through the Edgewood ISD Technology Department and no point should an employee who has been issued a District laptop contact the manufacture for repairs or service.

DEVICES

Personal Data Assistants not issued by the District (Palms, Visors, cell phones with web capability, etc.) and laptops (whether wireless or Ethernet) or any device used to access the District's Edgenet System are prohibited unless permission is granted from the Technology Director. Only after the device is deemed to be of minimal or no security risk to the Edgenet System will such permission be granted. Using handheld communication devices that use any medium to synchronize, transmit, share or access files on remote computers or District servers is permitted with some limitations.

Portable Data Drives (e.g. thumb drives, flash drives, jump drives, etc.) are permitted, however users are not allowed to install or download offensive material, malicious programs or any data that is in violation of the District's Acceptable Usage Policy. Visitors to the district are not allowed to save any data from the Edgenet System without prior approval from the Technology Department.

Responsibilities to Students

All District employees will adhere to safety guidelines when working with students in accordance with the Family Educational Rights and Privacy Act (FERPA). Students' photographs which appear on any District documents and web pages will not be identified by their full name. Written permission for publication must be received from the student's guardian prior to publication.

Edgewood ISD teachers, staff members, and volunteers who utilize District's Edgenet System for instructional purposes have a responsibility to supervise student use to help ensure that students are using Edgenet System appropriately and responsibly. District teachers, staff members, and volunteers are expected to be familiar with the Edgewood ISD Acceptable Usage Policy and rules concerning student computer and Internet use and to enforce them. In the course of their duties, should these persons become aware of student violations, they are expected to stop the activity and inform the building Principal, Campus Technology Literacy Teacher, and the Technology Director's designees.

District students must have the written approval of a parent or guardian in order to access the District's Edgenet System. This signed Student Access Form must be on file with the District's designee for each campus as assigned by the Principal. Student privileges and access will be granted only for one academic year and will terminate once a student withdraws from the District. The Student Access Form indicates that the person signing the permission form has read and understood any supplemental information which may be provided with the permission form and understands and will adhere to the guidelines established in the Acceptable Usage Policy. Student Access Forms shall include a provision that the student and his/her parents or guardians will hold the District harmless from student violations of guidelines and regulations of the Acceptable Usage Policy.

USER ACKNOWLEDGEMENT REQUIRED

Every user of the District's Edgenet System is required to sign an Acceptable Usage Policy Acknowledgement Form stating that he or she has read the Policy and understands and will adhere to the rules set forth. The Acknowledgement Form will be retained in the Technology Department for the length of the employment of the user.

DUE PROCESS

The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to any illegal activities conducted through by users of the Edgenet System. In the event there is an allegation that a student has violated the District Acceptable Use Policy, the student will be provided with a written notice of the alleged violation and will be provided with notice and opportunity to be heard in the manner set forth in the Student Hearing Process Policy. Disciplinary actions may be taken. Employees violating the guidelines in the District's Acceptable Use Policy may have their user privileges suspended or revoked and be subject to other disciplinary actions in accord with the law, District School Board Policy.

ADMINISTRATION

The District Technology Director has the responsibility and authority for the development, publication, implementation and ongoing administration and enforcement of the processes and techniques required to protect District's Edgenet System from unauthorized access, loss or misuse. Department Directors and/or Coordinators have the responsibility to establish a plan to ensure adequate supervision of employees. School Principals have the responsibility to establish a plan to ensure adequate supervision of students. They are also responsible for interpreting and enforcing this policy at the local level. Local management has the responsibility to interpret and enforce this policy.

SECTION III: STUDENT CODE OF CONDUCT

I. STANDARDS FOR STUDENT CONDUCT/BEHAVIOR:

Each student is expected to:

- 1) Demonstrate courtesy even when others do not.
- 2) Behave in a responsible manner, always exercising self-discipline.
- 3) Attend all classes daily and on time.
- 4) Prepare for each class and bring appropriate materials and assignments to class.
- 5) Meet District and campus standards for grooming and dress.
- 6) Obey all campus and classroom rules.
- 7) Respect the rights and privileges of other students, of teachers, of campus and District staff, and of volunteers.
- 8) Respect the property of others, including District property and facilities.
- 9) Cooperate with and assist the campus staff in maintaining safety, order, and discipline.
- 10) Avoid violation of the Student Code of Conduct.

Education is a highly valued goal in the Edgewood community and the delivery of a free, accessible, and safe educational setting in its schools represents a significant commitment of financial and human resources. The benefit a student derives from this investment depends very much on each student's attitude toward learning and on each student's adherence to high standards of behavior.

The Student Code of Conduct that follows is Edgewood ISD's specific response to requirements of Chapter 37 of the Texas Education Code. The law requires the District to define misconduct that may or must result in a range of specific disciplinary consequences. This code is an outgrowth of collaboration among District staff and the District Educational Improvement Council which is comprised of administrators, teachers, parents and community members. This Code, adopted by the Board of Trustees, provides information and direction to students and parents regarding standards of behavior as well as consequences of misconduct.

The Glossary at the back of the Student Code of Conduct provides easy access to definitions of terms used in this document. This Student Code of Conduct has been adopted by the District's Board of Trustees and has the force of Board Policy. In case of a conflict between the Student Code of Conduct and the Parent/Student Handbook, the Student Code of Conduct will prevail.

Parental questions or complaints regarding disciplinary measures taken should be addressed to the teacher or campus administration, as appropriate, and in accordance with **Board Policy FNG**. A copy of this policy may be obtained from the principal's office or the central administration office.

II. THE EDGEWOOD DISTRICT HAS DISCIPLINARY AUTHORITY OVER THE CONDUCT OF A STUDENT:

- 1) During the regular school day and while the student is going to and from school or a school-sponsored or school related activity on District transportation
- 2) While the student is participating in any activity during the school day on school grounds
- 3) Within 300 feet of the school property as measured from any point on the school's real property boundary line for certain offenses in the Student Code of Conduct
- 4) While the student is in attendance at any school-related activity, regardless of time or location
- 5) For any school-related misconduct, regardless of time or location
- 6) When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location
- 7) When the student commits a felony, sexual assault, or engages in conduct described in Education Code 37.006 or 37.0081, whether on or off school property, or while in or not in attendance at a school-related event, as provided by Texas Education Code
- 8) When criminal mischief is committed on or off school property or at a school-related event
- 9) When the student is required to register as a sex offender
- 10) For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another school district in Texas.

III. DISCIPLINE DESIGNEE(S):

District personnel have the duties and authority described below:

- 1) The administrators are designated as the Discipline Management Specialists for their respective campuses.
- 2) The principals, their administrative teams, and their staffs shall assess and implement the campus Discipline Management Plan.
- 3) The Hearing Officer presides over a discipline hearing to ensure due process and to make a determination regarding whether a student has or has not violated the Student Code of Conduct that may warrant placement in the District's Disciplinary Alternative Education Program (DAEP) or expulsion and placement in the Bexar County Juvenile Justice Alternative Program (BCJJAP).
- 4) The Edgewood Police Department in the absence of district administrative personnel assumes responsibility with regards to property.

IV. DISCIPLINE MANAGEMENT PLAN:

In general, the Discipline Management Plan will be designed to correct misconduct and to encourage the adherence by all students to their responsibilities as citizens of the Edgewood community. The primary purpose of a campus Discipline Management Plan is not to punish the student. Rather its purpose is to instill in the student a sense of the student's responsibility to the Edgewood community, the school community, and to him or herself to grow into a productive adult. "Discipline" or "Disciplinary Action" must serve the purpose of instructing the student on the necessity of conforming his or her conduct to the expectations of the Standards for Student Conduct/Behavior. In determining what disciplinary action to implement in connection with a particular discipline incident, teachers and administrators will draw upon their professional judgment and experience and will utilize a range of discipline management techniques. Disciplinary action will be correlated to:

- 1) The seriousness of the offense,
- 2) The student's age and grade level,
- 3) The frequency of misconduct,
- 4) The student's attitude,
- 5) The effect of the misconduct on the school environments, and
- 6) Statutory requirements.

Because of these factors, discipline for a particular discipline incident (unless otherwise specified by law) may bring into consideration varying techniques and result in different responses.

A student who violates campus or classroom rules that are not Student Code of Conduct violations may be disciplined through one or more of the discipline management techniques listed below. For these violations that are not violations of the Student Code of Conduct, the teacher is not required to make a Student Code of Conduct Discipline Referral and the principal is not required to notify parents.

[The District has the right **to revoke** the transfer of a transfer student for violating the District's Student Code of Conduct.]

V. **DISCIPLINE MANAGEMENT TECHNIQUES:**

The following discipline management techniques may be used alone or in combination for violations of the Student Code of Conduct and for violations of campus or classroom rules:

- 1) Verbal correction
- 2) Cooling-off time or "time-out"
- 3) Seating changes within the classroom
- 4) Counseling by teachers, counselors, or administrative personnel
- 5) Parent-teacher conferences
- 6) Temporary confiscation of items that disrupt the educational process
- 7) Grade reductions as permitted by policy
- 8) Rewards or demerits
- 9) Behavioral contracts
- 10) Sending the student to the office or other assigned area, or to In-School Suspension
- 11) Detention – lunch, after school, or Saturday
- 12) Saturday School (for unexcused absences)
- 13) Assigned school duties other than class tasks
- 14) Withdrawal of privileges, such as participation in extracurricular activities and eligibility for seeking and holding honorary offices, and/or membership in school-sponsored clubs or organizations
- 15) Techniques or penalties identified in individual student organizations' codes of conduct
- 16) Withdrawal or restriction of bus privileges
- 17) School-assessed and school-administered probation
- 18) Referral to outside agency

Parental questions regarding disciplinary measures should be addressed to the teacher or campus administration, as appropriate, and formal complaints should be made in accordance with **Board Policy FNG (Local)**. A copy of this policy may be obtained from the student's principal's office or the central administration office. Consequences will not be deferred pending the outcome of an appeal.

General Misconduct (Stage I-A) Violations will result in application of one or more discipline management techniques and may result in removal from class or other placement of the student.

The following discipline management techniques may be used alone or in combination for violations of the Student Code of Conduct (Stages II-A, II-B, III-A, and III-B):

- 1) Referral to outside agency and/or legal authority for criminal prosecution in addition to disciplinary measures imposed by the District
- 2) Other strategies and consequences as specified by the Student Code of Conduct
- 3) Out-of school Suspension (three day limit) no limit on the number of times suspended
- 4) Long-term placement in the EISD Disciplinary Alternative Education Program (DAEP)
- 5) Exclusion from UIL activities and/or other extracurricular activities
- 6) Expulsion with placement in the Bexar County Juvenile Justice Disciplinary Alternative Education Program (BCJJA) at the Bexar County Juvenile Justice Academy

"PLACEMENT" CONSISTS OF REMOVAL OF A STUDENT FROM HIS OR HER REGULAR CAMPUS AND PLACEMENT IN THE DISTRICT'S DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM (DAEP) LOCATED AT THE EMMA FREY CAMPUS AT 900 S. SAN EDUARDO, SAN ANTONIO, TEXAS, OR AT THE BEXAR COUNTY JUVENILE JUSTICE ALTERNATIVE PROGRAM (BCJJAP) AT THE BEXAR COUNTY JUVENILE JUSTICE ACADEMY (BCJJA) LOCATED AT 1402 N. HACKBERRY, SAN ANTONIO, TEXAS.

VI. GUIDELINES FOR PLACEMENT:

Students shall be treated fairly and equitably. Discipline shall be based on a careful assessment of the circumstances of each case. Factors to consider shall include:

- 1) The seriousness of the offense
- 2) The student's age
- 3) The frequency of misconduct
- 4) The student's attitude
- 5) The potential effect of the misconduct on the school environment
- 6) Requirements of Chapter 37 of the Education Code
- 7) The Student Code of Conduct adopted by the Board

When ordering suspension, removal to DAEP, expulsion and placement in the BCJJA, regardless of whether the decision concerns a mandatory or discretionary action, the District will take into consideration the following factors:

- 1) Self-defense;
- 2) Intent or lack of intent at the time the student engaged in the conduct;
- 3) A student's disciplinary history; or
- 4) A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

VII. GENERAL MISCONDUCT VIOLATIONS:

The District has determined that the following behaviors may result in a student's suspension and/or placement in a Disciplinary Alternative Education Program.

Students are prohibited from:

- 1) Cheating or copying the work of another
- 2) Discharging a fire extinguisher
- 3) Disobeying school rules about conduct, including conduct on school buses
- 4) Violating other communicated campus or classroom standards of behavior
- 5) Throwing objects that can cause bodily injury or property damage
- 6) Violating dress and grooming standards as communicated in the student handbook or by sponsors of extracurricular activities
- 7) Violating safety rules
- 8) Possessing mace or pepper spray
- 9) Violating the District's policy on taking prescription drugs and over-the-counter drugs at school
- 10) Possessing or selling look-alike drugs or items attempted to be passed off as drugs or contraband
- 11) Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety; using e-mail or Web sites at school to encourage illegal behavior; or threatening school safety
- 12) Using E-mail or Web sites at school to encourage illegal behavior, or threatening school safety
- 13) Violating computer use policies, rules, agreements signed by the student, and/or agreements signed by the student's parent
- 14) Possessing pornographic material or accessing websites that contain inappropriate or illegal material, including those that contain content that is pornographic or sexual in nature, from any computer or other technological device on school property.
- 15) Abusing the student's own prescription drug, giving a prescription drug to another student, or being under the influence of another person's prescription drug on school property or at a school-related event
- 16) Behaving in any way that disrupts the school environment or educational process
- 17) Being involved in a public school fraternity, sorority, or secret society, including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, or secret society
- 18) Being involved in gang activity, including participating as a member or pledge, or soliciting another person to become a pledge or member of a gang

- 19) Bullying, including cyber bullying, harassment, and making hit lists
- 20) Committing extortion, coercion, or blackmail (obtaining money or another object of value from an unwilling person)
- 21) Committing or assisting in a robbery or theft that does not constitute a felony according to the Texas Penal Code (Felony robbery or theft offenses are addressed later in the Student Code of Conduct)
- 22) Criminal mischief
- 23) Damaging or vandalizing property owned by others
- 24) Defacing or damaging school property including textbooks, lockers, furniture, and other equipment with markers or by other means
- 25) Directing profanity, vulgar language, or obscene gestures toward other students or District employees
- 26) Engaging in any misbehavior that gives school officials reasonable cause to believe that such conduct will substantially disrupt the school program or incite violence
- 27) Engaging in conduct that constitutes sexual harassment or sexual abuse whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors directed toward another student or District employee
- 28) Engaging in inappropriate physical or sexual contact directed toward another student or District employee
- 29) Engaging in threatening behavior toward another student or District employee on or off school property
- 30) Failing to comply with directives given by school personnel
- 31) Forcing a person to act through the use of threat or force
- 32) Hazing
- 33) Inappropriate or indecent exposure of a student's private body parts
- 34) Leaving school grounds or school-sponsored events without permission
- 35) Making false accusations or hoaxes regarding school safety
- 36) Possessing a knife with a blade of less than 5½ inches long
- 37) Possessing ammunition
- 38) Possessing fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device
- 39) Possessing or using a laser pointer for other than an approval use
- 40) Possessing or using a paging device or cellular telephone
- 41) Possessing or using matches or a lighter
- 42) Possessing, smoking, or using tobacco products
- 43) Scuffling or fighting
- 44) Stealing from students, staff, or the school
- 45) Engaging in other conduct for the express purpose of mistreating others or the property of others.
- 46) Tampering with or hindering the use of elevators
- 47) Stunt skateboarding without permission
- 48) Committing any action that does not meet the standards of any other violation but which has the potential to cause danger or physical harm to the student or to others, including but not limited to:
 - Exiting a moving school bus
 - Exiting a school bus by way of the emergency exit absent an emergency
 - Attempting to elude school officials by running through a building or a parking lot or any traffic area
 - Climbing on the roof of a building, hanging from balconies or railings
 - Being in construction areas, boiler rooms, attics or elevator shafts
- 49) Violation of the Student Code of Conduct

VIII. REMOVAL BY TEACHER/REMOVAL BY BUS DRIVER:

A. Informal Removal:

1. In order to maintain effective discipline in the classroom, a teacher may send a student to office of the appropriate administrator.
2. The administrator shall respond by employing appropriate discipline management techniques, consistent with the Student Code of Conduct.

B. Formal Removal:

1. Discretionary Removal – A teacher may remove from class a student:
 - a. Who has been documented by the teacher to repeatedly interfere with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn; or
 - b. Whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.
2. Mandatory Removal – A teacher shall remove from class and send to the principal for placement in a DAEP or expulsion, as appropriate a student who engages in conduct in the respective teacher's classroom described in the Texas Education Code Sec. 37.006 or Sec. 37.007.
3. Any formal removal of a student by a teacher for behavior, which violates the Student Code of Conduct, requires that the teacher report the offense to the principal or appropriate administrator. The teacher upon removing the student from class will file a written report (not to exceed one page) with the principal or other appropriate administrator. The principal or appropriate administrator will send a copy of the report to the student's parent within three (3) school days of receiving the teacher's report.
4. Not later than the third day after a student has been formally removed from class by a teacher or removed by the principal or other appropriate administrator for a Student Code of Conduct violation report that requires or allows

placement in the Disciplinary Alternative Education Program, the principal will schedule a conference with the student's parent, the student, and the teacher, in the case of a teacher removal.

5. At the conference, the principal or appropriate administrator will inform the student of the misconduct for which he or she is charged and give the student an opportunity to give his or her version of the incident. The principal or appropriate administrator will notify the student of the consequences of the Student Code of Conduct violation.
 - a. When a teacher removes a student from the regular classroom and a conference is pending, the principal may place a student in: Another appropriate classroom
 - b. In-school suspension
 - c. Out-of-school suspension
 - d. The Student Temporary Education Placement (STEP) Program where the student shall be separated from other students for the entire school program day and shall be provided instruction in the core subjects. Counseling will also be provided to the student.
6. The student may not be returned to the regular class pending the required conference.
7. After the conference the principal will recommend DAEP placement or other placement consistent with the Student Code of Conduct. The student may not be returned to his/her regular classroom before the conference. The student is prohibited from attending or participating in extracurricular activities, school-sponsored, or school-related activities.
8. The principal may not return the student to the class of the teacher who removed the student without the teacher's consent, unless the placement review committee determines that such placement is the best or only alternative available. If the teacher removed the student from class because the student engaged in the elements of an offense listed in Education Code 37.006(a)(2)(B) or 37.007(a)(2)(A) or (b)(2)(C) (assault, sexual assault, attempted murder) against the teacher, the student may not be returned to the teacher's class without the teacher's consent. The teacher may not be coerced to consent.

C. Removal from Bus:

1. The driver of an Edgewood ISD school bus may remove a student from the bus and send a student to the principal's office to maintain effective discipline on the school bus. The authority of the bus driver exists any time a student is being transported to or from school or to a school-sponsored or school-related event. The principal shall respond by using appropriate discipline management techniques consistent with this Student Code of Conduct.
2. For the purpose of providing safe transportation for all students, the following rules shall be observed:
 - Be respectful of the bus driver, monitor, and other riders on the bus
 - Refrain from conduct or behavior that interferes with the orderly, safe and expeditious transportation of bus riders
 - Obey the bus driver and monitor at all times
 - Give your proper name when requested by the bus driver or monitor
 - Ride only on your assigned bus
 - Remain seated at all times when the bus is moving
 - Refrain from using cellular telephones and other electronic devices while on the bus
 - Refrain from acts of vandalism
 - Refrain from using profane language or inappropriate gestures
 - Refrain from the possession or use of alcohol, tobacco and other drugs
 - Refrain from exiting a school bus by way of the emergency exit absent an emergency

D. Campus Placement Review Committee:

1. Each school shall establish a three-member committee to determine the placement of a student when a teacher refuses the return of a student to the teacher's class.
 - a. Committee members shall be appointed as follows:
 - b. Campus faculty shall choose two teachers to serve as members and one teacher to serve as an alternate member; and
 - c. The principal shall choose one member from the professional staff of a campus.
 - d. The teacher refusing to readmit the student may not serve on the committee
2. The committee's placement determinations regarding a student with disability who receives special education services is subject to the requirements of all federal regulations, state statutes, and agency requirements relating to special education.

IX. STUDENT CODE OF CONDUCT OFFENSES AND CONSEQUENCES:

THE PRINCIPAL OR OTHER APPROPRIATE ADMINISTRATOR MAY PLACE A STUDENT IN IN-SCHOOL OR OUT-OF-SCHOOL SUSPENSION.

A. CAMPUS SUSPENSIONS:

1. Suspension is designed as a short-term disciplinary action. Students may be suspended for any behavior listed in the Student Code of Conduct as a General Misconduct Violation.
 - a. In-School Suspension:
In-School Suspension (ISS) is a classroom setting for students who commit disciplinary infractions where the student continues to receive instruction in each course to the extent possible on his or her home campus. Students are required

to concentrate on academic activities while in ISS. ISS may have additional rules and regulations which shall be communicated to the assigned students and with which the assigned students shall comply.

b. **Out-of-School Suspension:**

A student may be placed in out-of-school suspension for any misbehavior listed in the Student Code of Conduct as a General Misconduct Violation.

- 1) The principal or appropriate administrator will advise the student of the conduct with which he or she is accused.
- 2) The appropriate administrator will provide a student an informal conference prior to or as soon as practical after the decision to suspend has been made.
- 3) At the conference the student is entitled to written or oral notice of the reasons for the removal, an explanation of the basis for the removal, and the opportunity to explain his or her version of the incident.
- 4) This conference is one that can be held without the parent or student being present as long as there were valid attempts to secure their attendance at the conference.
- 5) The principal or other appropriate administrator will determine the number of days of a student's suspension not to exceed three school days per discipline incident.
- 6) There is no limit on the number of out-of-school suspensions a student may receive in a school year.

THE BOARD DELEGATES TO THE HEARING OFFICER THE AUTHORITY TO REMOVE A STUDENT FROM HIS OR HER REGULAR CAMPUS AND TO PLACE THE STUDENT IN THE DISTRICT'S DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM (DAEP).

B. Permissive Placement in the Disciplinary Alternative Education Setting:

A student **may be** suspended and/or **may be** placed in the DAEP for:

1. Any of the offenses listed as General Misconduct, Stage II-A Offenses.
2. Conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity if:
 - a. If the superintendent of the superintendent's designee has a reasonable belief that the student has engaged in conduct defined as a felony offense other than those defined in Title 5, Texas Penal Code, or those offenses listed under Article 15.27 (h), Code of Criminal Procedure; and
 - b. The continued presence of the student in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process;
 - c. The "reasonable belief" that a student has engaged in conduct defined as a felony offense may be based on all available information of the student's arrest, referral, conviction, deferred prosecution, deferred adjudication or adjudication of delinquent conduct furnished under Article 15.27, Code of Criminal Procedure;
 - d. If after a student is placed in the DAEP the superintendent or designee receives notice that the prosecution of the student was refused or that a court or jury has found the student not guilty, the superintendent or the superintendent's designee will schedule a conference with the student's parent and review said placement not later than the third class day after receiving notice;
 - e. After reviewing the notice and receiving information from the student's parent or guardian, the superintendent or designee may continue the student's placement in the DAEP if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers;
 - f. The student or the student's parent or guardian may appeal the superintendent's decision to the Board of Trustees;
 - g. The Board of Trustees shall review notice received by the superintendent and receive information from the student, the student's parent or guardian, and the superintendent or designee and confirm or reverse the superintendent decision;
 - h. If the Board of Trustees confirms the decision of the superintendent, the Board shall inform the student or the student's parent or guardian of the right to appeal to the Commissioner of Education; and
 - i. The student will remain in the DAEP pending the review or subsequent appeals if any.
 - j. This appeal process applies only to placements resulting from conduct occurring off campus and while the student was not in attendance at a school-sponsored or school-related activity described in this subsection.
3. Student is required to register as a sex offender and is not under any type of court ordered supervision.

[A student may also be expelled and placed into the District's Disciplinary Alternative Education Placement for conduct involving Title 5 Felonies. See the Section F below for more information regarding these disciplinary placements.]

C. Mandatory Placement in the Disciplinary Alternative Education Setting:

A student **shall** be placed in a Disciplinary Alternative Education Program for any of the following offenses, Stage II-B Offenses:

1. The student engages in conduct involving a public school that contains the elements of the offense of false alarm or report under Section 42.06, Texas Penal Code, or terroristic threat under Section 22.07, Texas Penal Code;
2. If the student commits these offenses on school property or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
 - a. Engages in conduct defined as a felony;
 - b. Engages in conduct that contains the elements of assault under Section 22.01 (a) (1);
 - c. Sells, gives, or delivers to another person, or possesses or uses or is under the influence of:
 - 1) Marijuana;

- 2) A controlled substance as defined by Chapter 481, Texas Health and Safety Code or by 21 U.S.C. Section 801 *et seq*; or
- 3) A dangerous drug, as defined by Chapter 483, Texas Health and Safety Code;
- d. Sells, gives, or delivers to another person an alcoholic beverage, as defined by Section 1.04, Texas Alcoholic Beverage Code, commits a serious act or offense while under the influence of alcohol, or possesses, uses, or is under the influence of alcohol;
3. Engages in conduct that contains the elements of an offense relating to an abusable volatile chemical under Section 485.031 through Section 485.034, Texas Health and Safety Code; or
4. Engages in conduct that contains the elements of the offense of public lewdness under Section 21.07, Texas Penal Code, or indecent exposure under Section 21.08, Texas Penal Code;
5. The student engages in conduct on or off of school property that contains the elements of the offense of retaliation under Section 36.06, Texas Penal Code, against any school employee;
6. The student engages in conduct off campus and while the student is not in attendance at a school-sponsored or school-related activity if:
 - a. The student receives deferred prosecution under Section 53.03, Texas Family Code, for conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - b. A court or jury finds that the student has engaged in delinquent conduct for conduct under Section 54.03, Texas Family Code, for conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code; or
 - c. The superintendent or designee has a reasonable belief that the student engaged in conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - d. The "reasonable belief" that a student has engaged in conduct defined as a felony offense may be based on all available information of the student's arrest, referral, conviction, deferred prosecution, deferred adjudication or adjudication of delinquent conduct furnished under Article 15.27, Texas Code of Criminal;
 - e. If after a student is placed in the DAEP the superintendent or designee receives notice that the prosecution of the student was refused or that a court or jury has found the student not guilty, the superintendent or the superintendent's designee will schedule a conference with the student's parent and review said placement not later than the third class day after receiving notice;
 - f. After reviewing the notice and receiving information from the student's parent or guardian, the superintendent or designee may continue the student's placement in the DAEP if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers;
 - g. The student or the student's parent or guardian may appeal the superintendent's decision to the Board of Trustees;
 - h. The Board of Trustees shall review notice received by the superintendent and receive information from the student, the student's parent or guardian, and the superintendent or designee and confirm or reverse the superintendent's decision;
 - i. If the Board of Trustees confirms the decision of the superintendent, the Board shall inform the student or the student's parent or guardian of the right to appeal to the Commissioner of Education;
 - j. The student will remain in the DAEP pending the review or subsequent appeals if any.
 - k. This appeal process applies only to placements resulting from conduct occurring off campus and while the student was not in attendance at a school-sponsored or school-related activity described in this subsection.
 - l. The Hearing Officer may but is not required to place a student in the DAEP for off-campus conduct for which removal is required under this section if he does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.
7. Placement in the DAEP is not required if the student is expelled for the same conduct for which such placement would be required.
8. Subject to conduct violating Federal law involving bringing a firearm to school under Section 37.007 (e), Texas Penal Code, a student who is younger than:
 - a. 10 years of age shall be removed from class and placed in a disciplinary alternative education program if the student engages in conduct containing the elements of a discretionary or mandatory expulsion offense, and
 - b. 6 years of age may not be removed from class and placed in a disciplinary alternative education program.
9. An elementary school student may not be placed in a disciplinary alternative education program with any other student who is not an elementary school student.
10. A student in the DAEP must be separated from other students not in the DAEP for the entire school program day and will be provided instruction in the core subjects and counseling.
11. Student is required to register as a sex offender and is under some type of court ordered supervision.

The Board delegates to the Hearing Officer the authority to expel students and to place the expelled student in the Bexar County Disciplinary Alternative Education Program at the Bexar County Juvenile Justice Academy (BCJJA).

D. Discretionary Expulsions:

A student **may be** expelled for any of the following offenses, Stage III-A Offenses:

1. The student engages in conduct involving a public school that contains the elements of the offense of false alarm or report, under Section 42.06, Texas Penal Code, or terroristic threat under Section 22.07, Texas Penal Code;
2. The student, while on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off of school property:
 - a. Sells, gives, or delivers to another person, or possesses, uses, or is under the influence of any amount of:

- 1) marijuana,
- 2) a controlled substance as defined by Chapter 481, Texas Health and Safety Code or by 21 U.S.C. Section 801 et seq,
- 3) a dangerous drug, as defined by Chapter 483, Texas Health and Safety Code; or
- 4) an alcoholic beverage, as defined by Section 1.04, Texas Alcoholic Beverage Code;
- b. Engages in conduct that contains the elements of an offense relating to abusable volatile chemicals under Section 485.031 through Section 485.034, Texas Health and Safety Code;
- c. Engages in conduct that contains of an offense under Section 22.01 (a)(1), Texas Penal Code (assault causing bodily injury), against a school district employee or a volunteer as defined in Section 22.053, Texas Education Code.
- d. Engages in conduct that contains the elements of deadly conduct under Section 22.05, Texas Penal Code
3. The student, while within 300 feet of school property, as measured from any point on the school's real property boundary line:
 - a. Uses, exhibits, or possesses a firearm, an illegal knife, a club, or a prohibited weapon;
 - b. Engages in conduct that contain the elements of the offense of aggravated assault, sexual assault, aggravated sexual assault, arson, murder, capital murder, or criminal attempt to commit murder or capital murder, indecency with a child, aggravated kidnapping, aggravated robbery, manslaughter, criminally negligent homicide, or continuous sexual abuse of young child or children;
 - c. Sells, gives, or delivers to another person or possesses or uses or is under the influence of marijuana, or a controlled substance, or a dangerous drug, if the conduct is punishable as a felony; or
 - d. Possesses a firearm, as defined by 18 U.S.C. Section 921;
4. Engages in conduct that contains the elements of aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder, criminal attempt to commit murder or capital murder, or aggravated robbery against another student without regard to whether the conduct occurs on or off of school property or while attending a school-sponsored or school-related activity on or off school property;
5. The student engages in conduct off campus and while the student is not in attendance at a school-sponsored or school-related activity if:
 - a. The student receives deferred prosecution under Section 53.03, Texas Family Code, for conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - b. A court or jury finds that the student has engaged in delinquent conduct for conduct under Section 54.03, Texas Family Code, for conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code; or
 - c. The superintendent or designee has a reasonable belief that the student engaged in conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - d. The "reasonable belief" that a student has engaged in conduct defined as a felony offense may be based on all available information of the student's arrest, referral, conviction, deferred prosecution, deferred adjudication or adjudication of delinquent conduct furnished under Article 15.27, Texas Code of Criminal;
 - e. If after a student is placed in the BCJJA the superintendent or designee receives notice that the prosecution of the student was refused or that a court or jury has found the student not guilty, the superintendent or the superintendent's designee will schedule a conference with the student's parent and review said placement not later than the third class day after receiving notice;
 - f. After reviewing the notice and receiving information from the student's parent or guardian, the superintendent or designee may continue the student's placement in the BCJJA if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers;
 - g. The student or the student's parent or guardian may appeal the superintendent's decision to the Board of Trustees;
 - h. The Board of Trustees shall review notice received by the superintendent and receive information from the student, the student's parent or guardian, and the superintendent or designee and confirm or reverse the superintendent decision;
 - i. If the Board of Trustees confirms the decision of the superintendent, the Board shall inform the student or the student's parent or guardian of the right to appeal to the Commissioner of Education;
 - j. The student will remain in the BCJJA pending the review or subsequent appeals if any.
 - k. This appeal process applies only to placements resulting from conduct occurring off campus and while the student was not in attendance at a school-sponsored or school-related activity described in this subsection.
 - l. The Hearing Officer may but is not required to place a student in the BCJJA for off-campus conduct for which removal is required under this section if he does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.
6. Engages in conduct that contain the elements of assault causing bodily injury against any employee or volunteer in retaliation for and as a result of the person's employment or association with the District, without regard to whether the conduct occurs on or off of school property or while attending a school-sponsored or school-related activity on or off school property;
7. Engages in conduct that contain the elements of the offense of criminal mischief under Section 28.03, Texas Penal Code, if the conduct is punishable as a felony under that section;
8. Engages in conduct that contain the elements of the offense of breach of computer security under Section 33.02, Texas Penal Code if the conduct involves accessing a computer, computer network, or computer system owned by or operated on behalf of a school district and the student knowingly alters, damages, or deletes school property or information or commits a breach of any other computer, computer network, or computer system, without regard to whether the conduct occurs on or off of school property or while attending a school-sponsored or school-related activity on or off school property.

9. Engages in conduct that contain the elements of a Mandatory Expulsion Offense if the student engages in that conduct:
 - a. On school property of another district in this state; or
 - b. While attending a school-sponsored or school-related activity of a school in another district in this state.
10. While placed in the DAEP, engages in documented serious misbehavior while on the program campus despite documented behavioral interventions. "Serious Misbehavior" means:
 - a. Deliberate violence behavior that poses a direct threat to the health or safety of others;
 - b. Extortion, meaning the gaining of money or other property by force or threat;
 - c. Conduct that constitutes coercion, as defined by Section 1.07, Texas Penal Code; or
 - d. Conduct that constitutes the offense of:
 1. Public lewdness under Section 21.07, Texas Penal Code;
 2. Indecent exposure under Section 21.08, Texas Penal Code;
 3. Criminal mischief under Section 28.03, Texas Penal Code;
 4. Personal hazing under Section 37.152, Texas Penal Code; or
 5. Harassment under Section 42.07 (a) (1), Texas Penal Code, of a student or district employee,
11. Any other violation of state law that allows for discretionary expulsion.
12. Student is required to register as a sex offender whether under court ordered supervision or not.

E. Mandatory Expulsions:

A student **shall** be expelled for any of the following offenses if the student on school property or while attending a school-sponsored or school-related activity on or off school property, Stage III-B Offenses:

1. Uses, exhibits, or possesses:
 - a. A firearm as defined by Section 46.01 (3), Texas Penal Code;
 - b. An illegal knife as defined by Section 46.01 (6), Texas Penal Code;
 - c. A club as defined by Section 46.01 (1), Texas Penal Code;
 - d. A weapon listed as a prohibited weapon under Section 46.05, Texas Penal Code;
2. Engages in conduct that contains the elements of the offense of:
 - a. Aggravated assault under Section 22.02, Texas Penal Code, sexual assaults under Section 22.011, Texas Penal Code, or aggravated sexual assault under Section 22.021, Texas Penal Code;
 - b. Arson under Section 28.02, Texas Penal Code;
 - c. Murder under Section 19.02, Texas Penal Code, capital murder under Section 19.03, Texas Penal Code, or criminal attempt, under Section 15.01, Texas Penal Code, to commit murder or capital murder;
 - d. Indecency with a child under Section 21.11, Texas Penal Code;
 - e. Aggravated kidnapping under Section 20.04, Texas Penal Code;
 - f. Aggravated robbery under Section 29.03, Texas Penal Code;
 - g. Manslaughter under Section 19.04, Texas Penal Code;
 - h. Criminally negligent homicide under Section 19.05, Texas Penal Code;
 - i. Continuous sexual abuse of a child or children under Section 21.02, Texas Penal Code;
3. Engages in conduct that involves the selling, giving, or delivering to another person, or the possession or use of, or being under the influence of marijuana, a controlled substance, or a dangerous drug, or involves the selling, giving, or delivering to another person an alcoholic beverage or the commission of a serious act or offense while under the influence of alcohol, or possesses, uses, or is under the influence of an alcoholic beverage, if the conduct is punishable as a felony;
4. Engages in conduct that contains the elements of any of the above listed offenses against a school employee or volunteer in retaliation for and as a result of the person's employment or association with the District, without regard to whether the conduct occurs on or off of school property or while attending a school-sponsored or school-related activity on or off school property.

Subject to conduct violating Federal law involving bringing a firearm to school, and notwithstanding any other provision in this section, a student younger than 10 years of age may not be expelled for engaging in conduct described in this section.

1. Firearms – In accordance with 20 U.S.C. Section 7151, the District **shall** expel a student who brings a firearm to school. 18 U.S.C. Section 921 defines the term "firearm" to mean:
 - a. Any weapon (including a starter gun) which will or is designed to or which may readily be converted to expel a projectile by the action of an explosive;
 - b. The frame or receiver of any such weapon;
 - c. Any firearm muffler or firearm silencer;
 - d. Any destructive device such as any explosive, incendiary, or poison gas:
 - 1) Bomb,
 - 2) Grenade,
 - 3) Rocket having a propellant charge of more than four ounces,
 - 4) Missile having an explosive or incendiary charge of more than one-quarter ounce,
 - 5) Mine, or
 - 6) Device similar to any of the devices described in the preceding clauses.
2. The student must be expelled from the student's regular campus for a period of at least one year, except that:
 - a. The Superintendent may modify the length or the expulsion in the case of the individual student;
 - b. The District shall provide educational services to an expelled student in a disciplinary alternative educational program if the student is younger than 10 years of age on the date of expulsion; and

- c. The District may provide educational services to an expelled student who is 10 years of age or older in a alternative educational program.
- 3. A student may not be expelled solely on the basis of the student's use, exhibition, or possession of a firearm that occurs:
 - a. At an approved target range facility that is not located on a school campus; and
 - b. While participating in or preparing for a school-sponsored shooting sports competition or a shooting sports educational activity that is sponsored or supported by the Texas Parks and Wildlife Department or a shooting sports sanctioning organization working with the department. However, this does not authorize a student to bring a firearm on school property to participate in or prepare for a school-sponsored sports competition or a shooting sports educational activity.
- 4. Any other violation of state law that requires mandatory expulsion.

F. Discretionary Expulsion and Placement of Certain Students in Alternative Settings – Title 5 Offenses:

Title 5, Texas Penal Code, Offenses Against the Person, are listed in Board Policy FOC (Exhibits) and said listing is hereby incorporated into the District's Student Code of Conduct. Title 5 Offenses include, but are not limited to, murder; kidnapping; assault; sexual assault; unlawful restraint; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; deadly conduct; and terrorist threat.

The Board of Trustees of the District or the Board's designee, after the opportunity of a hearing, **may** expel a student and elect to place the student in the BCJJA if :

- 1. The Student:
 - a. Has received deferred prosecution under Section 53.03, Texas Family Code, for conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - b. Has been found by a court or jury to have engaged in delinquent conduct under Section 54.03, Texas Family Code, for conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - c. Is charged with engaging in conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - d. Has been referred to a juvenile court for allegedly engaging in delinquent conduct under Section 54.03, Texas Family Code, for conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - e. Has received probation or deferred adjudication for a felony offense under Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code;
 - f. Has been convicted of a felony offense under Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code; or
 - g. Has been arrested for or charged with a felony offense under Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code; and
 - h. The Board or the Board's designee determines that the student's presence in the regular classroom:
 - 1) Threatens the safety of other students or teachers;
 - 2) Will be detrimental to the educational process; or
 - 3) Is not in the best interest of the District's student.

The Board or the Board's Designee may expel the student and order placement regardless of:

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

A student expelled and placed in the BCJJA is subject to that placement until:

- 1. The student graduates from high school;
- 2. The charges are dismissed or reduced to a misdemeanor offense; or
- 3. The student completes the term of the placement or is assigned to another program; and
- 4. The placement shall continue and remain in effect if student should transfer to another district in the state; and
- 5. The student is entitled to periodic 120 day review as provided for other disciplinary placements.

Any decision of the Board or the Board's designee under this subsection (F) is final and may not be appealed.

To the extent of a conflict between this subsection and Subsections D or E above, Subsections D and E prevail.

G. Alcohol and Other Drugs:

A student shall not:

- 1. Sell, give or deliver to another student or possess, use or be under the influence of an alcoholic beverage, marijuana, a controlled substance or a dangerous drug;
- 2. Engage in conduct that contains the elements of an offense relating to an abusable volatile chemical;
- 3. Abuse a prescription or over-the-counter drug, give a prescription drug to another student or give an over-the-counter drug to a student for the purpose of abuse;
- 4. Possess or sell look-alike drugs or items attempted to be passed off as drugs or contraband;

5. Possess, use or be under the student's control equipment or materials (paraphernalia) of any kind that are intended for use in inhaling, ingesting, or otherwise introducing into the human body an alcoholic beverage, marijuana, a controlled substance, a dangerous drug or an abusable volatile chemical;
6. Violate a policy of the district on the taking of prescription drugs and/or over-the-counter drugs; or
7. Based on the student's admission at the time of apprehension, intentionally becomes under the influence of an unknown substance that results:
 - a. In disruptive conduct or other misbehavior; or
 - b. In a physical or mental state that is harmful to either the learning process or a student activity for any student.

These activities involving alcohol, drugs, chemicals and paraphernalia are prohibited:

1. On school grounds during any school term,
2. Within 300 feet of school's real property from any point on its boundary line,
3. Off school grounds at a school activity, function, or event, or
4. On school property or while attending a school-sponsored or school-related activity of a school of another district in the state of Texas.

X. DISCIPLINE HEARINGS:

A. Authority:

1. The Board has delegated to the Hearing Officer the authority to remove a student from his or her regular campus and to place the student in the District's DAEP.
2. The Board has delegated to the Hearing Officer the authority to expel a student and to place the expelled student in the BCJJA.

B. Notice:

1. The principal or other appropriate administrator will schedule a Discipline Hearing within a reasonable time with the student's parent, the student, and the teacher if appropriate. The student's parent will receive written notice of the Hearing. The notice will inform the student and the parent of:
 - a. The time, place, and location of the hearing;
 - b. The Student Code of Conduct Offense Code applicable to the hearing; and
 - c. A brief description of the allegations against the student.
2. If a good faith effort has been made to inform the student and the student's parent or guardian of the time and place of the hearing, the Hearing Officer may hold the hearing regardless of whether the student, the student's parent or guardian, or another adult representing the student attends. A "good faith effort" to deliver the notice, includes but is not limited to, delivery:
 - a. In person to the parent
 - b. Thru the student to the parent
 - c. By regular mail to the student's home address
 - d. By certified mail, return receipt requested, to the student's home address
 - e. By delivery to any person at the student's home address
 - f. By posting to the front door of the student's home address
3. Until a hearing can be held, the principal may place the student in:
 - a. Another appropriate classroom
 - b. In-school suspension
 - c. Out-of-school suspension

C. Due Process:

Each student facing possible placement in the EISD DAEP or in the BCJJA has the following rights:

1. The right to the opportunity for a Discipline Hearing before an impartial Hearing Officer.
2. Students with disabilities will also be afforded the protection of applicable state and federal law and to the extent any conflicts exist between the Student Code of Conduct and state or federal law, state and/or federal law will prevail.
3. The student will be informed of the Offense Code applicable to the hearing.
4. The student will be informed of the possible consequence whether it is placement in DAEP or expulsion to BCJJA and the applicable maximum term of the placement.
5. The student will be informed by the principal or appropriate administrator of the allegations against him or her.
6. The student shall have the right of representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the District.
7. The student shall have the right to hear the evidence supporting the allegations against him or her.
8. The student shall have the opportunity to testify and to present evidences and witnesses in the student's defense

D. Findings and Conclusion:

At the conclusion of the Discipline Hearing the Hearing Officer will inform the student and his or her representative of the findings and conclusion.

E: Placement Order:

The Hearing Officer shall issue an order stating the disposition of the case. If the allegations are found to be true, the order will state the length of the term of placement in the DAEP or the term of expulsion and placement at BCJJA.

F. Length of Term of Placement:

The length of a student's placement in a DAEP or of expulsion and placement at the BCJJA will be determined by the District's Hearing Officer on a case-by-case basis consistent with the following guidelines.

1. Guidelines:

- a. The length of the term of a student's placement will be determined on a case-by-case basis based upon the guidelines set forth in this Student Code of Conduct. The maximum period of placement is as follows:

	Offense	Maximum Length Of Term	Repeat* Offenses
At DAEP	Stage II-A	45 days	60 days
	Stage II-B	90 days	120 days
At BCJJA	Stage III-A	120 days	120 days
	Stage III-B	180 days	180 days

*During Current School Year

- b. If the length of the term of the placement in the DAEP or the expulsion and placement in the BCJJA is not consistent with the guidelines set forth in this subsection, the placement or expulsion order shall give notice of the inconsistency.
- c. The period of placement may not exceed one year unless, after a review, it is determined that:
- 1) The student is a threat to the safety of other students or to the district's employees; or
 - 2) Extended placement is in the best interest of the student.
- d. By law, if a student's placement in a disciplinary alternative education program is to continue beyond 60 days or the end of the next grading period, whichever is earlier, a student's parent must be given notice and an opportunity to participate in a proceeding before the Board of Trustees or the Board's designee. Under Board Policy FOC and FOD this type of hearing is already provided to all EISD students who are placed in the District's DAEP or BCJJA. (See Section 10, Subsection C, above.) Any decision by the Hearing Officer or the Board is final and is not appealable.
- e. If a student withdraws from the District before an order for placement in the DAEP or expulsion and placement in the BCJJA is entered, the Hearing Officer may, after the notice provided for in Subsection B, complete the proceeding and enter an order. If the student subsequently enrolls in the District in the same or subsequent school year, the District Hearing Officer may enforce the order at that time except for any period of the placement or expulsion that has been served by the student on enrollment in another district that honored the order.
- f. If a student placed in a disciplinary alternative education program in another district, including open-enrollment charter schools, enrolls in this District before the expiration of the period of placement, the Hearing Officer may continue the placement in the District's DAEP or may allow the student to attend regular classes without completing the period of the placement.
- g. The district requiring the placement shall provide a copy of the placement order at the same time other records of the student are provided.
- h. The placement from an open-enrollment charter school may be honored if the the charter school provides to the District a copy of the placement order.
- i. If the district the student was attending failed to enter an order for placement before the student withdrew from that district, the receiving district may complete the proceedings and enter an order.
- j. If a student was placed in a disciplinary alternative education program from a district from another state enrolls in this District, the Hearing Officer may continue the placement under the terms of the order if the out-of-state district provides to the District a copy of the placement order and the grounds for the placement are also grounds for placement in this District. If the period of placement in the other state exceeds one year and the Hearing Officer elects to continue the placement, the Hearing Officer shall reduce the period of expulsion so that the aggregate period does not exceed one year unless, after a review, the Hearing Officer determines that:
- 1) the student is a threat to the safety of other students or to district employees, or
 - 2) extended placement is in the best interest of the student.
2. School Year:
- a. Students who commit offenses that require placement in a Disciplinary Alternative Education Program at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement.
- b. For placement in the DAEP to extend beyond the end of the school year, the Board, or the Board's Designee must determine that:
- 1) The student's presence in the regular classroom or campus presents a danger of physical harm to students or others; or
 - 2) The student has engaged in serious or persistent misbehavior that violates the Student Code of Conduct. ("Serious Misbehavior" is defined in Section IX, Subsection D (10). "Persistent Misbehavior" means more than once.)

G. Notice of Order:

1. To Student and Parent:
 - a. The Hearing Officer shall deliver a copy of the order to the student and the student's parent or guardian.
2. To Juvenile Court:

- a. Not later than the second business day after the hearing, the Hearing Officer will deliver to the juvenile court a copy of the order placing a student in a Disciplinary Alternative Education Program and information required by Section 52.04 of the Family Code.
 3. To Teachers, Administrators, and Auxiliary Staff:
 - a. Each educator who has responsibility for, or is under the direction and supervision of an educator who has responsibility for, the instruction of the student who has been placed shall be informed of the placement and the contents of the placement order.
 - b. Each educator shall keep the information received confidential from any person not entitled to the information, except that the educator may share the information with the student's parent or guardian as provided for by state or federal law.
 4. To Noncustodial Parent:
 - a. A noncustodial parent of a student may request in writing that the District or campus, for the remainder of the school year in which the request is received, provide that parent with a copy of written notification relating to student misconduct under Section IX (B) through Section X that is generally provided by the District or campus to the student's parent.
 - b. The District or campus may not unreasonably deny the noncustodial parent's request.
 - c. Notwithstanding any other provision of this subsection, the District or campus shall comply with any applicable court order of which the District or campus has knowledge.

H. Participation Restrictions:

1. Trespass:
 - a. Any student placed in out-of-school suspension is forbidden from entering into any Edgewood ISD school grounds or attending any Edgewood ISD school-related extracurricular activities during the period of suspension or expulsion.
 - b. Students expelled and placed at the BCJJA, except for the transportation pick-up point at the Edgewood Police Department located at 5358 W. Commerce St., San Antonio, Texas, is forbidden from entering into any other Edgewood ISD property or attending any Edgewood ISD school-related extracurricular activities during the period of expulsion.
 - c. A students placed at the DAEP, except for the DAEP campus located at 900 S. San Eduardo, San Antonio, Texas, is forbidden from entering into any other Edgewood ISD school grounds or attending any Edgewood ISD school-related extracurricular activities during the period of placement.
2. School Activities:
 - a. In-school and Out-of -school Suspensions:
 - 1) The principal or other appropriate administrator will determine any restrictions on participation in school-sponsored or school-related extracurricular and non-curricular activities when a student is disciplined for violations of the Student Code of Conduct.
 - b. DAEP and BCJJA:
 - 1) A student placed at the DAEP or expelled and placed at the BCJJA are prohibited from attending or participating in a school-sponsored or school-related extracurricular or non-curricular activity during the period of placement including seeking or holding honorary positions and/or membership in school-sponsored clubs or organizations.
3. Exception:
 - a. When a student is placed in the DAEP during the 12th grade, the District will allow the student to participate in graduation ceremonies provided that:
 - b. All prerequisites for graduation are met; and
 - c. The student has successfully completed all of the days that the student was placed in the DAEP;
 - d. If the student has unexcused absences or has not completed his or her days in the DAEP for any other reason, such as withdrawal or transfer to another school district, the student may not be allowed to participate in graduation ceremonies;
 - e. When a senior who is eligible to graduate and is placed in the BCJJA at the time of graduation, the last day of placement in the program will be the last instructional day and the student will be allowed to participate in the graduation ceremony and related graduation activities.
4. No District academic credit will be earned for work missed during the period of expulsion unless the student is enrolled in the BCJJA or other District-approved programs.

I. Review and Assessment:

1. The Hearing Officer, at intervals not to exceed 120 calendar days, will provide a student placed in the DAEP a review of the student's status, including the student's academic status. In the case of high school students, The Hearing Officer, with the student's parent or guardian, shall review the student's progress towards meeting high school graduation requirements and shall establish a specific graduation plan for the student. At the review, the student or the student's parent or guardian will be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent. The teacher may not be coerced to consent.
2. Any student placed into the DAEP for 90 school days or longer shall be administered an assessment instrument, approved by the Commissioner of Education for that purpose and in accordance with all applicable rules promulgated. The instrument shall be administered:
 - a. Initially on placement of the student in the DAEP; and

- b. Subsequently on the date of the student's departure from the DAEP, or as near that date as possible.
3. Students assigned to the DAEP or BCJJA must also take all academic skills assessments required of all public school students.
4. Students placed in JJAEP will be given academic credit in the core area class. **The student's home campus will maintain grades.** No academic credit shall be earned for work missed during the period of expulsion, unless the credit is earned at a Juvenile Justice Academy Education Program.

J. Transportation:

1. A student placed in the DAEP **will not** be provided transportation **unless** he or she is a student with a disability who has transportation designated as a related service in the student's IEP.
2. A student placed in the BCJJA **will** be provided transportation from the pick-up point at the Edgewood Police Department located at 5358 W. Commerce St., San Antonio, Texas, to the Bexar County Juvenile Justice Academy, (BCJJA) located at 1402 N. Hackberry, San Antonio, Texas, and return provided that:
 - a. The student attends school daily;
 - b. The student's complies with all directions and instructions of the bus driver in a timely and respectful manner; and
 - c. If the student fails to attend school daily or engages in misconduct while on District provided transportation, this service will be terminated and it will be the parent's responsibility to provide transportation to and from BCJJA for the student.

K. Appeals:

1. The decision of the Hearing Officer involving placement at the District's DAEP is final and may not be appealed. Board Policy FOC (LEGAL)
2. The decision of the Hearing Officer involving an expulsion and placement at the BCJJA may be appealed to the Board of Trustees:
 - a. Within five (5) days after receipt of the written decision of the expulsion, the student or the student's parent or guardian must submit a written notice of appeal to the Superintendent of Schools and request that the Superintendent schedule a hearing before the Board of Trustee;
 - b. Failure to appeal within the five days of the receipt of the written decision shall constitute a waiver of appeal;
 - c. The Superintendent shall provide the student or the student's parent or guardian written notice of the date, time, and place of the Appeal Hearing;
 - d. The Board of Trustees will review the record of the due process hearing and may hear a statement from the student and or the student's parent and from the Hearing Officer;
 - e. The Board shall base its decision only on the record and recommendation prepared by the Hearing Officer;
 - f. The Board shall communicate its decision in writing to the student and the student's parent within 15 days after the Appeal Hearing.
 - g. The expulsion and placement at BCJJA will remain in effect pending the outcome of the appeal and subsequent appeals, if any;
 - h. No educational services shall be provided to the student beyond those at the JJAEP; except as determined by the ARD committee in the case of a student with a disability receiving special education services.
3. **A disabled student shall not be excluded from his current placement for more than ten (10) days without ARD committee action to determine appropriate services in the interim.**
4. The decision of the Board of Trustees may be appealed by trial *de novo* to a district court in Bexar County. Board Policy FOD (LEGAL)

L. Continued Misconduct:

1. If, during the term of a placement at the DAEP or of expulsion and placement at the BCJJA ordered under this section, a student engages in additional conduct for which placement in a disciplinary alternative education program is required or permitted, additional proceedings may be conducted under this section regarding that conduct and the Hearing Officer may enter an additional order as a result of those proceedings.

XI. EMERGENCY PLACEMENT:

A. In an emergency:

1. On request by a campus administrator, the Hearing Officer will evaluate the misconduct that is the reason for the referral.
2. The reason must be a reason for which placement in a disciplinary alternative education program or expulsion may be made on a non-emergency basis.
3. The Hearing Officer **may** order the immediate placement of a student into the DAEP if the Hearing Officer determines that there is a reasonable belief that the student's behavior is so unruly, disruptive, or abusive that the student's presence seriously interferes:
 - a. With a teacher's ability to communicate effectively with the students in a class,
 - b. With the ability of the student's classmates to learn, or
 - c. With the operation of school or a school-sponsored activity.
4. The Hearing Officer **may** order the immediate expulsion and placement at BCJJA if the Hearing Officer determines that there is a reasonable belief that the action is necessary to protect persons or property from imminent harm.
5. When an emergency placement occurs:

- a. The student will be given oral notice of the reason for the action.
 - b. Within a reasonable amount of time after the emergency placement, but not later than the 10th day after the date of the placement or expulsion, the student shall be accorded the appropriate due process required under Section X.
- B. If emergency placement involves a student with disabilities who receives special education services, the term of the student's emergency removal is subject to the requirements of federal law and regulations and will be consistent with the consequences that would apply to a student without a disability.

The Board delegates to the Hearing Officer the authority to remove a student identified as a registered sex offender from his or her regular campus and to place the student in the appropriate alternative education program. The decision of the Hearing Officer involving the placement of the student in an alternative education program is appealable to the Board of Trustees on the sole issue of the student's status as a registered sex offender. The decision of the Board of Trustees is final may not be appeal. Board Policy FOD (LEGAL)

XII. REGISTERED SEX OFFENDERS:

- A. To the extent of any conflict between a provision of this section and Section 10, **this section prevails.**
- B. This section **applies** to a student who is required to register as a sex offender.
- C. This section **does not apply** to a student who is no longer required to register as a sex offender, including a student who receives an exemption from registration or a student who receives an early termination of the obligation to register.
- D. On receiving notice that a student is required to register as a sex offender, the Hearing Officer shall remove the student from the regular classroom and determine the appropriate placement of the student.
 - 1. The Hearing Officer **shall** place a student who is under any form of court supervision, including probation, community supervision, or parole, in the appropriate alternative education program for at least one semester.
 - a. If a student under any form of court supervision transfers to another district or into this District during the student's mandatory placement in an alternative education program, the district to which the student transfers may:
 - 1) Require the student to complete an additional semester in the appropriate alternative education program without conducting the review of the student's placement for that semester required below; or
 - 2) Count any time spent by the student in an alternative education program in the district from which the student transferred toward the mandatory placement required.
 - 2. The Hearing Officer **may** place a student who is not any form of court supervision in the appropriate alternative education program one semester or in the regular classroom, **unless** the Hearing Officer determines that the student's presence in the regular classroom:
 - a. Threatens the safety of other students or teachers,
 - b. Will be detrimental to the educational process, or
 - c. Is not in the best interest of the District's students.
 - 3. If a student not under any form of court supervision transfers into this District, the Hearing Officer shall determine whether to place the student in the appropriate alternative education program or in the regular classroom
 - 4. In making this determination, the Hearing Officer shall convene the review committee described below to make their recommendation.
- E. At the end of the first semester of a student's placement in an alternative education program, the Hearing Officer shall convene a committee to review the student's placement in the alternative education program.
 - 1. The committee must be composed of:
 - a. A classroom teacher from the campus to which the student would be assigned were the student not in the alternative program;
 - b. The student's parole or probation officer or a representative of the local juvenile probation department;
 - c. An instructor from the alternative education program to which the student is assigned;
 - d. A school district designee selected by the Hearing Officer; and
 - e. A counselor employed by the school district.
 - 2. The committee by majority vote shall recommend to the Hearing Officer whether the student should be returned to the regular classroom or remain in the alternative education program.
 - a. If the committee recommends that the student be returned to the regular classroom, the Hearing Officer shall return the student to the regular classroom unless the Hearing Officer determines that the student's presence in the regular classroom:
 - 1) Threatens the safety of other students or teachers;
 - 2) Will be detrimental to the educational process; or
 - 3) Is not in the best interest of the District's students.
 - b. If the committee recommends that the student remain in the alternative education program, the Hearing officer shall continue the student's placement in the alternative education program unless the Hearing Officer determines that the student's presence in the regular classroom:
 - 1) Does not threaten the safety of other students or teachers;

- 2) Will not be detrimental to the educational process; and
 - 3) Is not contrary to the best interest of the District's students.
- F. If, after receiving a recommendation, the Hearing Officer determines that the student should remain in an alternative education program, the Hearing Officer shall before the beginning of each school year convene the committee to review the student's placement in an alternative education program.
- G. Guidelines for Placement:
1. The Hearing Officer shall place the student in the BCJJA if:
 - a. The Memorandum of Understanding between the District and Bexar County Juvenile Board requires it; or
 - b. If a court orders the placement of the student in a juvenile justice alternative education program;
 2. Otherwise, the Hearing Officer shall place the student in the District's DAEP.
- H. Students with Disability
1. The initial placement under this section of a student with a disability who receives special education services must be made in compliance the Individual with Disability Education Act, 20 U.S.C. Section 1400 et seq.
 2. The review of the student's placement at the end of the first semester of placement for a student with a disability who receives special education services may be made only by a duly constituted admission, review, and dismissal (ARD) committee. The ARD committee may request that the Hearing Officer convene the review committee described above to assist the ARD committee in conducting its review.

XIII. TRANSFER OF STUDENTS INVOLVED IN SEXUAL ASSAULT:

- A. This section applies to:
1. A student
 - a. Who has been convicted of continuous sexual abuse of a young child or children or convicted of or placed on deferred adjudication of the offense of sexual assault or aggravated sexual assault committed against another student who, at the time the offense occurred, was assigned to the same campus as the student convicted or placed on deferred adjudication under the Texas Penal Code; or
 - b. Who has been adjudicated as having engaged in, whose prosecution has been deferred for engaging in, or who has been placed on probation for engaging in the offense of continuous sexual abuse of a young child or children, sexual assault, or aggravated sexual assault committed against another student under the Texas Family Code.
 2. A student who is the victim of the continuous sexual abuse of a child or children, sexual assault, or aggravated sexual assault.
- B. On the request of the parent of a student who is a victim:
1. The Board of Trustees shall transfer the student to
 - a. A district campus other than:
 - b. The campus to which the student was assigned at the time the conduct occurred; or
 - c. The campus to which the student who engaged in the conduct was assigned, if the student who has engaged in the conduct has been assigned to a different campus since the conduct occurred; or
 - d. A neighboring school district, if there is only one campus in the District serving the grade level in which the student is enrolled; or
 2. If the student does not wish to transfer to another campus or district, the Board of Trustees shall transfer the student who engaged in the conduct to:
 - a. A district campus other than the campus to which the student who is the victim of the conduct is assigned; or
 - b. The District's DAEP or the BCJJA, if there is only one campus in the district serving the grade level in which the student who engaged in the conduct is enrolled.
- C. A transfer of a student who is the victim of the conduct must be to a campus or school district, as applicable, agreeable to the student's parent.
- D. To the extent permitted under federal law, the District shall notify the parent of the student who is the victim of the conduct of the campus or program to which the student who engaged in the conduct is assigned.
- E. This section applies regardless of whether the conduct occurred on or off of school property.
- F. The District is not required to provide transportation to a student who transfers to another campus or school district under this section.

XIV. DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM (DAEP):

- A. Each district shall provide a Disciplinary Alternative Education Program that:
1. is provided in a setting other than the student's regular classroom
 2. is located on or off a regular school campus
 3. provides for the students who are assigned to the disciplinary alternative education program to be separated from students who are not assigned to the program

4. focuses on English, language arts, mathematics, science, history, and self-discipline
 5. provides supervision and counseling
- B. Disciplinary Alternative Education Programs include placement in:
1. on-campus suspension (OCS)
 2. being transferred to a different campus
 3. a discipline alternative education program setting (short-term or long-term placement)
 4. in a school-community guidance center
- C. The Disciplinary Alternative Education Program (DAEP) is a state mandated alternative placement program provided for students who violate the Student Code of Conduct. The program is designed to provide a disciplined setting which creates an opportunity for improving the students' self-discipline and responsibility through parental involvement, increased academic skills, and improved communication strategies that will result in success when the student returns to his or her the home campus.
1. Goals of the DAEP:
 - a. To provide the resources to students to identify appropriate behavior
 - b. To provide a setting other than the student's regular classroom
 - c. To be located away from the regular campus
 - d. To focus on English, language arts, mathematics, science, history, and self discipline
 - e. To provide for the student's educational and behavioral needs by providing supervision and counseling to teach self discipline
 2. The students overall performance which includes attendance, grades, behavior, and discipline are addressed before being released from DAEP.
 3. DAEP Curriculum:
 - a. The DAEP teachers will provide students with English, Language Arts, Mathematics, Social Studies, Science and self-discipline to meet student's educational and behavioral needs.
 4. DAEP Dress Code:
 - a. A student placed in the DAEP will comply with the District's Dress Code and will also comply with these additional dress and appearance restrictions.
 - b. A distinctive T-shirts with a DAEP logo and mascot will be issued to the student on enrollment. A fee of \$7.00 will be charged for a lost or damaged DAEP T-shirt.
 - c. A Student will wear the following:
 - 1) The DAEP T-shirt,
 - 2) Plain blue jeans (high school only) or khaki or navy blue school uniform pants (middle school only),
 - 3) Solid white tennis type shoes tied or secured with white laces or Velcro straps,
 - 4) White socks
 - 5) A plain brown or black belt
 - d. The DAEP T-shirt will be worn tucked in at the waist without any other shirt over or under it.
 - e. Pants will be cinched with a belt at the waist and will not sag at the ankle. Dickies, overalls, coveralls, or cargo pants are not permitted.
 - f. Coats, sweaters, or other outerwear must be removed on entering the DAEP building.
 - g. Caps, hats, or other headwear as well as hairclips, barrettes, headbands, or similar hair accessory items are not permitted..
 - h. Jewelry, piercings or otherwise, is not permitted either visible or under clothing.
 - i. Hair must be kept neat and clean. Hair styles deemed disruptive to the educational setting will not be permitted. While placed at the DAEP, a student will not change the color of his or her hair by applying color, tint, or highlights to his or her hair.
 - j. Purses, backpacks, or other similar bags or carryalls are not permitted.
 - k. Except for a house key (which is turned into the office and returned at end of day) and not more than \$5.00 in cash, no personal items (including but not limited to cell phones, cosmetics and personal hygiene items) are permitted.
 - l. Edgewood ISD is not responsible for the loss of or damage to unauthorized items that are brought into the DAEP.
 - m. A student who is not dressed in compliance with the dress code will be dealt with administratively. If the student must be sent home for non-compliance with the dress code, the student will be charged with an unexcused absence.
 - n. A student's parent can pick up items that are confiscated due to student violation of this code at the end of the student's placement at the DAEP.
- D. A student removed to the DAEP will have the opportunity to complete a course needed to fulfill the student's high school graduation requirements before the beginning of the next school year. The District may provide the opportunity to complete the coursework through any method available, including a correspondence course, distance learning, or summer school. The District will not charge the student for any method of completion provided by the District. Students and their parents are encouraged to discuss the options available with the student's teacher or counselor to ensure the student completes all work required for the course or grade level.

- E. A student removed from the regular classroom to in-school suspension or another setting, other than the 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, distance learning, or summer school.

XV. COURT INVOLVEMENT:

Not later than the second business day after the date a hearing is held, the Hearing Officer shall deliver a copy of the order placing a student in the DAEP or expelling a student to the BCJJA. Except as noted below, the Hearing Officer may determine whether:

- A. A petition should be filed alleging that the student is in need of supervision or has engaged in delinquent conduct.
- B. The student should be referred to an appropriate state agency.

NOTE: If a student is expelled for continuing to engage in serious or persistent misbehavior after being placed in the DAEP, the Hearing Officer shall refer the student to the authorized office of the juvenile court for appropriate proceedings under Texas Family Code.

Unless the Bexar County Juvenile Board has entered into a Memorandum of Understanding with the Board of Trustees concerning the juvenile probation department's role in supervising and providing other support services for students in a disciplinary alternative education programs, a court may not order a student expelled under the Student Code of Conduct to attend a regular classroom, a regular campus, or the District's DAEP as a condition of probation.

Unless the Bexar County Juvenile Board has entered into a Memorandum of Understanding as described above, if a court orders a student to attend the District's DAEP as a condition of probation once during that school year, and the student is referred to juvenile court again during the school year, the juvenile court may not order the student to attend the District's DAEP without the District's consent until the student has successfully completed any sentencing requirements the court imposes. Any placement in the District's DAEP by a court under this section must prohibit the student from attending or participating in school-sponsored or school-related activities.

If a student is expelled under the Student Code of Conduct, the District may readmit the student while the student is completing any court disposition requirements the court imposes. After the student has successfully completed any court disposition requirements the court imposes, if the student meets requirements for admission into the public schools established by this Texas Education Code, the District may not refuse to admit the student, but the District may place the student in the DAEP. The student may not be returned to the classroom of the teacher under whose supervision the offense occurred without that teacher's consent. The teacher may not be coerced to consent.

XVI. STUDENT CONDUCT:

A. Conduct at Athletic Events/Other Functions:

Students are expected to demonstrate good sportsmanship to officials, students, and patrons be they participants or spectators. A school's good reputation and name can be ruined by thoughtlessness and irresponsible behavior at athletic events or other functions. Any student found guilty of inappropriate behavior will face serious discipline consequences.

B. Conduct and Extracurricular Activities:

1. Students who participate in extracurricular activities and represent their campus in various activities are viewed as role models. Therefore, a high standard of behavior is expected from them.
2. Participating in extracurricular activity is a privilege. Any student who chooses to accept this privilege must be fully aware and accept the fact that he/she is a representative of the school as well as the Edgewood District and will be held to a higher standard of conduct than that applied to the other students. This applies to both school-related and non-school-related activities and in the classroom.
3. Sponsors and coaches of all extracurricular activities, including interscholastic activities, band, choir, and literary events, will develop and enforce standards of behavior that are higher than the District-developed Code of Conduct and may condition membership or participation in the activity on the adherence to those standards.
4. Extracurricular standards of behavior will take into consideration conduct that occurs at any time, on or off school property, and in the classroom.
5. The standards for extracurricular activities will be prepared by the coaches and sponsors and will be approved by the principal and the Executive Director for Campus Leadership before they are presented to the students and parents. These written standards will be presented to the students and parents at the beginning of each school year or, in some instances, when the students report for practices that occur before the actual beginning of classes.
6. Students and their parents shall sign and return to the sponsor or coach an agreement that they have read the standards and consent to them as conditions of participation in the activity.
7. Standards of Conduct of an extracurricular activity are independent of the District's Student Code of Conduct. Violations of the extracurricular standards of conduct that are also violations of the student code of conduct may result in independent disciplinary action.
8. A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation or organizational standards of conduct of an extracurricular activity or of violation of the Student Code of Conduct.

C. Disruption Rule:

The disruption rule is extended to off campus conduct that disrupts the educational activities of a school.

D. Bullying and Harassment Violations:

1. Edgewood ISD prohibits conduct that consists of bullying or harassment. Edgewood ISD ensures that district employees will enforce all prohibitions against bullying, harassment, and making of hit lists. Additionally, options for managing students in the classroom and on school grounds; disciplining student; and preventing and intervening in student discipline problems, including bullying, harassment, and making of hit lists are included in the Edgewood ISD personnel handbook.
2. Bullying and cyber-bullying are defined in the glossary at the back of the student code of conduct.
3. In addition to the penalties and consequences set forth in this student code of conduct that may be imposed on a student having found to have engaged in bullying behavior, pursuant to state law, on the request of a parent, a student, who is a victim of bullying as determined by the Board of Trustees, may receive a transfer to another classroom at the campus to which the victim was assigned at the time the bullying occurred or another campus in the school district.
4. The board of trustees or the board's designee shall verify that a student, for whom the request for transfer has been submitted, has in fact been a victim of bullying before transferring the student under this section. Past student behavior may be considered when identifying a bully. The determination by the board of trustees or the board's designee is final and may not be appealed. The district is not required to provide transportation to a student who transfers to another campus. There are no hearings and appeals for a transfer due to bullying behavior.
5. Although the District respects a student's right to freedom of expression under the First Amendment, a student may be disciplined for conduct constituting Cyber-Bullying as defined in this Student Code of Conduct.

E. Sexual Harassment:

1. Every student has the right to attend school and school-related activities free from all forms of discrimination on the basis of sex, including sexual harassment. Sexual harassment is a serious offense that will result in serious consequences. Student to student sexual harassment consists of any unwelcome sexual advances, request for sexual favors, or other inappropriate verbal, written or physical contact of a sexual nature directed toward any other individual. Employee to student sexual harassment consists of any **unwelcomed or welcomed** sexual advances, request for sexual favors, or other inappropriate verbal, written or physical contact of a sexual nature directed toward any other individual. Romantic relationships between employees and students are not allowed. Sexual harassment should be brought to the attention of the counselor or administrator immediately.
2. There are no limitations on the term of placement of a student who has engaged in conduct that constitutes a sexual assault.

F. Care of Property:

1. The physical conditions and care of a campus reflects the attitudes and ownership of students and adults who work in it. A clean, well-kept building reflects the pride and manners of the students and those who guide them. Students are expected to take care of District property.
2. Parental liability:
 - a. A parent is liable for any property damage proximately caused by:
 - 1) Negligent conduct of the child if the conduct is reasonably attributable to the negligent failure of the parent to exercise that duty or
 - 2) The willful and malicious conduct of a child who is at least twelve years of age but less than eighteen years of age Family Code 33.01.
 - b. If a child, age ten through sixteen, engages in conduct that results in damage to District property, the District may institute formal charges for the purpose of having the juvenile court order the child, or parent, to make full or partial restitution to the District in accordance to law, Family Code 51.01 and 54.041.

G. Extortion/Shakedown:

A student who obtains from another student anything of value through the use of threats, intimidation, or coercion is guilty of a serious breach of discipline and will be subject to prosecution under the law and disciplinary action by the school district.

H. Evasion:

If a student attempts to evade questioning by any school official through an act of running away from that official, or seeks to avoid the questioning through any method, that student, by his/her action, is subject to disciplinary action by the school district. Students must, upon request of any school official, produce and show their student identification (ID) cards. If a student refuses to produce and show his/her student identification (ID) card, if applicable, that student is subject to disciplinary action.

I. Fighting:

Students who engage in fighting will be subject to disciplinary consequences and/may be issued a citation under Section 42.01, Texas Penal Code or other applicable law. Section 42.01(a)(6) states that a person commits an offense if the person fights with another in a public place. This offense is a class C misdemeanor and carries a fine of up to \$500.

J. Fireworks:

Students who pass, ignite, or discharge fireworks of any kind, on or around a school campus, will be subject to disciplinary action. Violations of the law would subject the offender to legal prosecution.

K. Gambling:

Gambling is defined as the playing of games of chance for stakes or the risking of something of value with the hope of making a gain; wagering. Gambling of any form will not be permitted on the school campus or any place at which a school contest or activity is taking place. State law controls gambling. District administrators will enforce the law.

L. **Gangs and Gang Activity:** (Expectation – Elimination of Gang Activity)

M.

1. A “gang” is any group of three or more persons who have a common identifying sign or symbol who continuously or regularly associate in the commission of criminal activities.
2. Students are prohibited from any form of gang involvement or activities while at school, at any school facility, at any school-sponsored activity or on a school bus. Gang activity and gang involvement may include but are not limited to the following:
 - a. Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems badges, symbols, signs, graffiti, tattoos, or other affiliating or sign of affiliation in any gang
 - b. Committing any act or using any speech, either verbal or non-verbal (activities, handkerchiefs, etc.) showing membership or affiliation in a gang
 - c. Soliciting for membership in any gangs
 - d. Extortion or requesting pay for protection or intimidating or threatening any person
 - e. Inciting other students to act with physical violence upon any other person
 - f. Engaging in conduct with others in intimidating, fighting, assaulting, or threatening to assault others
3. Gang graffiti is any inscription or drawing on folders, books, a wall, sidewalk, or other surface traditionally used by gangs to mark their territory. Graffiti marks a gang’s territory; it challenges rivals to fight and leads to violence. Students engaged in this activity face serious disciplinary consequences and legal consequences.

N. **Hazing:** (Expectation – Elimination of Hazing)

1. The district prohibits hazing. “Hazing” means any intentional, knowing, or reckless act directed against a student, by one person alone or acting with others, which endangers the mental or physical health or the safety of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include other students. The term includes, but is not limited to:
 - a. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity
 - b. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk or harm or that adversely affects the mental or physical health or safety of the student
 - c. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to an unreasonable risk or harm or that adversely affects the mental or physical health or safety of the student
 - d. Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above.
 - e. Any activity that induces causes or requires the student to perform a duty or task that involves a violation of the Penal Code. (Tex. Educ. Code § 37.151)

O. **Laser Pointers:**

Students are not permitted to possess or use laser pointers while on school property, while using District transportation, or while attending school-sponsored or school-related activities, whether on or off school. Laser pointers will be confiscated, and students will be disciplined according to the Student Code of Conduct.

P. **Loitering:**

Loitering is the act of lingering idly or aimlessly about a place; wasting time or dawdling. Loitering on school property, after being warned by the person in charge, shall be reported to law enforcement officials. School property shall include the grounds of any public school and any grounds or building used for school-sponsored assemblies or activities.

Q. **Nuisances:**

Certain items, considered nuisances by the principal, are not permitted on school premises. Specific examples are radios, electronic devices or games, cellular phone, tape recorders, camcorders, DVD players, cameras, jewelry, toys, and other nuisances. Students bringing nuisance items on campus are subject to disciplinary action according to the Student Code of Conduct. **School personnel will not be responsible for the recovery or reimbursement of such items.**

R. **Paging Devices/Cell Phones:**

1. A **paging device** is a telecommunications device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor. The District shall permit students to possess **paging devices, cell phones, CD players or radios** while on school property; however, electronic devices on school property must remain turned off and out of sight (that is, in the student’s locker or backpack) during the instructional day. Students may be permitted to possess and use electronic devices on school buses and while attending school-sponsored or school-related activities on or off school property that are not instructional in nature.

2. Campus administrators shall have the authority to determine the appropriate use of paging and electronic devices by students attending school-sponsored or school-related activities on or off school property, provided that such determinations have been clearly communicated to students prior to enforcement.
 3. Students who violate this policy shall be subject to established disciplinary measures. District employees **shall confiscate** any paging devices used in violation of this policy. State law allows the District to charge an **administrative fee of fifteen dollars to return a confiscated paging device.**
- S. **Paraphernalia:**
1. In addition to the statutory ban on the possession, use, or transmittal of controlled substances, dangerous drugs, and alcohol, the District prohibits:
 - a. The possession, use, or transmittal of paraphernalia related to any prohibited substance
 - b. The possession, transmittal, sale, or attempted sale of what is represented to be any prohibited substance
 2. Students who violate this policy shall be subject to disciplinary action and may be required to complete an appropriate rehabilitation program.
- T. **Possession of Weapons/Explosives:**
1. In addition to weapons prohibited by state and federal law, a student shall not possess, handle, use, display, and/or transport any object that can be considered a weapon, including but not limited to the following:
 - a. explosives, including fireworks, poppers, etc.;
 - b. razors
 - c. knives of any kind
 - d. stun guns, BB guns, pellet guns, air guns, laser guns, tranquilizers guns, etc.
 - e. chemical dispensers sold commercially for personal protection that are not covered by the Texas Penal Code (e.g., mace, pepper spray, etc.)
 - f. bows, arrows, numb chucks, boomerangs, cross-bows, and clubs, ammunition;
 2. Additionally, it is a criminal offense to intentionally exhibit, use, or threaten to exhibit or use a firearm in a manner intended to cause alarm or personal injury to another person or to damage school property in or on any property, including a parking lot, parking garage, or other parking area, that is owned by a private or public school; or on a school bus being used to transport children to and from school-sponsored activities of a private or public school.
- U. **Steroids:**
1. Anabolic steroids are for medical use only. State law prohibits possessing, dispensing, delivering, or administering an anabolic steroid in any manner not allowed by state law. State law provides that bodybuilding, muscle enhancement, or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a person who is in good health is not a valid medical purpose. Only a medical doctor may prescribe an anabolic steroid or human growth hormone for a person. A violation of state law concerning anabolic steroids or human growth hormones is a criminal offense punishable by confinement in jail or imprisonment in the Texas Department of Corrections.
 2. A student participating in UIL sanctioned athletic activities may be required to participate in random testing for illegal steroid use in accordance with state law and rules. For more detailed information, contact the Athletic Director at 444-7949.
- V. **Terroristic Threats:**
1. A person commits an offense if he threatens to commit any offense involving violence to any person or property with intent to:
 - a. Cause a reaction of any type to his threat by an official or volunteer agency organized to deal with emergencies
 - b. Place any person in fear of imminent serious bodily injury
 - c. Prevent or interrupt the occupation of use of a building, room, place of assembly, place to which the public has access, place of employment or occupation, aircraft, automobile, or other form of conveyance, or other public place
 - d. Cause impairment or interruption of public communications, public transportation, public water, gas, or power supply, or other public service.
- W. **Tobacco Use:**
- A student commits an offense if he/she is in possession of a burning tobacco product or using tobacco products (snuff or chewing tobacco, cigarettes, or cigars) on school premises or at school-related functions. Students are also prohibited from wearing or displaying tobacco insignia or apparel.
- X. **Trespassing:**
- Trespassing is defined as a person entering or remaining on property or in a building of another without effective consent and the person had notice the entry was forbidden or received oral or written notice to depart but failed to do so. Citations by EISD Police Department may be issued to any persons refusing to comply with the directives of school personnel for refusal to vacate property.
- Y. **Vandalism (Destruction of or Damage to Property):**

Willful vandalism on the part of students who damage or destroy buildings, grounds, vehicles, and/or equipment owned or contracted for by the district will be investigated and, if students are found guilty of such vandalism, the students and their parents will be held financially accountable. Students found guilty of an act of vandalism will be subject to disciplinary action and prosecution under the law. This accountability includes damage to buses used to transport students to and from school and school-sponsored activities.

XVII. LAW ENFORCEMENT:

A. Edgewood Police Department:

1. Student conduct is governed by both Edgewood ISD policy and State Law.
2. Student conduct is primarily the responsibility of Edgewood ISD administrators and teachers.
3. Edgewood ISD Police Department officers shall not become involved in matters concerning minor administrative student discipline, whenever possible.
4. If an Edgewood ISD officer observes an incident concerning minor administrative student discipline, which the officer feels needs attention, the officer shall inform the appropriate administrator or teacher of the incident.
5. Upon request, Edgewood ISD officers may assist administrators or teachers with major administrative incidents concerning student discipline.
6. If a request of this nature is made the Edgewood ISD officer may provide assistance but shall refrain from taking charge of the discipline matter, unless other circumstances so dictate.

B. Questioning and Interviewing of Students:

1. When law enforcement officers or other lawful authorities wish to question or interview a student at school in an official investigation:
 - a. 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
 - b. The principal ordinarily will make reasonable efforts to notify parents unless the interviewer raises what the principal considers to be a valid objection.
 - c. The principal ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.
 - d. If the event is part of a child abuse investigation, the principal will cooperate fully regarding the conditions of the interview.

C. Students Taken into Custody:

1. State law requires the District to permit a student to be taken into legal custody:
 - a. To comply with an order of the juvenile court,
 - b. To comply with the laws of arrest,
 - c. 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,
 - d. By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court,
 - e. To comply with a properly issued directive to take a student into custody, or
 - f. By an authorized representative of Child Protective Services, Department of Family and Protective Services, 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.
2. Before a student is delivered 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.
3. The principal will immediately notify the Superintendent and will ordinarily attempt to notify the parent unless the officer or other authorized person rises what the principal considers to be a valid objection to notifying the parents. Since the principal does not have the authority to prevent or delay a custody action, notification will most likely be after the fact. .

D. Student Released From Custody:

If a student is brought to a school campus by a law enforcement officer who requests that the child will be released into the custody of the campus principal, the campus principal, his or her designee, or the peace officer assigned to the school campus can agree to assume responsibility for the student for the remainder of the school day. A reasonable attempt to notify the parent of the circumstances under which the student was brought to school will be made; however, a school official is not required to assume such responsibility or to notify the parents of this fact.

E. Notification of Law Violations:

1. The District is required by state law to notify:
 - a. All instructional and support personnel who have responsibility for supervising a student who has been arrested or referred to the juvenile court for any felony offense or for certain misdemeanors
 - b. All instructional and support personnel who have regular contact with a student who has been convicted or adjudicated of delinquent conduct for any felony offense or certain misdemeanors
 - c. Any teacher who has regular conduct with a student through a classroom assignment of the conduct of a student who has engaged in a violation that is a mandatory or permissive expellable offense.

F. Use of Force to Maintain Discipline:

The use of force, but not deadly force, against a person is justified if the actor is entrusted with the care, supervision, or administration of the person for a special purpose when and to the degree the actor reasonably believes the force is necessary to further the special purpose or to maintain discipline in a group.

G. Searches:

1. Search is defined as looking through, inspecting or exploring carefully or thoroughly in order to locate something. When principals or their designated administrative representatives have reasonable cause that a student, desk, school locker, vehicle, or other repository contains illegal and/or dangerous items or controlled substances, the principals have the right to search that student, desk, locker, vehicle, or repository. Searches may include any book bag, gym basket, vehicle, purse, supply packets, or anything that contains the student's personal effects.
2. A search is reasonable if it meets both of the following criteria:
 - a. The action is justified at the inception,
 - b. The school official has reasonable grounds for suspecting that the search will uncover evidence of a rule violation or a criminal violation,
 - c. The scope of the search is reasonably related to the circumstances that justified the search in the first place, and
 - d. The measures adopted are reasonably related to the objectives of the search and are not excessively intrusive in light of the age and sex of the student and the nature of the infraction.
3. Vehicles parked on district property may be searched if reasonable suspicion exists to believe that contraband is inside the vehicles. A student shall be responsible for any prohibited item found in lockers or vehicles parked on school property.
4. Lockers and desks are property of the Edgewood Independent School District and are subject to inspection/search.
5. School officials may search a student's outer-clothing, pockets, or property by establishing reasonable suspicion or securing the student's voluntary consent.
6. Students attending school-related field trips may have luggage/school bags searched before loading the bus by an administrator or a group sponsor.
7. Any person entering the premises of any school shall be deemed to have consented to a reasonable search of his or her person and effects.
8. Metal detectors and/or hand searches may be used before participation in school dances.

H. Administrative Searches:

1. Any student who leaves the school grounds without permission and returns that school day will be searched, if the student returns in a vehicle the student and the vehicle will be searched.
2. Any student found in an unauthorized area of the school or District facility located on the school grounds will be searched.
3. The search will be conducted by the Principal or their designated Administrative Representative.

I. Searches by Trained Dogs:

1. The District shall use specially trained non-aggressive dogs to sniff out and alert officials to the current presence of concealed prohibited items, illicit substances defined in FNCF (LEGAL), and alcohol. This program is implemented in response to drug and alcohol related problems in District schools, with the objective of maintaining a safe school environment conducive to education.
2. The district has engaged a private canine drug detection company to function in a preventive and pro-active manner to deter students from bringing, using, transferring illegal substances at school. The dogs are trained to detect the odors from illegal drugs, alcohol, gunpowder, fireworks and certain over-the-counter drugs. The dogs are used to randomly check student book bags, lockers, cars, as well as school buildings and grounds.
3. Such visits to schools shall be unannounced. The dogs shall be used to sniff vacant classrooms, vacant common areas, the areas around student lockers, and the areas around vehicles parked on school property. The dogs shall not be used on students. If a dog alerts to a locker, a vehicle, or an item in a classroom, it may be searched by school officials. Searches of vehicles shall be conducted as described above.
4. The dogs and their handlers are continually escorted by an administrator during their visit and work together in responding to "alerts" made by the dogs.
5. When an alert is made by the dog on a student's possession, (individuals are never checked by the dogs), the student is informed of the dog's interest, informed of what the dog will alert on, asked what the dog may be showing an interest in and then asked if the administrator can do a search of the possession alerted.
6. The administrator may also do a search of the person, their locker, vehicle and any other possessions.

J. Interrogation:

Administrators, teachers, and other professional personnel may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students have no claim to the right not to incriminate themselves.

NOTE: A disabled student shall not be excluded from his current placement for more than ten (10) days without ARD committee action to determine appropriate services in the interim.

XVIII. SPECIAL EDUCATION:

Individuals with Disabilities Education Act (IDEA) Amendments of 2004 Discipline Section

A. Placement in a Disciplinary Alternative Education Setting:

A student with a disability is subject to applicable federal and state law requirements in addition to the requirements stated in the Edgewood Student-Parent Handbook. To the extent that any conflict exists, federal law will prevail. State law provides that a student (including a student with a disability), who engages in conduct for which placement in a disciplinary alternative educational program is applicable, may be suspended for three (3) school days per behavior violation. However, a student with a disability may not be placed in a disciplinary alternative educational program solely for educational purposes if a student does not also meet the statutory criteria for alternative placement. A student may only be placed in a disciplinary alternative educational setting after the ARD Committee has met and held a manifestation determination review and considered whether the conduct at issue is a manifestation of the student's disability.

B. Manifestation Determination Review:

If a disciplinary action involving a change of placement for more than ten (10) consecutive school days or cumulative school days that constitute a pattern is contemplated for a student with a disability who has engaged in behavior that violated any rule or code of conduct of the District that applies to all students, the District shall notify the parents of that decision and of all procedural safeguards. Immediately, if possible, but in no case later than 10 school days after the date on which the decision for that action is made, a manifestation determination review must be conducted.

C. Misbehavior not Related to the Disability:

If as a result of the manifestation determination review, the ARD Committee determines that misbehavior was not a manifestation of the student's disability, the relevant disciplinary procedures applicable to students without disabilities may be applied to the student in the same manner in which they would be applied to students without disabilities. The District shall continue to provide a free appropriate public education to the student.

D. Misbehavior Related To The Disability:

A student with a disability may be placed into an interim alternative education setting for drugs and/or weapons offenses or offenses causing serious bodily injury for up to 45 school days regardless of whether the student's behavior is determined to be a manifestation of his or her disability.

E. Reporting Crimes:

1. Please Note: The discipline of students with disabilities who are eligible for services under federal law (Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973) is subject to the provisions of those laws.
2. Parents and/or students seeking more information regarding the discipline of students who receive special education services under IDEA are referred to the Director of Special Education, Mr. Jose Hinojosa 444-8103.
3. Federal law does not prohibit the District from reporting a crime committed by a student with a disability to the appropriate authorities. The District shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by the appropriate authorities to whom the crime is reported.

F. USE OF CONFINEMENT, RESTRAINT, SECLUSION, AND TIME-OUT:

1. It is the policy of this District to treat with dignity and respect all students, including students with disabilities who receive special education services under Subchapter A, Chapter 29, Texas Education Code.
2. A student with a disability who receives special education services under Subchapter A, Chapter 29, may not be confined in a lock box, locked closet, or other specially designed locked space as either a discipline management practice or a behavior management technique.
3. In this subsection:
 - a. "Restraint" means the use of physical force or a mechanical device to significantly restrict the free movement of all or a portion of a student's body.
 - b. "Seclusion" means a behavior management technique in which a student is confined in a locked box, locked closet, or locked room that:
 - 1) Is designed solely to seclude a person; and
 - 2) Contains less than 50 square feet of space.
 - c. "Time-out" means a behavior management technique in which, to provide a student with an opportunity to regain self-control, the student is separated from other students for a limited period in a setting:
 - 1) That is not locked; and
 - 2) From which the exit is not physically blocked by furniture, a closed door held shut from the outside, or another inanimate object.
 - d. "Weapon" includes any weapon described under Section IX, E, 1 above.
4. A District employee or volunteer or an independent contractor or the District may not place a student in seclusion.
5. This subsection does not prevent a student's locked, unattended confinement in an emergency situation while awaiting the arrival of law enforcement personnel if:
 - a. The student possesses a weapon; and
 - b. The confinement is necessary to prevent the student from causing bodily harm to the student of another person.
6. This subsection does not apply to:

- a. A peace officer while performing law enforcement duties;
- b. An educational services provider with whom a student is placed by a judicial authority, unless the services are provided in an educational program of the District.

NO QUALIFIED PERSON SHALL, ON THE BASIS OF DISABILITY, BE EXCLUDED FROM PARTICIPATION IN, BE DENIED THE BENEFITS OF, OR OTHERWISE BE SUBJECT TO DISCRIMINATION UNDER ANY PROGRAM OR ACTIVITY WHICH RECEIVES BENEFITS FROM FEDERAL FINANCIAL ASSISTANCE.

XIX. SECTION 504, REHABILITATION ACT OF 1973

STUDENT PROTECTION SECTION

- A. In some instances, disabled students, other than students who qualify for services under Special Education, are protected from a significant change in placement, such as DAEP or expulsion.
- B. **SECTION 504 COORDINATOR:**
 1. The district has designated Dr. Mary Miller as its Section 504 Coordinator, who may be contacted at (210) 444-8108 and Moncia Garcia who may be contacted at (210) 444-4982 as its Section 504 Coordinators. Check with the campus administrator for the Section 504 designee at each campus.
 2. The Section 504 Coordinator or campus designee will notify the parents of their rights under Section 504. The address of the Regional Office which covers Texas is: Office of Civil Rights, Region VI at 1200 Main Tower Building, Room 1935, Dallas, Texas 75202, (210) 767-3959.

STUDENT CODE OF CONDUCT--SUMMARY OF STAGES AND OFFENSES

STAGE I-A OFFENSES

For which the teacher **shall employ** classroom **Disciplinary Management Plan strategies.**

Offense Code Offense Description

AA	Late to school or class.
AB	Nonconformity to regular classroom or school rules, such as not bringing textbooks or other materials to class.
AC	Inattention or disruption in class, such as talking without permission.
AD	Inconsiderate behavior toward others, such as pushing or shoving.
AE	Violating the restrictions of designated areas.
AF	Failing to complete class work or homework assignments.
AG	Violating safety rules.
AH	Insubordination – refusing to follow instructions.
AI	Cheating or copying the work of others.
AJ	Failure to report to an assigned detention.
AK	Inappropriate public display of affection.
AL	Possession of nuisance items, such as radios, Walkman's, skateboards or paging devices, etc., that interferes with instruction. (Cell Phones I-Pods Game Boys etc.)
AM	Nonattendance (curfew violation and student cited)
AN	Possession or use of tobacco products.
AO	Truancy- Parent Contributing
AP	Truancy- three (3) unexcused absences (4 weeks)
AQ	Truancy– ten (10) unexcused absences (6 weeks)
AR	Truancy–Failure to enroll in school

Students who engage in any of these **STAGE I-A OFFENSES** shall be subject to parent notification as soon as possible in addition to appropriate progressive disciplinary action including, but not necessarily limited to the following:

- a. Counseling by teachers, counselors, and/or administrators
- b. Probation
- c. Detention no longer than 15 minutes
- d. Withdrawal of student privileges
- e. Teacher-student-administrator conferences
- f. Parent conference
- g. Verbal reprimand
- h. Early intervention via EISD Mentorship Programs
- i. Referral to Saturday school or Court **(if a violation of compulsory attendance)**
- j. No participation in extracurricular activities
- k. Truancy Court
- l. In-School Suspension

PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM

STAGE II-A OFFENSES

A student **MAY BE** placed in a disciplinary alternative education program and/or suspended if, while on school property, at any school-sponsored or school-related activity on or off of school property, or school bus, the student engages any of the offenses listed as either General Misconduct Violations or the following:

Offense Code	Offense Description
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BA	Engages in fighting or mutual combat excluding all offenses under Penal Code Section 22.01.
BB	Threatens another with imminent bodily injury; causes physical contact which is offensive or provocative; or assaults someone other than an employee or volunteer causing no bodily injury.
BC	Possesses a weapon not prohibited in the Texas Penal Code or included but are not limited to the items listed in Section XVI, S above.
BD	Uses, exhibits, or possesses a non-illegal knife as defined by Student Code of Conduct and Section 46.01 (6) Texas Penal Code.
BE	Engages in bullying, harassment or the making of a hit list.
BF	Participates in gangs or gang activity including exhibiting gang graffiti gang designating clothing, or gang insignia; or participates in fraternities, sororities, or secret societies.
BG	Student is required to register as a sex offender and is not under court supervision.
BH	Commits a burglary, robbery, or theft (non-felony).
BI	Engages in extortion, coercion, or blackmail (non felony).
BJ	Engages in habitual fighting repeated commission of physical abuse or threats of physical abuse, or involvement in a serious fight.
BK	Displays flagrant or extreme insubordination.
BL	Engages in repeated tobacco violations.
BM	Participates in aggressive, disruptive action or group demonstrations that substantially disrupts or materially interferes with school activities.
BN	Engages in verbal abuse such as name-calling, ethnic or racial slurs, or derogatory statements that disrupt the school environment or incite violence.
BO	Exhibits disrespect or directs profanity, pornography, or vulgar language, or obscene gestures toward teachers, employees or other students.
BP	Uses profanity, vulgar language, or obscene gestures.
BQ	Possesses or distributes pornography.
BR	Engages in offensive verbal or physical misbehavior of a sexual nature, which may include request for sexual favors, or similar intimidation directed toward another student.
BS	Disrupts the school environment or educational process including, but not limited to, smoke bombs, stink bombs, etc.
BT	Engages in any other conduct that constitutes a violation of local, state, or federal law.
BU	Engages in persistent misbehavior - violation of five (5) or more disruptive Stage I-A Offenses.
BV	Based on conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity, the superintendent or designee has a reasonable belief that the student has engaged in conduct defined as a felony offense other than those defined in Title 5, Texas Penal Code.
BX	Possesses, uses, sells, gives, or delivers drug paraphernalia.
BY	Is under the influence of an unknown substance.
BZ	Emergency Placement/ TEC 37.019.
B0	Violates the District's Edgenet System Policy.
B1	Permanent removal by a teacher who has denied the student the right to return and the Placement Review Committee has been invoked.
B2	Assaults an employee or volunteer causing no bodily injury.
B3	Engages in school-related gang violence.
B4	Possesses, uses, sells, gives, or delivers over the counter drugs.
B5	Engages in sexual harassment.
B6	Possesses ammunition
B7	Engages in vandalism/criminal mischief-school property (non-felony)
B8	Engages in vandalism/criminal mischief-student property (non-felony)
B9	Engages in vandalism/criminal mischief-teacher/staff property (non-felony)

Students who engage in any of these **STAGE II-A OFFENSES** shall be subject to parent notification within three (3) school days, and to appropriate disciplinary action including, but not necessarily limited to, the following:

- Parent/Administrator/Teacher conference
- Detention over 15 minutes
- In-School Suspension
- Parent escort
- Out-of-School Suspension between 1-3 days depending upon student age and nature of offense
- Referral to STEP
- Removal from class
- Reassignment of classes
- Placement in a campus disciplinary alternative education program for a period of time up to the end of the current grading period

- j. Transfer to another campus
- k. Placement in the EISD Disciplinary Alternative Education Program for a period of time up to the end of the current school year or into the subsequent school year
- l. Citation by Peace Officer (if offense is a violation of law)
- m. No participation in extracurricular activities

STAGE II-B OFFENSES

A student **SHALL BE** placed in a Disciplinary Alternative Education Program, if the student engages in:

Offense Code	Offense Description
CB	Engages in conduct involving a public school that contains the elements of the offense of terroristic threats under TEC Section 37.006(a)(1).
CC	Engages in conduct involving a public school that contains the elements of the offense of false alarm or report under TEC Section 37.006(a)(1). The student commits on or within 300 feet of school property or while attending a school-sponsored or school-related activity on or off school property the following:
CA	a. Engages in conduct that contains the elements of assault with bodily injury;
CO	b. Engages in conduct punishable as a felony;
	c. Sells, gives, or delivers to another person, or possesses, or uses, or is under the influence of:
CD	1. Marijuana,
CE	2. A controlled substance,
CF	3. A dangerous drug,
CG	4. An alcoholic beverage, or
CH	5. Commits a serious act or offense while under the influence of alcohol;
CL	d. Engages in conduct that contains the elements of an offense relating to abusable volatile chemicals; or
CM	e. Engages in conduct that contains the elements of the offense of public lewdness or indecent exposure.
CN	The student engages in conduct on or off school property that contains the elements of the offense of retaliation under Section 36.06, Texas Penal. For conduct defined as a felony offense in Title 5, Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity:
CP	a. The student receives deferred prosecution;
CQ	b. A court or jury finds that the student has engaged in delinquent conduct; or
CR	c. The superintendent or designee without regard to the date on which the student's conduct occurred; the location at which the conduct occurred; whether the conduct occurred while the student was enrolled in the District: or whether the student has successfully completed any court disposition requirements imposed in connection with the conduct after an opportunity for a hearing before the District's Hearing Officer if:
	1. The student receives deferred prosecution for such conduct; or
	2. The student has been found by a court to have engaged in delinquent conduct for such.
CS	Student is required to register as a sex offender and is under court supervision.

Students who engage in any of these **STAGE II-B OFFENSES** shall be subject to parent notification within three (3) school days and appropriate disciplinary action including, but not necessarily limited to, the following:

- a. Out-of-School Suspension up to 3 days
- b. Mandatory removal from class
- c. Mandatory recommendation for placement in the EISD Disciplinary Alternative Education Program
- d. Citation by Peace Officer (if a violation of law) to appear in court to answer to charges which may involve assessment of fines and/or court costs
- e. Arrest and incarceration (if a violation of law)

REMOVAL - EXPULSION

STAGE III-A OFFENSES

For which a student **MAY BE EXPELLED** for committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property line, or while attending a school-sponsored or school-related activity on or off or on a school bus:

Offense Code	Offense Description
DA	Continues to engage in serious or persistent misbehavior that violates the District's Student Code of Conduct while placed in the District's DAEP for disciplinary reasons.
DB	Engages in conduct that contains the elements of the offense of criminal mischief under Section 28.03, Texas Penal Code, if the conduct is punishable as a felony under that section. Sells, gives, or delivers to another person, or possesses, or uses, or is under the influence of:
DC	a. Marijuana,
DD	b. a controlled substance,
DF	c. a dangerous drug, or

- DG d. an alcoholic beverage.
- DH Engages in conduct that contains the elements of the offense of deadly conduct under Section 22.05, Texas Penal Code.
- DI Possesses, uses, or is under the influence of alcohol.
- DJ Commits any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity at a school in another district in Texas.
- DK Engages in conduct that contains the elements of one of the following offenses (Title 5) against another student, without regard to where the conduct occurs:
- | | |
|---------------------------|--|
| Aggravated assault | Sexual assault |
| Aggravated sexual assault | Murder |
| Capital murder | Criminal attempt to commit murder or capital murder. |
| Aggravated robbery | |
- DL Engages in conduct that contains the elements of an offense relating to an abusable volatile chemical under Sections 485.031 through 485.034, Texas Health and Safety Code.
- DM Engages in conduct that contains the elements of assault with bodily injury under Section 22.01(a) (1), Texas Penal Code against a school employee or a volunteer as defined by Section 22.053.
- DN Engages in conduct involving a public school that contains the elements of the offense of terroristic threats under Section 22.07, Texas Penal Code.
- DO Engages in any mandatory expellable offense or possess a firearm, as defined by 18 U.S.C. Section 921 while within 300 feet of school property, as measured from any point on the school's real property boundary line.
- DP Emergency Expulsion/TEC 37.019
While within 300 feet of school property, as measured from any point on the school's real property boundary line:
- DQ a. Uses, exhibits, or possesses a firearms;
- DR b. Uses, exhibits, or possesses an Illegal knife, club, or a prohibited weapon; or
- DS c. Commits a serious felony offense.
- DT d. Sells, gives, or delivers to another person, or possesses, or uses, or is under the influence of marijuana, a controlled substance, a dangerous drug, or an alcoholic beverage punishable as a felony.
- DU Engages in conduct involving a public school that contains the elements of the offense of false alarm or report under Section 42.06, Texas Penal Code.
- DV The superintendent or designee without regard to the date on which the student's conduct occurred; the location at which the conduct occurred; whether the conduct occurred while the student was enrolled in the District: or whether the student has successfully completed any court disposition requirements imposed in connection with the conduct a student may be expelled and be placed in the BCJJA after an opportunity for a hearing before the District's Hearing Officer if:
1. The student receives deferred prosecution for conduct defined as a felon offense in Title 5 of the Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code; or
 2. The student has been found by a court to have engaged in delinquent conduct for conduct defined as a felony offense in Title 5 of the Texas Penal Code or the felony offense of aggravated robbery under Title 7, Texas Penal Code.
- DX Student is required to register as a sex offender and is under court supervision.
- DY Student is required to register as a sex offender and is not under court supervision.

Students who engage in any of these **STAGE III-A OFFENSES** shall be subject to parent notification within three (3) school days, and in addition to appropriate disciplinary action including, but not necessarily limited to, the following:

- a. Out-of-School Suspension up to 3 days
- b. Placement in the EISD Disciplinary Alternative Education Program
- c. Referral to the Juvenile Justice System (Section 52.04 of the Family Code and Section 37.010[a] of the Texas Education Code)

A student who violates the provisions of the Student Code of Conduct and who is expelled shall also be referred to the **Juvenile Court** for placement into the Juvenile Justice Alternative Education Program. The Juvenile Court shall, after the student has been expelled, place the student into the **Juvenile Justice Alternative Education Program**.

STAGE III-B OFFENSES

For which the student SHALL BE EXPELLED from school if the student, while on school property, at any district facility, at any school-sponsored or school-related activity on or off of school property, or on a school bus:

Offense Code Offense Description

- Uses, exhibits, or possesses:
- EA a. A firearm as defined by 18 U.S.C. Section 921 or by Section 46.03 (3), Texas Penal Code;
- EB b. An illegal knife as defined by Section 46.01 (6), Texas Penal Code;
- EC c. A club as defined by Section 46.01 (1), Texas Penal Code; or
- ED d. A prohibited weapon as listed under Section 46.05, Texas Penal Code
- EE Engages in conduct that contains the elements of the offense of aggravated assault against someone other than a school district employee or volunteer.
- EF Engages in conduct that contains the elements of aggravated assault against a school employee/volunteer
- Engages in conduct that contains the elements of the offense of:
- EH a. Sexual assault or aggravated sexual assault against school district employee or volunteer

EI	b.	Sexual assault or aggravated sexual assault against someone other than a school district employee or volunteer.
EJ	c.	Arson;
EK	e.	Murder, capital murder, or criminal intent to commit murder or capital murder;
EL	f.	Indecency with a child,
EM	g.	Aggravated kidnapping If punishable as a felony, sells, gives, or delivers to another person, or possesses or uses or is under the influence of:
EN	a	Marijuana;
EO	b.	A controlled substance;
EP	c.	A dangerous drug;
EQ	d.	An alcoholic beverage; or
ER	e.	Commits a serious act or offense while under the influence of alcohol. Engages in conduct that contains the elements of the offense of:
ES	a.	Aggravated robbery.
EU	b.	Manslaughter
EW	c.	Criminally negligent homicide
EX	d.	Continuous sexual abuse of young child or children
ET		Engages in conduct that contains the elements of any offense listed above, EA through EM and ES through EX, against any employee in retaliation for or as a result of the employee's employment with a school district.

Students who engage in any of these **STAGE III-B OFFENSES** shall be subject to parent notification within three (3) school days, and to appropriate disciplinary action including, but not necessarily limited to the following:

- a) Citation by EISD Peace Officer
- b) Placement in the EISD Disciplinary Alternative Education Program
- c) Expulsion from the Edgewood ISD
- d) Referral to the Juvenile Justice System
- e) Arrest/incarceration/detention (if a violation of law)

A student who violates the provisions of the Student Code of Conduct and who is expelled shall also be referred to the **Juvenile Court** for placement into the Juvenile Justice Alternative Education Program. The Juvenile Court shall, after the student has been expelled, place the student into the **Juvenile Justice Alternative Education Program**.

PARTICIPATION IN GRADUATION ACTIVITIES

The District has the right to limit a student's participation in graduation activities for violating the District's Student Code of Conduct. Participation might include, but is not limited to, a speaking role, as established by District policy and/or procedures.

Students eligible to give the opening and closing remarks at graduation shall be notified by the campus principal. Notwithstanding any other eligibility requirements, in order to be considered as an eligible student to give the opening or closing remarks, a student shall not have engaged in any misconduct in violation of the District's Code resulting in a removal to a DAEP, or expulsion during the semester immediately preceding graduation.

The valedictorian and salutatorian may also have speaking roles at graduation. No student shall be eligible to have such a speaking role if he or she engaged in any misconduct in violation of the District's Code resulting in removal to a DAEP, or expulsion during the semester immediately preceding graduation.

GLOSSARY

Abuse is improper or excessive use.

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

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

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

Arson occurs when a person starts a fire, regardless of whether the fire continues after ignition, or causes an explosive with intent to destroy or damage:

1. Any vegetation, fence or structure on open-space land
2. Any building, habitation or vehicle
 - a. Knowing that it is within the limits of an incorporated city or town
 - b. Knowing that it is insured against damage or destruction
 - c. Knowing that it is subject to a mortgage or other security interest
 - d. Knowing that it is located on property belonging to another
 - e. Knowing that it has located within it property belonging to another
 - f. When the person is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another

Assault is defined in part by Texas Penal Code 22.01(a)(1). A person commits an assault if the person intentionally, knowingly, or recklessly causes bodily injury to another.

Bullying engaging 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 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, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

Conduct described constitutes bullying if it exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct and interferes with a student's education or substantially disrupts the operation of the school.

Chemical dispensing device is a device, other than a small chemical dispenser, sold commercially for personal protection, designed, made, or adapted for the purpose of causing an adverse psychological or physiological effect on a human being.

Club is an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, mace, and tomahawk.

Cyber-Bullying – abusive behavior including, but not limited to, tormenting, threatening, taunting, stalking, intimidating, harassing, humiliating, and/or coercing by one or more individuals against other students or employees using Internet websites (e.g., My Space, personal Web sites, etc.) and/or any other communication technologies (e.g., email, mobile phones, text messaging, instant messaging, etc.) which materially and substantially disrupts the educational process and/or endangers the general health, safety and welfare of District students and/or employees regardless of where the communication originates.

Dating violence means the intentional use of physical or sexual abuse or a pattern of serious verbal or emotional abuse by a student to harm, threaten, intimidate or control another person with whom the student has or has had a continuing relationship of a romantic or intimate nature, but which does not include defensive measures to protect oneself.

Deadly conduct occurs when a person commits an offense by recklessly engaging in conduct that places another in imminent danger of serious bodily injury or by knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

Deferred adjudication may be offered to a student who is 17 or older, as an alternative to seeking a conviction in court.

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

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

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

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

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

Graffiti is making marks with aerosol paint or an indelible marker on tangible property of the owner without the effective consent of the owner. The markings may include inscription, slogans, drawing, or paintings.

Harassment means threatening to cause harm or bodily injury to another person, engaging in sexually intimidating conduct, and offensive slurs, jokes, or other oral, written, graphic, or physical conduct related to an individual's race, color, religion, national origin, disability, or age that creates an intimidating, hostile, or offensive educational or work environment.

Hazing see "Hazing" in the Student Code of Conduct.

Hit list a list of people targeted to be harmed, using: a firearm, as defined by Section 46.01(3), Penal Code; a knife, as defined by Section 46.01 (7), Penal Code; or any other object to be used with intent to cause bodily harm.

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

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

Paraphernalia is any device that can be used to inhale, ingest, inject, or otherwise introduce a controlled substance into a human body.

Parent includes a student's parent, guardian or other person in lawful authority over the student, unless otherwise indicated in this Code.

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

Reasonable belief determination can be made by the Superintendent or designee using all available information, including the information furnished under Article 15.27 of the Code of Criminal Procedure.

Self-defense is using force against another when and to the degree a person reasonably believes the force is immediately necessary to protect him or herself.

Switchblade is any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or centrifugal force.

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

"Terroristic threats" occurs when a person threatens to commit any offense involving violence to any person or property with intent to:

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

Time-Out means a behavior management technique in which, to provide a student with an opportunity to regain self-control, the student is separated from other students for a limited period in a setting that is not locked and from which the exit is not physically blocked by furniture or lock door.

Title 5 offenses involve injury to a person and include, but are not limited to, murder; kidnapping; assault; sexual assault; unlawful restraint; coercing, soliciting, or inducing gang membership if it causes bodily injury to a child; indecency with a child; injury to a child, and elderly person, or a disabled person; abandoning or endangering a child; deadly conduct; terrorist threat; aiding a person to commit suicide; tampering with a consumer product; trafficking of persons; and improper photography or visual recording.

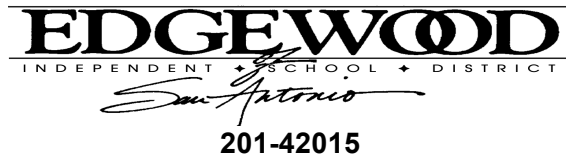
Under the influence means not having the normal use of mental or physical faculties; however, the student need not be legally intoxicated. Impairment of a person's physical and/or mental faculties may be evidenced by a pattern of abnormal or erratic behavior and/or the presence of physical symptoms of drug or alcohol use.

Use means that a student has voluntarily introduces into his or her body by any means a prohibited substance recently enough that it is detectable by the physical appearance, breath, or speech.

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

SPECIAL NOTICES

APPENDIX 1



NOTIFICATION OF NON-DISCRIMINATION IN EDUCATION PROGRAMS

It is the policy of Edgewood ISD not to discriminate on the basis of race, religion, color, national origin, sex, or handicap in its educational programs, services or activities as required by Title VII 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.

Edgewood ISD 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.

For information about your rights or grievance procedures, contact the Title IX Coordinators and/or the Section 504 Coordinator.

NOTIFICACIÓN DE ANTI-DESCRIMINACION EN LOS PROGRAMAS EDUCATIVOS

Es norma del distrito escolar Edgewood no discriminar por motivos de raza, religión, color, origen nacional, sexo, o impedimento, en sus programas, servicios o actividades educacionales, tal como lo requieren el Título VII de la Ley de Derechos Civiles de 1964, según enmienda; el Título IX de las Enmiendas en la Educación de 1972, y la Sección 504 de la Ley de Rehabilitación de 1973, según enmienda.

El distrito escolar de Edgewood tomará las medidas necesarias para asegurar que la falta de habilidad en el uso de la lengua inglés no sea un obstáculo para la admisión y participación en todos los programas educativos y vocacionales.

Para información sobre sus derechos o procedimientos para quejas, comuníquese con los Coordinadores de el Título IX y/o los Coordinadores de la Sección 504.

TITLE IX COORDINATORS

Department:	Human Resources Director
Address:	5358 W. Commerce San Antonio, TX 78237
Telephone:	210- 444-4569

SECTION 504 COORDINATORS

NAME:	Dr. Mary Miller	NAME:	Monica Garcia
POSITION:	Executive Officer, Campus Administration	POSITION:	Director Student Support Services
ADDRESS:	900 S. San Eduardo San Antonio, TX. 78237	ADDRESS:	900 S. San Eduardo San Antonio, TX 78237
TELEPHONE:	(210) 444-8108	TELEPHONE:	(210)-444-4982

APPENDIX 2

TO ALL STUDENTS AND PARENTS TEXAS EDUCATION CODE COMPULSORY SCHOOL ATTENDANCE

The Compulsory School Attendance Law in the State of Texas requires every child in school to attend school **daily**.

Pursuant to Board Policy FEA (LEGAL), all parents are hereby **NOTIFIED** that, if the student is absent from school on **ten or more days or parts of days within a six month period** in the same school year or on **three or more days or parts of days within a four week period**, the student's parent is subject to prosecution under Education Code 25.093, and the student is subject to prosecution under Education Code 25.094.

1. Students who are **at least six years of age**, or who have been previously enrolled in first grade, and who have not yet reached their **eighteenth birthday** shall attend school for the entire period the program is offered.
2. Students enrolled in **prekindergarten or kindergarten** shall attend school.
3. A person who voluntarily enrolls in school or voluntarily attends school **after the person's eighteenth birthday** shall attend school each school day for the entire period the program of instruction is offered. In such a case, Education Code 25.094 applies to the student, but Education Code 25.093 and 25.095 do not apply to the student's parent.

The District shall excuse a student from attending school for the following purposes:

1. Observing **religious holy days**.
2. Attending a required **court appearance**.
3. Appearing at a governmental office to complete paperwork required in connection with the student's application for United States **citizenship** or for taking part in a United States **naturalization** oath ceremony.
4. Serving as an **election clerk** or as a **student early voting clerk**.
5. Temporary absence resulting from an appointment with **healthcare professionals for the student or the student's child** if the student commences classes or returns to school on the same day of the appointment.
6. Visiting an **institution of higher education** accredited by a generally recognized accrediting organization during the student's junior and senior years of high school for the purpose of determining the student's interest in attending the institution of higher education.
7. Attending **funeral services** for a member of the student's immediate family (parent or sibling).
8. Sounding "**Taps**" at a military honors funeral held in this state for a deceased veteran.
9. **Special education** assessment procedures and for special education related services.
10. A student whose parent, stepparent, or legal guardian is an **active duty member of the uniformed services** and has been called to duty for, is on leave from, or immediately returned from deployment of at least four months outside the locality where the parent, stepparent, or guardian regularly resides, to visit with the student's parent, stepparent, or guardian. No more than five absences may be excused in a school year and the absences must take place not earlier than 60 days before the date of deployment and not later than 30 days after the date return.
11. For temporary absence resulting from **any cause acceptable** to the teacher, principal, or Superintendent of the school in which the person is enrolled.

It is the parent's and student's responsibility to provide proper documentation to substantiate each request that a student's absence be excused. All requests that a student's absence be excused shall be submitted in a timely basis. Parents are encouraged to schedule doctor's appointment after school hours or on weekends whenever possible. If an appointment or doctor's visit is scheduled during school hours, it is in the best interest of the student and of the District that the student either attend school before or return to school after the doctor's visit. In those instances when a "parent note" will be submitted, the note must state:

1. The student's name, student's id #, and date of the absence,
2. The reason for the absence,
3. Current address and phone number, and
4. Parent's name and original signature

All parent notes will be reviewed by the campus administrator in charge of attendance who will determine whether the reason stated in the note is acceptable. If the cause for the absence is acceptable, the absence will be excused. If the cause of the absence is not acceptable, the student's attendance record will reflect an unexcused absence.



ASISTENCIA ESCOLAR OBLIGATORIA

La ley de Asistencia Escolar Obligatoria establece que todos los niños escolarizados deberán asistir a clase **diariamente**.

De acuerdo con la cláusula FEA (LEGAL) de la Junta Directiva del Distrito, **INFORMAMOS** a todos los padres de alumnos que cuando un niño falte a clase **diez o más días lectivos (o una parte del día) en un periodo de seis meses** de un mismo año escolar o **tres o más días (o una parte del día) dentro de un periodo de cuatro semanas**, se podrá demandar a los padres del alumno según el artículo 25.093 del Código de Educación y se denunciará a su hijo(a) por absentismo escolar según el artículo 25.094 del mismo código.

1. Los niños de **seis o más años**, o los que hayan estado matriculados en primero, y no hayan cumplido aún los **diez y ocho años**, deberán asistir a clase durante todo el curso escolar.
2. Los alumnos de **prekínder y kínder** también deberán asistir a clase.
3. También es obligatoria la asistencia diaria de los alumnos matriculados voluntariamente **después de cumplir los diez y ocho años**. En ese caso se le aplicará el artículo 25.094 del Código de Educación, pero no los artículos 25.093 y 25.095 no se aplicarán a sus padres.

El Distrito aceptará la falta de asistencia de un alumno en los siguientes casos:

1. Por la celebración de una **festividad religiosa**.
2. Porque tenga que asistir ante un **tribunal de justicia** por cualquier motivo.
3. Para que se presente en las oficinas de la Administración pública cuando sea un requisito de la solicitud de la **nacionalidad** estadounidense o cuando tenga que asistir a la ceremonia de **jura de fidelidad a la bandera** de EE.UU.
4. Servir como **secretario de votación electoral** o como **estudiante oficial de votación anticipada**.
5. Cuando necesite ausentarse temporalmente por **visita médica para el estudiante o el niño del estudiante** durante el día lectivo, si asiste a clase antes o después de la cita.
6. Si visita alguna universidad mientras está en secundaria con vistas a cursar **estudios universitarios** en esa institución de educación superior.
7. Para asistir a un **funeral** por la muerte de un familiar inmediato (padres o hermanos).
8. Si tiene que hacer el **toque de silencio** durante un funeral militar que se celebre en Texas por un veterano de guerra.
9. En caso de ser necesario para realizar alguna tarea o trabajo de **educación especial** o servicio relacionado.
10. Un estudiante cuyo padre, padrastro, madre o tutor legal es un miembro activo de los servicios uniformados y que ha sido llamado al servicio para, está de licencia de, o inmediatamente regresó de despliegue de al menos cuatro meses fuera de la localidad donde el padre, padrastro o tutor reside habitualmente, para visitar a los padres del estudiante, padrastro, madre o tutor. No más de cinco ausencias pueden ser justificadas en un año escolar y las ausencias deben tener lugar no antes de 60 días antes de la fecha de instalación y no más tarde de 30 días después de la fecha de regreso.
11. **Por cualquier otro motivo** de ausencia temporal **aceptado** por el profesor, director o superintendente.

Será responsabilidad del alumno y sus padres aportar la documentación necesaria para justificar cada falta de asistencia. Las justificaciones de faltas de asistencia se deberán presentar lo antes posible después del día en que se produce dicha falta. Rogamos que los padres arreglen las citas médicas para después del horario de clase o durante el fin de semana, si es posible. Si el alumno tiene que ir al médico durante las horas de clase sería deseable que asistiera a las clases que sean posibles antes o después de la visita médica. En ese caso el niño deberá traer una nota escrita de sus padres con la siguiente información:

1. Nombre del alumno, número de identificación y fecha de la ausencia prevista,
2. el motivo para faltar a clase,
3. domicilio y teléfono,
4. nombre del padre o madre y firma.

El encargado de asistencia del colegio revisará personalmente las notas de los padres y decidirá si el motivo de la ausencia es aceptable o no. Si es aceptable, la falta se considerará justificada. En caso negativo, se anotará un falta no justificada en la hoja de asistencia del alumno.



Date	Assessment	Grade Level(s)
Oct 19 (Mon), 2015	TAKS Exit Level ELA	Retest (available only online)
Oct 20 (Tues), 2015	TAKS Exit Level Mathematics	
Oct 21 (Wed), 2015	TAKS Exit Level Science	
Oct 22 (Thur), 2015	TAKS Exit Level Social Studies	
Dec 7 (Mon), 2015	STAAR EOC English I	Course Appropriate
Dec 9 (Wed), 2015	STAAR EOC English II	
Dec 11 (Fri), 2015	All make-up sessions for STAAR English assessments scheduled to be administered on December 7 and December 9, 2015 must be completed by the end of this day.	
Dec 7 (Mon), – Dec 11 (Fri), 2015	STAAR EOC Algebra I	Course Appropriate
	STAAR EOC Biology	
	STAAR EOC US History	
Assessment Window Late Jan – Early Mar	NAEP Arts (grade 8)	<u>NAEP Selections for Edgewood ISD - 2016</u> TBD
Feb 29 (Mon), 2016	TAKS Exit Level ELA	Retest (available only online)
Mar 1 (Tues), 2016	TAKS Exit Level Mathematics	
Mar 2 (Wed), 2016	TAKS Exit Level Science	
Mar 3 (Thur), 2016	TAKS Exit Level Social Studies	
Assessment Window Mar 7 (Mon), – Apr 6 (Wed), 2016	TELPAS Listening, Speaking, Reading, and Writing	LEP Students in Grades K-12
Mar 29 (Tues), 2016	STAAR Writing Day 1	Grades 4 and 7
	STAAR Mathematics	Grade 5 and 8
	STAAR EOC English I	Course Appropriate

Date	Assessment	Grade Level(s)
Mar 30 (Wed), 2016	STAAR Writing Day 2	Grades 4 and 7
	STAAR Reading	Grades 5 and 8
Mar 31 (Thur), 2016	STAAR EOC English II	Course Appropriate
Apr 1 (Fri), 2016	All make-up sessions for STAAR assessments scheduled to be administered from March 29-31, 2016 must be completed by the end of this day.	
Assessment Window April 4 (Mon) –April 15 (Fri), 2016	STAAR Alternate assessment window 2	Grades 3-8 and EOC – Grade and Course Appropriate
Assessment Window May 2 (Mon), 2016 – May 6 (Fri), 2016	STAAR EOC Algebra I	Course Appropriate
	STAAR EOC Biology	
	STAAR EOC U.S. History	
May 9 (Mon), 2016	STAAR Mathematics	Grades 3,4,6, and 7
	STAAR Mathematics (retest)	Grades 5 and 8
May 10 (Tue), 2016	STAAR Reading	Grades 3,4, 6, and 7
	STAAR Reading (retest)	Grades 5 and 8
	STAAR EOC English III	Course Appropriate *(TBD)
May 11 (Wed), 2016	STAAR Science	Grades 5 and 8
	STAAR EOC Algebra II	Course Appropriate *(TBD)
May 12 (Thurs), 2016	STAAR Social Studies	Grade 8
May 13 (Fri), 2016	All make-up sessions for STAAR assessments scheduled to be administered from May 9-12, 2016 must be completed by the end of this day.	
June 21 (Tues), 2016	STAAR Mathematics (retest)	Grades 5 and 8
June 22 (Wed), 2016	STAAR Reading (retest)	Grades 5 and 8
June 24 (Fri), 2016	All make-up sessions for STAAR assessments scheduled to be administered on June 21-22, 2016 must be completed by the end of this day.	
July 11 (Mon), 2016	STAAR EOC English I	Course Appropriate
	TAKS Exit Level ELA	Retest (available only online)
July 12 (Tues), 2016	TAKS Exit Level Math	Retest (available only online)
July 13 (Wed), 2016	STAAR EOC English II	Course Appropriate
	TAKS Exit Level Science	Retest (available only online)
July 14 (Thur), 2016	TAKS Exit Level Social Studies	Retest (available only online)

Date	Assessment	Grade Level(s)
July 15 (Fri), 2016	All make-up sessions for STAAR assessments scheduled to be administered on July 11 and July 13, 2016 must be completed by the end of this day.	
Assessment Window July 11 (Mon), 2016 – July 15 (Fri), 2016	STAAR EOC Algebra I	Course Appropriate
	STAAR EOC Biology	
	STAAR EOC U.S. History	

Dates based on the Student Assessment Calendar revised by TEA on March 20, 2015. Dates are subject to change.