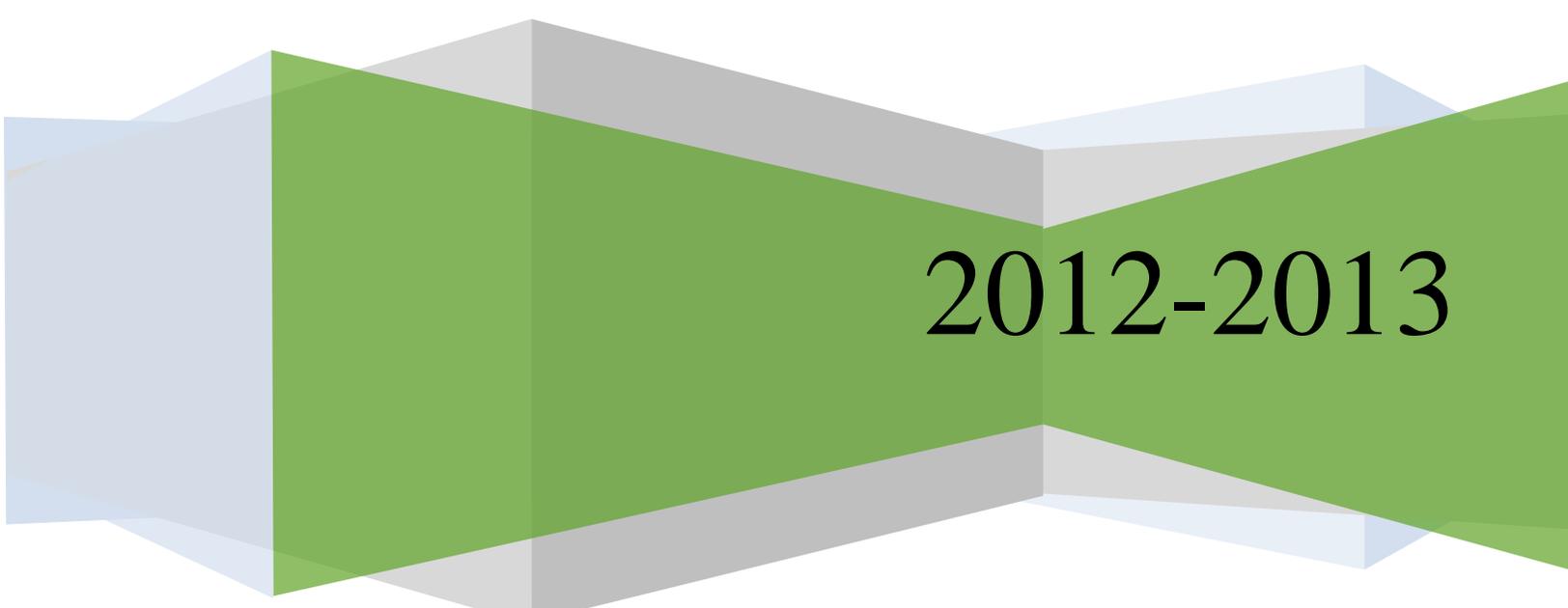


Idalou ISD

Student Handbook



2012-2013

IDALOU ISD DIRECTORY INFORMATION

Administrative Staff

Mr. Jim Waller, Superintendent	892-1900 ext. 2000
Mrs. Shelly Tubbs, CFO	892-1900 ext. 2002
Mrs. Janet Thornton, Principal	892-1900 ext. 5000
Mr. Nick Martin, Assistant Principal	892-1900 ext. 5000
Mrs. Jenni Lofton, Counselor	892-1900 ext. 2010
Mr. Don Long, Athletic Director	892-1900 ext. 5005
Mr. Steve Gunter, Middle School Principal	892-1900 ext. 4000
Mrs. Rhonda Long, Counselor/Testing Coordinator	892-1900 ext. 2011
Mrs. Southern Bush, Elementary Principal	892-1900 ext. 3000
Mrs. Kathy Conklin, Counselor	892-1900 ext. 2012

Mailing Addresses

Idalou ISD Administration Building 601 S. Walnut PO Box 1338 Idalou, TX 79329	Idalou High School PO Box 1558 Idalou, TX 79329
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Idalou Middle School PO Box 1353 Idalou, TX 79329	Idalou Elementary School PO Box 1399 Idalou, TX 79329
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Idalou ISD Fax Number

Idalou High School Fax	892-3204
Idalou Middle School Fax	892-2690
Idalou Elementary Fax	892-2388
	892-2666

Idalou ISD Web Site

www.idalouisd.net

Transportation and Bus Services

Durham Transportation	806-766-1616
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Cafeteria and Food Services

Aramark Cooperation	806-866-9389
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Idalou Independent School District does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing education or providing access to benefits of education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended; and Title 11 of the Americans with Disabilities Act. Title IX Coordinator and Section 504 Coordinator, for concerns regarding discrimination on the basis of sex: Mr. Jim Waller, Superintendent, 892-1900 ext. 2000

The school liaison for Homeless Children and Youths is: Southern Bush, Elementary School Principal, 892-1900 ext. 3000

IDALOU ISD

STUDENT HANDBOOK

The Idalou ISD Student Handbook contains information students and parents are likely to need to ensure a successful school year. The handbook is organized alphabetically by topic. Throughout the handbook, the term "the student's parent" means parent, legal guardian, or other person who has agreed to assume school-related responsibility for a student.

Students and parents also need to be familiar with the Idalou Independent School District Student Code of Conduct, which sets out the consequences for inappropriate behavior, is required by state law, and is intended to promote school safety and an atmosphere for learning. The Student Code of Conduct and Student Handbook are available on the Idalou ISD website (www.idalouisd.net) and are distributed on the first day of school or when a student enrolls in Idalou schools. Additional copies may be obtained at the school offices.

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 MATERIAL

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.

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 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.

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 in 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 Ed. Agency.

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 U.S. flag and the Pledge of Allegiance to the Texas flag. The request must be in writing. State law does **not** allow your child to be excused from participation in the required minute of silence or silent activity that follows.

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 (week in which September 17 falls) 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 US government extends diplomatic immunity. (Policy EHBK (LEGAL))

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.

ADMISSION

At least one parent or legal guardian must accompany any student enrolling at IDALOU ISD. The adult must provide identification, address and date of birth in order to enroll their child. The student must furnish a report card from a previous school, immunization records, birth certificate, social security card and proof of residence in the district. In accordance with state law, students who are five years old before September 1 are eligible for the full day kindergarten program. Students who are four years old are eligible for the pre-kindergarten program if they qualify for free/reduced lunch, have limited English proficiency or are homeless.

ALCOHOL, DRUG POLICY (See also SCC)

Students known to have dangerous drugs, narcotics, or look-alike drugs in their possession, or known to be under the influence thereof, while in school or while participating in a school-sponsored function, will be given due notice of a hearing; and after the hearing before the Board of Trustees, if found guilty, the student may be expelled or suspended for the remainder of the semester and no credit will be given for the semester.

Any student found in possession of or under the influence of intoxicating beverages while in school, on school property, or engaged in a school activity, shall be subject to disciplinary action as deemed appropriate by the administration. Such action may be in the form of expulsion or suspension from school.

The possession of any intoxicating beverage for consumption, sale, or distribution while on school grounds or in a building of the public school, or while entering any enclosure (field, gym, stadium, etc.) where an activity is sponsored by the public school is unlawful in the state of Texas.

The district will operate canine surveillance to detect the presence of drugs and weapons on school campuses.

All confiscated controlled substances shall be turned over to a law enforcement agency for adjudication of all local, state, or federal laws or ordinances.

ASBESTOS

Idalou ISD continues to be in compliance with the Asbestos Hazard Emergency Response Act, which was signed into compliance in 1988. The district continues to implement the on-going surveillance of any asbestos containing materials, which may be in any of the school buildings. The Inspection Report and Management Plan, which was developed for each building and updates regarding the plan, are maintained in the Administration Office. Please contact the Administration Office if you have questions regarding the plan.

ATTENDANCE (see also SCC)

Regular school attendance is essential for the student to make the most of his or her education—to benefit from teacher-led activities; to build each day's learning on the previous days, 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 6 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 18th birthday is required to attend each school day until the end of the school year. If a student 18 or older has more than five unexcused absences in a semester the district may revoke the student's enrollment. The student's presence on school property thereafter would be unauthorized and may be considered trespassing. [See policy FEA.]

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.

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 or more days or parts of days within a six-month period in the same school year; or
- Is absent on three 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 age 12 through age 16 violates the compulsory attendance law, both the parent and student could be charged with a criminal offense.

Attendance for Course 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 the plan approved by the principal, then the student will be referred to the attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit, if appropriate. (See policies at FEC)

If the committee determines that there have been extenuating circumstances, it will decide how the credit may be regained. If the committee determines, however, that no extenuating circumstances exist, the student or parent may appeal the decision to the District's Board of Trustees by filing a written request with the Superintendent.

When returning to school after an absence, the student must bring a note signed by the parent that describes the reason for the absence. Please pick up an "ADMIT SLIP" in the office before reporting to class on the day you return to school. Parents should notify the school of a child's absence before 9:00 a.m. the day of the absence.

A student absent for any reason should promptly make up specific assignments missed and/or complete additional in-depth study assigned 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. Students will have one day per absence plus one additional day added to complete make-up work. (For example: If a child is absent 5 days, he/she will have 6 days upon returning to school to complete assignments).

Any student needing to leave the building during instructional hours must check out in the office. The office may require you to notify a parent/guardian prior to checking out. Upon returning to campus, please check in with the office. This is for your safety as well as for parent/guardian information.

Any student who will be absent due to school-sponsored activities or in need of a pre-approved request must obtain the proper forms from the office. These forms must be completed, signed, and returned to the school office before a student leaves. This will allow the student the opportunity to receive and complete the work or assignments missed due to the absence. Failure to obtain and turn in the proper forms will result in the absence being recorded as unexcused.

DRIVER LICENSE ATTENDANCE VERIFICATION: To obtain a driver license, a student between the ages of 16 and 18 must annually provide to the Texas Dept. of Public Safety a form obtained from the school verifying that the student has met the 90 percent attendance requirement for the semester preceding the date of application. The student can obtain this form at the high school office.

BULLYING

Bullying occurs when a student or group of students directs written or verbal expressions or physical conduct against another student and the behavior results in harm to the student or the student's property, places a student in fear of harm to himself or his property, or is so severe that it creates an intimidating, threatening or abusive educational environment. The board has established policies and procedures to prohibit bullying and to respond to reports of bullying.

BUSES AND OTHER SCHOOL VEHICLES

Durham Transportation Inc. contracts school buses and transportation services to the district. Durham Transportation Inc. may be contacted at 806-766-1616.

Information regarding school bus routes may be obtained from Durham Bus. A parent may 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 an approved stop on an approved route.

Students are subject to the Student Code of Conduct when they are on school transportation. Any student who violates these standards of conduct while on school transportation may be denied transportation services and will be disciplined in accordance with the District Student Code of Conduct and Code of Conduct. For complete details and guidelines, please see the District Student Code of Conduct and Student Code of Conduct booklet.

School Sponsored Travel

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. However, the principal may make an exception to this requirement under the following circumstance: the parent personally requests in writing that the student be permitted to ride with the parent.

CAFETERIA

Cafeteria and food services are provided under a contracted service by Aramark Cooperation. Aramark may be contacted at 806-866-9389 during normal business hours.

The District participates in the National School Lunch program and offers free and reduced priced meals based on a student's financial need. Information may be obtained from the campus office. Both breakfast and lunch are served daily. Breakfast begins daily at 7:30.

CHEATING, PLAGIARISM, ACADEMIC DISHONESTY

Copying another person's work, such as homework, class work, or a test is a form of cheating. Plagiarism will also be considered a form of cheating and the student will be subject to academic disciplinary action that may include loss of credit for the work in question. Teachers who have reason to believe that a student has engaged in cheating or other academic dishonesty will assess the academic penalty to be imposed. Students found to have engaged in academic dishonesty will be subject to disciplinary penalties as well, according to the Student Code of Conduct.

CODE OF CONDUCT

Each campus operates under the guidelines of the Idalou ISD Student Code of Conduct. A copy of this program has been provided to all students. Students and parents are responsible to be knowledgeable of its contents.

To achieve the best possible learning environment for all our students, Idalou ISD rules and discipline will apply whenever the interest of the District is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities. The District has disciplinary authority over a student:

- During the regular school day or while a student is going to and from school on District transportation.
- During lunch periods in which a student is allowed to leave campus.
- Within 300 feet of school property.
- While a student is in attendance at any school-related activity, regardless of time or location.

- For any school-related misconduct, regardless of time or location. This includes school social events to which a student brings a guest. Guests are expected to observe the same rules as students attending the event, and the person inviting the guest will share responsibility for the conduct of the guest. A student attending a social event will be asked to sign out when leaving before the end of the event; anyone leaving before the official end of the event will not be readmitted.
- When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location.
- When a student commits a felony as described by TEC 37.006.
- When criminal mischief is committed on or off school property or at a school-related event.

As required by law, the District has developed and adopted a Student Code of Conduct that prohibits certain behaviors and establishes standards of acceptable behavior—both on and off campus—and consequences for violation of the standards. Students need to be familiar with the standards set out in the Student Code of Conduct, as well as campus and classroom rules.

COMPLAINTS BY STUDENTS/PARENTS

Usually student or parent complaints or concerns can be addressed by a phone call or a conference with the teacher and 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 web site at www.idalouisd.net. A student/parent with a complaint regarding possible discrimination on the basis of sex in any school program should contact Mr. Jim Waller, Superintendent. For a complaint regarding sexual harassment or abuse, see the Student Code of Conduct for guidelines.

For all other matters, a student or parent should first discuss the problem with the appropriate teacher. If the outcome is not satisfactory, a conference with the Principal can be requested. If the outcome of that conference is not satisfactory, a conference with the Superintendent can be requested. If the outcome of that conference is not satisfactory, the student or parent may appear before the Board of Trustees, in accordance with Board policy.

COMPUTER RESOURCES

District resources have been invested in computer technology to broaden instruction and to prepare students for an increasingly computerized society. Use of these resources is restricted to students working under a teacher's supervision and to approved purposes only. Students and parents will be asked to sign a user agreement regarding appropriate use of these resources; violations of this agreement may prompt termination of privileges and other disciplinary action.

CONFERENCES (see also SCC)

Parents and teachers are encouraged to establish and maintain frequent communication about student progress. Any student or parent who wants information or has a question or concern is encouraged to talk with the appropriate teacher, counselor, or principal. A parent who wishes to meet with a teacher may call the office for an appointment during the teacher's conference period or may request that the teacher call the parent during a conference period or at another mutually convenient time.

Students and parents may expect teachers to request a conference (1) if the student is not maintaining passing grades or achieving the expected level of performance, (2) if the student presents any other problems to the teacher or (3) in any other case the teacher considers necessary.

COUNSELING SERVICES

Academic Counseling

Students and their parents are encouraged to talk with a school counselor, teacher, or principal to learn about course offerings, the graduation requirements of various programs, and early graduation procedures. Each spring, students in grades 5-12 will be provided information on anticipated course offerings for the next year and other information that will help to make the most of academic and vocational opportunities. To plan for the future, including attendance at a college, university, or training school or pursuing some other type of advanced education, students should work closely with the counselor in order to take the high school courses that best prepare them. The counselor can also provide information about entrance exams and deadlines for application, as well as information about automatic admission to state colleges and universities, financial aid, housing, and scholarships.

Personal Counseling

School counselors are available to assist students with a wide range of personal concerns, including such areas as social, family, emotional, academic, or chemical dependency needs. The counselor may also make available information about community resources to address personal concerns. Students who wish to meet with the counselor should contact the counselor, a teacher or the principal's office. The school will not conduct a psychological examination, test, or treatment without requesting the parent's written consent unless required by state or federal law for special education purposes.

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, or any other basis prohibited by law. See policy FFH.

Dating Violence

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. 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 is negatively affects the student.

Disciplinary Alternative Education Placement (DAEP)

Idalou ISD implements an in-house DAEP program for students who may be placed in an AEP. The students may be assigned to DAEP at the Idalou Campus, Plainview DAEP or Lubbock County JJAEP. Placement will be determined according to the Student Code of Conduct. For complete information on the DAEP placement, see the SCC or a building principal.

When a student is placed in DAEP he/she will not be allowed to participate in any school function or be on any school property until length of DAEP term has been served. Students placed in DAEP at the end of the school year will not be allowed to participate in any school-sponsored events until all events for the year have been completed.

DISTRIBUTION OF MATERIALS

School Materials

All school publications are under the supervision of the teacher, sponsor, and principal and must have prior approval by principal before disbursement.

Non-School Materials

Written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials may not be posted, sold, circulated, or distributed on school campus by a student or non-student without the prior approval of the principal. Materials displayed without authorization will be removed. If the material is not approved within two school days of the time it was submitted, it should be considered disapproved. Disapprovals may be appealed by submitting the disapproved material to the superintendent; material not approved by the superintendent within three days is considered disapproval. This disapproval may be appealed to the board at its next regular meeting when the student or non-student will have a reasonable period of time to present his or her viewpoint. Any student who posts material without prior approval will be subject to disciplinary action.

DRESS CODE (See also SCC)

The District's dress code is established in an effort to provide a school environment that is conducive to learning. It also addresses safety concerns for students and faculty alike as well as instilling real world expectations for the student body. The District's dress code will be strictly adhered to during the school day and at all co-curricular and extra-curricular activities.

Students shall be dressed and groomed in a manner that is clean and neat and that will not be a health or safety hazard to themselves or others. The District prohibits any clothing or grooming that in the principal's judgment may reasonably be expected to cause disruption of or interference with normal school operations.

1. Clothing should be designed, constructed, and worn in a manner that is not suggestive or indecent or lewd.
2. The District prohibits pictures, symbols, (i.e. gothic) emblems, or writings on clothing that:
 - a. Are lewd, offensive, vulgar, or obscene or degrading.
 - b. Advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance
 - c. Refers to satanic, cult, or gang activities.
 - *Any apparel, apparel accessories, other articles or hair styles that have been identified by a Gang Task Force or police agency as gang related, will be prohibited.
3. The general appearance of the student and his clothing should not constitute a health or safety hazard nor interfere with the instructional program.
4. Cleanliness of body and clothing is expected of all students.

5. Clothing should be designed, constructed and worn in a manner that will promote proper decorum in school.
6. Dress or skirt length shall preclude indecent exposure when the student is sitting or standing, or when performing other normal activities. Skirts or dresses must be no shorter than 7 inches above the knee, while knee is placed on the ground. All students' shorts should not exceed 7 inches above or below the knee. Leg slits in dresses must not come any higher than 7 inches above the knee.
 - Strapped dresses must not have a strap narrower than ½ inch. Strapless dresses must be covered.
 - Backless dresses (lower than mid-back/shoulder blades) midriff outfits, halter-tops, tank tops and low cut front dresses are not permitted.
 - See-through blouses, bare midriffs, low-cut dresses, or hot pants are not permitted...
 - Cut-offs, wind shorts, and bicycle shorts are not permitted.
 - Special occasion wear (prom, Homecoming court, banquet, 8th grade award's night etc.) guidelines are available in the principal's office. (See #18*).
7. Appropriate undergarments shall be worn at all times and shall not be exposed.
8. The neck opening of any type shirt may not exceed the equivalent of the first button below the collar button of a dress shirt. Shirts should be buttoned and worn inside pants at all times if so designed. Oversized T-shirts will be tucked in. Tank tops are not permitted.
9. Footwear must be worn at all times. Bathroom or house shoe-type of footwear is not acceptable.
10. Hair shall be clean and well groomed.
 - a. Boy's hair length shall not be longer than the bottom of a collar while student is standing in an upright position. Hair length should not exceed past the eyes.
 - b. No geometric designs or unusual patterns shaved or cut in the hair will be permitted.
 - c. Color variations in hair will not be permitted.
 - d. Ponytails, rat-tails and braids are not permitted for boys.
 - e. Sideburns should not extend below the lobe of the ear. Mustaches and beards are not permitted.
11. Bandanas shall not be permitted.
12. Male students shall not wear earrings, ear studs, facial makeup, or fingernail polish. No student shall wear nose studs or any body-piercing instrument.
13. Tattoos, icons, and any other markings on the body that cannot be removed shall be covered at all times in an unobtrusive manner that is not disruptive to the educational process. This includes, but is not limited to, tattoos, drawings and/or other markings on the body or cut into the hair. A student who has such markings on his/her body and who wishes to participate in extracurricular activities shall ensure that the markings are covered by the standard uniform for the activity, and in compliance with the guidelines set forth.
14. Pants—Sagging pants are not acceptable and are not permitted. Pants must be fitted at the waist and worn above the hips at the waist. Baggy and oversized pants are not permitted. Pants with holes should not show a student's bare skin through the hole.
15. Shirt length that is designed to extend well below the waistline outside of the pants for the purpose of hiding sagging pants is not permitted. (see oversized shirts)
16. Contact lens that depicts shapes, designs or abnormal colors will not be permitted.
17. Skate shoes are not allowed.
- 18.* Special occasion wear
 - Strapless gowns/dresses may be worn.
 - No bare midriffs or midriffs showing—standing, sitting, dancing, etc.
 - No plunging necklines.
 - Sides must be covered.
 - Leg slits no higher than fingertips at sides.

- No tube tops allowed.
- No plunging backs on dresses
- All other rules pertaining to dress code remain the same as stated in the handbook.

19. Caps, toboggans, hoods, are not to be worn inside the school buildings, unless special occasion.

If the principal determines that a student's grooming or clothing violates the school's dress code, the student will be given an opportunity to correct the problem at school. If not corrected, the student will be assigned to ISS for the remainder of the day, until the problem is corrected, or until a parent or designee brings an acceptable change of clothing to the school. Repeated offenses may result in more serious disciplinary action in accordance with the Student Code of Conduct.

DRILLS

Fire, Tornado, and Other Emergencies

Students, teachers, and other District employees will participate in drills of emergency procedures throughout the year. When the code is sounded, students should follow the directions of the teachers or others in charge quickly, quietly, and in an orderly matter.

Emergency Codes:

Code Red	FIRE - leave the building
Code Blue	SECURE - stay where you are
Code Brown	TORNADO - move to designated area
Code Yellow	ALERT - prior to Code Brown

ELECTRONIC COMMUNICATION WITH STUDENTS

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.

ELECTRONIC DEVICES

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

Any searches of personal telecommunications or other personal electronic devices will be conducted in accordance with law, and the device may be confiscated in order to perform a lawful search. A confiscated device may be turned over to law enforcement to determine whether a crime has been committed. See policy FNF (Legal) for more information.

EMERGENCY MEDICAL TREATMENT

If a student should have a medical emergency at school or a school-related activity when the parent cannot be reached, the school will need to have written parental consent to obtain emergency medical treatment. Therefore, parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information (name of doctor, emergency phone numbers, allergies to medications, etc.) up-to-date: Having current information will be of critical importance should an accident or injury occur that requires medical attention. Please contact the school office or nurse to update any information.

FEES, MATERIALS AND TEXTBOOKS

State-approved textbooks are provided free of charge for each subject or class. Books must be covered by the student, as directed by the teacher, and treated with care. A student who is issued a damaged book should report that fact to the teacher immediately. Any student failing to return a book issued by the school loses the right to free textbooks until the book is returned or paid for by the student or parent. However, a student will be provided textbooks for use at school during the school day.

Materials that are part of the basic educational program are provided with state and local funds at no charge to the student. A student, however, is expected to provide his/her own pencils, paper, erasers, notebooks and any other necessary general supplies.

Students may be required to pay certain other fees and deposits including:

- Costs for materials for a class project that the student will keep, including field trips.
- Membership dues in voluntary clubs or student organizations and admission fees to extracurricular activities.
- Security deposits.
- Personal physical education and athletic apparel.
- Voluntary purchased pictures, publications, yearbooks, etc.
- Musical instrument rental and uniform maintenance, when the district provides uniforms.
- Personal apparel used in extracurricular activities, which become property of the student.
- Student identification, library and lunchroom cards.
- Fees for lost, damaged or overdue library books.
- Fees for driver education course.
- Summer school courses that are tuition free during the regular school year.

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 on, on, or within 1,000 feet of any district-owned or leased property or campus playground.

GOVERNMENTAL AUTHORITIES

Questioning of Students

When law enforcement officers or other lawful authorities wish to question or interview a student at school:

- 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.
- The principal ordinarily will make reasonable effort to notify 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 the 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.
- To comply with a properly issued directive to take a student into custody.
- By an authorized representative of Child Protective Services, Texas Department of Protective and Regulatory Services, a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in Family Code related to the student's physical health or safety.

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 the principal's ability, will verify the official's authorization 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. Although the principal does not have the authority to block a custody action, notification could be given after the fact.

The District is also required by state law to notify all instructional and support personnel who have regular contact with a student who has been arrested or taken into custody by a law enforcement agency.

HARASSMENT

Harassment will not be tolerated by the District. Students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop. A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense and the Student Code of Conduct. The District encourages parental and student support in its efforts to address and prevent harassment in any form in the public schools. Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with a teacher, counselor or principal. Harassment, in general, 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 on the district web site: idalouisd.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. Students must not engage in harassment behaviors motivated by race, color, religion, national origin, or disability directed toward another student. A student who believes he or she has been harassed by another student or by a District employee is encouraged to report the incident to the principal. The allegations will be investigated and addressed. The student or a parent may appeal the decision of the principal regarding the outcome of the investigation in accordance with policy FNG (LOCAL)

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 to 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. See policy FFI and FNCC.

HEALTH CARE

Asthma

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 the school nurse the ability to use the prescribed medication including any device required to administer the medication.

Diabetes

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.

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. Please contact the school nurse or campus principal if your child has a known food allergy or as soon as possible after any diagnosis of a food allergy.

The district has developed and annually reviews a food allergy management plan, which addresses employee training, dealing with common food allergens, and specific strategies for dealing with students diagnosed with severe food allergies. When the district receives information that a student has a food allergy that puts the student at risk for anaphylaxis, individual care plans will be developed to assist the student in safely accessing the school environment. The district's food allergy management plan can be accessed at the school nurse's office.

Also see policy FFAF.

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.utexas.edu/athletics/health/steroid_information.html.

Communicable Diseases

Students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease should phone the school nurse or principal so that other students who have been exposed to the disease can be alerted.

Meningitis

- What is meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is 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 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 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%. 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>.

***Please note that, although the state literature required to be distributed by school districts has not yet been revised, entering college students must now show, with limited exception, evidence of receiving a bacterial meningitis vaccination prior to taking courses at an institution of higher education. Please see the school nurse for more information, as this may affect a student who wishes to enroll in a dual credit course taken off campus.**

Also refer to Immunizations, below, for more information.

IMMUNIZATIONS

Students are required by law to have complete and updated immunizations. State law forbids students to go to school or be enrolled in a Texas Public School unless the immunizations are current. A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student will not be immunized. The immunizations required are diphtheria, tetanus, polio, measles (rubella), mumps, rubella, and homophiles influenza, poliomyelitis, hepatitis A, hepatitis B, and varicella (chicken pox). The school nurse can provide more information on age-appropriate doses or an acceptable physician-validated history of illness required by the State Health services. New students who enroll in Idalou ISD have 30 days to up-date immunization records. If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement signed by the student (or by the parent, if the student is a minor) stating that immunization conflicts with the beliefs and practices of a recognized church or religious denomination of which the student is an adherent member. This form may be obtained by writing the SDHS Immunization Branch (MC 1946), PO Box 149347, Austin, Texas 78714-9347; or online at <https://webds.dshs.state.tx.us/immco/affidavit.shtm>. 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. If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a U.S. licensed physician stating that, in the doctor's opinion, the immunization required would be harmful to the health and well-being of the student or any member of the student's family or household. The certificate must be renewed yearly unless the physician specifies a life-long condition. (For further information, see policy FFAB).

INSURANCE

The district is not responsible for medical costs associated with a student's injury.

IN-SCHOOL SUSPENSION GUIDELINES

Students will be assigned to ISS for a period of time set by the principal/assistant principal for discipline. Students will report to ISS by 7:45 each day and be dismissed at 3:45. If tardy, another day will be assigned. Bus students must make arrangements to be here on time. Parents must call the office by 7:45 if the student is ill. Work is to be turned to the ISS teacher. During ISS time, a student will not be able to participate or attend extra-curricular activities. Students may bring money for lunch or bring a sack lunch. No snacks of any kind are allowed. Restroom breaks will be at the discretion of the ISS teacher. If discipline notice is not signed by a parent or assignment sheet is not completely filled out, another day will be assigned. Multiple assignments to ISS could result in AEP assignment. Assignment to ISS causes

a student to lose his/her semester test exemption. Students will follow all directions of the ISS teacher. Failure to do so will result in extended time, additional punishment, or suspension. Such suspension will result in the student's requirement to finish their ISS time upon their return.

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 property. Laser pointers will be confiscated and students will be disciplined according to the Student Code of Conduct.

LIBRARY

The library is a service planned to meet the needs of the students and the teachers. It is a collection of materials to aid in the enrichment of subjects studied and to furnish recreational reading for student enjoyment. Books are borrowed without charge for two-week periods; these same books may be re-checked for another two weeks if there is no one waiting for the books. Students who fail to return books are depriving others of using these books. Students misplacing books should notify the librarian immediately. No time penalty will be charged if the librarian is made aware of this. Books not found by the end of the school year must be compensated for by paying the full replacement price since it will take this amount of money to replace the book with another copy.

LOCKERS

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

Students must keep lockers neat, clean and in order so that the door of the locker closes easily. Lockers should be kept closed at all times when not in use. Teachers or school personnel may require students to clean their lockers.

MEDICINE AT SCHOOL

A student who must take prescription medicine during the school day must bring a written request from his or her parent and the medicine, in its original, properly labeled container, to the school nurse. The school nurse will either give the medicine at the proper times or give the student permission to take the medication as directed. A student with asthma who has written authorization from his or her parent and physician or other licensed health care provider may be permitted, at the student's discretion, to possess and use prescribed asthma medication at school or school-related events. The student and parents should see the school nurse or principal if the student has been prescribed asthma medication for use during the school day.

MILITARY RECRUITING

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.

NON-ATTENDANCE

Non-attendance absences are automatically unexcused absences. Because non-attendance is a serious infraction of school policy, strict action will be taken against those who are out of school without permission from the principal or a legitimate reason.

Non-attendance is defined as an action of willfully missing school without parent's knowledge or leaving school without permission from the building principal or parental permission. Non-attendance is being absent from school on ten or more days or parts of days within a six-month period in the same school year, or is absent on three or more days or parts of days within a four-week period.

Non-attendance may also result in assessment of penalty by a court of law against the student and his/her parents.

PARTIES AND SOCIAL EVENTS

The rules of conduct and grooming will be observed at school social events held outside the regular school day. Guests are expected to observe the same rules as students attending the event, and the person inviting the guest will share responsibility for the conduct of the guest. A student attending a party or social event will be asked to sign out when leaving before the end of the party; anyone leaving before the official end of the party will not be readmitted.

PERSONAL GRADUATION PLAN

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 education expectations for the student, and outline an intensive instruction program for the student.

PESTICIDES

The school periodically applies pesticides. Information concerning applications may be obtained from the central administration office, Idalou ISD, at 892-1900 ext. 2000.

PHYSICAL ACTIVITY FOR STUDENTS IN ELEMENTARY AND MIDDLE SCHOOL

In accordance with policies at EHAB, EHAB, 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.

The District offers physical education and other regular physical activity to students in middle school to meet physical education requirements for these grades.

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.

PHYSICAL FITNESS ASSESSMENT

Annually, the district will conduct a physical fitness assessment of students in grades 3-12. At the end of the school year, a parent may submit a written request to the building principal to obtain the results of his or her child's physical fitness assessment conducted during the school year.

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 require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

RADIOS, CD PLAYERS, CELL PHONES, AND OTHER ELECTRONIC DEVICES AND GAMES

Students are not permitted to possess such items as cell phones, pagers, radios, CD players, tape recorders, camcorders, DVD players, cameras, or electronic devices or games during the school day (8:00-3:30) unless prior permission has been obtained by the principal. Without such permission, teachers will collect the item and turn it into the principal's office. See building handbook for additional information. Any disciplinary action will be in accordance with the Student Code of Conduct. For certain items, such as cell phones and pagers, an administrative fee of \$15 will be charged for each offense. See policy (FNCE).

RELEASE OF STUDENTS FROM SCHOOL

A student will not be released from school at times other than regular dismissal hours except with the principal's permission or according to the campus sign-out procedures.

A student who will need to leave school during the day must bring a note from his or her parent that morning. A student who becomes ill during the day should, with the teacher's permission, report to the school nurse. The nurse will decide whether or not the student should be sent home and will notify the student's parent and the principal's office. Failure to follow these procedures can result in disciplinary action being taken or unexcused absences being recorded.

REPORT CARDS

Written reports of student absences and student grades or performance in each class or subject are issued to parents once every six weeks. At the end of the first three weeks of a grading period, parents are notified if the student's grade average is failing or near failing (below 75) or below the expected level of performance. If a student receives a grade of less than 70 in any class or subject during a grading period, the parents are requested to schedule a conference with the teacher of that class or subject.

Teachers follow grading guidelines approved by the (principal/superintendent) that have been designed to reflect each student's academic achievement for the grading period, semester, or course. State law provides that a test or course grade issued by a teacher cannot be changed unless the Board determines that the grade was arbitrary or contains an error, or the teacher did not follow the District's grading policy. The Board's decision is not subject to appeal. See policies at EIA.

Report cards and unsatisfactory progress reports must be signed by the parent and should be returned to the school within fourteen days. Report cards will be given out the Friday following the end of the grading period. All grades will be posted on report cards and permanent records in numerical form.

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. See policy FFH(Local) for the appropriate districts official to whom to make a report.

RETEACHING/RETESTING

The teacher shall determine whether reteaching is needed and/or whether a test to assess mastery will be taken. The teacher shall also determine if any reteaching shall be offered on formative work. Students shall be informed at the time of the assignment of the weight of any extended project or paper that may involve formative work as well as summative work. Reteaching and retesting is designed for students who need more time to grasp concepts of subject matter. Students who make a grade of 75 or below on a summative test (major test) will be provided the opportunity to be retaught and retested provided that:

1. Evidence that an honest effort was previously made by the student such as:
 - a. Homework was completed or attempted on time.
 - b. All prerequisite requirements were met before the summative examination was given.
 - c. Non-attendance or missing class without a valid excuse did not contribute to failure.
2. Provisions are made for reteaching and retesting. If retesting is denied by the teacher, the student may appeal to the building principal.
3. The responsibility becomes the student's after arrangements have been made with the teacher for reteaching/retesting. Any agreed times for instruction or testing must be met or the original grade remains.
4. It is the teacher's opinion whether the retesting will involve the complete examination, or a portion that did not indicate mastery the first time.
5. A student retaking a test because of failure may receive a grade as high as 75.
6. If further retesting is needed after the first retest, an effort will be made to have a parent conference before further retesting is scheduled.

SCHOOL SAFETY

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 ensure school safety. A student should:

1. Avoid conduct that is likely to put the student or other students at risk.
2. 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.
3. Remain alert to and promptly report safety hazards, such as intruders on campus.
4. Know emergency evacuation routes and signals.
5. Follow immediately the instructions of teachers, bus drivers and other District employees who are overseeing the welfare of students.

SEXUAL HARASSMENT/SEXUAL ABUSE

The District encourages parental and student support in its efforts to address and prevent sexual harassment and sexual abuse in the public schools. Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with a teacher, counselor, principal or designee, or Mr. Jim Waller, who serves as the District Title IX coordinator for students. Students must not engage in unwanted and unwelcome verbal or physical conduct of a sexual nature directed towards another student or a District employee. This prohibition applies whether the conduct is by word, gesture, or other sexual conduct, including requests for sexual favors. All students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

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.

A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense and the Student Code of Conduct.

The District will notify the parents of all students involved in sexual harassment by student(s) when the allegations are not minor, and will notify parents of any incident of sexual harassment or sexual abuse by an employee. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.

A complaint alleging sexual harassment by another student or sexual harassment or sexual abuse by a staff member may be presented by a student and/or parent in a conference with the principal or designee or with the Title IX coordinator. The parent or other advisor may accompany the student throughout the complaint process. The first conference with the student ordinarily will be held by a person who is the same gender as the student. The conference will be scheduled and held as soon as possible, but no later than five days after the request. The principal or Title IX coordinator will conduct an appropriate investigation, which ordinarily will be completed within ten days. The student and/or parent will be informed if extenuating circumstances delay completion of the investigation.

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

If the resolution of the complaint is not satisfactory to the student or parent, the student or parent may, within ten days, request a conference with the superintendent or designee. Prior to or at this conference, the student and/or parent must submit the complaint in writing and must include (1) a complete statement of the complaint, (2) any evidence supporting the complaint, (3) a statement about how the matter should be resolved, (4) the student's and/or parent's signature, and the date of the conference with the principal, the principal's designee, or the Title IX coordinator.

If the resolution by the superintendent or designee is not satisfactory, the student and/or parent may present the complaint to the Board as provided by policy.

SPECIAL EDUCATION

If a child is experiencing learning difficulties, the parent may contact the principal 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 districts to meet the needs of 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 evaluation 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 IDEA is available from the school district in a companion document A Guide to the Admission, Review, and Dismissal Process. The following websites provide information to those who are seeking information and resources specific to students with disabilities and their families.

*Texas Project First

*Partners Resource Network

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education services:

Southern Bush, Elementary
806.892.1900 ext. 3001

Steve Gunter, Middle School
806.892.1900 ext. 4001

Janet Thornton, High School
806.892-1900.ext. 5002

SPECIAL PROGRAMS

The District provides special programs for gifted and talented students, migrant students, students with limited English proficiency, dyslexic students, and students with disabilities. A student or parent with questions about these programs should contact the building principal.

STUDENTS with DISABILITIES

Upon the recommendation of the admission, review, and dismissal committee, a student with disabilities may be permitted to graduate under the provisions of his or her individualized education program. 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.

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.

STUDENT RECORDS

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

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

denied access to the records if the school has been furnished with a copy of the court order terminating these rights.

For further information on student records see the SCC or Policy FL. The district's complete policy regarding student records is available from the principal's or superintendent's office.

Special Education Records

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

TESTING

In addition to routine testing and other measures of achievement, students at certain grade levels will take state assessment tests in the following subjects:

- Mathematics, annually in grades 3-7 without the aid of technology and in grades 8-11 with the aid of technology on any assessment test that includes algebra
- Reading, annually in grades 3-8
- Writing, including spelling and grammar, in grades 4 and 7
- Social studies in grades 8
- Science in grades 5, 8
- Any other subject and grade required by federal law

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. For the 2011-12 school year only, this requirement will be waived.

STAAR modified and STAAR Alternate, for students receiving special education services will be available for eligible students, as determined by the ARD committee.

STAAR-L is a linguistically accommodated assessment that is available for certain Limited English Proficient students, as determined by the LPAC.

STAAR End of Course (EOC) Assessments for Students in Grades 9-12

Beginning with the ninth graders in 2011-12 school year, end of course (EOC) assessments will be administered for the following courses:

Algebra I, Geometry, and Algebra II
English I, English II, and English III
Biology, Chemistry, and Physics
World Geography, World History, and US 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.

In each content area (English Language arts, math, science, and social studies), a student must achieve a cumulative score. To determine whether the student meets the cumulative score, the student's EOC assessment scores in each content area will be added together. If the student's total score on the

assessments with the content area is not equal to or greater than the cumulative score set by TEA, the student may retake any of the assessments in that content area until the student achieves the cumulative score. A student who does not achieve the minimum required score on any individual assessment will be required to retake that assessment. A student may choose to retake an EOC assessment in situations other than those listed above as well.

TAKS

TAKS is the 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 11 during the 2012-13 school year, the student will be assessed with TAKS in the subject areas of math, 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.

TEXTBOOKS

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. A student who is issued a damaged book should report the damage to the teacher. Any student failing to return a book issued by the school loses the right to free textbooks until the book is returned or paid for by the parent. However, the student will be provided textbooks for use at school during the school day.

TOBACCO USE (see also SCC)

The possession or use of tobacco products by students is prohibited on all campuses. Students shall not possess or use tobacco products on school property, or at any school-related activity on or off school property.

UIL, EXTRACURRICULAR / CO-CURRICULAR ACTIVITIES

Participation in school and school-related activities is an excellent way for a student to develop talents, receive individual recognition, and build strong friendships with other students. Participation is a privilege. While many of the activities are governed by the University Interscholastic League (UIL)--a statewide association of participating districts--eligibility for participation in many of these activities is governed by state law as well as UIL rules:

A student who receives, at the end of any grade evaluation 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, math, science, social studies, economics, or a foreign language or a student with disabilities who fails to meet the standards in the Individual Education Plan (IEP) may not participate in extracurricular activities for at least **three school** weeks. An ineligible student may practice or rehearse, however. The student regains eligibility when the principal and teachers determine that he or she has: (1) earned a passing grade (70 or above) in all academic classes, other than those that are honors or advanced, and (2) completed the three weeks of ineligibility.

VISITORS TO THE BUILDING

Parents and other adult visitors 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 the approval of the principal and teacher, and such visits are not permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment. All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted. Student visitors will not be permitted.

WEATHER INFORMATION

For information regarding school closing or late starts because of inclement weather, please listen to the following stations: In addition, the school will send out a notification of any cancellation or late start, provided you have given the school a contact phone number.

Radio

KLLL 96.3 FM
KFYO 790 AM
KRLB 99.5 FM

Television

KMAC Channel 28
KCBD Channel 11

WITHDRAWAL FROM SCHOOL

A student under 18 may be withdrawn from school only by a parent. The school requests notice from the parent at least three days in advance so that records and documents may be prepared. A withdrawal from may be obtained by the parent 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 clearance; to the librarian to ensure a clear library record; to the clinic for health records; to the counselor for the last report card and course clearance; and finally, to the principal. A copy of the withdrawal form will be given to the student and a copy 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.

IDALOU HIGH SCHOOL

WELCOME

Welcome to Idalou High School! The administration, faculty and staff of Idalou ISD are committed to creating success for all students. You are an important part of this team. We hope each of you will work hard to make this year an academic success!

STUDENT HANDBOOK

Please retain a copy of this handbook. If any additions are prepared, they will be given to you during the year. It is the student's responsibility to read and make notations concerning these rules. You will be responsible for knowing ALL information contained in this handbook.

SCHOOL HOURS

School hours are from 8:00 a.m. - 3:30 p.m. Buses will run at 3:30. Self-study or tutorial sessions may be arranged with teachers either before or after school.

ACADEMIC BANQUET

For students who maintain an average of 90 or above during each of the first five six weeks of the school year, a banquet will be held in their honor. This event is held in the spring for the purpose of honoring outstanding academic achievement.

ANNOUNCEMENTS

Announcements are made each day. If you have an announcement to make, please have the information turned in to the office prior to second period.

ASSEMBLIES & PEP RALLIES

A student's conduct in assemblies must meet the same standard as in the classroom. Any student who is tardy or who engages in inappropriate conduct during an assembly will be subject to disciplinary action. Pep rallies are traditionally held for football games in the fall, but may be held for other activities or organizations as the need arises.

AT-RISK PROGRAM

Idalou ISD has adopted and developed an At-Risk Plan in an effort to lower student dropout rates. All efforts are made to match student's interests, needs, and abilities with courses to insure success and to provide students with the necessary education to pursue a rewarding career. State mandated criteria are used in the identification of AT RISK students.

CAREER AND TECHNOLOGY PROGRAMS

The District offers career and technology programs in Business, Computers, and Vocational programs. If you are interested in taking a career or technology course, please see the principal or counselor. Idalou 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.

CHEERLEADERS

Idalou High School policies regarding the election of cheerleaders as well as cheerleader policies and guidelines are available in the office of the Principal.

COLLEGE ADMISSION

Admissions requirements vary among Texas colleges & universities. Students and parents should see the school counselor for further information about college admissions requirements and deadlines for application

***The University of Texas at Austin**

Beginning with admissions for the 2011-2012 school year, The University of Texas at Austin (UT) is no longer required to automatically admit applicants in excess of 75% of its enrollment capacity for first-time resident undergraduate students. Should the number of applicants who qualify for automatic admission exceed 75% of enrollment capacity, UT shall provide notice of the percentage of qualified applicants that are anticipated to be offered admission. For the 2012-2013 academic year, UT has determined that it will automatically admit all eligible applicants who rank within the **top 9%** of their graduating classes. Please note that students admitted to UT under the Automatic Admission policy will be required to complete at least 6 semester credit hours during evening or other low-demand hours in order to ensure the efficient use of available classrooms.

COLLEGE CREDIT

Students in grades 9-12 may earn college credit from the following: (1) Advanced placement program (2) dual credit programs (3) joint high school and college programs. Please contact Mrs. Lofton, high school counselor, for more information.

CORRESPONDENCE/DISTANCE-LEARNING COURSES

High school students may be allowed to take correspondence/distance-learning courses for credit. Seniors and juniors may earn a maximum of two state-required credits through correspondence courses toward high school graduation. Students may be enrolled in only one correspondence course at a time and must have prior approval from the principal or designee to enroll in the course. If request is not made or approval is not granted prior to enrollment, credit shall not be awarded toward graduation. For further information, please contact the principal or counselor.

COUNSELING SERVICES

Academic Counseling

The guidance counselor is responsible for student services and is here to help you in planning high school courses and also in preparation for college and career goals. As a junior or senior, many plans must be finalized and many deadlines met. Below are some of the critical steps that must be finalized:

1. Decision as to what colleges/universities meet the student's needs.
2. Application for college.
3. College Admissions test (ACT or SAT).
4. Financial Aid.
5. Scholarships (Academic, Athletic, etc.).
6. Housing arrangements.
7. Credit by Exam.
8. College visitation.
9. ACCUPLACER test.

For students planning to attend a vocational/technical school, the counselor can provide information relevant to these. Also, students interested in some aspect of the military, whether an academy, ROTC, or enlistment in one of the military branches, should see the counselor regarding information. The guidance counselor is a valuable asset in determining career and college choices.

CREDIT BY EXAMINATION

With Prior Instruction

A student who has received prior instruction in a course or subject, but failed the course or subject with a grade of no less than 60, may be permitted by the District to earn credit by passing an examination on the essential knowledge and skills defined for the course or subject. To receive credit, a student must score at least 70 on the examination. On approval of the attendance committee, a student who has excessive absences may be permitted to earn or regain course credit through credit by examination. A student may not use this examination to regain eligibility to participate in extracurricular activities.

Without Prior Instruction

A student may be permitted to take an examination to accelerate or to earn credit for an academic course for which the student has had no prior instruction. The passing score required on an exam to receive credit is 90 %.

DETENTION

Morning detention will be held from 7:30 - 8:00. Students will be given written notice of a detention and must serve the detention on the following morning. Some teachers may opt to hold detention in their own classrooms in order to help students on certain skills or assignments.

DISCIPLINE

A student that violates the Student Code of Conduct will be subject to disciplinary measures. The disciplinary options include using one or more discipline management techniques, removal to an alternative education program, suspension, or expulsion. Disciplinary measures are applied depending on the nature of the offense. In addition, when a student commits drug/alcohol related offenses or any reportable criminal act, said student may also be referred to legal authorities for prosecution. The principal can provide more information about the District's Student Code of Conduct or copies of the plan if requested.

DUAL CREDIT/COLLEGE COURSEWORK

In conjunction with South Plains College, Idalou High School offers opportunities for students to take high school courses for college credit. All dual-credit courses must be approved by the principal or counselor. Classes will be monitored closely and a local grade will be given in addition to the college grade.

ELIGIBILITY/EXTRACURRICULAR ACTIVITIES/CLUBS/ORGANIZATIONS

Students in Idalou High School who participate in extracurricular activities must remain eligible at all times in order to participate. After the first six weeks of any year, students must pass all courses for which eligibility is determined. Failure of a course for any six weeks period keeps a student from participating for a full three-week period. An ineligible student may continue to practice or rehearse. The student regains eligibility when the principal and teachers determine

that the student has: (1) earned a passing grade (70 or above) in all academic classes, other than identified honors or advanced, and (2) completed the three weeks of ineligibility.

To be eligible from one year to the next, a student must have advanced to the next grade year by obtaining a "minimum" number of credits according to UIL guidelines.

Students may not miss any class that the student is failing for any extracurricular activity, even though the student may be eligible otherwise.

Student clubs, organizations and performing groups may establish additional codes of conduct and consequences for misbehavior that are specific to that organization. If a violation is also a violation of school rules, the consequences specified by the Student Code of Conduct will apply in addition to any consequences specified by the organization.

FUND RAISING

Student clubs, classes or organizations, outside organizations, and/or parent groups may occasionally be permitted to conduct fund-raising drives for approved school purposes. An application for permission or approval must be made to the principal at least 14 days before the event. Except as approved by the principal, fund raising is not permitted on school property.

GPA (Grade Point Average)

IHS will operate on a 4.0 grading system. A numerical value scale will determine the valedictorian, salutatorian, and class ranking. An average of 90 or 3.6 on a weighted scale will determine honor graduates. Courses not used to compute GPA include band, athletics, PE, Journalism, Dual-Credit, and correspondence courses.

Number Grade	GPA Value Scale
110	4.40
109	4.36
108	4.32
107	4.28
106	4.24
105	4.20
104	4.16
103	4.12
102	4.08
101	4.04
100	4.00
99	3.96
98	3.92
97	3.88
96	3.84
95	3.80
94	3.76
93	3.72
92	3.68
91	3.64
90	3.60
89	3.56
88	3.52
87	3.48
86	3.44
85	3.40
84	3.36
83	3.32
82	3.28
81	3.24
80	3.20
79	3.16
78	3.12
77	3.08
76	3.04
75	3.00
74	2.96
73	2.92
72	2.88
71	2.84
70	2.80

Advanced classes which carry a weighted grade presently include: All Advanced Placement or Pre-Advanced Placement courses, Anatomy & Physiology, and all GT classes. As courses are added to the curriculum, a determination of whether they will be classified as Advanced will be made and approved by the school board. Weight will be applied to these courses at the end of each semester. Please see the high school counselor for clarification of weighted courses.

GRADE CLASSIFICATION

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

<u>Units of Credit</u>	<u>Earned Grade Placement</u>
0	9
5	10
10	11
15	12

GRADING

Assessment of student achievements and work completed by students can be of a summative nature, formative nature, or homework.

Summative

Summative work consists of formal testing over small units of work completed after teaching, reteaching and review is completed. It is to assess what the student has learned and whether the student can apply what is learned and use the knowledge obtained in relevant ways by application and creative and extended thinking skills. Testing of this nature can be written or oral and usually covers a "unit" of work that has been planned in advance by the teacher of the class. Summative work also includes projects assigned whereby students spend class time as well as home time completing the project, provided the work is closely monitored and supervised by the teachers (extended writing assignments, essays, themes, research papers, etc.). Summative exams during each grading period will count 50% of a six weeks average. These exams may be retaken as needed. (See Re teaching / Retesting.)

Formative

Formative evaluations consist of "check tests" over a particular lesson, hands-on application of a lesson taught, classroom application, or guided practice over a presented lesson. Formative evaluations may be oral or written. Formative work will count 40% of a student's grade. In classes where homework is not normally assigned, formative work will count 50%. It is at the teacher's discretion whether to offer retesting concerning formative work.

Homework

Homework is "practice" at home to reinforce a particular lesson that has been taught during the school day. Homework will count 10% of a student's six weeks grade. Students may be prevented from taking summative exams unless all homework has been done before the summative exams are given. Although homework does not count heavily, IT IS REQUIRED that it be completed.

Semester Exams

Semester exams offer the student the opportunity for a comprehensive summative exam covering material taught during a full semester. These tests should require much more than total recall of facts. These tests should require creative thinking using extended thinking skills in an application format. The student should be able to take material learned and apply this material in a relevant assigned manner that provides for application of what has been learned. Semester exams will be calculated as 10% of a student's semester grade.

Semester Exam Exemption Policy

Students may be exempt from semester exams if the following qualifications are met:

FRESHMEN AND SOPHOMORES

Must take exams in all core classes: English, Math, Science, and Social Studies.

May be exempt in non-core classes

Athletics and P E will not be considered an exemption. A student that is in band only (no PE or Athletics) will not be considered an exemption.

JUNIORS AND SENIORS

Must take one exam in a core course: English, Math, Science, or Social Studies.

THE FOLLOWING CRITERIA WILL BE USED FOR EXEMPTIONS:

90 Average – No more than 3 Absences

85 Average – No more than 2 Absences

80 Average – No more than 1 Absence

1. Students must *not* have any unexcused absences.
2. Students must not have disciplinary actions for offenses that are level 3 or higher.
3. If a student has **3 or more tardies**, they will take the exam in that class.
4. A student must be present at least **50%** of the class time to be considered in attendance.
5. Students have the option to take any or all exams to improve their grades.
6. Students that are exempt from an exam will not be counted absent during the exam.

JUNIOR AND SENIOR STUDENT (COLLEGE DAYS)

Junior and Senior students at IHS will be granted **2 college days**. These absences are excused and **DO NOT** count against the student when it comes to figuring absence for exemptions. In order for the absence to **not** count against exemption absences, the following guidelines must be in place:

1. The student must request the college day absence(s) at least **one week prior** to the absence.
2. The student must obtain an **Excused Absence From School Assignment Request** form from the office and have each of her/his teachers sign off on the form indicating the knowledge of the upcoming absence.
3. The student must be accompanied by a parent or legal guardian.
4. The student must bring back documentation from the college or university that documents her/his visit to the campus.

GRADUATION PROGRAMS/DIPLOMAS

Idalou High School offers the following graduation programs:

- Minimum Plan
- Recommended Plan
- Distinguished Plan

All students in grade 9 will be required to enroll in the Recommended High School Program or Advanced/ Distinguished Achievement Program. Permission to complete the Minimum Graduation Plan would be granted only if an agreement were reached among the student, the student's parent or person standing in parental relation, and the counselor or appropriate administrator.

For more detailed information and requirements of any of these plans, please contact the High School Counselor.

A certificate of coursework completion will not be issued to a senior student who successfully completes state and local credit requirements for graduation but fails to perform satisfactorily on the exit-level tests.

NOTE: Any student who is assigned to an AEP program or Out-of-School Suspension at the end of the sixth six weeks period is not eligible to participate in the graduation ceremony.

HONOR ROLLS

At the end of each six weeks, an honor roll is generated by the computer. To be eligible for the honor roll, a student's average must be 90 or above. Making this honor roll is considered the "A" honor roll. Students having A's and B's will be calculated for an "A-B" honor roll as well. See also Academic Banquet.

NATIONAL HONOR SOCIETY

Membership in the National Honor Society is open to sophomores, juniors, and seniors who are eligible based on: a cumulative grade average of 90 or above or 3.6 on a weighted scale, display high standards of leadership ability, service to school and community, and character.

Membership into the National Honor Society is by invitation only; it is never automatic. A faculty council made up of members chosen by the principal and NHS advisor screen individuals and vote on whether to extend an invitation to apply for membership.

1. To qualify scholastically, the student must have a minimum of a 90 cumulative academic average or 3.6 on a weighted GPA. Only these students will be considered by the faculty council.
2. A list of candidates will be sent to the principal to compile a discipline record and to remove anyone with a level four or five discipline record. The Principal will note any referrals for any of the candidates.
3. A teacher evaluation form will be sent to all of the student's teachers. The student will be evaluated in the areas of scholarship, leadership, service, and character. If any teacher does not want a student to receive an invitation, he/she must submit a copy of that evaluation to the Principal.
4. Using the teacher evaluation and discipline records, the faculty council will vote on each student. Majority vote is required for membership.

The students that are accepted by the faculty council will then be given a Student Activity Information Form to fill out and turn in. Here he/she will include all co-curricular activities, leadership positions, community activities, and work experience in which he/she has been involved. This form must be filled out and turned in on time in order to be accepted into NHS. Any violations will be handled in accordance with NHS by-laws.

ORGANIZATIONS

Idalou High School has several organizations and clubs that appeal to many students. Please check with the various sponsors to see if you are eligible for participating in the organizations.

ORGANIZATION

SPONSORS

Student Council

Mrs. Turner

FFA

Mr. Robertson/Mr. Collins

FCCLA

Mrs. Esparza

TAFE

Mrs. Reid

Cheerleaders

Mrs. Burton

Yearbook

Mrs. Fultz

National Honor Society

Mrs. Ramsey

UIL teams

Mrs. Bigham

PUBLIC DISPLAY OF AFFECTION

There will be no public display of affection. This includes kissing, holding hands, etc.

First offense – conference with students/parent contacted.

Second offense - conference with student, parent contacted and 2 day detention

Third offense – ISS placement and parent contacted.

REGISTRATION

Pre-registration is done in the early spring for the fall semester of school. Students have a maximum of 3 days to adjust schedules after the first day of school. No adjustments will be made after the 3-day period unless it is for the purpose of leveling classes or unless by administrative approval.

REPORT CARDS/ PROGRESS REPORTS

Written reports of absences and student grades or performance in each class or subject are issued to parents at least once every six weeks. At the end of the first three weeks of a grading period, parents are notified if the student's grade is near or below 75, or below the expected level of performance. Report cards are computerized at Idalou High School. Grade reports will be given out on the Friday following the end of the six weeks period.

Parents may view their child's grades at any time through Parent Portal, Idalou High School's online grading system. Please contact the high school secretary for information on setting up your Parent Portal account.

SENIOR TRIP GUIDELINES

All seniors are required to meet the following conditions to go on the senior trip:

- Using principal discretion, a student exceeding 5 days placement in ISS, will be removed from the work list and must sign a letter stating that he/she will not be attending the senior trip.
- Any AEP assignment will make the student ineligible for the trip.
- Any Expulsion will make the student ineligible for the trip.
- Any excessive fines (\$100.00 or more) will require the student to reduce the fine within a two-week period. If the fine is not reduced, the student must sign the letter stating the student will not be attending the senior trip. (All fines must be paid in full by May 1)

TARDY POLICY

A student who is late to class is considered to be tardy. All tardies will be handled by teacher discretion. Consequences for being tardy are:

- 1st Tardy Warning by teacher
- 2nd Tardy Parent contact by teacher or notice sent to parent via student
- 3rd Tardy Detention assigned – principal notified
- 4th Tardy Discipline referral to office

VEHICLES ON CAMPUS

Students have full responsibility for the security of their vehicles and should make certain they are locked. Students shall not place, keep, or maintain any article or material in vehicles parked on school property that is forbidden by district policy. Students are required to park only in areas designated as student parking. Idalou High School has an "open campus" policy during lunchtime. If you plan to drive your automobile during the lunch period, a permission form must be signed by your parents or guardian and returned to the office. Students are NOT allowed to go to their car at any time during the school day without permission from a school administrator. Vehicles parked on school property are under the jurisdiction of the school and may be searched at any time there is a reasonable cause to do so whether or not the student is present. Students who engage in reckless driving while on campus may have their campus driving privileges suspended.

IDALOU MIDDLE SCHOOL

Welcome to Idalou Middle School! The purpose of this handbook section is to acquaint students, parents, and teachers with the program of studies and practices at IDALOU MIDDLE SCHOOL. New students will find within these pages the answers to many of their questions. Those already attending may likewise benefit from a study of the information in this handbook. Parents are also urged to familiarize themselves with the contents of the handbook in order that they may better understand the program of studies and activities. Familiarity with the school regulations will provide and promote a better program of guidance, a better spirit of cooperation between students, school, and parents.

AWARDS

The awards assembly is held in the spring to award students for achievement in various areas of academics and other endeavors. This ceremony includes academic as well as extracurricular activities. The faculty and staff of Idalou Middle School make selections as to who receives awards and recognition.

CHEERLEADERS

Idalou Middle School policies regarding the election of cheerleaders as well as cheerleader policies and guidelines are available in the office of the Principal.

CLUBS AND ORGANIZATIONS

The District encourages students to be involved in as many of the co-curricular and extracurricular activities as possible. The District believes that experiences gained from participation in extracurricular is of great value to the students.

Student clubs and performing groups such as the band and athletic teams may establish codes of conduct--and consequences for misbehavior--that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the Student Code of Conduct will apply in addition to any consequences specified by the organization.

Student Council The purpose of the Student Council is to be a service organization through which student leadership will be developed. Every grade level will be represented either through officers elected by the Middle School student body and faculty or by class representatives.

Election of officers will take place in the spring of the year and the constitution of the student council will explain the requirements for being a part of the student council. Officers are President, Vice President, Secretary, Treasurer, and Historian.

National Junior Honor Society

Membership in the National Junior Honor Society is open to students who are eligible based on a cumulative scholastic average of at least 90 and display high standards of Leadership ability, Service to school and community, Character, and Citizenship.

Students in their second semester of the 6th grade year or in the 7th and 8th grade may be eligible for membership in NJHS. The annual induction ceremony will be held in the spring semester. The selection procedure shall be determined by the Faculty Council and shall be consistent with the rules and regulations of the National Junior Honor Society. Candidates must have been in attendance for at least one semester at IMS.

The selection process for NJHS is as follows:

1. To qualify scholastically, the student must have a minimum of a 90 cumulative academic average. Only these students will be considered by the faculty council.
2. A list of candidates will be sent to the Principal to compile a discipline record and to remove anyone with a level four or five discipline record. The Principal will note any referrals for any of the candidates.

3. A teacher evaluation form will be sent to all of the student's teachers. The student will be evaluated in the areas of scholarship, leadership, service, and character. If any teacher does not want a student to receive an invitation, they must submit a copy of that evaluation to the Principal.
4. Using the teacher evaluation and discipline records, the faculty council will vote on each student. Majority vote is required for membership. The students that are accepted by the faculty council will then be given a Student Activity Information Form to fill out and turn in. Here he/she will include all co-curricular activities, leadership positions, community activities, and work experience in which he/she has been involved. This form must be filled out and turned in on time in order to be accepted into NJHS.
5. Should any student after being selected for membership fall below the standards as mentioned above, or in the NJHS by-laws, the faculty committee shall meet to discuss and act on the situation. Any violation will be handled in accordance with NJHS by-laws.

CREDIT BY EXAM

With Prior Instruction Students may use credit by examination to demonstrate mastery in any academic course with prior approval of the appropriate administrator. Such exams shall assess the student's mastery of the essential knowledge and skills and shall be approved by the Superintendent or designee.

To be eligible to earn credit by examinations, a student shall have had prior instruction in the subject or course, as determined by the District on the basis of a review of the student's educational records. For more information on credit by examinations with prior instruction, please see local policy EEJA.

Without Prior Instruction

A student will be permitted to take an examination to advance to a higher grade level or to earn credit for an academic course for which the student has had no prior instruction. The superintendent or designee shall establish a schedule of six dates when examinations for acceleration shall be administered and shall ensure that such dates are made available as appropriate.

A student planning to take an examination for acceleration shall be required to register with the principal or designee no later than 30 days prior to the scheduled testing date on which the student wishes to take the test. The district will honor a request by a parent to administer a test on a date other than the published dates. For more information on credit by examinations without prior instruction, please see Local Policy EEJB.

DETENTION

Detention will be held from 7:30 –8:00. Students will be given written notice of a detention and must serve the following day. Some teachers may opt to hold detention in their own classrooms in order to help students on certain skills or assignments.

GRADING POLICY

1. FORMATIVE WORK (class work, notebooks, homework, etc.) will count 50% of the student's six-week grade.
2. SUMMATIVE WORK (major test average) will count 40% of the six weeks grade.
3. HOMEWORK will count 10% of the six weeks grade.
4. All students will be on a 0-100 grading scale.

5. The semester grade will be calculated as follows: each six week grading period will count 30%, and semester exams will count 10%.
6. All grades will be posted on report cards and permanent records in numbers unless the course is non-graded or taken as pass/fail.
7. Semester tests are scheduled by the office with conflicts and extracurricular activities in mind.
8. Grading in Physical Education classes will be based on suiting out, participation, and skills.

A student receiving a U in citizenship is not eligible for the Honor Roll and a Parent/Teacher conference may be requested. The Honor Roll is posted each six weeks, including "A" honor roll (all grades are 90 or above), & "90 Average" honor roll.

HOMEWORK

We believe that homework will be necessary for students of Idalou Middle School. We believe that it adds enrichment, that it improves student skills, provides practice and promotes self-esteem for the student. We believe and support the theory that learning should not just be limited to classroom time.

HOMEWORK WILL NOT BE GIVEN FOR BUSY WORK OR AS A FORM OF PUNISHMENT.

Teachers are urged to make known to the students individual classroom policies and are urged to remind students of their responsibilities in this regard.

We do ask that parents reinforce the importance of homework and doing a job that is requested. We would also like to encourage completeness, promptness and neatness.

HONOR STUDENT STATUS

In order to be eligible for top honors and honor student status at IMS, a student must be in the 8th grade. In addition, students **MUST** take the following core courses: Algebra I & Language Arts GT. Algebra I will be counted as a high school credit. All courses with the exception of PE/ATHLETICS will be used in figuring a student's year-end rank. Grades will be figured at the end of the fifth six weeks grading period.

IMS staff believes that our top students should be enrolled in these courses. This will mean that the students who wish to have "honor" status will be challenged to their highest potential, but will not be competing against students taking lower level courses.

LEARNING DISTRACTIONS

No radios, tape players, etc. are to be brought to school and classes without prior approval of the principal and the teacher. Electronic paging devices are prohibited in schools by public law and will not be permitted. The school cannot accept responsibility for the valuables of students. **ITEMS OF SIZABLE VALUE SHOULD NOT BE BROUGHT TO SCHOOL.**

LOCKS

Students are encouraged to place a lock on their lockers to secure their personal belongings. The school asks that the student give a copy of the combination or key to the office. This will allow the student access if they forget their key or combination

MISCELLANEOUS POLICIES FOR IMS

1. 7th and 8th grade students are asked to remain in the commons area of the Technology Center until 7:56 a.m., when they will report to their first period classroom. 5th and 6th graders will remain in their hallways.

2. Students are expected to conduct themselves in an orderly manner at all times when in the building.
3. Students are not permitted to bring drinks, candy, gum, or food into the buildings, except for the commons area.
4. Students are not to abuse the desks, lockers, books, or any school property. Students will be expected to pay for any damage. Obvious disruptions in the classroom will not be tolerated.
5. Caps and hats are not to be worn inside the buildings or during the school day. When students arrive on campus they should place their cap/hat in their locker and leave it until school is dismissed for the day.
6. Backpacks should remain in the lockers during the school day and not be taken to each individual classroom. Backpacks should be of appropriate size to allow lockers to close properly.
7. Student behavior at ball games and school activities beyond the normal school day are subject to supervision of the school personnel. All school policies and rules apply at these activities.
8. Students may leave campus for lunch PROVIDED a parent picks them up. Students are not allowed to walk home. Students are not to take any other student home with them during the lunch period.

PHYSICAL EDUCATION

All students are required to take physical education in Grades 5-6-7.

Students may be in competitive athletics in grades 7-8 in lieu of physical education classes. Students in middle or junior high school shall engage in 30 minutes of moderate or vigorous physical activity per day for at least four semesters. For additional information on the district's requirements and programs regarding student physical activity requirements, please see the principal.

Students in all PE classes will be required to suit out on a daily basis and will be required to have some form of a PE uniform.

PROMOTIONS & RETENTIONS

A student may be promoted only on the basis of academic achievement or demonstrated proficiency of the subject matter of the course or grade level. If a student's grade average in any subject or course is "borderline" or below 70 at the end of the first three weeks of any grading period, the student's parents will be notified.

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 grade for all courses taken shall derive the overall average. In addition, students shall attain an average of 70 or above in three of the following subjects:

1. Language Arts (including Reading Improvement if required)
2. Mathematics
3. Social Studies
4. Science

Fifth grade students must also pass the STAAR exam in the areas of **math and reading** in order to be promoted to sixth grade. Eighth grade students must pass the TAKS exam in the areas of **math and reading** in order to be promoted to high school. Parents of students in grades 5 and 8 who do not perform satisfactorily on their exams will be notified that their child will participate in special instructional programs designed to improve performance.

TARDIES

A student who is late to class is considered to be tardy. All tardies will be handled by teacher discretion. Consequences for being tardy are:

- 1st Tardy Warning by teacher
- 2nd Tardy Parent contact by teacher or notice sent to parent via student
- 3rd Tardy Detention assigned – principal notified
- 4th Tardy Discipline referral to office

UIL LITERARY MEET

Each year the District University Interscholastic League literary events are held for those students interested in competing in the academic areas. We encourage our students to try-out and participate in these activities. The events are:

Calculator; Spelling; Number Sense; Ready Writing; Oral Reading; One-Act Play; Science; Library Skills; Listening Skills; Maps, Charts, and Graphs; Music Memory; Modern Oratory; and Oral Interpretation.

IDALOU ELEMENTARY

IDALOU ELEMENTARY

Mrs. Southern Bush, Principal 892-1900-ext. 3001
Mrs. Angela Hammond, Secretary 892-1900 – ext. 3000
Mrs. Kathy Conklin, Counselor, 892-1900-ext 2012
Mrs. Debie Dewbre, Nurse, 892-1900-ext. 3003

WELCOME to Idalou Elementary! The administration, faculty and staff are all committed to providing a successful learning experience for all children. In order for this goal to be accomplished, a school learning environment that is free from disruptions that interfere with teaching and learning must be provided. We invite you to become partners in our **TEAM EFFORT** to provide the very best education possible for your child.

ACCELERATED READING PROGRAM

This is a supplemental reading program implemented to encourage student reading. Please encourage your child to read at home!

ATTENDANCE

Please call the elementary office at 892-1900 ext. 3000 if your child will be absent. Upon returning to school, students **MUST HAVE A NOTE or PHONE CALL** from the parent stating the reason for the absence. You may also email Mrs. Bush at sbush@idalouisd.net or Mrs. Hammond at ahammond@idalouisd.net.

BUS TRANSPORTATION

If you live on an unpaved road, please plan to pick up your child after school if the roads are wet.

COMMUNICATION BETWEEN HOME AND SCHOOL

Parents should expect a “Wildcat” folder each Thursday. This will include a monthly newsletter from the principal, notices, and any information that needs to be disseminated. School information also includes documents such as this handbook, progress reports, report cards, and student work for parents to sign and review.

Communication might also include requests for conferences--initiated by the school or parent--to discuss student progress. A parent, who wants to schedule a phone or in-person conference with a teacher, counselor, or principal, should call the school office, 892-1900 ext. 3000 for an appointment. Generally a teacher will be able to meet with parents or return calls during her conference period, although other mutually convenient times might be arranged as well. Please do not request to speak with a teacher during instructional time--a message will be provided to them to call you back.

CREDIT BY EXAM

Elementary school students may take a credit by exam with prior instruction to demonstrate mastery of a particular grade level with prior approval of the principal. Students may take a credit by exam without prior instruction to advance to a higher grade level. Students must score 90% on the exams to gain credit for the grade level. A student planning to take a credit by exam must register with the principal no later than 30 days prior to the scheduled testing date. Please see Mrs. Bush for further information regarding elementary credit by exam.

DISCIPLINE

Idalou Elementary School has a school-wide discipline policy. Please refer to the Student Code of Conduct for information on discipline.

EMERGENCY INFORMATION

It is very important that we always have a number where we can reach you in case of an emergency. Please keep the office updated with any change of cellular numbers or telephone numbers at home or work. If you do not have a phone at home, we need the name of someone who can contact you.

EXTRA-CURRICULAR ACTIVITIES

A student participating in UIL/or other extracurricular activities will be suspended from participation after a grading period in which the student received a grade lower than 70 on a scale of 100 in any academic class. This suspension continues for three weeks. The grades will be reviewed at the end of three weeks; the suspension will be removed if the student's grade is equal to or greater than the equivalent of 70.

FAILING NOTICES

Failure notices will be sent home to parents at the end of a three-week grading period each six weeks. Parents should sign the notice and return this form to the classroom teacher. Please arrange a parent/teacher conference if your child is failing.

FOOD AND DRINKS

There are no vending machines at Idalou elementary. Students may bring snacks from home if the class has a snack break. Parents are allowed to bring birthday cake/cupcakes/cookies for the class on their child's birthday. We welcome parents to eat with their child in the lunchroom at anytime and they may bring outside food in **for their child only**. Three days are designated for parties throughout the year.

GRADING

Summative and formative work shall count 50% each in determining the six weeks grade. Semester grades will be determined by averaging the three six week's grades.

HOMEWORK

Homework may be assigned to provide practice, improve skills and promote responsibility. It will not be given for busy work or as a form of punishment.

INVITATIONS

Teachers or students may not pass out invitations to select children. Either all of the class must receive one or all of the boys or all of the girls must receive one. This is done for good reason. It is never pleasant to be the one who is uninvited. Your cooperation is expected and appreciated.

LOST AND FOUND

Students who have lost items should check outside the **nurse's office**. Students who find articles on campus are encouraged to turn those items in to the office.

MAKE-UP WORK

Please call the office if you would like to have your child's make-up work when he/she is absent. All make-up work is available **after 3:00** provided you have called in advance.

MEDICAL INFORMATION

Student Illness

There will be times when students become ill at school: fever, vomiting, etc., and every effort will be made to send these students home immediately. **PLEASE DO NOT SEND SICK CHILDREN TO SCHOOL!** When a child is sick, the entire class may be exposed to a virus or infection. When a child has a fever, he/she must remain at home until the fever has been absent for 24 hours. Children who have been placed on antibiotics for treatment of infection may return to school 24 hours after treatment was started.

Head Lice

As a matter of infection control, the school conducts routine exams of all children for head lice. If a case of head lice/nits is reported, all students in the classroom with the affected student will be examined. The cooperation of parents is necessary to control the spread of head lice. Any child found to have head lice/nits will be sent home immediately with instructions for treatment. The child may return to school through the school nurse's office once evidence of treatment has been documented.

Scabies

Any student found to have scabies (or an undetermined rash) will be sent home immediately with instruction to seek medical attention and treatment. The student will be re-admitted to school through the nurse's office once evidence of treatment has been documented. Repeat instances of scabies will require documentation of treatment verified by the school nurse, as well as a conference with the school principal.

NOTE: Failure to comply with these requirements will result in loss of bus transportation privileges and restriction from attending school. Participation and attendance at extra-curricular activities will also be denied.

NOTICE: THE DISTRICT IS NOT RESPONSIBLE FOR MEDICAL COSTS ASSOCIATED WITH A STUDENT'S INJURY

For further medical information, please contact the school nurse at **892-1900 ext. 3003**

PARENT INVOLVEMENT

Education succeeds best when there is a strong partnership between home and school, a partnership that thrives on communication. **BE INVOLVED AT YOUR CHILD'S CAMPUS!** Please refer to the Student Code of Conduct book for information regarding parent involvement and parental responsibilities.

PHYSICAL EDUCATION

Information regarding the elementary physical education program may be obtained from Mrs. Southern Bush, Elementary Principal. All students will receive 135 minutes weekly in physical education classes.

SCHOOL PICTURES

Individual school pictures will be taken in the fall. Group pictures and other individual pictures will be taken in the spring. Dates and information will be sent home prior to picture days.

PROMOTION, RETENTION, AND PLACEMENT

Students in Kindergarten shall be promoted based on overall satisfactory progress in the program. In grades 1-8, promotion to the next grade level shall be based on a grade of 70, which is based upon course-level, grade-level standards (TEKS,) in three of the following areas: language arts, mathematics, science and social studies. Parents of students who do not perform satisfactorily on their class work/exams will be

notified that their child will participate in special instructional programs designed to improve performance.

RELEASE OF STUDENTS - EARLY LEAVE - PEP RALLY

A student will NOT be released from school at times other than regular dismissal hours except with the principal's permission. Parents must come to the office to sign a release for their child to be dismissed to someone other than the parent. Please try to schedule appointments after school. In the event that this is not possible, appointments after 10:00 a.m. allow students to be counted present for the day. If a child has a health care (medical/dental) appointment during the day and returns to school on the **SAME DAY**, he/she will be counted present **IF** documentation from the medical/dental office is presented upon return to school. For pep rallies, parents need to pick up a pep rally pass in the office.

REPORT CARDS

Report cards are sent out on Thursday, following the end of each six-week's period. All report cards must be signed and returned to the teacher. If a student receives a failing grade (less than 70) in any class or subject, the parents are requested to schedule a conference with the teacher. Also, if your child receives an unsatisfactory mark in behavior, (N, U) please contact the teacher.

SCHOOL-SPONSORED TRIPS

Field trips will be made during the school year for educational purposes. Parents are notified in advance of any school-sponsored trip that their child may be involved. Permission slips for field trips are sent home at the beginning of the year. These are kept on file in the elementary office.

TESTING

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

Grades K-2	Reading, math, and language assessment, Texas Primary Reading Inventory
Grades 3	STAAR - Reading/Math
Grade 4	STAAR - Reading, Math, and Writing

In addition to STAAR, students in Grades 3 and 4 may take additional tests of achievement.

TUTORIALS

Tutorials are provided daily during instructional time and after school.

WITHDRAWAL FROM SCHOOL

If students are withdrawing from Idalou Elementary, please notify the school office as soon as you know of the date of withdrawal so that records may be prepared to take to your child's new school. All textbooks and library books must be checked in or paid for at the time of withdrawal and all lunch charges cleared.