

Adrian Matadors



Student Handbook

2010-2011

STUDENTS AND PARENTS

The Adrian ISD Student Handbook contains information students and parents are likely to need to ensure a successful school year. The handbook is organized 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 Adrian ISD Student Code of Conduct, which sets out the consequences for inappropriate behavior. The Student Code of Conduct is required by state law and is intended to promote safety and an atmosphere for learning.

The Student Handbook is designed to be in harmony with Board policy and the Student Code of Conduct adopted by the Board. Please be aware that this document is updated periodically, while policy adoption and revision is an ongoing process. Changes that affect student handbook provisions will be communicated by newsletters and other communications to students and parents. These changes will generally supersede the provisions found in this handbook and made obsolete by newly adopted policy. This handbook does not reflect all policies or procedures adopted by the Board of Adrian Independent School District. A copy of Board Policies is available for review in the school library.

Education code 37.018 requires school districts to provide each parent or legal guardian and student with a copy of the Student Handbook. Parents are encouraged to read the handbook with their child(ren) and both sign the acknowledgement sheet.

Detach and return to school

I have read the Adrian ISD Student Handbook and acknowledge the Student Code of Conduct and other policies approved by the Board of Adrian ISD.

Parent Signature

Date

Student Signature

Date

TO THE STUDENTS OF
ADRIAN ISD

My hope and prayer for every student of Adrian ISD is to have a successful and happy 2010-2011 school year.

Michael W. Norrell
Superintendent
538-6203

THIS HANDBOOK IS NOT A CONTRACT. The purpose of this handbook is to serve as a guideline only. The policies and procedures contained within this handbook can be changed at any time to serve the best interests of the district.

Se proporcionará información contenida en el Manual del Estudiante en español si pidió. Avise Mike Norrell para más información.

REQUIRED LEGAL NOTICES

Non-Discrimination

Patton Springs ISD does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing 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 the Title II of the Americans with Disabilities Act. Any questions or concerns about the district's compliance with these federal programs should be brought to the attention of the superintendent. The Title IX Coordinator for the school district is Lee Parker (806-538-6203). The Section 504 Coordinator for the school district is Jeanmari Toulouse (806-538-6203)

Homeless Liaison and Title I Participants

Audrey Guhlkey is our liaison for services to students who are determined to be homeless, as defined by federal law. If you believe your child may be eligible for services or assistance, contact Audrey Guhlkey at 806-538-6203. Lee Parker is our Parent Involvement Coordinator who works with families and children participating in Title I programs. If you have questions about the program or need assistance related to the program, contact Lee Parker, 806-538-6203.

Options and Requirements for Providing Assistance to Students Who Have Learning Difficulties or Who Need or May Need Special Education: If a child is experiencing learning difficulties, the parent may contact the person listed below to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other support services that are available to all students.

At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the district must decide if the evaluation is needed. If evaluation is needed, the parent will be notified and asked to provide consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days of the date the district receives the written consent. The district must give a copy of the report to the parent.

If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. Additionally, the notice must inform the parent how to obtain a copy of the *Notice of Procedural Safeguards - Rights of Parents of Students with Disabilities*.

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

Contact Person: Jeanmari Toulouse, 806-538-6203.

Family Educational Rights and Privacy Act: The school district creates and keeps general education records for all students enrolled in district schools. Those records are confidential and generally are available only to parents and school personnel or people who are acting on behalf of the school district. When we say “parents” have a right of access to and copies of all education records pertaining to their children, we mean all biological or legal parents—whether married, divorced, or separated—and any other person who is acting as a parent in the absence of the child’s parent or legal guardian. Parents control the access to their children’s education records until the child becomes an adult at age 18. When the child reaches age 18, she or he controls the access to his or her records and is the one who can consent to the release of the records to other persons. However, parents continue to have a right to see and obtain a copy of their children’s education records so long as the child is a dependent for federal income tax purposes, even if the child does not want them to.

If a parent wants to see or obtain a copy of his or her child’s education records, she or he should contact the principal of the child’s school if the child is currently enrolled. If the child has withdrawn or graduated, parents should contact the school superintendent for access to records. Records can be reviewed in administrative offices during regular office hours, from 8:00 a.m. and 4:00 p.m. and someone will be available to answer questions about the records.

Originals cannot be removed from the principal’s or superintendent’s office. Copies will be provided to parents within a reasonable time, usually not more than two or three days, after parents have made a written request for copies. Parents will be charged the district’s usual copying fees for copies; however, if the student is eligible for free or reduced price lunches and the parents cannot come to school to review the records, the school will provide one copy of the requested records at no charge.

If you disagree with information in your child’s records or believe some information is inaccurate, you can ask for a correction. If the principal does not make the correction, you can ask for a hearing with the superintendent to explain why you believe the record is wrong or misleading. If the superintendent does not direct an amendment to be made, you have 30 days to place a comment in the student’s record about the information.

Under no circumstances can students or parents use this process to challenge a grade recorded for a student.

Because parents generally control access to their children's education records, the district ordinarily will not permit access to or copies of education records without at least one parent's written authorization to release the records. **However, under some circumstances, the district can and will provide access to or copies of education records without parent authorization. The most common circumstances are these:**

- The district will forward education records on request to a public or private school or institution of higher education in which the student seeks or intends to enroll.
- The district may disclose education records to a contractor, consultant, volunteer, or other person who is performing services for the district, who is under the district's control related to the use of the records, and who has complied with district limitations on the re-disclosure of personally identifiable information from education records.
- The district will comply with a lawful subpoena for student education records, but will make reasonable efforts to notify the parents before complying, unless the subpoena indicates that parents should not be notified.
- The district will release directory information about students to any person who submits a written request for the information.
- The district will release educational records to a juvenile justice agency in accordance with an agreement with between the district and the agency. The information will be released before the student is adjudicated and will be provided so that the juvenile agency can appropriately serve the student.
- The district will release educational records to "school officials," meaning any employees, trustees, or agents of the district, including persons employed in shared services arrangements or cooperatives of which the district is a member, school volunteers, parents or students serving on official committees, and the district's legal counsel, who have a "legitimate educational interest" in the records, meaning they are persons who work directly with your child at school or any school activity, including officials involved in disciplinary or academic decisions affecting your child directly, persons who are compiling statistical data for the district, who are reviewing such records to fulfill their employment responsibilities, or who are investigating or evaluating district programs.

"Directory information" means information that would not generally be considered harmful or an invasion of privacy if disclosed. It includes the student's name, address, telephone number, photograph, e-mail address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous school attended. Audio and video recordings of extracurricular and

co-curricular performances, such as band, orchestra, and choir concerts; marching band performances; and performances of plays, musicals, or skits are treated as directory information.

Adrian ISD receives federal funds under the Elementary and Secondary Education Act of 1965 (20 U.S.C. § 6301 et seq.), and we are therefore required to disclose your secondary (grades 7-12) child's name, address, and phone number to a military recruiter or institution of higher education, on their request, unless you have told us that you do not want that information released without your prior written consent.

Protection of Pupil Rights Amendment: We do not require students to participate in any surveys that are funded with any U.S. Department of Education funds that concern the following topics unless you (or your child if he or she is an adult) give us your prior consent. You will also have the opportunity to inspect the survey in advance. If we administer surveys that concern any of these topics that are funded from other sources, we will give you advance notice of the survey, allow you an opportunity to inspect the survey, and give you an opportunity to opt-out of the survey. The topics that are covered by this notice are:

1. political affiliations or beliefs of the student or his or her parent;
2. mental or psychological problems of the student or his or her family;
3. sex behavior or attitudes;
4. illegal, anti-social, self-incriminating, or demeaning behavior;
5. critical appraisals of others with whom the responding students have close family relationships;
6. legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. religious practices, affiliations, or beliefs of the student or his or her parent; or
8. income, other than as required by law to determine program eligibility.

Invasive Examinations or Screenings: We do not perform any invasive physical examinations or screenings as a condition of attendance. We do perform vision, hearing, and scoliosis screenings, as required by state law. Please contact the principal if you have questions regarding those screenings.

Parent Notification:

As a parent of a student at Adrian ISD, you have a right to know the professional qualifications of the classroom teachers who instruct your child, and Federal law requires the school district to provide you this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher meets the state qualifications and licensing criteria for the grades and subjects he or she teaches.
- Whether the teacher is teaching under a emergency or provisional status because of special circumstances.
- The teacher’s college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree.
- Whether paraprofessionals provide services to your child and, if so their qualifications.

If you would like to receive any of this information contact Lee Parker at 806-538-6203.

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

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

Contact Person(s):	<u>Jeanmari Toulouse</u>	Vicki Broman	Terri Souter
Phone Number:	<u>538-6203</u>	267-2123	322-1179

Opciones y requisitos para proporcionar ayuda a los estudiantes que tienen dificultades en el aprendizaje o que necesitan o pueden necesitar educación especial

Si un niño está experimentando dificultades en el aprendizaje, el padre puede comunicarse con la persona mencionada más abajo para enterarse sobre el sistema de estudios de diagnóstico y de recomendación de la educación general del distrito para los servicios de apoyo. Este sistema conecta a los estudiantes con una variedad de opciones de apoyo, incluyendo la recomendación para una evaluación para educación especial. Los estudiantes que tienen dificultades en el aula normal deberán ser considerados para tutoría, servicios compensatorios y otros servicios de apoyo, académicos o de comportamiento, disponibles para todos los estudiantes.

En cualquier momento, un padre tiene derecho a solicitar una evaluación para los servicios de educación especial. Dentro de un período de tiempo razonable, el distrito debe decidir si la evaluación es necesaria. Si la evaluación es necesaria, el padre será notificado y se le pedirá que dé consentimiento para la evaluación. El distrito debe completar la evaluación y el informe dentro de los 60 días de calendario desde la fecha en que el distrito reciba el consentimiento por escrito. El distrito debe darle una copia del informe al padre.

Si el distrito determina que la evaluación no es necesaria, el distrito proporcionará al padre una notificación por escrito que explica el motivo por el cual el niño no será evaluado. Esta notificación por escrito incluirá información que le explica al padre los derechos que tiene si no está de acuerdo con el distrito. Además, la notificación debe informarle al padre la manera de obtener una copia de la *Notificación de las Salvaguardas del Procedimiento – Derecho de los Padres de Estudiantes con Discapacidades*.

La persona designada con quien puede comunicarse en relación a las opciones que tiene un niño que experimenta dificultades en el aprendizaje o para una recomendación para la evaluación para educación especial es:

Nombre de la persona: Jeanmari Toulouse Vicki Borman Terri Souter

Número de teléfono: 538-6203 267-2123 322-1179

ADRIAN MATADORS SCHOOL SONG

ALMA MATER

Where the boundless golden prairie
Joins the earth and sky,
There our love will center ever,
Dear old Adrian High.

Swell the chorus ever louder,
Raise it to the sky.
Hail to thee our Alma Mater,
Dear old Adrian High.

For our love old Alma Mater,
Time can ne'er deny.
We will ever sing thy praises,
Dear old Adrian High.

Swell the chorus ever louder,
Raise it to the sky.
Hail to thee our Alma Mater,
Dear old Adrian High.

STATEMENT OF NONDISCRIMINATION

Adrian ISD 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 Right Act of 1964, as amended; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended; and Title II of the Americans with Disabilities Act.

Adrian ISD offers vocational programs in Agriculture Science and Family and Consumer Science. Admission to the program is open to all students enrolled in Adrian High School.

It is the policy of Adrian ISD not to discriminate on the basis of sex, handicap, race, color or national origin in its educational and vocational programs, activities, or employment as required by Title IX, section 504 and Title II of the Americans with Disabilities Act.

Adrian ISD will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

For information about your rights or grievance procedures, contact the principal's office, Box 189, Adrian, Texas, 79001; 806-538-6203.

ADMISSION REQUIREMENTS

Anyone who is five years of age on or before the first day of September of the school year will be permitted to enroll in the Adrian School if he/she is a resident of the district. He/she may not be more than twenty-one years of age on or before the first day of September.

If a student is not a resident of the Adrian district, he/she must complete an application for a special transfer into the district, which must be acceptable to the Adrian School Board.

If the student has attended an unaccredited school, he/she will be placed in the grade, which seems most appropriate based on his/her grades and other criteria on an individual approval basis. If, after such an admission, he/she seems to be making satisfactory progress for a designated period of time, he/she may remain in the class where originally placed. Otherwise, he/she may be placed where tests and other factors usually considered in promotion indicate he/she should be placed.

The student must present evidence of his/her age and successful vaccination for smallpox, diphtheria, poliomyelitis, measles (rubella), and tetanus.

ADMISSION/WITHDRAWAL PROCEDURES

These are the basic requirements for admission to Adrian ISD:

1. The student must live in the district with a parent or legal guardian or one of the student's parents must live in the district, even if the student does not live with that parent or be an approved transfer student.

2. The adult enrolling the student must present current immunization records or show proof that the required immunizations have begun.
3. No later than 30 days after a student has been enrolled, the adult enrolling the student must provide a copy of a birth certificate or other acceptable identification for the child and copies of the education records from the school the child last attended.
4. The student is under age 18 and lives in the district with an adult resident of the district who has accepted a Power of Attorney from the child's parent or legal guardian. The school district has Power of Attorney forms to be completed by both the parent and the person the student lives with.
5. Students under the age of 18 must be enrolled by a parent, legal guardian, or adult resident who has a valid Power of Attorney for the student. Students who are 18 or older, who are legally married, or who have ever been legally married, and who have not graduated from high school can enroll themselves.
6. We do not admit overage students to school. However, a student who is 21 or younger and who has completed a GED program, but has not graduated from any high school, will be admitted.

Children who are under age 18 will not be permitted to withdraw from school unless a parent, legal guardian, or other adult with responsibility for the child comes to the school to complete the withdrawal notice. The student will then take this form to the teachers who will check in textbooks, put a withdrawal grade, and initial. All students must check in textbooks and library books in order for the school to release an official copy of the student's records to the parents or to another school district. The student will take this notice with him/her to be used in enrolling in the next school.

Students who are age 18 or older, who are legally married, or who have ever been legally married are adults and can enroll or withdraw themselves from school.

NEW STUDENTS

Students reporting to the Adrian School for the first time will go directly to the principal's office, present their temporary transcripts for credits or reports, and register. The superintendent will arrange the schedule and assign a locker.

MORNING ARRIVAL

Upon arrival at school in the morning, high school students are to remain outside or in the hall until the bell rings unless they eat breakfast. High School girls will go directly to the gym if they are not eating breakfast. Elementary students are to go to breakfast or to the auditorium. Junior High (6,7,8) students will go to breakfast or to the Library. Elementary teachers need to be in their rooms with their students. Junior High and High School students should not be in the elementary part of the building.

AFTER SCHOOL HOURS

No student is to be in the school building or on campus after hours unless under the sponsorship of a teacher. Get all books or working materials before leaving the campus at the end of the school day. Buses will leave 5 minutes after the final bell rings.

LEAVING CAMPUS DURING SCHOOL HOURS

PROPER CHECKOUT

1. Secure permission to leave campus from the Superintendent's office. Permission will be granted under the following conditions:
 - a. Parent's verbal request for students to leave school campus. A telephone call or visit to campus is required. The student is to sign out on the sheet provided at the front desk.
 - b. If a student becomes ill during the school day. An attempt will be made by the office to contact a parent or close relative before the student can leave school.
2. If permission is granted, the student must check out with the Superintendent's office and check in when he/she returns.
3. Junior High students may not leave campus for lunch unless they are picked up by an adult family member.
4. High school students may leave campus for lunch provided their parent has signed the yellow permission form.

AUTOMOBILES

Adrian High School students are granted the privilege of driving a motor vehicle to school by the school board. This privilege can and will be revoked by the administration if the privilege is abused.

Vehicles may be parked anywhere except on the bus parking lot. Please park vehicles in an orderly fashion. Students are not to sit in parked vehicles on the campus at any time. Vehicles may not be moved during the day except at lunch.

High school students may use their vehicles during the lunch period to go directly to lunch. **YOU ARE EXPECTED TO RETURN DIRECTLY TO SCHOOL AFTER EATING AND NOT "CRUISE" AROUND DURING LUNCH.**

Extreme caution must be exercised when driving a motor vehicle, in the vicinity of a school campus during the times when students are arriving at, attending, or leaving school. The posted speed limits during these times could be too fast if students are near the street. Driving recklessly or too fast for conditions can result in immediate disciplinary action by the school staff without the benefit of the driver receiving prior warning.

EMERGENCY CLOSING INFORMATION

During inclement weather or other emergencies, citizens (students, parents, teachers, and school employees) should listen to the following radio/television stations. Decisions regarding school closing because of weather conditions will be made as soon as possible in the morning on the day in question.

KGNC 710 AM	KPAN 860 AM/106.3	
KAMR CH. 4	KVII CH. 7	KFDA CH. 10

IMMUNIZATION

All students must be immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student should not be immunized. The immunizations required are: diphtheria, tetanus, rubeola (measles), mumps, rubella, and haemophilus influenzae type B, and poliomyelitis. The office can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by the Texas Department of Health. Proof of immunization may be personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

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

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

TEXTBOOKS

The state furnishes textbooks free of charge. However, you are required by the state to keep your books covered. Failure to cover books may result in a fine or the cost of the damaged book. A book lost or damaged too much for future use must be paid for

in full at which time the book becomes the property of the student. If a lost book is found before April 1, 80% of the cost of the book will be refunded. Remember, the book is not yours: it is loaned to you by the people of the State of Texas.

SCHOOL ISSUED EQUIPMENT

Equipment issued to a student by the school or its sponsors is the responsibility of the student. It should be cared for properly and returned to the school upon demand of the sponsor, the student's checking out of school, or the completion of the school year. Any student who does not return such equipment to the school may have legal charges filed against him/her.

ACADEMIC LOAD

Examination for Acceleration

A student in any grade may take an examination for acceleration to be advanced one grade level or to gain credit for a course he or she has not formerly taken for credit.

BACTERIAL MENINGITIS

What is meningitis? Meningitis is an inflammation of the covering of the brain and spinal cord---also called the meninges. It can be caused by viruses, parasites, fungi, and bacteria. Viral (aseptic) meningitis is common; most people recover fully. Medical management of viral meningitis consists of supportive treatment and there is usually no indication for the use of antibiotics. Parasitic and fungal meningitis are very rare.

Bacterial meningitis is very serious and may involve complicated medical, surgical, pharmaceutical, and life support management. There are two common types of bacteria that cause meningitis: - *Strep pneumoniae* causes pneumococcal meningitis; there are over 80 subtypes that cause illness - *Neisseria meningitidis*—Meningococcal meningitis; there are 5 subtypes that cause serious illness—A, B, C, Y, W135

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, but any of the following are possible. Children (over 1 year old) and adults with meningitis may have: - Severe headache - High temperature - Vomiting - Sensitivity to bright lights - Neck stiffness, joint pains

- Drowsiness or confusion

**In both children and adults, there may be a rash of tiny, red-purple spots or bruises caused by bleeding under the skin. These can occur anywhere on the body. They are a sign of blood poisoning (septicemia), which sometimes happens with meningitis, particularly the meningococcal strain.*

What is the risk of getting bacterial meningitis? The risk of getting bacterial meningitis in all age groups is about 2.4 cases per 100,000 population per year. However, the highest risk group for the most serious form of the disease, meningococcal meningitis, is highest among children 2 to 18 years old. **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, such as deafness, blindness, amputations or brain damage (resulting in mental retardation or paralysis) even with prompt treatment.

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. Being a carrier helps to stimulate the body's natural defense system. The bacteria rarely overcome the body's immune system and causes 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. Vaccines against pneumococcal disease are recommended both for young children and adults over 64. A vaccine against four meningococcal serogroups (A, C, Y, W-135) is available. These four groups cause the majority of meningococcal cases in the United States. This 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 7 to 10 days after the vaccine is given and lasts for up to 5 years.

What you should do if you think you or a friend might have bacterial meningitis?
Seek prompt medical attention.

How is bacterial meningitis diagnosed? The diagnosis is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood. Spinal fluid is obtained by a lumbar puncture (spinal tap).

For 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 Texas Department of Health office to ask about meningococcal vaccine. Additional information may also be found at the web sites for the Centers for Disease Control and Prevention: www.cdc.gov and the Texas Department of Health: www.tdh.state.tx.us.

CLASSIFICATION AND PROMOTION

- A. Junior High – 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. In addition, students shall attain an average of 70 or above in the three following

subjects: Language Arts (including reading improvement if it is required), mathematics, social studies, and science.

- B. High School – The classification of high school students is based upon the number of credits earned. Classification will be made at the beginning of the school year. Required credits and classification are as follows: 5 credits – Sophomore, 10 credits – Junior, 15 credits – Senior

Students who cannot meet all graduation requirements by May of the year in which they are to graduate will be classified as Juniors and will not be permitted to participate in the commencement exercises. Correspondence work will permit a student to receive a diploma from Adrian ISD providing Adrian was the last school the student attended and the grade for the course is received by the graduation date.

CLASS RANK

GRADUATION REQUIREMENTS

Senior students must pass all state mandated Exit tests to be allowed to go through graduation ceremonies, go on the Senior trip, or receive any special honors or awards that go to graduating seniors. Special Ed students may be exempt from this policy.

Beginning with the 2007-2008 school year, a student entering the 9th grade will be affected by new state graduation requirements for the Recommended Program and the Distinguished Achievement (Advanced) Program. To graduate under either of these programs, an incoming 9th grade student will have to earn an additional credit in math and an additional credit in science. The credit requirements for the various programs for students entering the 9th grade during the 2009-2010 (including the Sr classes of 2010, 2011, & 2012) school year and beyond are provided below:

Visit the Texas Education Agency website:
<http://www.tea.state.tx.us/graduation.aspx>

Minimum Program	22 credits
Recommended Program	26 credits
Distinguished Achievement (Advanced) Program	26 credits

COURSES FOR COLLEGE CREDIT

Dual and concurrent credit courses must be approved by the principal or superintendent.

REPORT CARDS & PPROGRESS REPORTS

Report cards will be issued to students on the Wednesday following the end of each six-week period. Parents are to sign these cards and students are to return them to the individual teacher from whom they were received. Report cards should be returned by the end of the day on Friday of that week. Students are accountable to that teacher if report cards are not returned. The Principal will send a letter of notification to the parents of any student who does not return the signed report card. Progress Reports will be sent home for every student approximately 3 weeks into the 6 week grading period.

GRADING SYSTEM

1. At least two daily grades each week
2. At least one weekly test each two-week period.
3. Book reports, written papers or themes, oral reports, etc. may count as weekly tests in value.
4. Six weeks test grades are weighted twice when figuring test average.
5. The following scale is used in arriving at a student's grade for the week or for the six week's average:
 1. Daily work – two-thirds
 2. Weekly tests – one-thirds
6. The following scale is used in arriving at the semester grade
 1. Six-weeks grade – 90%
 2. Semester grade – 10%

SEMESTER TEST EXEMPTIONS

Adrian High School students may be exempt from Semester Tests under certain circumstances. In order to be exempt a student must meet the following conditions:

- *Students must have a passing score in each subject area on the most recent TAKS Tests.
- *maintain a 90 or above average with 3 or less absences in the class
- *maintain an 85 or above average with 2 or less absences in the class
- *Freshmen and sophomores may not be exempt from more than 3 exams.
- * Any freshman or sophomore that has a 90 or above in all classes may be exempt from 4 exams.
- *For the purpose of test exemptions; 3 tardies are equal to 1 absence.

LOST, DAMAGED, OR STOLEN PERSONAL ITEMS

We ask that you discourage your child from wearing or bringing to school expensive or irreplaceable jewelry, watches, sunglasses, or personal clothing that may be removed during the days, such as winter coats. Students are responsible for all their personal possessions while at school or any school-sponsored or school-related event. **It is important that you**

understand the school district is not responsible for any personal items that are lost, damaged, or stolen at school or a school-related activity.

ATTENDANCE

Every absence from school means a loss of revenue, materials, and personnel furnished to the school by the State. An absence is a loss of time and effort to the teachers and students alike. It is important that a pupil not be absent from school unless absolutely necessary.

Adrian Junior and Senior High School operate with the following policy toward absences. All students who are absent or tardy must report to the office immediately upon returning to school and get an admission slip from the office before returning to class. If a student is absent, he or she must bring a written, signed statement from his or her parent or guardian, stating the reason for the day or days of absence. If the student does not bring the written statement and obtain an admission slip within two days after the absence, the absence is considered unexcused.

There are two types of absences. One is where make-up work is allowed and the other is where make-up of missed work is not allowed. The Adrian ISD Board requires regular attendance of all pupils and adheres to all State compulsory attendance laws. In Texas, a child between the ages of 6 and 17, depending on when the child's birthday falls, is required to attend school unless otherwise exempted by law. School employees must investigate and report violations of the State Compulsory attendance law. These attendance requirements also apply to any District required tutorial sessions. The responsibility for regular student attendance is placed first with the parent and/or legal guardian, and the school is responsible for communication and reporting of attendance deviations to the parents or guardians. The school's responsibility for attendance reporting is placed upon the teachers and principal, with all legal steps to be followed in instances involving students with records of non-attendance for reasons other than those defined by law to be excused absences.

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

A student may be excused for temporary absence:

1. resulting from any cause acceptable to the teacher, principal, or superintendent
2. for the purpose of observing religious holy days, including traveling for that purpose, if before the absence the parent submits a written request for the excused absence

3. for the treatment by healthcare professionals if the student begins classes or returns to school on the same day of the appointment or treatment

Make-up work is the responsibility of the student. He or she should contact the teacher prior to or immediately after the absence and arrange for the assignments. It is not the responsibility of the teacher to see that the student does the missed work. A student will be allowed twice the number of days absent to make up the work. Example. If a student misses one day he will have two days to make up the work. In the case of multiple days of absence, the teacher will visit with the Lee Parker and a fair amount of time will be allotted to make up work.

The District recognizes the following as extenuating circumstances for the purpose of granting credit for a class

1. Excused absence
2. Days of suspension
3. Participation in court proceedings or child abuse/neglect investigations
4. A migrant student's late enrollment or early withdrawal
5. Days missed during a runaway
6. Completion of a competency-based program for at-risk students
7. Late enrollment or early withdrawal of a student under Texas Youth Commission
8. Teen parent absences to care for his or her child
9. Participation in a substance abuse rehabilitation program
10. Homelessness, as defined by federal law

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

A student who does not make up assigned work within the time allotted may receive a grade of zero for the assignment.

A student absent from school will not be allowed to participate in school-related activities on that day or evening. Some exceptions may apply. The Principal will make that decision after being contacted by the parent.

A student absent from school or from any class, without permission, including required tutorials will be considered truant and subject to disciplinary action.

A student who must leave school during the day must bring a note from his or her parent or guardian that morning, or call the principal and give the student oral permission to leave.

BEHAVIOR AND DISCIPLINE

INTRODUCTION

In order to create an environment that is conducive to orderly conduct and the benefit of the majority of a group of people, rules of conduct are necessary. Detailed rules of conduct, rights, responsibilities and consequences for misbehavior of those attending Adrian Independent School District are set forth in the Adrian ISD “Discipline management Plan”. Copies of this plan are available upon request in the superintendent’s office or in the school library.

This section of the handbook contains excerpts from the “Discipline Management Plan”. If questions about this material should arise, please contact personal of the Adrian High School.

THE PLAN

If the educational system of this state and community is to function at the level necessary for the continued prosperity of this society and at a level which satisfies the expectation of your local school board and higher education authorities in this state, all concerned parties have certain rights and responsibilities

ADRIAN ISD RESPONSIBILITIES

Our common goal is to equip each student with the knowledge, ability and values to succeed in society. Adrian ISD takes our responsibility seriously. Adrian ISD understands that this new generation will one day contribute to the welfare of our community, state, country, and planet. Adrian ISD wants this generation to have all the tools they need for this track. Providing students with the proper tool requires a commitment from teachers, students, and parents. Working together we can prepare students to take on the challenges of the future.

DRESS CODE

The following are Adrian School rules concerning the dress of the students.

1. Male students are not allowed to wear hats or caps in the building. Female students may wear certain hats or caps as long as they are part of an ensemble.
2. Earrings may not be worn by the males at school or school activities.

3. Students may not wear T-shirts with lewd pictures, sexual innuendos, curse words, racial slanders, or with words that promote alcohol or drugs.
4. T-shirts that are short, or with sleeves cut out, or of fishnet material are not allowed.
5. Sleeveless T-shirts or tank tops may not be worn by boys or girls.
6. Midriff or low cut shirts or tops will not be allowed.
7. Spaghetti strapped tops may not be worn at any time.
8. Sleeveless shirts with armholes finished and fitting around the arms may be worn provided undergarments cannot be seen. (Collared knit tops with button placket)
9. Sagging pants and excessive over-sized clothing will not be allowed. Pants should be worn at the waist.
10. Jeans with holes will not be allowed.
11. Skate shoes will not be allowed because they leave marks on the floor.
12. Tattoos must be covered at all times.
13. No body piercings with the exception of earrings for the female students.
14. Hair should not be in a color or style that is distracting. Boys hair should be no longer than middle of the ear and off the collar.
15. Slits in skirts must be fingertip or below.
16. Walking shorts may be worn with the following guidelines:
 - a. shorts must have a hem
 - b. shorts must be fingertip length, no shorter
 - c. no gym or P.E. shorts will be allowed
 - d. shorts may not be worn to and during extra-curricular activities (UIL or school programs) unless approved by superintendent.
 - e. shorts may be worn from the first day of school until October 15th and from April 15th until the last day of school

Wearing shorts is a privilege and should not be abused. Abuse can result in this privilege being taken away.

CELL PHONE USE

Students are not to have cell phones at school.

If a student needs to take a phone to an activity after school, they may bring their phone to the office, then come by and get it as they go to the activity. Students may use the phone on the activity to contact parents. Any student having a phone at school without permission will face disciplinary action and the phone will be confiscated. The phone may only be returned to the parent of the student.

BOY-GIRL RELATIONS

In keeping with the student body aim of good citizenship and high standards, Adrian students are expected to conduct themselves at all times in a manner befitting ladies and gentlemen. Students are reminded that any form of bodily contact is not in accord with

the standards held by the student body and with administrative policy. Displays of affection are a very private matter. They should be reserved for a very private time. Any display of affection in school, on the bus, or at school-sponsored activities will result in immediate corrective action by the school staff.

BUSES

Students being transported in school-owned vehicles shall comply with the Student Code of Conduct. Any student who fails to comply with that code or established rules of conduct while on school transportation may be denied transportation services and shall be subject to disciplinary action. When students ride in a District suburban, van or pickup truck, seat belts must be used at all times.

The following rules shall apply to student conduct on school transportation:

1. Passengers shall follow the driver's directions at all times.
2. Passengers shall board and leave the bus in an orderly manner at the designated bus stop nearest their home.
3. Passengers shall keep books, sports equipment, bags, feet, and other objects out of the aisle of the bus.
4. Passengers shall not deface the bus and/or its equipment.
5. Passengers shall not extend head, hands, arms, or legs out of the window nor hold any object out of the window nor throw objects within or out of the bus.
6. Passengers shall not smoke or use any form of tobacco.
7. Usual classroom conduct shall be observed. Unruly conduct, including the use of obscene language, will subject the passenger to disciplinary action.
8. Upon leaving the bus, the passenger will wait for the driver's signal before crossing in front of the bus.

When a student violates the rules of conduct on school transportation, parents will be notified and the student will be disciplined as established in the Student Code of Conduct; bus riding privileges may be suspended.

Disciplinary sanctions and changes in transportation for a student with a disability will be made in accordance with the student's Individual Education Plan (IEP) or other individually designed program.

CHEATING AND PLAGIARISM

Whenever a student is guilty of cheating, the teacher shall collect the student's paper, mark a zero for the work, and notify the parent on the date of occurrence. Plagiarism consists of using another person's original ideas or writing as one's own without giving credit to the author. Plagiarism will be considered cheating and the student shall be subject to receiving a zero for the academic work.

COMPUTER ACCESS-ACCEPTABLE USE AND CODE OF CONDUCT

Only students who have been authorized by the District and who are under direct supervision of designated District employees are permitted to use a District computer, to

access any local network or outside telecommunications resources such as the Internet and student email accounts. Prior to such authorization, the student and the student's parent must sign and return the District Student Agreement Form acknowledging their responsibilities and the consequences of violation.

Students are expected to observe network etiquette by being polite and using appropriate language. Students are prohibited from viewing or participating in social network sites or chat rooms, other than those sponsored and overseen by the district, pretending to be someone else; viewing or transmitting obscene messages or sexually explicit pictures; revealing personal addresses or telephone numbers-either their own or another person's; or using the network in a way that would disrupt use by others. Students who violate the terms of the User Agreement may lose their computer privileges at school, as well as incur consequences under the school's Student Code of Conduct.

PROTECTION OF STUDENT RIGHTS

No student will be required to participate without parental consent in any survey, analysis, or evaluation funded in whole or part by the U.S. Department of Education-that concerns:

1. political affiliations or beliefs of the student or his or her parent; mental or psychological problems potentially embarrassing to the student or family;
 3. sexual behavior and attitudes;
 4. illegal, anti-social, self-incriminating, and demeaning behavior;
 5. critical appraisals of other individuals with whom the student or the student's family has close family relationship;
 6. relationships privileged under law, such as relationships with lawyers, physicians, and ministers;
 7. religious practices, affiliations, or beliefs of the student or his or her parent; or
 7. income, except when the information will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such program.
- Parents shall be able to inspect any teaching materials used in connection with such a survey analysis, or evaluation.

QUESTIONING STUDENTS AT SCHOOL

As school officials, we have the right to question your child about his or her own conduct at school and, in the investigation of alleged misconduct by other students or employees, to question him or her about the conduct of others. We expect students to cooperate in this process, and the refusal to cooperate will be treated as insubordination. We will not ordinarily contact you before questioning your child about his or her own conduct or about the conduct of other students or employees, but certainly will contact you promptly if our investigation shows that your child has violated school conduct rules. The Code of Conduct provides a complete explanation of the discipline processes and when you will be contacted. Our investigation of possible violations of the Code of Conduct is not a criminal proceeding, and there is no such thing as "taking the Fifth" or a student's right not to incriminate himself or herself in a school discipline investigation.

Sometimes law enforcement officials or investigators from Child Protective Services (CPS) ask to interview students at school. In the case of an investigator from Child

Protective Services conducting a child abuse or neglect investigation, we are required by state law to permit the investigator to talk to the child at school. We will also make every effort to cooperate with law enforcement officials conducting an investigation that requires talking to students.

Ordinarily, we will attempt to contact you before the interview by an outside person takes place. However, if the CPS investigator or the law enforcement official asks or tells us not to contact you, we will comply.

SEARCHES OF STUDENTS

The principal or other school administrator can search a student's outer clothing, pockets, or property if she or he has a reasonable basis to suspect that the search will reveal evidence that the student has violated a school rule. The scope of the search will be related to the suspected violation.

SEXUAL HARASSMENT

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 the teacher, counselor, the principal or designee.

Students shall not engage in unwanted and unwelcome verbal or physical conduct of a sexual nature directed toward another student or District employee. This prohibition applies whether the conduct is by word, gesture, or any 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.

A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense and the 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 all incidents of sexual harassment or sexual abuse by an employee. The District encourages parental and student support in its efforts to address and prevent sexual harassment and sexual abuse in public schools. 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. The first conference will be scheduled and held as soon as possible, but not later than 7 calendar days of receipt of the complaint. The principal will conduct an appropriate investigation, which ordinarily will be completed within 7 calendar days of the conference. 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 7 calendar days, request a conference with the Superintendent. 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 (5) the date of the conference with the principal, or the principal's designee. If the resolution by the Superintendent or designee is not satisfactory, the student or parent may present the complaint to the Board as provided by policy.

Your child's principal can give you a copy of the entire sexual harassment policy addressing prohibited harassment or retaliation and the process for making reports or complaints related to alleged harassment or retaliation is included in the appendix of this handbook.

TESTING & ASSESSMENT PROGRAMS

Once again, the statewide assessment program is in transition. Students and parents will be informed of changes in the program affecting them as those changes are implemented. The current transition will eventually eliminate TAKS for high school students and implement instead a state-developed end-of-course examination in core curriculum courses. Students in grades 3-8 will continue to be assessed using TAKS.

Below is a link to the 2010-2011 Texas Testing Calendar:

http://ritter.tea.state.tx.us/student.assessment/admin/calendar/2010_2011_revised_06_21_10.pdf

Important Testing Dates for TAKS, TAKS-A, & TAKS-M:

Tuesday, March 1	Reading (5,8,9); Writing (4,7); ELA (10 & Exit)
Monday, April 4	Math (5 & 8)
Wednesday, April 5	Reading (5 & 8)
Tuesday, April 26	Math (3,4,6,7,10)
Wednesday, April 27	Reading (3,4,6,7); Math (Exit)
Thursday, April 28	Science (5,8,10,Exit); Math (9)
Friday, May April 29	Social Studies (8,10,Exit)

As required by state law, we will annually assess the physical fitness of students in grades 3-12. You may request the results for your child in writing at the end of the school year.

STUDENT CONDUCT

Students violating the following areas of conduct will receive disciplinary action as outlined in the Student Code of Conduct Violations.

- a. Leaving school campus without permission from office
- b. Display of affection between girlfriend and boyfriend
- c. Playing radios, CDs or I-pods in hallways, cafeteria or classrooms; all music must be approved to be on school property.
- d. Having and using cell phones or pagers
- e. Using or possessing tobacco products such as cigarettes, chewing tobacco or snuff on school grounds or school events
- f. Cheating or copying the work of another student (an academic penalty will also be imposed)
- g. Using profanity, vulgar language or obscene gestures
- h. Sitting in parked cars
- i. Being in the hall during class without corridor pass
- j. Students not turning in homework will be considered a discipline problem
- k. Violation of school bus conduct code
- l. Disrespect of school staff, administration
- k. **No food or drink allowed in the classrooms or other undesignated places**

CONDUCT ON SCHOOL BUSES

All students who ride on school-provided transportation are under the school's jurisdiction. The same policies and rules that apply at school also apply on school buses. A violation of serious first offenses, other serious offenses, or minor offenses as described in the Adrian ISD "Discipline Management Plan" will result in the punishment as described under those categories of offenses in this document. When students ride in a District suburban, van or pickup truck, seat belts must be used at all times.

The following rules shall apply to student conduct on school transportation:

1. Passengers shall follow the driver's directions at all times and cooperate and be respectful to the driver.
2. Passengers shall board and leave the bus in an orderly manner at the designated bus stop nearest their home.
3. Passengers shall keep books, sports equipment, bags, feet, and other objects out of the aisle of the bus.
4. Passengers shall not deface the bus and/or its equipment and help keep the bus clean.
5. Passengers shall not extend head, hands, arms, or legs out of the window nor hold any object out of the window nor throw objects within or out of the bus.
6. Passengers shall not smoke or use any form of tobacco.

7. Bus driver is authorized to assign seats.
 8. Stay in your seat. Usual classroom conduct shall be observed. Unruly conduct, including the use of obscene language, will subject the passenger to disciplinary action.
 9. Upon leaving the bus, the passenger will wait for the driver's signal before crossing in front of the bus.
 10. During bad weather, bus routes and departure times may vary due to road conditions
- When a student violates the rules of conduct on school transportation, parents will be notified and the student will be disciplined as established in the Student Code of Conduct; bus riding privileges may be suspended.*
- Disciplinary sanctions and changes in transportation for a student with a disability will be made in accordance with the student's Individual Education Plan (IEP) or other individually designed program.

ALCOHOL, DRUGS, TOBACCO, AND WEAPONS

Under state and federal law, a student is not allowed to possess, sell, give away, or use alcohol, illegal drugs, tobacco products, guns, or other weapons on school property or at a school-related or school-sanctioned activity, on or off school property. Having one of these items in a privately owned vehicle that the student has driven to school and parked on District property is also prohibited.

TOBACCO

Students are not permitted to smoke, dip or chew on school campus during school hours or at any school-sponsored activity, nor to have possession of tobacco in any form.

ALCOHOL

Any student known to have alcohol in his/her possession, or known to be under the influence thereof, while in school or while participating or attending a school-sponsored function, will be subject to disciplinary action as outlined in the Adrian ISD Discipline Management Plan.

DANGEROUS DRUGS AND NARCOTICS

Dangerous drugs and narcotics are those substances so defined by the laws of the State of Texas as presently existing and as hereafter amended, including, but not limited to, the following: marijuana, heroin, barbituates, amphetamines and hallucinogens.

School officials will take proper disciplinary action as outlined in the Adrian ISD

Discipline Management Plan, if it is determined that a student is:

- a. in possession of a dangerous drug or narcotic while upon school property, or while attending or participating in a school sponsored function, or
- b. under the influence of a dangerous drug or narcotic while upon school property, or while attending or participating in a school sponsored function, or
- c. involved in the sale of a dangerous drug or narcotic while upon school property, or while attending or participating in a school sponsored function, or
- d. convicted of a misdemeanor or felony for the possession, use, or sale of a dangerous drug or narcotic on school property, or while attending a school sponsored function.

WEAPONS

The Texas State Law now **REQUIRES** that students be expelled from school for the use, exhibition, or possession of:

- a. a firearm as defined by Texas Penal Code.
- b. an illegal knife as defined by Texas Penal Code (blade 3 1/2 inches) or by local policy.
- c. A prohibited weapon listed in Texas Penal Code

STUDENT CODE OF CONDUCT

JURISDICTION

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

Violation of Code of Conduct

Good conduct at school is essential to creating a learning environment. Students are asked to be on their best behavior at school. Following are some guidelines to disciplinary actions used in accordance to approved local and state regulations.

I. Less Serious Offenses:

The first offense of breaking one of the codes of conduct could result in a less severe punishment. Second occurrences of the same rule violation or a belligerent or hostile attitude toward punishment could result in more severe punishment.

Discipline options for first offenses on less serious offenses will follow the guidelines established within the Assertive Discipline Management program. Techniques used can be verbal reprimand, conference with student, noon detention, detention before or after school, telephone or note to parent, withdrawal of privileges. Repeated (two or more) violations of these less serious offenses can cause other techniques to be used, such as spanking, in-school suspension, additional detention, removal from extracurricular activities, behavioral contracts, student-parent-school personnel conference.

II. Serious Offenses:

A. Mandatory removal to Alternative Education Program (AEP)

An AEP does not necessarily include in-school suspension as provided in the past because the new law requires that students must be separated from students in the regular program. Therefore, removed students cannot be mixed with in-school suspension students. A student may be transferred to an AEP at a different campus, a school-community guidance center, or a community-based alternative school.

State-mandated reasons for placement in an AEP include the following, if the student is on school property or at a school-sponsored or school-related activity:

1. Engaging in conduct that contains the elements of simple assault of a terrorist threat.
2. Selling, giving, or delivering to another person or possessing, using, or being under the influence of:
 - a. Marijuana or a controlled substance, as defined by Chp. 481 of the Health and Safety Code or by 21 U.S.C. Section 801.
 - b. A dangerous drug, as defined by Chp. 483, Health and Safety Code.
3. Selling, giving, or delivering to another person an alcoholic beverage, as defined by Section 1.04, Alcoholic Beverage Code or committing a serious act of offense while under the influence of alcohol, or possessing, using, or being under the influence of an alcoholic beverage, if conduct is punishable as less than a felony.
4. Engaging in conduct that contains the elements of an offense relating to abusable glue or aerosol paint under Sections 485.031 through 485.035 of the Health and Safety Code or relating to volatile chemicals under Chapter 484 of the Health and Safety Code.
5. Engaging in conduct that contains the elements of the offense of public lewdness under Section 21.07 of the Penal Code or indecent exposure under Section 21.08 of the Penal Code.
6. Engaging in conduct that is a felony and committed either on or off school property.
7. Retaliating against a school employee, either on or off school property and when not combined with another offense.

III. Expulsion:

The offenses for which expulsion is required are much more serious under the new law than those under the old law. State law now **REQUIRES** that students be expelled for the following offenses committed on school property or while attending school-sponsored or school-related activities on or off school property.

1. The use, exhibition, or possession of a weapon as outlined on page 16.
2. Conduct containing the elements of:
 - a. Aggravated assault, sexual assault, or aggravated sexual assault under Texas Penal Code
 - b. Arson under Texas Penal Code
 - c. Murder, capital murder, or criminal attempt to commit murder or capital murder under Texas Penal Code
 - d. Indecency with a child under Texas Penal Code

- e. Aggravated kidnapping under Texas Penal Code
 - f. An alcohol or drug offense that is punishable as a felony
3. Retaliation against a school employee in connection with one of the offenses listed above in items 1 – 2, **whether or not the offense occurs on or off school property or at school-related activities.**

The District MAY expel for:

- 1. Continued serious or persistent misbehavior that violates the District’s student code of conduct after the student has been placed in an AEP.
- 2. Criminal mischief if punishable as a felony, **whether committed on or off school property or at school-related activities.**

Determining Incurable Conduct

To find a student guilty of incurable conduct, the Superintendent must find:

- A. That the student’s continued presence in the regular classroom program or at home campus presents a clear, present, and continuing danger of physical harm to the student or the other individuals; or
- B. that:
 - 1. the student has engaged in serious or persistent behavior that threatens to impair the educational efficiency of the school;
 - 2. the misbehavior violates specific, published standards of student conduct for the district; and
 - 3. all reasonable alternatives to the student’s regular classroom program, including a variety of discipline management techniques have been exhausted.

Students are always entitled to due process proceedings. The seriousness of the offense and severity of the penalty determine the extent of due process a student is entitled to. Due process on a minor offense is a matter of the student being provided an opportunity to tell his version of the story after he/she has been told the complaint against him/her.

On more serious offenses where the penalty can be more than swats or three days in-school suspension, the student is entitled to a hearing where he/she can be represented and assisted by an adult of his/her choosing. Also, on these more serious offenses, appeals channels are open to the student if he/she is dissatisfied with the result of the first hearing. A detailed description of the hearing processes and appeals channels can be found in the Adrian ISD “Discipline Management Plan”.

UNEXCUSED ABSENCES

The teacher or campus discipline person shall use one or more discipline management techniques after each unexcused absence. Students with excessive tardiness and students with more than five unexcused absences in a school year shall have a hearing to determine incorrigibility and possible removal to in-house suspension.

TEMPORARY REMOVAL FOR OTHER REASONS

Students may be removed from regular classes or district premises for non-disciplinary reasons when the superintendent determines there is a compelling reason such as but not limited to:

1. Being under the influence of alcohol or drugs
2. Being highly agitated
3. Suffering from any other condition that temporarily threatens the student's welfare, other individual's welfare, or the efficient operation of the school.

Any student removed from school for a reason shown above who is in a condition that threatens his own welfare or the welfare of others, shall be released to the parent, the parent's representative, or other proper authority, including, but not limited to, law enforcement officers and medical personnel.

Students may be removed from regular classes or school premises pending any hearing by law.

POSITIVE REINFORCEMENT

In keeping with our school's philosophy of assertive discipline and positive actions as the results of positive behavior, teachers shall employ various means of rewards to students for positive behavior. Suggested rewards are listed below; however, teachers are not limited to those listed.

- a. verbal praise
- b. a letter or telephone call to parents
- c. treats
- d. special privileges, such as first in lunch line, etc.
- e. special recognition
- f. drop an unexcused tardy

PHYSICAL RESTRAINT

Any district employee may, within the scope of the employee's duties, use and apply physical restraint to a student that the employee reasonably believes is necessary in order to

1. Protect a person, including the person using the physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous objects.
3. Protect property from serious damage.
4. Remove from a specific location a student refusing a lawful command of a school employee, including from a classroom or other school property, in order to restore order or impose disciplinary measures.
5. Restrain an irrational student.

CORPORAL PUNISHMENT

Corporal punishment may be used as a discipline management technique in accordance with the Student Code of Conduct. Corporal punishment shall be limited to spanking or paddling a student, and shall be administered only in accordance with the following guidelines:

1. The student shall be told the reason corporal punishment is being administered.
2. Corporal punishment shall be administered only by the superintendent or principal.
3. The instrument used in administering corporal punishment shall be approved by the principal or designee.
4. Corporal punishment shall be administered in the presence of one other district professional employee out of the view of other students.

The disciplinary record of any corporal punishment shall include any previous disciplinary actions, the type of corporal punishment administered, the name of the person administering the punishment, the names of witnesses present, and the date and time of punishment. Disciplinary record shall be given to the principal or superintendent on the day of the occurrence.

MISCELLANEOUS

INTERROGATIONS AND SEARCHES

School officials may search a student's property with reasonable or probable cause or the student's free and voluntary consent. However, consent obtained through threat of contacting the police authorities is not considered to be freely and voluntarily given. Vehicles on school property are also subject to search.

Areas such as lockers, which are owned and jointly controlled by the district, may be searched if reasonable cause exists to believe that contraband is inside the

locker. Students shall not place, keep or maintain any article or material in school-owned lockers that is forbidden by district policy that would lead school officials to reasonably believe that it would cause a substantial disruption on school property or at a school approved function.

Searches of student's outer clothing and pockets may be conducted if reasonable cause exists. Highly intrusive invasions of student's privacy, such as searches of the student's person, shall be conducted only if probable cause exists to believe that the student possesses contraband.

Administrators and teachers have the right to question students regarding their conduct or the conduct of others.

POLICE QUESTIONING OF STUDENTS

For police questioning of a student in school, the following guidelines shall apply:

1. Before the superintendent permits the questioning of a student by law enforcement officers, the officer must state the necessity of questioning the student while in school. The questioning officer's name and title shall be obtained and recorded by school officials.
2. The superintendent shall make reasonable efforts to contact the student's parents.

ARRESTED STUDENTS

If an Adrian student, at school is subject to arrest or apprehension by a law enforcement officer, the superintendent shall request to see the summons or warrant and shall deliver the student into the officer's custody. The superintendent will immediately notify the parents of the arrested students

INTRODUCTION

A well-rounded curriculum must include activities that foster leadership opportunities for students, discipline training that is oriented to individual and group goals, and enjoyable experiences that build pride in one's self, school and community. Extracurricular activities are in place to supplement the school's purely curricular subjects. These activities provide incentives, variety, opportunity for pleasure and enjoyment and for some even a desire to stay in school. Enthusiasm for extracurricular

activities should not detract from academics. IF a conflict should arise between academic goals and extracurricular activities, the academics should take precedence.

The Adrian ISD school board has officially adopted an Athletic code, which applies to all extracurricular activities and not just athletics. The code reads as follows:

The Adrian ISD code means to play the game in the spirit of fairness and clean sportsmanship, to observe all rules and not attempt to hold, “beat the ball”. Or coach from the sidelines because it can be done with out the knowledge of the referees, or to resort to trickery in equipping or preparing the players.

It also means to accept the decisions of the officials without protest and to see that proper precautions are taken for their protection and safety, to treat your opponents as your guests, and to put clean play and real sportsmanship above victories. It means the ability to win without boasting and to lose without a grudge. “Victory is not a great matter”. The important thing is striving to excel and the good feeling it fosters between those who play fairly and have no excuse when they lose.

Students are encouraged to participate in as many extracurricular activities as they and their parents feel are beneficial. In the event that a conflict should arise between two activities, the conflict will be resolved through agreement of the student, the sponsors and the principal.

A student shall not be unduly influenced or coerced to choose one activity over another. If a conflict should arise and after s decision is made, the student shall not be punished in any way for the decision he or she has made, provided ample notice is given to the sponsor.

PARTICIPATION AND ELIGIBILITY

A student in grades 7-12 may participate in extracurricular activities on or off campus at the beginning of the school year only if the student has earned the cumulative number of credits in the state approved course indicated below.

First Six-Week Period

1. Beginning of the seventh grade year---have been promoted from the sixth grade to the seventh
2. Beginning of the eighth grade year---have been promoted from the seventh grade to the eighth
3. Beginning of the ninth grade year---have been promoted from the eighth grade to the ninth
4. Beginning of the tenth grade year---having at least 5 credits toward graduation
5. Beginning of the eleventh grade year---having at least 10 credits toward graduation

6. Beginning of the twelfth grade year---having at least 15 credits toward graduation

Subsequent Six-week Periods

In order to be eligible to participate in a EXTRACURRICULAR activity for a six-week period following the initial six-week period of school (see above paragraph concerning eligibility for the initial six-week period of a school year) a student shall not have a recorded grade average lower than 70 on a scale of 0-100 in any course for the preceding six-week period.

SUSPENSION FROM EXTRACURRICULAR ACTIVITIES

A student whose recorded six-week average in any course is lower than 70 at the end of a six-week period (with the exemption of the initial reporting period of the year as noted in the two paragraphs above) shall be suspended from participating in any EXTRACURRICULAR activity during the succeeding three-week period. This suspension shall become effective seven calendar days after the last day of the six-week period during which the grade lower than 70 was earned.

REINSTATEMENT

At the end of any six-week period in which a student attains a course grade average for that six-week period of 70 or more in each course taken, any suspension from participation in extracurricular activities shall be removed.

PRACTICE ACTIVITIES

Students may practice outside the school day in any single extracurricular activity a maximum of eight hours per school week with a cumulative total of twenty hours for all activities.

The District shall not schedule more than one contest or performance per activity per student per school week, unless the commissioner of education has made an exception based on the District's limited facilities.

The District may schedule more than one contest or performance per activity per student per school week to accommodate tournaments, post-season competition and contests postponed by weather or public disaster when a performance or contest is sponsored by UIL or other school-sanctioned organization.

10-DAY RULE

The District shall not schedule, nor permit students to participate in any school-related or sanctioned activities on or off campus that would require, permit or allow a student to be absent from class more than ten days during the school year.

DEFINITIONS

Definitions of curricular, co-curricular and extracurricular activities shall be as follows:

1. Curricular activities occur within the regular school day and constitute the delivery of instruction as specified in 19 TAC, Chapter 75.
2. Co-curricular activities are an extension of classroom instruction in which participation is by the entire class or a significant portion thereof. They relate directly to and enhance student learning of essential elements through participation, demonstration, illustration and observation. Co-curricular activities are included in the teacher's instructional plan and are conducted by or supervised by a classroom teacher or other educational professional. Students suspended from extracurricular activities because of six-week's grade below 70 shall not be prevented from participating in after-school co-curricular activities. Absences for co-curricular activities that require a student to miss a class other than the sponsoring class or activities shall be counted under the ten-day rule.
3. Extracurricular activities are school-sponsored activities that are not directly related to instruction of the essential elements (TEKS), but they may have an indirect relation to some areas of the curriculum. They offer worthwhile and significant contributions to a student's personal, physical and social development.

EXTRACURRICULAR ACTIVITIES

Participation in extracurricular activities is a privilege and not a right. Students must meet specific requirements in order to participate. Activities may include, but are not limited to performances, contests, demonstrations, displays and club activities.

ATHLETICS

- I. In general, rules of conduct, dress and scholarship are essential building blocks for a successful overall program in athletics. Students who will not commit themselves to a pursuit of excellence, self-improvement, self-discipline and personal growth have no place in an athletic program.

- II. The following rules of conduct are in force for those who desire to be a part of an Adrian athletic team:
- A. Any disciplinary action of a serious nature taken against a student-athlete for misconduct away from the athletic area, which results in a loss of athletic time, may result in disciplinary action by the coach or athletic director.
 - B. Students will conform to rules of training beneficial to their success as a student athlete. Students should, on week nights be at home by a reasonable hour. They should refrain from usage of substances deemed harmful to their success by the coaching staff during seasons of active competition.
 - C. Student athletes shall refrain from use of profane language in times of practice or competition and shall further speak respectfully to coacher and other personnel at all times. This applies to officials of athletic contests and opposing coaches as well.
 - D. Disciplinary actions will be taken by the coach for flagrant and willful misconduct in any game or for penalty for misconduct in any game or competition

These rules and other guidelines as set for the by the coaching staff are essential for a successful athletic program.

When a student in grades 9-12 signs up for an athletic period, he/she should expect to stay in that class all year. When the sport signed up for is not in season, students should willfully participate in the off-season program implemented by the coaching staff.

U.I.L LITERARY EVENTS

U.I.L. literary events give students an opportunity to participate in a variety of activities that provide a challenge in many areas. In addition they may demonstrate their talents in competition with other schools and my earn awards such as medals and recognition, as well as scholarships.

Participation and practice for events may be scheduled before or after school. Students who participate must qualify and maintain eligibility under U.I.L. rules.

Sponsoring teachers will assist students with preparation for the different events, both in high school and junior high.

