



DALHART HIGH SCHOOL

STUDENT HANDBOOK 2014-2015

**Preparing our students to assume productive roles in
an increasingly competitive global society.**



DALHART HIGH SCHOOL

Home of the

ADMINISTRATION

SuperintendentJohn Massey
Principal.....Kevin Douglas
Assistant Principal.....Jeff Hutton
Counselor.....D'Aun Young

BOARD OF TRUSTEES

Janet Banks
Boyd Barrow
Peter Baumert
Doug Claborn
Mario Gomez
Justin Moore
Rick Dunham

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Dalhart High School Administrative Staff

Principal.....Kevin Douglas
Assistant Principal.....Jeff Hutton
Administrative Secretary.....Linda Baldwin
DHS Secretary.....Donna McGinnis
Counselor.....D'Aun Young
Library Media Specialist.....DeDe Ziman
PEIMS.....Brandi Carranza
Registrar.....Janie Navarrete
Nurse.....Gloria Shepherd
Athletic Director.....Stephen Young

Addresses:

Dalhart High School

2100 Spirit Trail
Dalhart, TX 79022

Dalhart Independent School District

701 East 10th
Dalhart, TX 79022

Telephone Numbers:

Main Office - 244-7300
Counselor - 244-7308
Athletic Director - 244-7315
Technology - 244-7210
Cafeteria - 244-7323
Fax - 244-7307
Bus Barn - 244-7805
Central Office - 244-7810

Welcome to Dalhart High School

We believe that Dalhart High School offers its students:

- A. a safe and outstanding physical plant,
- B. dedicated and professional teachers, staff, and administrators, and
- C. high quality, diversified course offerings.

This handbook is a general guide for members of the Dalhart High School community. Handbook guidelines can help answer many of your questions about the school, its traditions, and methods of operation. It is not designed to be an exhaustive list of rules, policies and opportunities. If other concerns arise, please feel free to visit with teachers, staff, or administrators about helping with problems and concerns. This handbook is subordinated to *Dalhart ISD Board Policy* and the *Student Code of Conduct*. The *DHS Student Handbook* and *DISD Student Code of Conduct* remain in effect until modified by the DISD Board of Trustees. The *DISD Student Code of Conduct*, which sets out the consequences for wrong or inappropriate behavior is required by state law and is intended to promote school safety. A copy of the *Parent Rights: A User Guide for Parents and Administrators in the Public Schools of Texas* as published by the Texas Education Agency may be obtained at the school office.

Dalhart ISD Mission Statement

The mission of Dalhart ISD, as a total community instructional system committed to excellence, is to educate students. Through participation in quality programs, in innovative and challenging educational experiences, and in creative partnerships with the community, students will acquire knowledge and develop self-esteem, moral values, problem-solving abilities, and communication skills which will prepare them to become responsible, productive citizens of the 21st century.

Dalhart High School Mission Statement

The mission of Dalhart High School is to provide a safe learning environment that promotes respect, care, honor, citizenship and high standards of academic achievement for all students.

The Dalhart High School professional education community is committed to a partnership with parents and the community in assisting students in developing necessary skills and providing experiences that will inspire our students to become lifelong learners and responsible citizens.

Dalhart High School Vision Statement

The vision of Dalhart High School consists of five focal points. These focal points are the students, the school climate, the curricula, the staff and leadership, and community involvement.

Our vision for our students at Dalhart High School is that each student will meet or exceed state and local academic expectations. These expectations include successful completion of all coursework and standardized assessments. Our vision is that as we provide a high

standard of academic learning for students that they in return will work cooperatively with the staff and administration in maintaining self-discipline and a high level of work ethic.

Our vision for the school climate is for each student to feel safe and included at DHS. Our staff and leadership will provide students with an atmosphere that is conducive to student learning and welcomes involvement in other school activities and organizations. Our vision for the school climate also includes a spirit of care, respect, inclusiveness, and support.

Our vision for the curricula is that Dalhart High School through a collaborative approach with our regional Education Service Center, as well as Texas Education Agency, will provide students with the most current academic and curriculum information available to our teachers.

Our vision for the staff of Dalhart High School is that we will provide our students with highly qualified educators who have available the necessary training which includes the latest practices and research based teaching information. The vision for the leadership of Dalhart High School is to provide both students and educators with the necessary support and guidance to ensure that the highest level of teaching and learning is occurring in the classroom.

Our vision for community involvement at Dalhart High School is that a collaborative effort will be made that encourages the staff and leadership to explore creative ways to strengthen the school-community relationship. Included in this effort will be soliciting adult mentors for students, guest speakers, business community programs and school-to-work partnerships.

GENERAL INFORMATION

Nondiscrimination Notification

Public Notification of Nondiscrimination in:

Vocational, Career and Technology Education Programs;
Special Education Programs; Gifted/Talented Programs;
Regular Education Programs; Employment of Personnel

A. The Dalhart ISD offers vocational, career and technology programs in industrial arts, agriculture, homemaking and cooperative work/study programs. Admission to these programs is based on enrollment in the Dalhart High School, student grade classification and maintenance of adequate academic grades. For further information, please contact the DHS Counseling Center at (806) 244-7308.

B. It is the policy of the Dalhart ISD not to discriminate on the basis of race, color, national origin, gender or disability in its vocational, career and technology programs, services, or activities as required by Title VI of the *Civil Rights Act of 1964*, as amended; Title IX of the *Education Amendments of 1972*, and Section 504 of the *Rehabilitation Act of 1973*, as amended.

C. It is the policy of the Dalhart ISD not to discriminate on the basis of race, color, national origin, gender or disability in its Special Education programs, Gifted/Talented Programs or Regular Education Programs.

D. It is the policy of the Dalhart ISD not to discriminate on the basis of race, color, national origin, gender, disability, or age in its employment practices as required by Title VI of the *Civil Rights Act of 1964*, as amended; Title IX of the *Education Amendments of 1972*; the *Age Discrimination Act of 1975*, as amended; and Section 504 of the *Rehabilitation Act of 1973*, as amended.

E. The Dalhart ISD will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational, vocational, career and technology programs.

For information about your rights or grievance procedures, contact the Title IX Coordinator, John Massey, at: 701 E. 10th, Dalhart, TX 79022, (806) 244-7810; and/or the Section 504 Coordinator, Diane Cody, at 701 E. 10th, Dalhart, TX 79022, (806) 244-7290.

BOARD POLICIES

Dalhart ISD maintains Board policies that govern the operations of the District. The Board of Trustees approve and adopt these policies as needed. Board policies provide the District with the legal basis for operating and conducting business, as well as the Board's intent on how to more specifically follow the procedures within Dalhart ISD. The Board policies can be found online at the District's Web site: www.dalhart.k12.tx.us. From the District's

homepage, access "School Board" from the "ADMINISTRATION" tab, and then "Policies" near the bottom.

DIRECTORY INFORMATION/FERPA

The primary purpose of directory information is to allow the District to provide information regarding students in certain school publications such as including the student's name in a program of performance (i.e. a play, a football game, a band concert), using the student's name and photograph in the yearbook, or images on the school Web page.

Certain information about District students is considered directory information and will be released to anyone who follows the procedures for requesting the information unless the parent or guardian objects to the release of the directory information about this student. If you do not want Dalhart ISD to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing within 10 days of enrollment. Dalhart ISD has designated the following information as directory information:

- student's name,
- address,
- primary telephone listing,
- photograph,
- degrees, honors, and awards received,
- date and place of birth,
- major field of study,
- dates of attendance,
- grade level,
- most recent education institution attended,
- participation in officially recognized activities and sports, and
- the weight and height of members of athletic teams.

STUDENT RECRUITING INFORMATION

Notwithstanding the DIRECTORY INFORMATION provisions above, each district receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) is required to provide, on a request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses, and telephone listings. Parents may request that this information may not be released.

DALHART HIGH SCHOOL POLICIES AND SERVICES

Accidents and Injuries

All injuries sustained by students while in attendance at school or school related functions must be reported to the principal's office immediately. A report of each accident is required by the Texas Education Agency and will be filed by the campus nurse. **The School District does not furnish insurance coverage for its students but does provide each student the opportunity to purchase a student insurance policy to cover them while at school.** If, in the judgment of any representative of the school, the student needs immediate care and treatment as a result of any injury or sickness, then any physician, trainer, nurse, hospital, or school representative may administer treatment to the student. (See "Medical Treatment-Emergency")

Announcements

Daily announcements must be submitted to the office by 8:30 a.m.

Asbestos Management

Federal law requires that occupants of public school facilities be informed of the presence of asbestos-containing material (ACM) in classrooms and other school operated buildings. The Dalhart High School building was constructed according to ACM Federal Guidelines and was completed in August of 2008. At the present time, no hazardous conditions exists involving asbestos-containing materials in the high school facility. Programs are in effect within the Maintenance Department to assure that asbestos hazards do not occur.

Assault

DALHART ISD POLICY FNCH (LEGAL)

Students are prohibited from assaulting anyone on school property or at any school-related event. *Education Code 37.006; Penal Code 22.01*

Assault is defined as:

1. Intentionally, knowingly, or recklessly causing bodily injury to another. [*Education Code 37.006(a)(2)(B); Penal Code 22.01(a)(1)*]
2. Intentionally or knowingly threatening another with imminent bodily injury. [*Penal Code 22.01(a)(2)*]
3. Intentionally or knowingly causing physical contact with another when the person knows or should reasonably believe that the other will regard the contact as offensive or provocative. [*Penal Code 22.01(a)(3)*]

Aggravated assault is defined as causing serious bodily injury to another or using or exhibiting a deadly weapon

during commission of the assault. [*Education Code 37.007(a)(2)(A); Penal Code 22.02(a)*]

Sexual assault is defined as intentionally or knowingly causing physical sexual contact or sexual penetration of another person without that person's consent. Sexual assault is without consent of the other person if the actor compels the other person to submit or participate by use of physical force or violence, or threat of force or violence, and the other person believes the actor has the present ability to execute the threat; or the other person cannot consent. [*Education Code 37.007(a)(2)(A); Penal Code 22.011*]

Aggravated sexual assault is defined as sexual assault in which the actor causes serious bodily injury or attempts to cause the death of the victim or another person, or by acts or words causing fear of death, serious bodily injury, or kidnapping; or using or exhibiting a deadly weapon or acts in concert with another in commission of the offense. [*Education Code 37.007(a)(2)(A); Penal Code 22.021*]

Attendance Policy

The Texas Education Code states that every child in the state who is between 6 and 18 years of age must attend school and District-required tutorial sessions unless the student is otherwise legally exempted or excused. A student who voluntarily attends or enrolls after his or her eighteenth birthday is required to attend each school day. However, 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 is then unauthorized and may be considered trespassing.

I. Attendance Guidelines

- A. It is the student's duty to be in class, and on time daily. Attendance will be taken during the first five minutes of each class period. Ten minutes after the tardy bell, students will be counted absent and must report to the office for a re-admit slip.
- B. When possible, students should make advanced arrangements for scheduled absences in the principal's office and with their teachers. At the teacher's discretion, assignment(s) may be given in advance and the student may be expected to complete the assignment before the scheduled absence.
- C. Procedure to use when you are tardy at the beginning of each class period: Students who arrive to class after the bell will report to the office and a tardy slip will be issued, stating the time. The student will then take the tardy slip to class and the teacher will record the student's arrival time. The teacher will return all tardy slips

to the office in compliance with office procedures. The office staff will determine whether the tardy is excused or unexcused based upon when the student arrived to class with the tardy slip and the reason for being tardy.

- D. If no prior arrangements were made regarding an absence (parental notification, phone call, written note, doctors note), then the student should go immediately to the office, before school begins and request a reinstatement permit, and present a note signed by the parent, legal guardian, or doctor, giving the dates and reasons for the absence(s). Readmit slips should be obtained in the office before the school day begins. The readmit slip will be marked excused or unexcused and it is the student's responsibility to present it to each teacher for his or her signature. The slip should be left with the last teacher to sign.
- E. The teachers will not admit a student to class if the student was absent the day before or was marked absent and is arriving to class late without a reinstatement permit from the office.
- F. Students are not allowed to leave the campus during the school day without permission from the principal's office or other designee. Students may not sign themselves out during the school day without permission from the administrative staff, parent, or a school nurse. Only individuals listed on the Student Data Form can sign out that particular student.
- G. Early dismissals will be granted only upon parental request. Students are to get early dismissal forms in the office at the beginning of the school day. Forms are to be given to the teacher in the class that the student is to be dismissed from. The student must sign-out in the office before leaving. A reasonable amount of time will be given for travel to and from appointments. Students who have an early dismissal for a doctor's appointment must provide the office with a doctor's note verifying the appointment upon their return to school.
- H. A student with an early dismissal will be counted absent from the class that they leave unless they are in attendance in that class at least one-half of the periods.
- I. Students must always sign out in the office when leaving school during the school day or the absence will be considered as truancy.

II. Absences

- A. Any student not already exempt from the compulsory attendance law may nevertheless be excused for the following extenuating circumstances: temporary absence resulting from personal sickness, sickness or death in the family, quarantine, weather or road conditions making travel dangerous, legal, or any other unusual cause acceptable to the

superintendent or principal of the school in which the student is enrolled. [*Education Code 25.087(a); DALHART ISD POLICY FDC*]

- B. If any parent, or person standing in parental relation to a child who is subject to the compulsory school attendance law and not lawfully exempted or properly excused from attendance, fails to require the child to attend school, he/she will be warned in writing by the school principal or attendance officer that attendance is immediately required. [*DALHART ISD POLICY FDC*]. If a student has unexcused absences of 10 or more days, or parts of days (tardies), within a 6-month period or 3 or more days or parts of days (tardies), within a 4 week period, the attendance office shall file on the student and the parent with the City of Dalhart Municipal Court or the justice court in the county in which the school is located or the student resides. [*Education Code 25.095*]
- C. If after this warning, a parent or person standing in parental relation intentionally, knowingly, recklessly, or with criminal negligence fails to comply, he/she will be subject to punishment as provided by law, unless he/she can prove inability to compel the child to attend school. In that case, the child will be subject to action by the juvenile court. [*Education code 25.093*]
- D. The reason for an excused absence must be in writing and signed by the parent, legal guardian, or person standing in parental relation to the student. Any absences not cleared up in the office with written notification within 5 school days will be coded as unexcused.
- E. The Attendance Committee will review the student attendance records of any student who has been in attendance less than 90% of the class days during a semester. Credit may be denied if the student is in violation of *Education Code 25.092* unless the student makes up the time missed. A parent or guardian may appeal to the Attendance Committee to request that credit be given. If credit is denied, the attendance committee may decide how the student can regain credit.
- F. Make-up time for excused absences only will take place during Saturday School only. Four Saturdays of each semester will be the designated make-up time. Those dates are November 16, 30, and December 7, 14, 2013, as well as April 27 and May 3, 10, 17, 24, 2014. Saturday School will run from 8:00 a.m. to 4:00 p.m.
- G. A student absent from school for any unexcused reason will not be allowed to

participate in school-related activities on that day or evening.

- H. A student who misses class because of participation in an activity sponsored by a non-approved organization may receive an unexcused absence.
- I. All Senior and Junior students will be allowed two (2) days of college visitation each year. You must make plans at least one week in advance of your college visits in order for these to be classified as excused absences. College Day forms can be picked up in the office. These must be presented to all teachers prior to the student's absence. Prior to the student's return to school make sure to obtain College Official signature. Forms must be returned to the office within five (5) days of your return. College visitation days will not count toward the total number of allowable absences and may be excused (with proper documentation) or unexcused (without proper documentation). Any additional days that are incurred will result in a regular absence. The deadline for college visitations is May 1st.
- J. The District may apply to the Commissioner of Education for specific exceptions on individual students based on hardship or unforeseen circumstances. The Commissioner's decision will be final. [19 TAC 97.113(a, c)]

III. Truancy

Students absent from school without permission of parent(s) or guardian(s) or absent from class without the principal's permission, will be considered truant and will be subject to disciplinary action. [DISD Board Policy FDC]

IV. Tardies

Only unexcused tardies will result in disciplinary action. The following guidelines on tardies will be implemented:

- Upon the third (3) cumulative tardy per semester, students will be assigned after school detention. Students will serve detention every day they are tardy. If the student fails to attend detention ISS may be assigned.
- Three unexcused tardies in any class will result in an unexcused absence for that class. Six unexcused tardies will result in two unexcused absences and so on.

Driver's License Attendance Requirements

A student must have a minimum of 90% official attendance the prior semester in order to obtain a Verification of Enrollment [90-Day form].

Automobiles at School

Only those students who are properly licensed will be permitted to drive automobiles and motorcycles to school. Dalhart ISD Police can write a ticket to students that are driving without a proper license. Students will be fined in the amount of \$20 for parking anywhere other than their assigned parking space. Students are required to register their vehicles and park in assigned parking spaces. If upon inspection of the parking lot, a vehicle is found that is not registered in the DHS office, that vehicle could be towed at the owner's expense or other disciplinary action will be taken. All vehicles must be parked in assigned parking spaces upon arrival at the campus, and students are not to sit in parked cars. Careless and irresponsible driving will not be permitted.

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

Bullying

DALHART ISD POLICY FFI (LEGAL/LOCAL)

Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic means, or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the District and that:

- Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
- Is sufficiently severe, persistent, and pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

This conduct is considered bullying if it:

- Exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct; and

- Interferes with a student's education or substantially disrupts the operation of a school.

Students of Dalhart High School are encouraged to report bullying or harassing behavior to any school employee or online at reportbullying@dalhart.k12.tx.us.

Buses /School Vehicles

Dalhart ISD makes school bus transportation available to all eligible students living within the school district. This service is provided at no cost to students. Bus routes and any subsequent changes can be found in the school office. Further information can be obtained by calling the bus barn at (806) 244-7805. Students are expected to assist District staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding in school vehicles, students must:

- Follow the driver's directions at all times.
- Enter and leave the vehicle in an orderly manner at the designated stop.
- Keep feet, books, band instruments and all other objects out of the aisle.
- Not deface the vehicle or its equipment.
- Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw any objects within or outside of the vehicle.
- Not possess, smoke or use any form of tobacco product in the vehicle.
- Upon leaving the bus, wait for driver's signal before crossing in front of vehicle.
- When provided, wear seatbelts at all times (bus or van).

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

Note: Video cameras may be used in District vehicles to promote compliance with the rules of conduct. Videotapes are a protected student record.

Cafeteria Services

The District participates in the National School Lunch Program and offers free and reduced-price meals based on a student's financial need. Information on this program can be obtained from the central office. Dalhart High School has a well-equipped and professionally staffed cafeteria. Meals are served during 2 lunch periods during the designated times.

- A. Students are not allowed to leave the campus during lunch unless a parent/guardian/relative comes to the office and signs the student out. Parents/guardians/relatives may not sign out any students except for their own child. All students who are signed out and leave campus at lunch must sign in upon their return. Juniors and

Seniors will have open campus lunch privileges if a parent permission form has been signed, and is on file in the office.

- B. During the lunch period students are not allowed in the classroom area, the student parking lot, or anywhere else outside the building on school campus except the patio area. The following are areas that students are allowed during the lunch period: in the cafeteria, in the patio area behind the cafeteria, in the rest room near the student entrance. Access to the library will only be allowed for academic purposes during the lunch period.
- C. Occasionally, students may have to wait in line to get their trays. "Cutting" in line is not permitted and offenders may be prohibited from eating cafeteria meals, prohibited from eating in the cafeteria, assigned cafeteria clean up, or corrected in a manner deemed appropriate by the administrators or duty staff.
- D. Students are expected to eat in the cafeteria in an orderly fashion. Inappropriate behaviors such as, but not limited to, loud noises, horseplay, throwing food, taking other student's food, etc., are not appropriate and disciplinary action will result.
- E. No food or drink is allowed to be brought on school campus during school hours with the exception of food being brought to a student by their parent during lunch period. This rule includes no food or drink before school. Students who are allowed to leave campus for lunch are not allowed to bring their food back on campus.
- F. No food or drinks are allowed in the classroom area.

Career and Technology Education

The District offers career and technology programs in Health Care Occupations, Early Childhood Professions, Computer Applications, Agricultural Science, Criminal Justice, VAC and MOCT. Admission to these programs is based on age requirements being met and proper application into the program. The District will take steps to ensure that a lack of English language skills will not be a barrier to admission or participation in any Educational, or Career and Technology program. For further information about these programs, please contact the DHS Office at 244-7308.

Cellular Phones

(See "Telecommunication Devices")

Change of Address or Phone Number

Students, who change their residence, mailing address or telephone number after enrollment must report the change promptly to the principal's and counselor's offices.

Office records must be correct and up to date in case of an emergency.

Cheating/Plagiarism/Academic Dishonesty

Cheating shall be defined as giving or receiving information or help on a test; possession of any unauthorized material during a test; copying another student's assignment or knowingly allow another unauthorized student to copy from his/her assignment; working with others on a project that is meant to be done individually; unauthorized possession of a test or quiz questions and/or answer sheets; completing an assignment, test, or quiz on behalf of another student; submitting duplicate work; having someone else complete an assignment, test, or quiz on behalf of the student, or accessing a teacher edition. Using electronic devices to send or receive information as described above is also classified as cheating.

Plagiarism is using another person's ideas or creative work without giving credit to that person. It includes:

- A. paraphrasing information from a source without referencing the source
- B. copying & pasting Internet information, graphics or media into your work without citing the source
- C. using someone else's homework or buying papers or research you did not do and turning it in as if you had done the work yourself
- D. not putting quote marks around parts of sources you copy exactly

All of these are plagiarism when a citation for each source you used is not included in the body of your paper, speech, project, etc.

Plagiarism will be considered cheating and the student will receive a zero and the parent will be contacted by the teacher. Students found to have engaged in academic dishonesty will be subject to disciplinary action.

Check-in Procedure

Students who have missed part of the school day and return or come in late to school must sign-in at the office at the time of arrival. Failure to sign-in may result in an unexcused absence.

Check-out Procedure

Early dismissal requires communication with parents and administration. Any time a student leaves the campus for any reason he/she must sign-out at the office. Leaving school without signing out may result in disciplinary action. If a student needs to contact a parent it must be done through the office. Students may not use their cell phones to contact parents unless they have permission from office personnel. A phone is made available in the office to contact their parents.

Child Abuse/Neglect and Sexual Abuse

DALHART ISD POLICIES FFG (LEGAL)

While any person who has cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect by any person is required by law to report the action, any professional is required by law to report the action, any professional is required to make such report within 48 hours after the first suspecting abuse or neglect. A report alleged or suspected abuse or neglect and the identity of the person making the report is confidential. A person acting in good faith who reports alleged abuse or neglect is immune from any civil or criminal liability. Sexual abuse will, likewise. Be reported.

Students who are aware of any form of abuse or neglect should be encouraged to report the incident to any adult, including school employee such as a teacher, counselor, nurse, or administrator. [Education Code 38.004 and 38.0041]

Conferences

Students and parents may expect teachers to request a conference if:

- A. the student is not maintaining passing grades or achieving the expected level of performance
- B. the student presents any other concern to the teacher
- C. in any other case the teacher considers necessary.

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

Communicable Diseases/Conditions

To protect children from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease are asked to telephone the school nurse/principal so that other students who have been exposed to the disease can be alerted. A student who has certain diseases is not allowed to come to school while the disease is contagious.

(See **STUDENT HEALTH** section for more information)

Complaints by Students

Our policy is to secure, at the lowest possible administrative level, prompt and equitable resolution of student or parent complaints. Complaints regarding certain topics require a different procedure. Any campus office or the Superintendent's office can provide information regarding specific processes for the following complaints: (Additional information can also be found in

the designated Board policy, available in the principal's or superintendent's offices.)

- A. Discrimination on the basis of gender: *DISD BOARD POLICY FB*
- B. Sexual abuse or sexual harassment of a student: *DISD BOARD POLICY FNCJ*
- C. Loss of credit on the basis of attendance: *DISD BOARD POLICY FDD*
- D. Removal of a student by a teacher for disciplinary reasons: *DISD BOARD POLICY FOAA*
- E. Removal of a student to a disciplinary alternative education program: *DISD BOARD POLICY FOAB*
- F. Expulsion of a student: *DISD BOARD POLICY FOD*
- G. Identification, evaluation, or educational placement of a student with a disability: *DISD BOARD POLICIES FOBA and FB*
- H. Instructional materials: *DISD BOARD POLICY EFA*
- I. On-campus distribution of non-school materials to students: *DISD BOARD POLICY FMA*

Computer Access - Acceptable Use

To prepare students for an increasingly computerized society, Dalhart ISD supports computer technology for instructional purposes. All students are provided with written guidelines pertaining to the acceptable use of computers, the Internet, and the District network system, and, in the case of students in grades 9-12, personal telecommunication devices. Students and their parents should pay close attention to the "Acceptable Use Policy" (located at the end of this document) regarding the use of these resources. A violation of any of the guidelines will result in the assignment of appropriate disciplinary consequence, and could result in the loss of computer access privileges. Examples of violations include, but are not limited to: using inappropriate language, copyright violations, deleting or modifying files, changing computer settings without permission, or using another person's account. Students are granted computer accounts upon registration and agreeing to the terms and conditions of the *Dalhart High School Student Handbook*. **Parents that wish to limit their child access to the internet must do so in writing to the campus principal.**

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

Corporal Punishment

In accordance with *DALHART ISD POLICY FO (LEGAL/LOCAL)*, corporal punishment may be used as a student discipline technique. As a matter of administrative practice, the principal or designee will attempt to contact the parent/guardian of each student before corporal punishment may be administered to that student. A valid,

reasonable attempt to contact the parent shall be considered accomplished when the principal or designee contacts (or tries to contact) the parent/guardian by telephone using the most recent primary telephone number listed in the school office. The principal or designee shall maintain a record of his/her parent/guardian contact or attempt to contact the parent/guardian.

Each time corporal punishment is administered to a student, the principal/designee shall mail a copy of the discipline form to the parent/guardian within two school days.

A student may refuse to accept corporal punishment as a discipline management technique and instead accept other such discipline management techniques as the principal or designee may assign.

Correspondence Courses

Correspondence courses can be used for a maximum of two credits towards graduation. Registration forms are available in the counseling center. Students are responsible for all costs of correspondence courses (tuition, fees, and books). Dalhart High School uses correspondence courses from Texas Tech University.

Counseling - Vocational/Academic

Students are encouraged to talk with the school counselor, teachers, and administrators in order to learn about the curriculum, course offerings, graduation requirements, and differences between graduation programs. Students who are interested in attending a college, a university, a training school, or pursuing some other advanced education should work closely with their counselor so that they take the high school courses to best prepare them for further work. The counselor can also provide information about entrance examinations required by many colleges and universities, as well as information about financial aid and housing.

Counseling - Personal

The school counselor is available to assist students with a wide range of personal concerns, including 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 school counselor should sign up in the counselor's office.

Cyberbullying & Online Harassment

Cyberbullying is defined as the use of any electronic communication device to engage in bullying. Cyberbullying is bullying at a higher level because of the wider audience and ease with which information can be broadcast. Some of the methods of bullying include pretending to be someone else online to deceive others, spreading lies and rumors about victims, using deception to obtain personal

information from others, sending or forwarding mean messages, and posting images of victims without their consent.

Texas Penal Code 33.07 defines online harassment as when a person uses the name or persona of another person to create a Web page or to post one or more messages on a commercial social networking site without obtaining the other person's consent and with the intent to harm, defraud, intimidate, or threaten any person. Online harassment also occurs when a person sends an electronic mail, instant message, text message, or similar communication that references a name, domain, address, phone number, or other item of identifying information belonging to another person without obtaining the other person's consent, with the intent to cause a recipient of the communication to reasonably believe that the other person authorized or transmitted the communication, and with the intent to harm or defraud any person.

Parents are encouraged to monitor their child's access online and through texting. Victims of cyberbullying and online harassment should report these occurrences to the appropriate authorities as soon as possible. Cyberbullying and online harassment that occur in the school setting should be reported to the campus administrators and will be disciplined accordingly. The District does not have jurisdiction over cyberbullying or online harassment that occurs in the community and/or in the home setting. In these cases if the matter rises to the level of a crime, it should be reported to the local law enforcement agency. Only in situations that occur in the community that result in disruption of the educational setting would the District have jurisdiction to discipline the students causing the on-campus disruption.

Dalhart ISD Police Department

To ensure sufficient security and protection of students, staff, and property of the District, Dalhart ISD employs a law enforcement unit. The officer in this department offers assistance to campus personnel in enforcing provisions set forth in all applicable sections of the *Texas Education Code*, *Texas Penal Code*, and the *Dalhart ISD Board Policy*. This officer, acting as a school official, may access educational records for the purpose of maintaining safe schools.

Damage to School Property

The taxpayers of the community have made a substantial financial commitment for the construction and upkeep of school facilities and property. To ensure that school facilities can serve those for whom they are intended – both this year and the years to come – littering, defacing, or damaging school property, including textbooks and library books, is not tolerated. Students will be required to pay for damages they cause and will be subject to criminal proceedings as well as disciplinary consequences in accordance with the Student Code of Conduct.

DALHART ISD POLICY FNCB (LEGAL)

A parent or other person who has the duty of control and reasonable discipline of a child is liable for any property damage proximately caused by:

- a) The negligent conduct of the child if the conduct is reasonably attributable to the negligent failure of the parent or other person to exercise that duty; or
- b) The willful and malicious conduct of a child who is at least ten years of age but under 18 years of age. [Family Code 41.001]

Dances and Social Events

DHS Student Handbook and *DISD Student Code of Conduct* rules will be observed at social events held outside the regular school day. Guests are expected to observe the same rules as students. The person inviting the guest is responsible for the conduct of the guest. A student attending a social event may be asked to sign in and out. You will not be readmitted if you leave before the end of the event. Additional guidelines may be set by the sponsoring organization.

Dating Violence

DALHART ISD POLICY FFH (LOCAL)

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.

Examples of dating violence against a student may include physical or sexual assaults; name-calling; put-downs; or threats directed at the student, the student's family members, or members of the student's household. Additional examples may include destroying property belonging to the student, threatening to commit suicide or homicide if the student ends the

Distribution of 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 any school campus by a student or a non-student without prior approval of the principal. All aspects of school-sponsored newspapers and/or yearbooks are completely under the supervision of the appropriate teacher and campus principal. All material intended for distribution to students that is not under the District's editorial control must be submitted to the principal for review and approval. If the material is not approved within two school days of the time it was submitted, it must be considered disapproved. Disapproval may be appealed by submitting the disapproved material to the Superintendent.

Dress/Grooming Code

Purpose: The dress code was established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority.

General Guidelines: Students will be dressed and groomed in a manner that is clean, neat, safe, modest, and educationally non-distracting. The District prohibits any clothing or grooming that in the principal (or designee's) judgment may be considered in violation of these guidelines.

Additional Guidelines:

1. Any piece of clothing deemed inappropriate by a faculty member must be changed.
2. Any clothing deemed lewd, offensive, vulgar, or obscene is prohibited.
3. Clothing advertising tobacco, alcoholic beverages, drugs, or any other substance prohibited under *Board Policy FNCF (L)* is prohibited.
4. Any clothing apparel or accessory that illustrates or suggests any type of gun, knife, or weapon is prohibited.
5. Clothing with words that are sexually suggestive or present a double meaning is prohibited.
6. Clothing that is suggestive of or containing satanic symbols or deemed "gang related" by faculty or administration is prohibited.
7. Footwear will be worn to school. Footwear with metal taps or noise-making devices is prohibited. House shoes or slippers are prohibited. No shoes with wheels or rollers are allowed.
8. No hats/caps are allowed in the building during school hours.
9. Bandannas and hoodies over the head are not allowed to be worn in the school building.
10. Inappropriate or distractive tattoos are to be covered.
11. No wallet chains are allowed while at school.
12. Earrings may not exceed 3 inches in diameter. Nose piercing is limited to studs not to exceed ¼ inch in diameter.
13. Skirt, dress, or shorts length (with or without leggings) will be no shorter than 6 inches above the knee when measured from the ground in a kneeling position.
14. Jeans with holes above the knee (with or without leggings) are prohibited.
15. Pants must have pockets and a zipper or be covered by a shirt or skirt that is at least fingertip length. Flannel, fleece or cotton pajama pants will not be allowed.
16. No sagging will be allowed; only pants that may be worn at the waistline without a belt are allowed. Undergarments and skin shall remain covered at all times.
17. Shirts and tops must cover the midriff when standing with both arms parallel to the ground.
18. Shirts must have no less than a 3 inch strap across the shoulders. Undergarments shall remain covered at all times. Boy's shirts must have sleeves.

19. Shirts must not have cut-out sleeves nor may the arm holes sag and expose skin or undergarments.

20. See-through tops are allowed as long as undergarments meet dress code.

21. No cleavage shall be visible.

22. A student's hair will be neat and well groomed. Styles such as mohawks, mullets, or distracting hair color will not be acceptable.

23. Sunglasses and contact lenses with designs or colors that distort the natural look of the eyes are prohibited.

24. During the school day cheerleaders must wear team sweats, shorts, or skirts that have been approved by the sponsor in advance.

The student and parent may determine the student's personal dress/grooming standards provided that they comply with the guidelines above.

Violations

Students violating the dress code will be issued sweats and a t-shirt. Clothing will be returned to the student upon return of the sweats and t-shirts. Multiple violations will result in more serious consequences.

Extracurricular Activities

The sponsor, coach, or other person in charge of an extracurricular activity may regulate the dress and grooming of students participating in the activity. Students who violate those standards may be removed or excluded from the activity for a period determined by the sponsor, coach, or other person in charge of the extracurricular activity and may be subject to other disciplinary action.

Driver's License Requirements

In order for students to receive student verification of enrollment and attendance to obtain or renew a driver's license, a student must have a minimum of 90% official attendance the prior semester [*TEA Compulsory Attendance*]. The Texas Department of Public Safety requires students wishing to renew their driver's license to present this form to verify that they are in school and have met the attendance requirements.

Drug/Alcohol/Abusable Volatile Chemicals

DALHART ISD POLICY FNCF (LEGAL); FOC (LEGAL); FOD (LEGAL)

No student shall during and school term and while on school premises or off school premises at a school-sponsored activity, function or event, sell, deliver, use, possess, or be under the influence of any amount of:

1. Marijuana or a controlled substance, as defined by Chapter 481, *Health and Safety Code*, or by *21 USC 801, et. Seq.*;

2. A dangerous drug, as defined by Chapter 483, *Health and Safety Code*; or

3. An alcoholic beverage, as defined by Section 1.04, *Alcoholic Beverage Code*.

Education Code 37.006, 37.007

In addition to the above prohibitions, no student shall inhale, ingest, apply, use, or possess an abusable glue, aerosol paint, or other volatile chemical with the intent to inhale, ingest, apply, or use in any manner.

Drug-Free School Zone

DALHART ISD POLICY FNCF (LEGAL)

Section 481.134 of the *Texas Health and Safety Code* provides that certain drug-related crimes are subject to more severe criminal penalties if they occur in, on, or within 1,000 feet of premises owned, rented, or leased by a private or public elementary or secondary school or on a school bus. In addition to referring a student who commits a drug-related crime for criminal prosecution, the District will consider such acts to be school-related misconduct and may discipline the student for misconduct in accordance with the provisions of the *DISD Student Code of Conduct*. For example, a controlled substance, that would normally be classified as a Class A misdemeanor if found in the community, may be classified by the county district attorney as a felony when it is found on school property because of the Drug-Free School Zone statute. The specific drug-related crimes include but are not limited to possessing, manufacturing, delivering, or possessing with the intent to manufacture or deliver a controlled substance.

Dual Credit Courses / College Coursework

Dual credit or concurrent credit classes are taught at Dalhart High School with the DHS teacher as a facilitator to the AC professor. Students receive both high school graduation credits and college credits for all classes passed. The student is required to pay for all expenses of the classes taught. Before a student in high school can enroll in a college course the student must have either passed the TASP exam or be exempt from taking the TASP based on EOC, TAKS, ACT, or SAT scores. Students can take college classes taught outside regular DHS school hours if the TASP requirements are met. However, the class will not be counted as dual credit classes without approval of the DHS administration prior to the student taking the course.

Emergency School Closing

The Superintendent is authorized by the School Board to close the schools if prevailing or potential hazards threaten the safety and wellbeing of pupils and employees. The decision to close will be made by the Superintendent after consulting, when time permits, with the Board and/or other community agencies responsible for the safety and wellbeing of the community. The Superintendent will make public announcements and releases to the news media.

Enrollment Procedure

Home School Students

Students entering DHS from Home School settings will be required to take a criterion referenced test, approved by the principal, before receiving credit for any courses they have completed. The transcript grade would be the grade they received on the test.

New Students to the District

The materials required for enrollment at DHS are:

- birth certificate
- evidence of legal responsibility if student is not living with a parent
- proof of residency
- withdrawal form from last school attended
- current immunization/shot records
- social security number or other appropriate identification

Extracurricular Activities, Clubs, and Organizations

Students are invited to participate in as many extracurricular activities as they are able. Participation in these activities, however, is a privilege and not a right. Expectations regarding behavior and academics are higher for these students than they are for the regular student body. Students who participate in any extracurricular activity will sign a code of ethics form, which outlines unacceptable behavior and consequences for such behavior.

Participation in a school and school-related activity 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 and local guidelines.

- A. A student who receives, at the end of any grade evaluation period, a grade below 70 in any academic class, 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 weeks. An ineligible student may practice or rehearse, however. The student regains eligibility when the principal and teachers determine that he or she has:
- B. Earned a passing grade (70 or above) in all academic classes
- C. Completed the three weeks of ineligibility.
- D. Any restrictions on participation related to discipline are set out in the *DISD Student Code of Conduct*.

Please note: Student clubs and performing groups such as the band, athletic teams and clubs may establish standards

of behavior – including consequences for misbehavior – that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the *DISD Student Code of Conduct* or by local policy will apply in addition to any consequences specified by the organization.

Fees

Materials that are part of the basic educational program are provided without charge to a student. A student is expected to provide his or her own supplies and may be required to pay certain other fees or deposits, including but not limited to:

- A. Class or Club dues.
- B. Security deposits.
- C. Materials for class projects that the student will keep.
- D. Personal physical education and athletic equipment and apparel.
- E. Voluntary purchases of pictures, publications, class rings, etc.
- F. Student accident insurance and insurance on school-owned instruments.
- G. Instrument rental and uniform maintenance.
- H. Fees for damaged library books, textbooks, and school-owned equipment.
- I. Textbooks that are found not covered as required by state law.

Fighting/Physical Contact/Assault

Physical contact will not be tolerated on school property or while attending a school-sponsored or school-related event on or off school property. If an individual is physically confronted by another student, the individual should avoid striking back and find an adult or administrator that can handle the situation. Regardless of who starts a fight, if both students participate, both students will be disciplined accordingly.

Fire Drills

Fire drills are established in compliance with state and local fire regulations and are conducted for the purpose of acquainting students with what to do in case of an emergency. Fire drills are conducted periodically during the school year. Fire drill regulations and procedures will be posted in each classroom. Teachers should review these regulations with students and the students are responsible for observing them.

Regulations include:

- A. There is to be no talking.
- B. Do not take books.
- C. Walk briskly. DO NOT RUN.
- D. Walk in a single file.
- E. The first person to exit should secure the door in an open position.

- F. The last person leaving the classroom should close the door.
- G. Lines should stay intact so that roll can be taken after the building is evacuated.
- H. With the teacher leading, lines will return to their rooms in reverse order when the all
- I. Clear bell is heard.
- J. If there is an alarm during lunch period, you leave your lunch and exit in an orderly manner to the nearest exit.

Food and Drink

- A. Student organizations selling food items as fund raising projects will only be allowed to sell before school, during lunch, and after school with prior approval by the principal.
- B. No food or drink is allowed in the classrooms without Administrative approval
- D. Candy wrappers and drink containers should be placed in the proper trash containers.

Fund Raising

Student clubs or classes, outside organizations, and/or parent groups may occasionally be permitted to conduct fund-raising drives. An application for permission should be made to the principal at least 21 days before the event. Application forms may be picked up in the high school office. Fund raising is not permitted on school property except as approved by the principal. All money collected by a club or class will be turned in immediately to the principal's office using the currency form furnished.

Grading Policy

Dalhart High School has adopted the following grading policy:

All Classes will have:

- MINIMUM: 10 daily grades and 3 assessments
 - Assessments can include any category that the teacher chooses, but may NOT add up to more than 40%.
 - Daily Grades can include any category that the teacher chooses.

Late Work- The teacher shall take 10 points off per day that the paper is handed in late. After five days of being late the teacher is not required to accept the paper. Papers that are below a 70 for being late shall not be corrected.

Non-assessment paper correction – Non –assessment papers can be corrected for a maximum grade of 70. The student has five days from the day the papers are handed back to the student to make the corrections. The type of correction and when the teacher gives help on the corrections shall be at the teachers' discretion.

Test Retakes- Test shall be retaken, and not corrected. The retest will be over the same material, but it will be a different test than the original. There is a three day period for the student to retake the test and when the student takes the test shall be at the teachers' discretion. After the retest the average of the two test grades will be recorded in the gradebook. The current **Make-up Work** Policy for absences is still in effect and the days for correction and retest will be adjusted accordingly. (See "Make-Up Work")

Graduation

Early Graduation – Students who wish to graduate earlier than four years after entering the ninth grade must declare that intent by October 1 of the school year in which they intend to graduate. Must have all course work completed and received credit by the end of the first semester.

Graduation Ceremony – Dalhart Independent School District has one graduation ceremony each school year. This graduation ceremony is held at the end of the second (spring) semester. Only students who have completed all state and local DISD graduation requirements (academic, attendance, fiscal, etc.) may participate in the graduation ceremony.

Hacking

Hacking is defined as intentional or unauthorized access or attempted access of any portion of the District's computer systems, networks, or private databases to view, obtain, manipulate, or transmit information, programs, or codes or of another student's personal telecommunication device. Hacking and any other inappropriate use of the District's computer systems or of another student's personal telecommunication device are prohibited and are addressed in the District's Acceptable Use Policy at the end of this document.

Harassment

DALHART ISD POLICY FFH (LEGAL/LOCAL)

All students and employees should be treated with courtesy and respect. Students should avoid behaviors known to be offensive, and stop these behaviors when asked or told to stop.

The District prohibits discrimination, including harassment, against any student on the basis of race, color, religion, gender, national origin, disability, or any other basis prohibited by law. The District prohibits dating violence, as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.

Discrimination

Discrimination against a student is defined as conduct directed at a student on the basis of race, color, religion,

gender, national origin, disability, or on any other basis prohibited by law, that adversely affects the student.

Prohibited Harassment

Prohibited harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student's race, color, religion, gender, national origin, disability, or any other basis prohibited by law that is so severe, persistent, or pervasive that the conduct:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

(See "Bullying", "Cyberbullying & Online Harassment" "Hazing" & "Sexual Harassment" for more information.)

Hazing

DALHART ISD POLICY FNCC (LEGAL)

"Hazing" means any intentional, knowing, or reckless act occurring on or off the campus of an educational institution directed against a student, by one person alone or acting with others, that endangers the mental or physical health or the safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include other students.

The term includes:

1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity.
2. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
3. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
4. Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above.

5. Any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of the Penal Code.

Immunization

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 school nurse 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's religious belief conflicts with these requirements he/she must present a statement signed by the student and parent requesting exemption from policy. If the student should not be immunized because of medical reasons, he/she must present a statement from a physician giving the reason for exemption.

(SEE **STUDENT HEALTH** for more information)

Insubordination

Student language or action that expresses willful disobedience and defiance of authority and is directed toward any school employee will lead to disciplinary action which may include expulsion. Examples of insubordination include but are not limited to:

- A. running from or refusing to accompany teachers or administrators to the office;
- B. speaking, writing, or signaling obscenities or vulgarities to a member of the faculty or staff;
- C. giving false names or otherwise refusing to provide proper identification;
- D. refusing to follow instructions of teachers or administrators; or
- E. failing to report to the office after receiving an office request or after being sent by a teacher.

Insurance

At the beginning of the school year, the District will make available (not required) to students and parents a low-cost, limited, student accident insurance program. Premiums will be paid to and claims will be submitted to the insurance company by the student/parent. The student/parent is responsible for payment of all premiums and/or any other cost associated with the insurance. Additional information may be obtained from the school office. The District will not be responsible for any costs for treating injuries or assume any liability for any cost associated with any student injury or illness including athletic injuries.

Internet Safety Policy

Recognizing that the Internet represents an important and vital electronic resource that allows access to ideas, information and commentary from around the world, the Dalhart Independent School District is pleased to provide Internet access to its staff and students as a part of the education process. DISD also provides wireless access to staff and students who have their own, correctly configured, laptop computers, tablet computers, and other electronic devices. Keeping children safe on the Internet is everyone's job. DISD's policies shall not relieve parents and legal guardians of their ultimate responsibility to monitor and guide their own children's use of the Internet. Parents are encouraged to take an active role in their children's use of the Internet and to talk about their personal values and expectations for their children's use of this resource. Federal law has been implemented to provide a Children's Internet Protection Act (CIPA) which mandates filtering visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors on all computers that use DISD's Internet and other network resources. This filter is site specific and is not intended to block research sites or information needed to complete the teaching and learning cycle. If you believe access is unjustly denied, a request for access to a specific site can be e-mailed to support@dalhart.k12.tx.us. Parents should also be aware that minors are instructed not to disclose any personal information when using e-mail or any other electronic communications.

General Rules and Limits regarding Internet access and computers: Use of The District's Internet or computers for activities that violate local, state or federal laws is prohibited. This includes activities such as committing fraud, hacking, spreading libel or slander, and/or copyright infringement. It is the responsibility of all users of electronic resources in the district to respect intellectual property rights. Copyright restrictions may exist for individual electronic resources. Users of DISD's resources may only make copies allowable by copyright laws or licensed software agreements. DISD expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic resources or any consequences thereof.

All devices (it does not matter who owns the device) that use DISD's network for Internet access is logged through our Internet content filter. These logs are reviewed and monitored for inappropriate use. Attempts to bypass The District's content filter will result in immediate loss of Internet privileges and other consequences as appropriate according to The DISD School Board Policies. All users of

DISD's electronic resources are reminded that many of our computer terminals are located in public areas which are shared with users and staff of all ages, backgrounds and sensibilities. Individuals are expected to consider this diversity and respect the sensibilities of others when accessing potentially offensive information or images.

It is DISD's policy to maintain:

- appropriate level of filtering at ALL Internet terminals
- a parental consent for minors who wish to use the Internet
- compliance with CIPA (Children's Internet Protection Act) and NCIPA (Neighborhood Children's Internet Protection Act) requirements
- legal restrictions, limitations or interpretations imposed by the courts or other decisions made by government authorities
- an atmosphere conducive to the best use of DISD's resources. To this end, an effort will be made to balance the rights of users to access information resources with the rights of users and staff to work in a public setting free from disruptive sounds and visual images.

Users shall not:

- move or change the arrangement of any District owned computers or other electronic devices
- use the network to make unauthorized entry into other computational, information or communication services or resources
- make any attempt to damage computer equipment or software
- make any attempt to cause degradation of system performance
- misuse computers and/or other equipment and resources
- disclose personally identifiable information over the Internet

Training: To help ensure the student's safety and security when using the Internet and electronic communications, at the beginning of each school year, all students in grades 1 - 12 will receive age appropriate "Internet Safety Training". In January of each year, the teachers will review with the students the District's Internet Safety Policy. Internet Safety Training will include, but not be limited to, these topics:

- discouraging the disclosure of personally identifiable information,

- cyberbullying awareness and response,
- appropriate online behavior, including interacting with other individuals on social networking sites

Law Enforcement

Questioning Students

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

- A. The principal or designee will verify and record the identity of the officer or authority and ask for an explanation of the need to question or interview the student.
- B. The principal or designee will make reasonable efforts to notify parents unless the interviewer raises what the principal considers to be a valid objection.
- C. The principal or designee will be present unless the interviewer raises what the principal or designee considers being a valid objection.
- D. If the event is part of a child abuse investigation, the principal will cooperate fully regarding the conditions of the interview.

Students Taken into Custody

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

- A. To comply with an order of the juvenile court.
- B. To comply with the laws of arrest.
- C. By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision.
- D. By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
- E. To comply with a properly issued directive to take a student into custody.
- F. 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 by the Family Code relating 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 his or her ability, will verify the officer's authority to take custody of the student.

Library Services

The mission of the Dalhart High School Library Media Center is to teach students to be effective users of information and to encourage and prepare students to be life-long learners.

This mission is accomplished by:

- providing instruction in information literacy
- providing intellectual and physical access to informational materials in a variety of formats and media

- stimulating interest in reading and in finding and using information and ideas
- promoting the use of the media center by students and faculty
- working with teachers to develop educational strategies to meet the information needs of students and to augment teaching
- supporting the school's curriculum and reading initiatives

All students entering the library are required to have a hall pass issued by their teacher each time they enter the Library. Upon entering, students are to present the hall pass to the library staff.

Library Computers – While using library computers or laptops students will act according to the District's Acceptable Use Policy.

Students are allowed to check out 2 books at a time. Check outs are for 2 weeks (10 school days). Fines begin to accrue on the 15th day and are 5 cents/day. Students are sent notices via school email accounts each Wednesday. Students are responsible for lost or damaged library books. Students are encouraged to communicate with the school library staff to renew books, pay fines, or make payment arrangements.

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. A lock may be purchased from the principal and returned at the end of the school year for a refund. Searches of lockers may be conducted at any time there is reasonable cause to do so whether or not the student is present.

Lost and Found

Any lost-and-found items may be put in the commons area. Campuses may dispose of unclaimed items throughout the school year due to lack of storage space. At the end of the school year all unclaimed items will be disposed of shortly after school releases for the summer.

Make-up Work

Students will be allowed to make up all work missed due to an excused absence. The student will receive a minimum of 2 days for each day missed in order to get all missed work completed. The student will not receive any type of grade deduction. If the student's absence is unexcused or results from a disciplinary suspension, the student will be given a minimum of two days to make up all work with a maximum grade of 70%. Suspended students receive an unexcused absence and consequently

fall under the current rule. It is the responsibility of the student, regardless of the reason, excused or unexcused, to obtain all assignments missed. It is required of the student to get assignments and due dates before the absence occurs in order to stay on schedule with the class.

Medical Treatment/Emergency

If a student has a medical emergency at school or at a school-related activity when the parent cannot be reached, the school may consent to medical treatment for that student, provided that all the following conditions are met:

- A. The person having the power to consent as otherwise provided by the law cannot be contacted.
- B. Actual notice to the contrary has not been given by that person.
- C. Written authorization of consent has been received from that person. The statement authorizing the parent consent to medical treatment is located on the Parent/Student Acknowledgment form in the back of this handbook.

Medication

A student who must take prescription (or nonprescription) medicine during the school day must a parent/guardian must fill out the Medical Request form. The medicine must be in its original container, and brought to the office. Students may come to the nurse's office to take their medication.

Parent/Student Complaint Procedure

Parents or students who have a complaint should first discuss the matter with the teacher. If the outcome of that discussion is not satisfactory, a conference with the principal may be requested. If this conference proves unsatisfactory, the party may request a conference with the Superintendent, and ultimately appear before the School Board in accordance with Board policy.

Personal Property

Dalhart High School is not responsible damage, loss, theft of students' personal property that is brought on campus.

Plagiarism

(See "*Cheating, Plagiarism, Academic Dishonesty*")

Pesticides

The District periodically applies pesticides inside buildings. Information regarding the application of pesticides is available from the DISD Central Office at: 701 E. 10th, Dalhart, TX.

Physical Examinations / Health Screenings

Vision and Hearing Screening

When a student's initial enrollment in the District is also the student's initial enrollment in any Texas school, the student shall be screened for possible vision and hearing problems.

Spinal Screening

New students to the district or any student referred will be screened for abnormal spinal curvature before the end of the school year. Any abnormal spine curvature will be reported to the parent or guardian. It is then the responsibility of the parent/guardian to select an appropriate health practitioner for an examination.

A student may be exempt from any screening if the tests conflict with the tenets and practices of a recognized church or religious denomination of which the student is a member. The parent or guardian must furnish the school with an affidavit stating the objections to the screening.

Posters

The principal or designee must first approve posters and signs that a student wishes to display. Posters displayed without authorization or not in the designated area will be removed. Any student who posts printed material without prior approval will be subject to disciplinary action.

Prayer, Meditation, and Pledges

In compliance with Texas state law, Dalhart High School will observe a minute of silence to reflect, meditate or pray each school day during the designated time. The pledge of allegiance to the United States flag and the Texas flag will also be observed. Students who do not wish to participate and have submitted a written objection will not be required to participate in the moment of silence and pledges, but must remain silent while other students are observing this time.

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

Prohibited Items

Students who unintentionally bring to school a prohibited item, which is not illegal, may turn in the item to a staff member without disciplinary consequences if this is done before the item is discovered or reported by a staff member or another student. This option applies only to the first time the prohibited item is accidentally brought to school. The second time the prohibited item is brought to school, the item will be confiscated and the student disciplined accordingly. Confiscated items that are not illegal will only be returned to the parent or guardian. Illegal items and items designated as evidence will be turned over to the Dalhart ISD police or local authorities.

Public Display of Affection [PDA]

Public displays of personal affection toward another student are strictly prohibited. This behavior is considered educationally distracting and will not be permitted. Parents will be contacted when students violate this policy.

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. The office must have permission from a student's parent(s)/guardian in order to release a student during the school day. Students should secure early dismissals in the office before the school day begins. Parent notification is required.

Safety

Student safety on campus and at school-related events is a priority of the District. Although the District has implemented safety procedure, 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 booklet, 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 to a teacher or a principal, safety hazards, such as intruders on campus and threats made by any person toward a student or staff member.
4. Know emergency evacuation signals, routes and procedures.
5. Follow immediately the instructions of teachers, bus drivers, and other District employees who are overseeing the welfare of students.

Schedule Changes

All schedule changes will require the student to fill out a schedule change request stating which classes they want changed and indicating the reason why. The schedule request change form will require signatures from the parent/guardian of the student, the teachers involved, and the DHS counselor. The schedule request change form must be turned into the counselor's office before the 10th day of classes during the first semester. Schedule change request forms WILL NOT BE TAKEN the first week of school. After the tenth day of school schedule changes will not be made, at which point credit cannot be awarded for a student entering a new class. The same procedure will be followed at the beginning of the new semester.

School Sponsored Events

The *DHS Student Handbook* and *DISD Student Code of Conduct* apply to students and guests, as applicable, attending school-sponsored/school-related social events.

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. This includes class projects that are held off campus.

Semester Tests

Semester tests are given on the last three days of each semester. Students who qualify under the exemption policy will not be required to take the semester tests but those students who are exempt will be required to sign in at school during the designated time on semester test days. No semester tests will be given early. If a student must be absent, they will have an opportunity to take their tests when they return.

Semester Test Exemptions

1. No unexcused tardies.
2. No unexcused absences.
3. Students are exempt under the following guidelines:
 - No more than 3 excused absences & a 92 or higher average.
 - No more than 2 excused absences & a 86 or higher average.
 - No more than 1 excused absence & an 80 or higher average.
 - "0" absences & an average of 70 or higher.
4. Regardless of absences, if a student is failing they are required to take the test.
5. Regardless of attendance and grade, students who do not pass the TAKS or EOC will be required to take their semester test in subject area in which they failed the TAKS or EOC.
6. Students who pass the EOC will be exempt from semester tests in the subject areas in which they passed the EOC as long as they meet the following guidelines: have no unexcused absences or tardies, 3 or less excused absences and at least a 70 average.

Additional clarifiers:

- 1) Tardies and absences for exemption purposes will be counted beginning the first instructional day of each semester.
- 2) Each teacher will determine the eligibility of each student in his or her class.
- 3) Each class period will stand alone as far as exemptions.
- 4) Each semester, each teacher will determine if exempted students will be given the opportunity to take the exam, and if they will be allowed to drop the grade if the student doesn't do well on the exam. Teachers must inform the students in advance of their position in regards to the test.
- 5) If no exam is given, the method that each teacher uses to determine the student's regular average will be used to determine the student's final average for that semester.

6) For exemption purposes each semester period will start over with a new beginning.

7) Students are not required to attend the class exams in which they are exempt.

8) All students have off-campus privileges during semester test days.

If a student wishes to improve their grade, they have the option of taking the exam.

Sexting

Sexting is defined as the practice of sending sexually suggestive, nude, or partially nude photographs and/or sexually explicit messages via text message. Appropriate disciplinary measures will be taken when these types of messages are shared at times when administrators have jurisdiction. The police will also be notified when warranted.

Sexting has garnered significant media coverage as well as concern from school administrators. Parents should discuss this topic with their child especially due to the potential application of Texas child pornography and other criminal statutes when this practice involves photographs of minors (children under the age of 18 at the time the photo was taken). Since state and federal laws cannot keep up with the changes in technology and the increasing use of text/sexting by students, it is important that students are educated about the possible ramifications when they make poor decisions or lack proper judgment and foresight. Current laws often result in convictions that require a student found guilty of possession and/or transmitting child pornography to register, for life, as a sex offender.

Sexual Harassment

Every student has the right to attend district schools and school-related activities free from all forms of discrimination on the basis of sex, including sexual harassment. The district considers sexual harassment of students to be serious. "Sexual harassment" is defined as conduct that is so severe, pervasive, and objectively offensive that it can be said to deprive the victim of access to the educational opportunities or benefits provided by the school. *DALHART ISD POLICY FFH (LEGAL/LOCAL)*

A. All students are prohibited from engaging in offensive, unwanted, and unwelcome verbal or physical conduct of a sexual nature directed toward another student or a district employee.

B. 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.

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

D. 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 the public schools. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.

E. Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with the teacher, the counselor, the principal or designee, or superintendent of schools, who serves as the District Title IX coordinator for students.

F. 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.

G. A person who is the same gender as the student ordinarily will hold the first conference with the student. The conference will be scheduled and held as soon as possible within five days of the request. The principal or Title IX coordinator will coordinate an appropriate investigation, which ordinarily will be completed within 10 days.

H. The student or parent will be informed if extenuating circumstances delay the completion of the investigation.

I. The student will not be required to present a complaint to a person who is the subject of the complaint. If the resolution of the complaint is not satisfactory to the student or parent, the student or parent within 10 days may request a conference with the Superintendent or designee by following the procedure set out in *DALHART ISD POLICY FNCJ (LOCAL)*. If the resolution by the Superintendent or designee is not satisfactory, the student or parent may present the complaint to the Board as provided by policy.

Social Networking

Social networking such as Facebook, Twitter, and MySpace are quickly becoming tools for bullying and making threats. Students need to be reminded that the words they write and the images they post may have consequences offline. Parents should review the following tips with their child to assist them in using these sites safely”

1. Help the child to understand what information should be kept private (phone numbers, physical addresses, etc.)

2. Explain that the child should only post information that you – and they – are comfortable with others seeing.

3. Use privacy settings to restrict who can access and post on your child’s Web page.

4. Remind your child that once he/she posts information online and it is read, it cannot be taken back.

5. Talk to your child about avoiding suggestive talk online.

6. Encourage your child to tell you if they ever feel uncomfortable or threatened by anything online

(see “*Harassment*” for related information)

Special Programs

The district provides special education programs for gifted and talented students, bilingual students, migrant students, students with limited English proficiency (LEP), dyslexic students, students with 504 classification and students with disabilities. The coordinator of each program can answer questions about eligibility requirements, as well as programs and services offered in the District or by other organizations. A student or parent with questions about these programs should contact the Dalhart High School Counseling Center.

Student Behavior

“A school is as good as the reputation of its students”

A. Students depend on adults for discipline as they seek to bring order to their lives. Disciplinary action is designed to correct the inappropriate behavior of the individual. Disciplinary action including counseling, verbal reprimand, school service, detention hall, assignment to In-School Suspension (ISS), corporal punishment, suspension, or expulsion may result to correct inappropriate behavior. Disciplinary referrals are made by a teacher when the student refuses to follow the directions of the teacher so that it is impossible for the teacher to deal effectively with the situation or when the responsibility for resolving the situation is not primarily the teacher’s.

B. When a student is sent to the office, disciplinary action will be taken. If a student fails to go to the office when sent, the student will be subject to severe disciplinary action.

C. Students are responsible for conducting themselves properly, in a manner appropriate to their age and level of maturity.

D. The District’s rules of student conduct apply to all school-sponsored and school-related activities, on or off campus. Students who violate these rules will be subject to disciplinary action and will be referred when appropriate to legal authorities for criminal prosecution.

E. Foul language will not be tolerated. Charges may be filed.

Student Records

A student’s school records are confidential and are protected from unauthorized inspection or use. A cumulative record is maintained for each student. This record begins when the student enters the District and is

kept until the student withdraws or graduates. This record moves with the student from school to school.

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

The principal is custodian of all records for currently enrolled students at the assigned school. The Superintendent is the custodian of all records for students who have withdrawn or graduated. Records may be reviewed during regular school hours upon completion of the written request form. The records custodian or designee will respond to reasonable requests for explanation and interpretation of the records. If circumstances prevent a parent or eligible student from inspecting the records, the District will either provide a copy of the requested records, or make other arrangements for the parent or student to review the requested records.

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

- A. Working with the student;
- B. Considering disciplinary or academic actions, the student's case, and Individual Education Plan (IEP) for a student with disabilities under IDEA, or an individually designed program for a student with disabilities under Section 504;
- C. Compiling statistical data; or
- D. Investigating or evaluating programs.
- E. The parent's or student's right of access to, and copies of, student records does not extend to all records. Materials that are not considered educational records, such as teachers' personal notes on a student that are shared only with a substitute teacher, records pertaining to former students after they are no longer students in the District, and records maintained by school law enforcement officials for purposes other than school discipline do not have to be made available to the parents or student.

Certain officials from various governmental agencies may have limited access to the records. The District forwards a student's records on request and without prior parental consent to a school in which a student seeks or intends to enroll. Records are also released in accordance with court order or lawfully issued subpoena. Unless the subpoena is

issued for law enforcement purposes and the subpoena orders that its contents, existence, or the information sought not be disclosed, the District will make a reasonable effort to notify the parent or eligible student in advance. Parental consent is required to release the records to anyone else. When the student reaches 18 years of age, only the student has the right to consent to release of records.

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

Although improperly recorded grades may be challenged, parents and the student are not allowed to contest a student's grade in a course through this process. [See *DISD ISD POLICY FNG (LOCAL)* for the complaint procedure.] Parents or the student have the right to file a complaint with the U.S. Department of Education if they believe the District is not in compliance with the law regarding student records.

Copies of student records are available at a cost of \$.10 per page, payable in advance. Parents may be denied copies of a student's records:

- A. after the student reaches age 18 and is no longer a dependent for tax purposes;
- B. when the student is attending an institution of post-secondary education;
- C. if the parent fails to follow proper procedures or pay the copying charge; or
- D. when the District is given a copy of a court order terminating the parental rights.

If the student qualifies for free or reduced-price meals and the parents are unable to view the records during regular school hours, upon written request of the parent, one copy of the record may be provided at no charge.

Certain information about District students is considered directory information and will be released to anyone, who follows procedures for requesting it, unless the parent objects to the release of any or all directory information about the child. The opportunity to exercise such an objection is provided on the form signed by the parent to acknowledged receipt of this handbook. Should circumstances change, the parent can contact the principal to indicate his or her desire to change the original request. Directory information includes: a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance,

awards received in school, and most recent previous school attended.

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 the time has expired.

Summer School

Summer school could be offered for credit recovery purposes only.

Telecommunication Devices

DALHART ISD POLICIES FNCE (LEGAL) and (LOCAL)

Telecommunication devices are those that emit an audible signal, vibrate, display a message, or otherwise summon or deliver a communication to the possessor. [Telecommunication devices are defined as items such as, but not limited to, cell phones, smart phones, blackberries, electronic readers, tablets and laptops with the capability of sending and receiving messages or information, and any related accessories (including but not limited to wires, headphones, and ear clips). The term “telecommunication device” will be used for the remainder of the topic unless specified.]

High school students are allowed to possess telecommunication devices with certain restrictions. While most students are respectful of the rules related to telecommunication devices in the school setting, at times problems do arise. Problems include: the device rings during class causing disruptions, students are distracted from instruction because they are sending/receiving text messages, and the devices are used to cheat on test and other classroom work. Students are also using this technology to take inappropriate photos/videos, scan tests and other classroom work, etc.

In order to allow telecommunication devices on campus during the school day, the following guidelines will be required of secondary students who choose to bring these devices to school:

Telecommunication devices may be used throughout the instructional day primarily for educational purposes at the discretion of the teacher. Devices that include phone and texting features should be in the “silent” mode during the instructional day or while riding on District transportation. Students should not use the devices to receive or place personal calls or send/read messages during engaged instructional time.

Locker rooms and restroom areas

The use of telecommunication devices in locker rooms and restroom areas at any time while at school or a school-related or school-sponsored event is strictly prohibited.

After school use

When attending afterschool activities, telecommunication devices must be in the “silent” mode inside the venue of an afterschool activity held indoors (i.e. basketball game, theater arts production, band concert, etc.). Students must of into a foyer or outside prior to using a telecommunication device at an indoor afterschool event such as a fine arts event and other types of assembly in which common courtesy dictates that talking is prohibited.

Responsibility

If a student brings a telecommunication device to school, it is the student’s responsibility to keep the item secure. The school will not be responsible for telecommunication devices that are damaged, lost or stolen; however, as with other personal property brought to school, administrators will conduct investigations as time permits and assign appropriate discipline if warranted.

School Emergencies and Safety Restrictions

To ensure that school officials, law enforcement officers and other emergency agencies will have adequate means of communication during an emergency is of utmost importance to the safety of all students. Therefore, students are asked to turn off telecommunication devices and to not make phone calls or send/receive text messages during an emergency situation that occurs at school until the crisis stage is over unless they are instructed to do so by a staff member of an emergency responder. Students will participate in emergency drills to prepare for these situations. (Parents are asked to refrain from making calls to the school since there are only a few phone lines into the school, and these phone lines will be strategic in communicating with emergency responders. In addition, parents are asked to refrains from calling telecommunication devices or send text messages to keep the airwave frequencies open for emergency responders. As soon as feasible, school personnel will allow students to make phone calls to parents.

State or Major Assessments

Violation of the telecommunication device guidelines during the administration of any state or major course assessment (TAKS, TAKS-M, STARR EOC, STARR-L, AP, or semester exam) may result in an invalid assessment and/or will be regarded as cheating. The student’s test will be invalidated with appropriate disciplinary action accessed.

Noncompliance

The following will occur when a student is not in compliance with the guidelines:

- The telecommunication device will be confiscated for the remainder of the class period/school day.

- The student who violates the telecommunication device guidelines will be assessed the appropriate disciplinary consequence.
- Confiscated devices will be assessed the following fees:
1st offense-- \$15 fine
2nd offense-- \$15 fine/ device held in office 5 school days.
3rd offense-- \$15 fine/ device held in office 10 school days.
4th offense-- \$15 fine/ device held 15 school days
- Confiscated devices will only be returned to the parent or guardian.

Unclaimed Telecommunication Devices

If a telecommunication device is not reclaimed by the parent/guardian within 30 days of the date of notification or the end of the school year (whichever is later), the device will be disposed of as allowed by state law.

Under no circumstances should telecommunication devices be used to take photos/videos in any school facility other than for instructional purposes under the direction of a teacher or at an event open to the public. If an administrator suspects that a device may contain photos/videos taken at school or inappropriate photos/videos, the photos/videos will be reviewed in the presence of the student or parent/guardian prior to the device being returned to the student. Students will be required to delete school-related photos/videos that were taken in violation of these guidelines. Additionally, police will be contacted if an administrator has reason to believe that a photo/video might be a violation of law.

Likewise, if an administrator suspects that a telecommunication device was used in violation of these guidelines and/or for cheating, the administrator may review the call history and/or text messages in the presence of the student or parent/guardian prior to the device being returned to the student.

Telephones

DHS telephones are the property of the District and use by students is a privilege. The District has the right to refuse this privilege to any student.

(See "*Telecommunication Devices*" for information concerning personal cellular phones.)

Textbooks

The State of Texas furnishes student textbooks without charge. It is important to note that textbooks can be very expensive, ranging in price from \$25 to nearly \$100 depending on the book. Students are expected to care for the books while they are in their possession. Students must pay for any damage occurring to the books while they are assigned regardless of the cause of the damage. Students must pay for a non-returned book regardless of

the reason(s). The State requires that all books be covered when in use. Textbook fines may be charged to students who do not have their textbooks covered or for textbooks that are left unattended (i.e. in the commons, or outside).

Threats/Terroristic Threats

All threats will be taken seriously and will be investigated by campus administrators or law enforcement personnel, as appropriate. There are various types of threats which include, but are not limited to, the use of threatening language or gestures, assault by threat, and terroristic threat. Disciplinary consequences and/or police action will be assessed based on the outcome of the investigation.

A student commits an offense of terroristic threat if he/she threatens to commit any offense involving violence to any person or property with intent to:

1. Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
2. Place any person in fear of imminent serious bodily injury;
3. Prevent or interrupt the occupation or use of a building; classroom, or place of assembly; or
4. Cause impairment or interruption of school communications, power supply, or school-related transportation.

Tobacco Use & Possession

Tobacco and tobacco products are prohibited on the DHS campus or at school-related activities. This includes (but not limited to) cigars, cigarettes, chewing tobacco, dipping tobacco and any type of electronic device designed for inhaling vapor.. Students caught with any of these items on campus or at a school-related activity will be subject to disciplinary action. First offenders may be placed in ISS. The police may be notified and charges may be filed on repeat offenders.

Tornado Drills

Emergency drill procedures include:

- A. Tornado warnings will come from the U.S. Weather Bureau
- B. Teachers will be notified if an emergency tornado condition exists.
- C. Tornado emergency drills will be ordered over the public address system.
- D. Teachers will accompany their students in a compact group to the designated area.
- E. Students should be quiet and orderly.

Use of Trained Dogs

In an effort to prevent and detect drug and alcohol abuse problems in the schools and maintain a safe school environment conducive to education, the District will periodically use specially trained dogs to sniff out

concealed contraband, drugs, or alcohol on school property. All visits to the school will be unannounced. The dogs will be used to check vacant classrooms, commons areas, student lockers, and automobiles parked on school property. If the dog alerts to a particular locker, car, or item in classrooms or other common areas, these areas may be searched. If the dog alerts to a car, the student will be asked, if necessary, to unlock the car doors and trunk for an internal inspection. If the student refuses, the police and/or parents will be notified. The lockers and parking lots and all other school properties are under the jurisdiction of the District. If any prohibited substance is found, the student will be subject to disciplinary action, which may include but not limited to; suspension, expulsion, alternative placement, and/or notification of law enforcement agencies.

Video Games

Hand-held video games are not permitted in the school building. They may be confiscated if the “off and out of sight” rule is not observed. Items may be retrieved by parent/guardian.

Videotapings/Recordings and Cameras

A District employee may, without consent of a child’s parent, make a videotape or recording of the child if the videotape or recording is to be used only for:

1. Purposes of safety, including the maintenance of order and discipline in common areas of the school or on school buses; [see *BOARD POLICY FO (LEGAL)*]
2. A purpose related to a co-curricular or extra-curricular activity; [see *BOARD POLICY FM (LEGAL)*]
3. A purpose related to regular classroom instruction;
4. Media coverage of the school. [Education Code 26.009(b); *BOARD POLICY FL (LEGAL)*]

Due to confidentiality issues related to directory information and to the *Family Educational Rights and Privacy Act* (FERPA), parents, students and visitors may not use video recorders, voice recorders or cameras unless used during a performance open to the public or during private conference with the permission by an administrator. If a recording or photo is taken in violation of FERPA, the item in question will need to be deleted.

Public events are those events that occur when the general public has an opportunity to view students (i.e. outside for field day) or when students are not required to participate (i.e. talent show performed after the end of the school day). If the event is during the instructional day (i.e. classroom or grade-level performance), students are considered a “captured” audience and directory information and FERPA rules apply. This is true even if parents are invited to observe.

The campus administrator has the authority to determine which school-related events will be considered public performances at which photographs or videos can be taken.

Visitors

Parents and other visitors are welcome to visit district schools. All guests and visitors must first report to the principal's office and sign in. At that time an official pass will be issued and must be worn while in the building. Upon completion of the visit, the pass must be returned to the office and the guest will then sign out. Only DHS volunteers, students, staff, and DISD personnel have regular access rights to hallways, commons areas, and classrooms. Volunteers and visitors must get permission from the principal's office in order to be on the high school campus during school hours except for special open-to-the-public events. Visits to individual classrooms during instructional time are permitted only with the principal's approval, and such visits are not permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment. Guests of students, including brothers, sisters, or infants are not allowed at school and will not be permitted to visit classes.

Withdrawal Procedure

If the student will be attending classes on the day of withdrawal, that student must visit with the counselor and obtain a withdrawal form. The form is to be taken to each class for teachers to initial and check in books. If the student will be leaving without attending any more classes, books should be left in the office for teachers to pick up. All textbooks and class materials will be returned and all fines paid prior to records being release to the next school.

ACADEMIC INFORMATION

Nondiscrimination

No person shall, on the grounds of race, color, or national origin, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any District program or activity. 42 U.S.C. 2000d

Individuals with Disabilities

No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the District, or be subjected to discrimination by the District. Nor shall the District exclude or otherwise deny equal services, programs, or activities to an individual because of the known disability of an individual with whom the individual is known to have a relationship or association. 42 U.S.C. 12132; 28 CFR 35.130(g)

Graduation Requirements

Dalhart High School graduation requires completion of 26 units or credits. For each semester passed a student is awarded ½ credit. All Dalhart High School students are required to be enrolled in at least six consecutive classes.

Students have 2 programs to choose from regarding graduation: the Recommended High School Program, and the Distinguished Achievement Program. Students are also required to pass the Exit Level TAKS which they take the first time in the spring of their 11th grade year, or their core EOC test for 2011-12 entering freshmen and beyond.

Students considering attending college are encouraged to work towards the Recommended High School Program or the Distinguished Achievement Program. The minimum graduation program will not be offered unless the student, the student's parent or other persons standing in parental relation to the student, and a school counselor or school administrator agree that the student should be permitted to take courses under the minimum high school program.

Substitution

College Board Advanced Placement and International Baccalaureate courses may be substituted for requirements in appropriate academic areas. Credit may also be awarded without prior instruction through credit by examination. No other substitutions shall be allowed.

** The Board may allow a student to substitute certain physical activities for the required credits of physical education, including the one-half credit of Foundations of Personal Fitness. Substitutions must be based on physical*

activity involved in marching band or cheerleading during the fall semester; athletics; and two- or three- credit work-based training courses. If a student chooses to use fall cheerleading as ½ PE credit, the student must obtain a PE substitute form from the school counselor and return it to the counseling center at the end of the 1st, 2nd, and 3rd six weeks.

Graduations Plans

**HB 5 – Passed May 2013 - will change graduation requirements for students including the number of required EOCs. New graduation plans will be announced in 2014. This section will be updated as information becomes available from the Texas Education agency and the Commissioner of Education, Michael L. Williams. Updates can be found at:*

http://www.tea.state.tx.us/index2.aspx?id=5324&menu_id=720

Advanced Measures for DAP Graduation Plan*

A student also must achieve any combination of four of the following advanced measures. Original research/projects may not be used for more than two of the four advanced measures. The measures must focus on demonstrated student performance at the college or professional level. Student performance on advanced measures must be assessed through an external review process. The student may choose from the following options:

- A. An original research/project that is
 1. judged by a panel of professionals in the field that is the focus of the project;
 2. conducted under the direction of mentor(s) and reported to an appropriate audience;
 3. related to the required curriculum set forth in TEKS.
- B. Test data in which a student receives:
 1. A score of three or above on the College Board Advanced Placement examination.
 2. A score of four or above on an International Baccalaureate examination; or
 3. A score on the Preliminary Scholastic Assessment Test (PSAT) that qualifies the student for recognition as a commended scholar or higher by the National Merit Scholarship Corporation, as part of the National Hispanic Scholar Program of the College Board or as part of the National Achievement Scholarship Program for Outstanding Negro Students of the National Merit Scholarship Corporation.

4. The PSAT score shall count as only one advanced measure regardless of the number of honors received by the student; or
- C. College academic courses and tech-prep articulated college courses with a grade of 3.0 or higher.
- D. *A student must also score at Advanced level on the English III and Algebra II EOC
- *For 2011-12 entering 9th grade*

GPA Information

Weighted Courses / Regular Courses / Non-GPA Courses
The AP/Dual Credit will receive a maximum GPA of 4.5 with the non-GPA courses receiving no GPA credit. All other core courses and electives will be based on a 4.0 scale. A listing of the core/elective courses can be obtained from the counselor's office. All state courses will receive GPA credit. No GPA credit will be awarded for local courses.

Early Graduation

Students who wish to graduate earlier than four years after entering the ninth grade must declare that intent by October 1 of the school year in which they intend to graduate.

Transfer Credit Conversion Scale – For new students

A+	98	A	95	A-	92
B+	88	B-	82	B	85
C+	78	C	75	C-	72
D	70				

Eligible Grades

Eligible grades are all course semester grades earned that count toward state graduation credit, including those taken at the middle school level. Lost credit grades, duplicated course grades (if failed course), correspondence course grades and credit by examination grades shall be included in computing the cumulative average. No more than two credits for correspondence courses may be used for graduation or in the computation of the cumulative average. Students choosing to retake courses already passed in high school will be doing so on a pass/fail basis, therefore it will not be included in the cumulative average.

Grading System

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

Grade Classification

Freshman	0 - 5 credits
Sophomore	5 - 10 credits

Junior	10 - 15 credits
Senior	15 or more credits

Credit by Examination - With Prior

Instruction

A student who has received prior instruction in a course or subject, but has 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. To receive credit, a student must score at least 70 on the examination. The attendance review committee may also allow a student with excessive absences to receive credit for a course by passing an examination. A student may not use this examination to regain eligibility to participate in extracurricular activities. Tests are obtained from Texas Tech University.

Credit by Examination/ Exam for Acceleration-Without Prior Instruction

A student will be permitted to take an examination to earn credit for an academic course for which the student has no prior instruction. A score of 90 on the exam is required for the student to receive credit. A student planning to take an examination for acceleration must register with the principal/counselor no later than 15 days prior to the scheduled testing date. The dates on which examinations are scheduled may be obtained from the counseling center at 244-7308. Tests are obtained from Texas Tech University. At the discretion of the administration, DHS will use a computer-based curriculum program for students who need to recover credit(s) due to failing a class or for students who move into the district and must have the course in order to graduate.

Scholastic Honors

All seniors who have maintained a 90 average or better during their four years in high school will be considered honors graduates. To be eligible for the academic honors, the students must have attended DHS for all of their junior and senior years.

Academic Excellence Awards

Academic Excellence Awards are given to the top five (5) senior students having the highest averages during their four years of high school; GPA for this purpose is figured at the end of the 5th 6 weeks of their senior year. To be eligible for the academic honors, the students must have attended DHS for all of their junior and senior years. Students must also be on either the Recommended or Distinguished Achievement graduation plan.

Valedictorian and Salutatorian

The Valedictorian award will be given to the senior student having the highest average during the four years of

his or her high school career. Salutatory honors will be awarded to the student having the second highest average. The GPA for these purposes is figured at the end of the 5th 6 weeks of their Senior Year. To be eligible for either of these honors, the students must have attended DHS for all of their junior and senior years. Early graduates will not

be eligible. Students must also be on either the Recommended or Distinguished Achievement graduation plan. Grade point averages are computed at the end of the 5th six weeks for Valedictorian, Salutatorian and honor graduates. In addition, final grade point averages are computed at the end of the 6th six weeks.

ADVANCED ACADEMIC LEARNING SERVICES

Gifted and Talented Program

AAL/GT Coordinator Melissa Ritchey
AAL/GT Committee See *Campus Improvement Plan*

Advanced Academic Learner [AAL] --- Gifted and Talented [G/T]

The Texas Education Code states, "A Gifted and Talented" student means a child or youth who performs at or shows the potential for performing at a remarkably high level of accomplishment when compared to others of the same age, experience, or environment and who:

- A. Exhibits high performance capabilities in an intellectual, creative, or artistic area;
- B. Possesses an unusual capacity for leadership or;
- C. Excels in a specific academic field.
- D. DISD calls these students 'Academically Advanced'

Program Description

DISD students in Advanced Academic Services [K-12] will be served by classroom teachers through a combination of activities that may include:

- A. Field Trips
- B. Mentors
- C. Small Group Activities
- D. Guest Lectures
- E. Differentiated Instruction
- F. Special Projects
- G. ESC Region 16 -- Activities/Services/Seminars

Nomination and Screening

Screening procedures will provide equal access for all students. Identification procedures will not discriminate against any person or group for reasons of gender, race, creed, ethnic origin, or religious preference. Nomination of students for screening may be made by the students themselves or by anyone associated with the student.

To help you decide if nomination of your child is appropriate, review the AAL/GT characteristics below:

- 1. Problem-solving ability
- 2. Curiosity
- 3. Sensitivity
- 4. Originality of thought
- 5. Enthusiastic in areas of interest
- 6. Persistence
- 7. Advanced Abilities

Nominations

Nominations must be made in writing by November 1. Final selection will be made by March 1.

After a student is nominated, the parent will be notified. If the parent wishes to continue the process, a "Permission to Test" form must be signed before testing begins.

The AAL/GT Campus Committee based on data listed in the AAL/GT policy manual determines final selection.

Selection Process

The DISD Academically Advanced program will focus on three areas of giftedness:

- A. General intellectual ability
- B. Specific subject matter aptitude in the core subjects
- C. Advanced ability in creative and productive thinking

A campus committee will select students to participate based on information from the screening process on each campus. The screening instruments may provide information in these six areas:

- A. Intellectual ability
- B. Teacher evaluations
- C. Creative ability
- D. Parent evaluation
- E. Student product
- F. Student interviews

Transfer Students

Students who have been in a gifted and talented program in another school district and transfer into the Dalhart ISD must meet the district placement criteria.

SPECIAL EDUCATION SERVICES

Students with Disabilities

Section 504 of the *Rehabilitation Act of 1973* and *Individuals with Disabilities Education Improvement Act* (IDEA)

Definition of a Student with a Disability under Section 504

A student is considered to have a disability under section 504 of the *Rehabilitation Act of 1973* if the student;

1. Has a physical or mental impairment which substantially limits one or more of life's major activities,
2. Has a record of such an impairment, or
3. Is regarded as having such an impairment.

34 CFR Section 104.3(j)

Definition of a Student with a Disability under IDEA

For the purposes of this section, a student with a disability is a student who has been evaluated in accordance with 34 Code of Federal Regulations relating to comprehensive individual assessment and determined by an Admission, Review, and Dismissal (ARD) Committee as meeting the eligibility criteria for Autism, Deaf-Blindness, Auditory Impairment, Emotional Disturbance, Mental Retardation, Multiple Disabilities, Orthopedic Impairment, Other Health Impairment, Specific Learning Disability, Speech Impairment, Traumatic Brain Injury, Visual Impairment, and/or Non-Categorical Early Childhood and who because of these impairments needs special education and related services.

In addition to statutory requirements for an ARD committee to conduct a manifestation determination before a student is removed for more than ten (10) days, the law states that an ARD committee must be convened specifically to review a special education student's conduct prior to assessing a disciplinary consequence for bullying, harassment, or making hit lists.

Notice for Special Education - Parent and Student Rights

Dear Parent of a Special Education Student or Adult Special Education Student:

When initial consideration for educational services through special education in the Dalhart Public Schools was made, you were issued a pamphlet published by the Texas Education Agency entitled *Explanation of Procedural Safeguards or Special Education: Parent and Student Rights*. This booklet was reviewed and explained to you by a special education staff member or the school at which your child or you (adult student) attend.

In accordance with state and federal laws, it is necessary each year to restate your rights dealing with:

1. privacy and confidentiality concerning student records
2. your rights to due process.

Privacy and Confidentiality

A. As a parent or adult handicapped student, you have the right to examine a copy of the *Family Education Rights and Privacy Act of 1974*. A copy is available in the principal's office of your school.

The *Federal Educational Rights and Privacy Act* (FERPA) forbids the disclosure of personally identifiable information without parent's written consent. Within the educational agency, however, information may be disclosed to other school officials who have a legitimate educational interest. 20 U.S.C. Sect. 123g (b) (1) - (2) and (e); 34 C.F.R. Sect. 99.30 (a) and 99.34. In accordance with these laws, Dalhart ISD will furnish the new school district, when known, with a copy of the student's records, including the special education records, not later than the 30th day after the student is enrolled in the new district. Parents have the right to inspect and review the student's educational records.

B. As a parent or adult handicapped student, you have the right to:

1. Receive a list of the type and location of your child's/student educational records, which are collected, maintained, or used by the school. Students active educational records are in locked files located in the individual student's resource room. Inactive or retired records are located at the Special Education Central Office in Dalhart.
2. Inspect and review all educational records kept about your child/student without unnecessary delay and before any meeting regarding an IEP or hearing and in no case more than 45 days after the request.
3. Have a person of your choice inspect and review your entire child's/student educational records.
4. Have copies of your child's/student educational records made. The charge for copying will be ten cents (10 cents) per sheet OR without charge if the fee would prevent you having the copy made.
5. Have school personnel explain or interpret any item in your child's/student records and the purpose for access.
6. See a list of those persons, other than parents or authorized school employees who have seen your child's/student records and the purpose for access.
7. Request a change in your child's/student educational records if you think a statement is wrong or misleading. If the school refuses to change the statement, you may ask the superintendent for a hearing to decide if the educational records should be changed. The hearing to determine whether educational records should be changed includes at least the following elements:

- The hearing must be held within a reasonable period of time after the school has received the request.

You will be notified of the date, place, and time reasonable in advance of the hearing. (Within 5-7 school days).

- The hearing may be conducted by anyone, including a school employee, who does not have a direct interest in the hearing outcome.
- You will have a full and fair opportunity to present evidence, and may be aided or represented by anyone you choose, including an attorney, at your expense.
- The school will make its decision in writing within a reasonable period of time after the hearing is over. (Within 30 school days).
- The decision will be based solely upon the evidence presented at the hearing and will include a summary of the evidence and the reasons for the decision.
- If the result of the hearing is that the records should not be changed, then you may include your own statement in the educational records. If the result of the hearing is that the records should be changed, the records will be changed.

8. Be notified by the school when your child's educational records are no longer needed, usually seven years after educational services have ended. You may then request that personally identifiable information in those records be destroyed. Before you request that the school destroy this information, be certain that it will not be needed for other purposes (such as applying for social security benefits, college, or rehabilitation services). The

school may keep with time limitation a permanent record of the student's name, address, telephone number, grades, grade level, attendance record, classes attended and years completed.

When the student reaches eighteen years of age or begins attending an institution of post-secondary education, all of these rights on educational records transfer to him/her.

Rights to Due Process

If a problem or concern develops concerning your child, the following procedure is recommended:

- A. Visit with the special education teacher serving your child. If a problem exists then:
- B. Visit with the building Principal. If a problem still exists, then:
- C. Visit with the Director of Special Education. If a problem still exists, then:
- D. Visit with the Superintendent of your school. If a problem still exists, then:

Contact:

Division of Complaints and Administration or call:
1-800-252-9668
Texas Education Agency
1701 North Congress Avenue
Austin, TX 78701

Special Education Options & Requirements

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 of 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: Mrs. Diane Cody
Phone Number: 806-244-7290

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 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: Mrs. Diane Cody
Número de teléfono: 806-244-7290

STUDENT HEALTH

The purpose of this section is to outline basic health requirements and services. For more information, please contact the school nurse.

BACTERIAL MENINGITIS

This information is part of a legislative mandate and is provided to educate parents about the symptoms of this disease and what to do in the event that a student is diagnosed with 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, W-135

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, 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.

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 your body's natural defense system.

The bacterium rarely overcomes the body's immune system and causes meningitis or another serious illness.

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 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).

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.

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.

COMMUNICABLE DISEASES/CONDITIONS

To protect children from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease are asked to telephone the school nurse/principal so that other students who have been exposed to the disease can be alerted. A student who has certain diseases is not allowed to come to school while the disease is contagious. Such diseases include:

Amebiasis	Measles (rubeola)
Campylobacteriosis	Meningitis, Bacterial
Chickenpox	Meningitis, Viral
Common cold with fever	Salmonellosis
Conjunctivitis (Pinkeye)	Mumps
Fever	Pertussis (Whooping Cough)
Fifth disease(erythema Infectiosum)	Ringworm of the scalp
Gastroenteritis	Rubella (German measles)
Giardiasis	Salmonellosis
Hepatitis A	Scabies
Infections	Shigellosis
Infectious mononucleosis	Streptococcal sore throat, scarlet fever
Influenza	Tuberculosis, Pulmonary

See [25 TAC §97.7] for more detailed information concerning communicable diseases and readmission requirements.

The TDSHS Communicable Disease Chart for Schools and Child-Care Centers, detailing symptoms and treatment information regarding several diseases, as well as exclusion and readmission criteria, is available with notes at www.dshs.state.tx.us/idcu/health/schools_childcare/resources/ChildCareChartNotes.pdf

EMERGENCY CARE PLAN

Any child having any of the following medical conditions must have an Emergency Care Plan on file with the school nurse. These conditions include:

- Diabetes
- Asthma, with use of inhaler at school
- Seizures
- Food/insect allergies where an Epi-pen is used at school or allergy medication (ex. Benedryl) is administered.

Emergency Care Plan forms are available in the School Nurse's Office.

IMMUNIZATION INFORMATION

STUDENT HEALTH: "NO SHOTS, NO SCHOOL"

Immunizations are required by law. Students who do not have completed immunizations will not be allowed to register.

ALL incoming 9th, 10th, and 11th grade students must have 1 Td or Tdap within the last 10 years, 2 varicella vaccines or proof of immunity, and 1 MCV4 PRIOR to pre-registration. Students lacking immunizations will not be allowed to attend school. 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 school nurse 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's religious belief conflicts with these requirements he/she must present a statement signed by the student and parent requesting exemption from policy. If the student should not be immunized because of medical reasons, he/she must present a statement from a physician giving the reason for exemption.

** For information on immunization exemptions please access the Department of State Health Services Website at: <http://www.dshs.state.tx.us/immunize/school/default.shtm#exclusions>*

MEDICATION

A student who must take prescription (or nonprescription) medicine during the school day must a parent/guardian must fill out the Medical Request form. The medicine must be in its original container, and brought to the office. Students may come to the nurse's office to take their medication.

DALHART ISD ACCEPTABLE USE POLICY

ACCEPTABLE USE POLICY FOR COMPUTERS, INTERNET AND OTHER ELECTRONIC RESOURCES

The Dalhart Independent School District (Dalhart ISD) recognizes the value of computer and other electronic resources to improve student learning and enhance the administration and operation of its schools. To this end, the Dalhart ISD School Board encourages the responsible use of computers; computer networks, including the Internet; and other electronic resources in support of the mission and goals of the Dalhart ISD and its schools.

Because the Internet is an unregulated, worldwide vehicle for communication, information available to staff and students is impossible to control. Therefore, the Dalhart ISD School Board adopts this policy governing the voluntary use of electronic resources and the Internet in order to provide guidance to individuals and groups obtaining access to these resources on Dalhart ISD-owned equipment or through Dalhart ISD-affiliated organizations.

Dalhart ISD Rights and Responsibilities

It is the policy of the Dalhart ISD to maintain an environment that promotes ethical and responsible conduct in all online network activities by staff and students. It shall be a violation of this policy for any employee, student, or other individual to engage in any activity that does not conform to the established purpose and general rules and policies of the network. Within this general policy, the Dalhart ISD recognizes its legal and ethical obligation to protect the well-being of students in its charge. To this end, the Dalhart ISD retains the following rights and recognizes the following obligations:

1. To log network use and to monitor fileserver space utilization by users, and assume no responsibility or liability for files deleted due to violation of fileserver space allotments.
2. To remove a user account from the network.
3. To monitor the use of online activities. This may include real-time monitoring of network activity and/or maintaining a log of Internet activity for later review.
4. To provide internal and external controls as appropriate and feasible. Such controls shall include the right to determine who will have access to Dalhart ISD-owned equipment and, specifically, to exclude those who do not abide by the Dalhart ISD's acceptable use policy or other policies governing the use of school facilities, equipment, and materials. Dalhart ISD reserves the right to restrict online destinations through software or other means.

5. To provide guidelines and make reasonable efforts to train staff and students in acceptable use and policies governing online communications.

Additional rights and responsibilities are located in the *Dalhart ISD Internet Safety Policy*.

Staff Responsibilities

1. Staff members who supervise students, control electronic equipment, or otherwise have occasion to observe student use of said equipment online shall make reasonable efforts to monitor the use of this equipment to assure that it conforms to the mission and goals of the Dalhart ISD.
2. Staff should make reasonable efforts to become familiar with the Internet and its use so that effective monitoring, instruction, and assistance may be achieved.

User Responsibilities

1. Use of the electronic media provided by the Dalhart ISD is a privilege that offers a wealth of information and resources for research. Where it is available, this resource is offered to staff, students, and other patrons at no cost. In order to maintain the privilege, users agree to learn and comply with all of the provisions of this policy and the *Dalhart Internet Safety Policy*.

Acceptable Use

1. All use of the Internet must be in support of educational and research objectives consistent with the mission and objectives of the Dalhart ISD.
2. Proper codes of conduct in electronic communication must be used. In news groups, giving out

personal information is inappropriate. When using e-mail, extreme caution must always be taken in revealing any information of a personal nature.

3. Network accounts are to be used only by the authorized owner of the account for the authorized purpose(s).

4. All communications and information accessible via the network should be assumed to be private property.

5. E-mail will be monitored and maintained, and files may be deleted from the personal mail directories to avoid excessive use of fileserver hard-disk space.

6. Exhibit exemplary behavior on the network as a representative of your school and community. Be polite!

7. From time to time, the Dalhart ISD will make determinations on whether specific uses of the network are consistent with the acceptable use practice.

Unacceptable Use

1. Giving out personal information about another person, including home address and phone number, is strictly prohibited.

2. Any use of the network for commercial or for-profit purposes is prohibited.

3. Excessive use of the network for personal business shall be cause for disciplinary action.

4. Any use of the network for product advertisement or political lobbying is prohibited.

5. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.

6. No use of the network shall serve to disrupt the use of the network by others. Hardware and/or software shall not be destroyed, modified, or abused in any way.

7. Malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system is prohibited.

8. Hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors are prohibited on the network.

9. The unauthorized installation of any software, including shareware and freeware, for use on Dalhart ISD computers is prohibited.

10. Use of the network to access or process material harmful to minors (including pornographic material) as defined by federal law, inappropriate text files (as determined by the Director of Technology or Campus Principal), or files dangerous to the integrity of the local area network is prohibited.

11. The Dalhart ISD network may not be used for downloading entertainment software or other files not related to the mission and objectives of the Dalhart ISD for transfer to a user's home computer, personal computer, or other media.

This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other

forms of software and files not directly related to the instructional and administrative purposes of the Dalhart ISD.

12. Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without the specific written permission of the copyright owner is prohibited, except that duplication and/or distribution of materials for educational

purposes is permitted when such duplication and/or distribution would fall within the *Fair Use Doctrine of the United States Copyright Law (Title 17, USC)*.

13. Use of the network for any unlawful purpose is prohibited.

14. Use of profanity, obscenity, racist terms, or other language that may be offensive to another user is prohibited.

15. Playing games is prohibited unless specifically authorized by a teacher for instructional purposes.

16. Establishing network or Internet connections to live communications, including voice and/or video (relay chat), is prohibited unless specifically authorized by the system administrator or the campus principal.

Disclaimer

1. The Dalhart ISD cannot be held accountable for the information that is retrieved via the network.

2. Pursuant to the *Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.)*, notice is hereby given that there are no facilities provided by this system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and will monitor messages. Messages relating to or in

support of illegal activities will be reported to the appropriate authorities.

3. The Dalhart ISD will not be responsible for any damages you may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by our own negligence or your errors or omissions. Use of any information obtained is at your own risk.

4. The Dalhart ISD makes no warranties (expressed or implied) with respect to:

- the content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information; and
- any costs, liability, or damages caused by the way the user chooses to use his or her access to the network.

5. The Dalhart ISD reserves the right to change its policies and rules at any time.

ELECTRONIC MAIL POLICY

User Responsibilities

These guidelines are intended to help you make the best use of the electronic mail facilities at your disposal. You should understand the following:

1. The Dalhart ISD provides electronic mail to staff members and Dalhart High School students to enable them to communicate effectively and efficiently with other staff members, teachers, other companies, partner organizations, and students as appropriate.

2. When using the agency's electronic mail facilities you should comply with the following guidelines.

3. If you are in any doubt about an issue affecting the use of electronic mail, you should consult the IT Services Manager.

4. Any breach of the Dalhart ISD's Electronic Mail Policy may lead to disciplinary action.

DO

1. Do check your electronic mail daily to see if you have any messages.

2. Do include a meaningful subject line in your message.

3. Do check the address line before sending a message and confirm you are sending it to the right person.

4. Do delete electronic mail messages when they are no longer required.

5. Do respect the legal protections to data and software provided by copyrights and licenses.

6. Do take care not to express views that could be regarded as defamatory or libelous.

7. Do use an "out of the office assistant" to automatically reply to messages when you are not available.

DO NOT

1. Do not print electronic mail messages unless absolutely necessary.

2. Do not expect an immediate reply; recipients might not be at their computer or could be too busy to reply straight away.

3. Do not forward electronic mail messages sent to you personally to others, particularly newsgroups or mailing lists, without the permission of the originator.

4. Do not use electronic mail for personal reasons - use your personal e-mail account for personal things.

5. Do not send excessively large electronic mail messages or attachments.

6. Do not send unnecessary messages such as festive greetings or other non-work items by electronic mail, particularly to multiple people.

7. Do not participate in chain or pyramid messages or similar schemes.

8. Do not represent yourself as another person.

9. Do not use electronic mail to send or forward material that could be construed as confidential, political, obscene, threatening, offensive, or libelous.

Please note the following:

1. All electronic mail activity is monitored and logged.

2. All electronic mail coming into or leaving the organization is scanned for viruses.

3. All the content of electronic mail is scanned for offensive material.

DALHART HIGH SCHOOL DRESS CODE - CHART

ITEM	ACCEPTABLE DRESS	SPECIAL COMMENTS & INTERPRETATIONS
Shirts, Blouses	Shirts/blouses may be: <ul style="list-style-type: none"> Any collared shirt/blouse T-shirts & other pull over tops Sweatshirts/sweaters School designs/logos; brand names and other appropriate words are acceptable. See through as long as undergarment fits within dress code Boys shirts must have sleeves Shirts & blouses must be buttoned in accordance with design and appropriateness.	Students are prohibited from wearing shirts/blouses that: <ul style="list-style-type: none"> Do not cover the midriff when standing with both arms parallel to the ground Have less than 3 inch strap across the shoulder Expose cleavage and/or undergarments Have cut out sleeves or arm holes that sag and expose skin or undergarment Depict or reference alcohol, drugs, tobacco, weapons, nudity, gang affiliation, death, violence, vulgar or obscene language or images, and/or insults to race , gender, or ethnicity, or other emblems or writing that may be expected to cause a disruption of, or interference with, normal school operations.
Pants, Slacks	Acceptable pants/slacks are worn at the waist Pants that have a zipper and pockets or are covered by shirt or skirt that is at least fingertip length	Pants/slacks <u>may not</u>: <ul style="list-style-type: none"> Have holes above the knee that expose skin Be flannel, fleece or cotton pajama bottoms
Shorts	Acceptable shorts (with or without leggings) will be no shorter than 6 inches above the knee when measured from the ground in a kneeling position.	Shorts <u>may not</u> be: <ul style="list-style-type: none"> Made of spandex or other form-fitting material Baggy or oversized Boxers or pajamas
Dresses, Skorts, Skirts	Dresses/Sorts/Skirts are: <ul style="list-style-type: none"> Worn at the waist (shorts/skirts) No shorter than 6 inches above the knee when measured from the ground in a kneeling position (with or without leggings/tights). Dress tops must meet the guidelines required for shirts/blouses.	Dresses/Skorts/Skirts <u>may not</u> be: <ul style="list-style-type: none"> Made of form-fitting material Slits in skirts must be modest/High slashed apparel is prohibited.
Shoes	Shoes must be: <ul style="list-style-type: none"> Worn at all times. Footwear should be chosen for safety and health reasons and for quietness 	Prohibited footwear includes footwear with: <ul style="list-style-type: none"> Metal taps or noise-making devices Wheels or rollers House shoes or slippers
Hair	Hair will be neat, clean and well groomed.	Styles such as mohawks, mullets, or distracting hair color are not acceptable.
Jewelry/ Accessories	Earrings, hair jewelry, watches, bracelets, rings and necklaces that are not a safety hazard or a material or substantial disruption may be worn.	Prohibited jewelry/accessories include: <ul style="list-style-type: none"> Earrings that exceed 3 inches in diameter. Nose studs that exceed ¼ inch in diameter. Wallet chains.
General	School-approved uniforms for physical education, athletics, pep rallies, etc. may be only worn during the class or activity for which they are approved. Cheerleaders must wear team sweats, shorts, or skirts that have been approved by the sponsor in advance. For unique special events the campus administration may establish event-specific dress code requirements.	Hats or caps are prohibited in the building during school hours. Bandanas and hoodies over the head are not allowed during school hours. Inappropriate or distractive tattoos are to be covered.

DALHART ISD STUDENT CODE OF CONDUCT

STUDENT CODE OF CONDUCT

PURPOSE: The Student Code of Conduct is the district's response to the requirements of Chapter 37 of the Texas Education Code.

The Code provides methods and options for managing students in the classroom and on school grounds, disciplining students, and preventing and intervening in student discipline problems.

The law requires the district to define misconduct that may—or must— result in a range of specific disciplinary consequences including removal from a regular classroom or campus, suspension, placement in a disciplinary alternative education program (DAEP), or expulsion from school.

This Student Code of Conduct has been adopted by the Dalhart ISD Board of Trustees and developed with the advice of the district-level committee. This Code provides information to parents and students regarding standards of conduct, consequences of misconduct, and procedures for administering discipline.

In accordance with state law, the Code will be posted at each school campus or will be available for review at the office of the campus principal. Parents will be notified of any conduct violation that may result in a student being suspended, placed in a DAEP, or expelled.

Because the Student Code of Conduct is adopted by the district's board of trustees it has the force of policy; therefore, in case of conflict between the Code and the student handbook, the Code will prevail.

Please Note: The discipline of students with disabilities who are eligible for services under federal law (Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973) is subject to the provisions of those laws.

School District Authority and Jurisdiction

School rules and the authority of the district to administer discipline 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:

1. During the regular school day and while the student is going to and from school on district transportation;
2. During lunch periods in which a student is allowed to leave campus;
3. While the student is in attendance at any school-related activity, regardless of time or location;
4. For any school-related misconduct, regardless of time or location;
5. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
6. When criminal mischief is committed on or off school property or at a school-related event;
7. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
8. For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas; and

9. When the student commits a felony, as provided by Texas Education Code 37.006 or 37.0081.

The district has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable cause to believe it contains articles or materials prohibited by the district.

The district has the right to search a student's locker when there is reasonable cause to believe it contains articles or materials prohibited by the district.

School administrators will report crimes as required by law and will call local law enforcement when an administrator suspects that a crime has been committed on campus.

The district has the right to revoke the transfer of a nonresident student for violating the district's Code.

Standards for Student Conduct

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet district and campus standards of grooming and dress.

- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other district staff and volunteers.
- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Adhere to the requirements of the Student Code of Conduct.

General Conduct Violations

The categories of conduct below are prohibited at school and all school-related activities, but the list does not include the most serious offenses. In the subsequent sections on Suspension, DAEP Placement, and Expulsion, severe offenses that require or permit specific consequences are listed. Any offense, however, may be serious enough to result in Removal from the Regular Educational Setting as detailed in that section.

The district prohibits the following:

Disregard for Authority

- Failing to comply with directives given by school personnel (insubordination).
- Leaving school grounds or school-sponsored events without permission.
- Disobeying rules for conduct on school buses.
- Refusing to accept discipline management techniques assigned by a teacher or principal.

Mistreatment of Others

- Using profanity or vulgar language or making obscene gestures.
- Fighting or scuffling. (For assault see DAEP Placement and Expulsion)
- Threatening another student or district employee on or off school property.
- Engaging in bullying, harassment, and making hit lists. (See glossary for all three terms)
- Engaging in conduct that constitutes sexual harassment or sexual abuse, whether by word, gesture, or any other conduct, including requests for sexual favors directed toward another student or a district employee.
- Engaging in inappropriate or indecent exposure of private body parts.
- Hazing. (See glossary)
- Causing an individual to act through the use of or threat of force (coercion).
- Committing extortion or blackmail (obtaining money or an object of value from an unwilling person).

- Engaging in inappropriate verbal, physical, or sexual conduct directed toward another student or a district employee.

Property Offenses

- Damaging or vandalizing property owned by others. (For felony criminal mischief see DAEP Placement or Expulsion)
- Defacing or damaging school property—including textbooks, lockers, furniture, and other equipment—with graffiti or by other means.
- Stealing from students, staff, or the school.
- Committing or assisting in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code. (For felony robbery and theft see DAEP Placement and Expulsion)

Possession of Prohibited Items

- Possessing or using:
 - fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
 - a razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
 - a “look-alike” weapon;
 - an air gun or BB gun;
 - ammunition;
 - a stun gun;
 - a pocketknife
 - mace or pepper spray;
 - pornographic material;
 - tobacco products;
 - matches or a lighter;
 - a laser pointer for other than an approved use; or
 - any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists. (For weapons and firearms see DAEP Placement and Expulsion)

Possession of Telecommunication Devices

- Displaying, turning on, or using a cellular telephone or other telecommunications device on school property during the school day.

Illegal and Prescription Drugs

- Possessing or selling seeds or pieces of marijuana in less than a usable amount. (For illegal drugs, alcohol, and inhalants see DAEP Placement and Expulsion)

- Possessing, using, giving, or selling paraphernalia related to any prohibited substance. (See glossary for “paraphernalia”)
- Possessing or selling look-alike drugs or items attempted to be passed off as drugs or contraband.
- Abusing the student’s own prescription drug, giving a prescription drug to another student, or possessing or being under the influence of another person’s prescription drug on school property or at a school- related event.
- Having or taking prescription drugs or over-the-counter drugs at school other than as provided by district policy.

Misuse of Computers and the Internet

- Violating computer use policies, rules, or agreements signed by the student and/or agreements signed by the student’s parent.
- Using the Internet or other electronic communications to threaten students or employees or cause disruption to the educational program.
- Sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal.
- Using e-mail or Web sites at school to encourage illegal behavior or threaten school safety.

Safety Transgressions

- Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
- Engaging in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.
- Making false accusations or perpetrating hoaxes regarding school safety.
- Engaging in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
- Throwing objects that can cause bodily injury or property damage.
- Discharging a fire extinguisher without valid cause.

Miscellaneous Offenses

- Violating dress and grooming standards as communicated in the student handbook.
- Cheating or copying the work of another.
- Gambling.
- Falsifying records, passes, or other school-related documents.

- Engaging in actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Repeatedly violating other communicated campus or classroom standards of conduct.

The district may impose campus or classroom rules in addition to those found in the Code. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code.

Discipline Management Techniques

Discipline will be designed to improve conduct and to encourage students to adhere to their responsibilities as members of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Discipline will be correlated to the seriousness of the offense, the student’s age and grade level, the frequency of misbehavior, the student’s attitude, the effect of the misconduct on the school environment, and statutory requirements.

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

Students with Disabilities

The discipline of students with disabilities is subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail.

In accordance with the Education Code, a student who is enrolled in a special education program may not be disciplined for conduct meeting the definition of bullying, harassment, or making hit lists (see glossary) until an ARD committee meeting has been held to review the conduct.

In deciding whether to order suspension, DAEP placement, or expulsion the district will take into consideration a disability that substantially impairs the student’s capacity to appreciate the wrongfulness of the student’s conduct.

Techniques

The following discipline management techniques may be used—alone or in combination—for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

- Verbal (oral or written) correction.
- Cooling-off time or “time-out.”
- Seating changes within the classroom.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.

- Counseling by teachers, counselors, or administrative personnel.
- Parent-teacher conferences.
- Grade reductions as permitted by policy.
- Detention.
- Sending the student to the office or other assigned area, or to in- school suspension.
- Assignment of school duties such as cleaning or picking up litter.
- Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Penalties identified in individual student organizations' extracurricular standards of behavior.
- Withdrawal or restriction of bus privileges.
- School-assessed and school-administered probation.
- Corporal punishment.
- Out-of-school suspension, as specified in the Suspension section of this Code.
- Placement in a DAEP, as specified in the DAEP section of this Code.
- Expulsion, as specified in the Expulsion section of this Code.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the district.
- Other strategies and consequences as determined by school officials.

Notification

The principal or appropriate administrator will notify a student's parent by phone or in writing of any violation that may result in a suspension, placement in a DAEP, or expulsion. Notification will be made within three school days after the administrator becomes aware of the violation.

Appeals

Parental questions or complaints regarding disciplinary measures should be addressed to the teacher or campus administration, as appropriate, and in accordance with policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office or the central administration office or through Policy On Line at the following address: <http://www.tasb.org/policy/pol/private/056901/>.

Consequences will not be deferred pending the outcome of a grievance.

Removal from the Regular Educational Setting

In addition to other discipline management techniques, misconduct may result in removal from the regular educational setting in the form of a routine referral or a formal removal.

Routine Referral

A routine referral occurs when a teacher sends a student to the principal's office as a discipline management technique. The principal may then employ additional techniques.

Formal Removal

A teacher or administrator **may** remove a student from class for a behavior that violates this Code to maintain effective discipline in the classroom. A teacher **may** also initiate a formal removal from class if:

1. The student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach his or her class; or
2. The behavior is so unruly, disruptive, or abusive that the teacher cannot teach, and the students in the classroom cannot learn.

A teacher or administrator **must** remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a DAEP or expelled. When removing for those reasons, the procedures in the subsequent sections on DAEP or expulsion will be followed. Otherwise, within three school days of the formal removal, the appropriate administrator will schedule a conference with the student's parent; the student; the teacher, in the case of removal by a teacher; and any other administrator.

At the conference, the appropriate administrator will inform the student of the misconduct for which he or she is charged and the consequences. The administrator will give the student an opportunity to give his or her version of the incident.

When a student is removed from the regular classroom by a teacher and a conference is pending, the principal may place the student in:

- Another appropriate classroom
- In-school suspension
- Out-of-school suspension
- DAEP

Returning Student to Classroom

When a student has been formally removed from class by a teacher for conduct against the teacher containing the elements of assault, aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder, or criminal attempt to commit murder or capital murder, the student may not be returned to the teacher's class without the teacher's consent.

When a student has been formally removed by a teacher for any other conduct, the student may be returned to the teacher's class without the teacher's consent, if the placement review committee

determines that the teacher's class is the best or only alternative available.

Suspension

Misconduct

Students may be suspended for any behavior listed in the Code as a general conduct violation, DAEP offense, or expellable offense.

In deciding whether to order suspension, the district may or may not take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student's disciplinary history.

Process

State law allows a student to be suspended for no more than three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.

Before being suspended a student will have an informal conference with the appropriate administrator who shall advise the student of the conduct of which he or she is accused. The student will be given the opportunity to explain his or her version of the incident before the administrator's decision is made.

The number of days of a student's suspension will be determined by the appropriate administrator, but will not exceed three school days.

The appropriate administrator will determine any restrictions on participation in school-sponsored or school-related extracurricular and co curricular activities.

Disciplinary Alternative Education Program (DAEP) Placement

Discretionary Placement: Misconduct That May Result in DAEP Placement

A student who is expelled for an offense that otherwise would have resulted in a DAEP placement does not have to be placed in DAEP in addition to the expulsion.

In deciding whether to order placement in a DAEP, the district may or may not take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student's disciplinary history.

General Misconduct

A student may be placed in a DAEP for behaviors prohibited in the General Conduct Violations section of this Code.

Misconduct Identified in State Law

In accordance with state law, a student may be placed in a DAEP for any one of the following offenses:

- Involvement in gang activity, including participating as a member or pledge, or soliciting another person to become a pledge or member of a gang.
- Involvement in a public school fraternity, sorority, or secret society, including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, or secret society.
- Any criminal mischief, including a felony.

In accordance with state law, a student **may** be placed in a DAEP if the superintendent or the superintendent's designee has reasonable belief (see glossary) that the student has engaged in conduct punishable as a felony, other than those listed as offenses involving injury to a person in Title 5 (see glossary) of the Texas Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

The appropriate administrator **may**, but is not required to, place a student in a DAEP for off-campus conduct for which DAEP placement is required by state law if the administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.

Certain Felonies

Unless removal is otherwise required by one of the reasons below, in accordance with Education Code 37.0081, a student **may** be placed in a DAEP after an opportunity for a hearing before the board of trustees or its designee, if:

- The student receives deferred prosecution for conduct defined as a felony offense in Title 5 (see glossary) of the Texas Penal Code, or
- The student has been found by a court to have engaged in delinquent conduct for conduct defined as a felony offense in Title 5 of the Texas Penal Code.

The board or the board's designee must determine that the student's presence in the regular classroom:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interest of the district's students.

A student's placement in the DAEP as a result of receiving deferred prosecution or delinquent conduct, as described above, may occur regardless of:

1. The date on which the student's conduct occurred,
2. The location at which the conduct occurred,

3. Whether the conduct occurred while the student was enrolled in the district, or
4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

Mandatory Placement: Misconduct That Requires DAEP Placement

A student **must** be placed in a DAEP if the student:

- Engages in conduct relating to a false alarm or report (including a bomb threat or pulling a fire alarm) or a terroristic threat involving a public school. (See glossary)
 - Commits the following offenses on school property or within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
 - Engages in conduct punishable as a felony.
 - Commits an assault (see glossary) under Penal Code 22.01(a)(1).
 - Sells, gives, or delivers to another person, or possesses, uses, or is under the influence of marijuana, a controlled substance, or a dangerous drug in an amount not constituting a felony offense. (School-related felony drug offenses are addressed in the Expulsion section.) (See glossary for "under the influence")
 - Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol, if the conduct is not punishable as a felony offense. (School-related felony alcohol offenses are addressed in the Expulsion section.)
 - Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.
 - Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure.
 - Engages in expellable conduct and is between six and nine years of age.
 - Commits a federal firearms violation and is younger than six years of age.
 - Engages in conduct that contains the elements of the offense of retaliation against any school employee or volunteer on or off school property. (Committing retaliation in combination with another expellable offense is addressed in the Expulsion section of this Code.)
 - Engages in conduct punishable as a felony listed under Title 5 (see glossary) of the Texas Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:
1. The student receives deferred prosecution (see glossary),

2. A court or jury finds that the student has engaged in delinquent conduct (see glossary), or
3. The superintendent or designee has a reasonable belief (see glossary) that the student engaged in the conduct.

Sexual Assault and Campus Assignments

If a student has been convicted of or placed on deferred adjudication for sexual assault or aggravated sexual assault against another student on the same campus, and if the victim or the victim's parents request that the board transfer the offending student to another campus, the offending student shall be transferred to another campus in the district. If there is no other campus in the district serving the grade level of the offending student, the offending student will be transferred to a DAEP.

Emergencies

In an emergency, the principal or the principal's designee may order the immediate placement of a student in a DAEP for any reason for which placement in a DAEP may be made on a nonemergency basis.

Process

Removals to a DAEP will be made by the campus principal or designated administrator.

Conference

When a student is removed from class for a DAEP offense, the appropriate administrator will schedule a conference within three school days with the student's parent, the student, and the teacher, in the case of a teacher removal.

At the conference, the appropriate administrator will inform the student, orally or in writing, of the reasons for the removal and will give the student an explanation of the basis for the removal and an opportunity to respond to the reasons for the removal.

Following valid attempts to require attendance, the district may hold the conference and make a placement decision regardless of whether the student or the student's parents attend the conference.

Placement Order

After the conference, if the student is placed in the DAEP, the appropriate administrator will write a placement order. A copy of the DAEP placement order will be sent to the student and the student's parent.

Not later than the second business day after the conference, the board's designee will deliver to the juvenile court a copy of the placement order and all information required by Section 52.04 of the Family Code.

If the student is placed in the DAEP and the length of placement is inconsistent with the guidelines included in this Code, the placement order will give notice of the inconsistency.

Length of Placement

The duration of a student's placement in a DAEP will be determined by the campus principal or designated administrator.

The duration of a student's placement will be determined on a case-by-case basis. DAEP placement will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misconduct, the student's attitude, and statutory requirements.

The maximum period of DAEP placement shall be one calendar year except as provided below.

Exceeds one Year

Placement in a DAEP may exceed one year when a review by the district determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended placement is in the best interest of the student.

The statutory limitations on the length of a DAEP placement do not apply to a placement resulting from the board's decision to place a student who engaged in the sexual assault of another student in a DAEP so that the students are not assigned to the same campus.

Exceeds School Year

Students who commit offenses requiring placement in a DAEP at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement.

For placement in a DAEP to extend beyond the end of the school year, the Dalhart ISD superintendent or designee must determine that:

1. The student's presence in the regular classroom or campus presents a danger of physical harm to the student or others, or
2. The student has engaged in serious or persistent misbehavior (see glossary) that violates the district's Code.

Exceeds 60 Days

For placement in a DAEP to extend beyond 60 days or the end of the next grading period, whichever is sooner, a student's parent will be given notice and the opportunity to participate in a proceeding before the board or the board's designee.

Appeals

Questions or complaints from parents regarding disciplinary measures should be addressed to the campus administration, in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office or the central administration office or through Policy On Line at the following address: <http://www.tasb.org/policy/pol/private/056901/>.

Disciplinary consequences will not be deferred pending the outcome of an appeal. The decision to place a student in a DAEP cannot be appealed beyond the board.

Restrictions during Placement

State law prohibits a student placed in a DAEP for reasons specified in state law from attending or participating in school-sponsored or school-related extracurricular activities.

A student placed in a DAEP will not be provided transportation unless he or she is a student with a disability who has transportation designated as a related service in the student's IEP.

For seniors assigned to a DAEP who are eligible to graduate, the placement in the program will continue through graduation, and the student will not be allowed to participate in the graduation ceremony and related graduation activities.

Placement Review

A student placed in a DAEP will be provided a review of his or her status, including academic status, by the DAEP campus administrator at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan will also be reviewed. At the review, the student or the student's parent will be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.

Additional Misconduct

If during the term of placement in a DAEP the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the appropriate administrator may enter an additional disciplinary order as a result of those proceedings.

Notice of Criminal Proceedings

The office of the prosecuting attorney will notify the district if a student was placed in a DAEP for certain offenses including any felony, unlawful restraint, indecent exposure, assault, deadly conduct, terroristic threats, organized crime, certain drug offenses, or possession of a weapon, and:

1. Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence and no formal proceedings, deferred adjudication (see glossary), or deferred prosecution will be initiated; or
2. The court or jury found a student not guilty, or made a finding that the student did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.

If a student was placed in a DAEP for such conduct, on receiving the notice from the prosecutor, the superintendent or designee will review the student's placement and schedule a review with the student's parent not later than the third day after the superintendent or designee receives notice from the prosecutor. The student may not be returned to the regular classroom pending the review.

After reviewing the notice and receiving information from the student's parent, the superintendent or designee may continue the student's placement if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers.

The student or the student's parent may appeal the superintendent's decision to the board. The student may not be returned to the regular classroom pending the appeal. In the case of an appeal, the board will, at the next scheduled meeting, review the notice from the prosecutor and receive information from the student, the student's parent, and the superintendent or designee, and confirm or reverse the decision of the superintendent or designee. The board will make a record of the proceedings.

If the board confirms the decision of the superintendent or designee, the student and the student's parent may appeal to the Commissioner of Education. The student may not be returned to the regular classroom pending the appeal.

Withdrawal during Process

When a student violates the district's Code in a way that requires or permits the student to be placed in a DAEP and the student withdraws from the district before a placement order is completed, the district may complete the proceedings and issue a placement order. If the student then reenrolls in the district during the same or a subsequent school year, the district may enforce the order at that time, less any period of the placement that has been served by the student during enrollment in another district.

If the appropriate administrator or the board fails to issue a placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a placement order.

Newly Enrolled Students

The district will decide on a case-by-case basis the placement of a student who enrolls in the district and was assigned to a DAEP in an open- enrollment charter school or another district, including a district in another state (if the behavior committed is a reason for DAEP placement in the receiving district). The district may place the student in the district's DAEP or a regular classroom setting.

If the student was placed in a DAEP by a school district in another state for a period that exceeds one year, this district, by state law, will reduce the period of the placement so that the total placement does not exceed one year. After a review, however, the placement may be extended beyond a year if the district determines that the student is a threat to the safety of other students or employees or the extended placement is in the best interest of the student.

Emergency Placement

When an emergency placement occurs, the student will be given oral notice of the reason for the action. Not later than the tenth

day after the date of the placement, the student will be given the appropriate conference required for assignment to a DAEP.

Expulsion

Discretionary Expulsion: Misconduct That May Result in Expulsion

In deciding whether to order expulsion, the district may or may not take into consideration:

1. Self-defense (see glossary),
2. Intent or lack of intent at the time the student engaged in the conduct, and
3. The student's disciplinary history.

Any Location

A student **may** be expelled for:

- Engaging in the following no matter where it takes place:
 - Conduct that contains the elements of assault under Penal Code 22.01(a)(1) in retaliation against a school employee or volunteer.
 - Engaging in conduct that contains the elements of one of the following offenses against another student, without regard to where the conduct occurs:
 - Aggravated assault.
 - Sexual assault.
 - Aggravated sexual assault.
 - Murder.
 - Capital murder.
 - Criminal attempt to commit murder or capital murder.
 - Aggravated robbery.
 - Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.

At School, Within 300 Feet, or at School Event

- Committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
 - Selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug, if the conduct is not punishable as a felony.
 - Selling, giving, or delivering to another person, or possessing, using, or being under the influence of alcohol; or committing a serious act or offense while under the influence of alcohol, if the conduct is not punishable as a felony.

- Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.
- Engaging in conduct that contains the elements of assault under Section 22.01(a)(1) against an employee or a volunteer.
- Engaging in deadly conduct. (See glossary)

Within 300 Feet of School

- Engaging in the following conduct while within 300 feet of school property, as measured from any point on the school's real property boundary line:
- Aggravated assault, sexual assault, or aggravated sexual assault.
- Arson.
- Murder, capital murder, or criminal attempt to commit murder or capital murder.
- Indecency with a child, aggravated kidnapping, manslaughter, criminally negligent homicide, or aggravated robbery.
- Felony drug- or alcohol-related offense.
- Use, exhibition, or possession of a firearm (as defined by state law), an illegal knife, a club, or prohibited weapon, or possession of a firearm (as defined by federal law).

Property of Another District

- Committing any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity of a school in another district in Texas.

While in DAEP

- Engaging in serious offenses or persistent misbehavior (see glossary) that violates the district's Code, while placed in a DAEP.

Mandatory Expulsion: Misconduct That Requires Expulsion

A student must be expelled for any of the following offenses that occur on school property or while attending a school-sponsored or school-related activity on or off school property:

Federal Law

- Bringing to school a firearm, as defined by federal law. "Firearm" under federal law includes:
- Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive.
- The frame or receiver of any such weapon.
- Any firearm muffler or firearm weapon.
- Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.

Texas Penal Code

- Using, exhibiting, or possessing the following, as defined by the Texas Penal Code:
- A firearm (any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use).
- An illegal knife, such as a knife with a blade over 5½ inches; hand instrument, designed to cut or stab another by being thrown; dagger, including but not limited to a dirk, stiletto, and poniard; bowie knife; sword; or spear.
- A club (see glossary) such as an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace, and tomahawk.
- A prohibited weapon, such as an explosive weapon, a machine gun, a short-barrel firearm, a firearm silencer, a switchblade knife, knuckles, armor-piercing ammunition, a chemical dispensing device, or a zip gun. (See glossary)
- Behaving in a manner that contains elements of the following offenses under the Texas Penal Code:
- Aggravated assault, sexual assault, or aggravated sexual assault.
- Arson. (See glossary)
- Murder, capital murder, or criminal attempt to commit murder or capital murder.
- Indecency with a child.
- Aggravated kidnapping.
- Aggravated robbery.
- Manslaughter.
- Criminally negligent homicide.
- Behavior punishable as a felony that involves selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, a dangerous drug, or alcohol; or committing a serious act or offense while under the influence of alcohol.
- Retaliation against a school employee combined with one of the above-listed offenses on or off school property or at a school-related activity.

Under Age Ten

When a student under the age of ten engages in behavior that is expellable behavior, the student will not be expelled, but will be placed in a DAEP. A student under age six will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.

Emergency

In an emergency, the principal or the principal's designee may order the immediate expulsion of a student for any reason for which expulsion may be made on a nonemergency basis.

Process

If a student is believed to have committed an expellable offense, the principal or other appropriate administrator will schedule a hearing within a reasonable time. The student's parent will be invited in writing to attend the hearing.

Until a hearing can be held, the principal may place the student in:

- Another appropriate classroom
- In-school suspension
- Out-of-school suspension
- DAEP

Hearing

A student facing expulsion will be given a hearing with appropriate due process. The student is entitled to:

1. Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the district,
2. An opportunity to testify and to present evidence and witnesses in the student's defense, and
3. An opportunity to question the district's witnesses.

After providing notice to the student and parent of the hearing, the district may hold the hearing regardless of whether the student or the student's parent attends.

The board of trustees delegates to the superintendent or his designee authority to conduct hearings and expel students.

Board Review of Expulsion

After the due process hearing, the expelled student may request that the board review the expulsion decisions. The student or parent must submit a written request to the superintendent within seven days after receipt of the written decision. The superintendent must provide the student or parent written notice of the date, time, and place of the meeting at which the board will review the decision.

The board will review the record of the expulsion hearing in a closed meeting unless the parent requests in writing that the matter be held in an open meeting. The board may also hear a statement from the student or parent and from the board's designee.

The board will hear statements made by the parties at the review and will base its decision on evidence reflected in the record and any statements made by the parties at the review. The board will make and communicate its decision orally at the conclusion of the presentation. Consequences will not be deferred pending the outcome of the hearing.

Expulsion Order

After the due process hearing, if the student is expelled, the board or its designee will deliver to the student and the student's parent a copy of the order expelling the student.

Not later than the second business day after the hearing, the board or its designee will deliver to the juvenile court a copy of the expulsion order and the information required by Section 52.04 of the Family Code.

If the length of the expulsion is inconsistent with the guidelines included in the Student Code of Conduct, the expulsion order will give notice of the inconsistency.

Length of Expulsion

The length of an expulsion will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, and statutory requirements.

The duration of a student's expulsion will be determined on a case-by-case basis. The maximum period of expulsion is one calendar year except as provided below.

An expulsion may not exceed one year unless, after review, the district determines that:

1. The student is a threat to the safety of other students or to district employees, or
2. Extended expulsion is in the best interest of the student.

State and federal law require a student to be expelled from the regular classroom for a period of at least one calendar year for bringing a firearm, as defined by federal law, to school. However, the superintendent or other appropriate administrator may modify the length of the expulsion on a case-by-case basis.

Students who commit offenses that require expulsion at the end of one school year may be expelled into the next school year to complete the term of expulsion.

Withdrawal during Process

When a student has violated the district's Code in a way that requires or permits expulsion from the district and the student withdraws from the district before the expulsion hearing takes place, the district may conduct the hearing after sending written notice to the parent and student.

If the student then reenrolls in the district during the same or subsequent school year, the district may enforce the expulsion order at that time, less any expulsion period that has been served by the student during enrollment in another district.

If the appropriate administrator or the board fails to issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings.

Additional Misconduct

If during the expulsion, the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the

appropriate administrator or the board may issue an additional disciplinary order as a result of those proceedings.

Restrictions during Expulsion

Expelled students are prohibited from being on school grounds or attending school-sponsored or school-related activities during the period of expulsion.

No district academic credit will be earned for work missed during the period of expulsion unless the student is enrolled in a Juvenile Justice Alternative Education Program or another district-approved program.

Newly Enrolled Students

The district will decide on a case-by-case basis the placement of a student who is subject to an expulsion order from another district or an open-enrollment charter school upon enrollment in the district.

If a student expelled in another state enrolls in the district, the district may continue the expulsion under the terms of the expulsion order, may place the student in a DAEP for the period specified in the order, or may allow the student to attend regular classes if:

1. The out-of-state district provides the district with a copy of the expulsion order, and
2. The offense resulting in the expulsion is also an expellable offense in the district in which the student is enrolling.

If a student is expelled by a district in another state for a period that exceeds one year and the district continues the expulsion or places the student in a DAEP, the district will reduce the period of the expulsion or DAEP placement so that the entire period does not exceed one year, unless after a review it is determined that:

1. The student is a threat to the safety of other students or district employees, or
2. Extended placement is in the best interest of the student.

Emergency Expulsion

When an emergency expulsion occurs, the student will be given verbal notice of the reason for the action. Within ten days after the date of the emergency expulsion, the student will be given appropriate due process required for a student facing expulsion.

DAEP Placement of Expelled Students

The district may provide educational services to any expelled student in a DAEP; however, educational services in the DAEP must be provided if the student is less than ten years of age.

Glossary

The glossary provides legal definitions and locally established definitions and is intended to assist in understanding terms related to the Student Code of Conduct.

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

Arson is a crime that involves starting a fire or causing an explosion with intent to destroy or damage:

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

Assault is defined in part by Texas Penal Code 22.01(a)(1) as intentionally, knowingly, or recklessly causing bodily injury to another.

Bullying is written or oral expression or physical conduct that a school district's board of trustees or the board's designee determines:

1. To have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
2. To be sufficiently severe, persistent, or pervasive to create an intimidating, threatening, or abusive educational environment for a student.

Chemical dispensing device is a device designed, made, or adapted for the purpose of causing an adverse psychological or physiological effect on a human being. A small chemical dispenser sold commercially for personal protection is not in this category.

Club is an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death. A blackjack, mace, and tomahawk are in the same category.

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

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

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

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

Discretionary means that something is left to or regulated by a local decision maker.

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

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

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

Graffiti are markings with aerosol paint or an indelible pen or marker on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

Harassment is:

1. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL); or
2. Conduct that threatens to cause harm or bodily injury to another student, is sexually intimidating, causes physical damage to the property of another student, subjects another student to physical confinement or restraint, or maliciously and substantially harms another student's physical or emotional health or safety.

Hazing is an intentional or reckless act, on or off campus, by one person alone or acting with others, that endangers the mental or physical health or safety of a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization.

Hit list is a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

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

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

Mandatory means that something is obligatory or required because of an authority.

Paraphernalia are devices that can be used for inhaling, ingesting, injecting, or otherwise introducing a controlled substance into a human body.

Persistent misbehavior is two or more violations of the Code in general or repeated occurrences of the same violation.

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

Reasonable belief is a determination made by the superintendent or designee using all available information, including the information furnished under Article 15.27 of the Code of Criminal Procedure.

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

Serious offenses include but are not limited to:

- Murder.
- Vandalism.
- Robbery or theft.
- Extortion, coercion, or blackmail.
- Actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Hazing.
- Insubordination.
- Profanity, vulgar language, or obscene gestures.
- Fighting, committing physical abuse, or threatening physical abuse.
- Possession or distribution of pornographic materials.
- Leaving school grounds without permission.
- Sexual harassment of a student or district employee.
- Possession of or conspiracy to possess any explosive or explosive device.

- Falsification of records, passes, or other school-related documents.
- Refusal to accept discipline assigned by the teacher or principal.

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

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

Terroristic threat is a threat of violence to any person or property with intent to:

1. Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
2. Place any person in fear of imminent serious bodily injury;
3. Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
4. Cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service;

5. Place the public or a substantial group of the public in fear of serious bodily injury; or

6. Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the district).

Title 5 offenses are those that involve injury to a person and include murder; kidnapping; assault; sexual assault; unlawful restraint; coercing, soliciting, or inducing gang membership if it causes bodily injury to a child; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; deadly conduct; terroristic threat; aiding a person to commit suicide; and tampering with a consumer product. [See FOC(EXHIBIT)]

Under the influence means lacking the normal use of mental or physical faculties. Impairment of a person's physical or mental faculties may be evidenced by a pattern of abnormal or erratic behavior or the presence of physical symptoms of drug or alcohol use. A student "under the influence" need not be legally intoxicated to trigger disciplinary action.

Use means voluntarily introducing into one's body, by any means, a prohibited substance.

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

DALHART HIGH SCHOOL CAMPUS

PARENT INVOLVEMENT POLICY

HOME-SCHOOL COMPACT



Statement of Purpose

Dalhart High School is committed to the goal of providing quality education for every child on this campus. We want to establish a partnership with parents and with the community. Everyone will gain if parents and the school work together to promote a high level of achievement for our children. The expectation will be to have neither the parents nor school doing the job alone. Parents play an extremely important role as the children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

We are a school-wide Title I campus. Title I is a Federal assistance program designed to meet the needs of all students at DHS. This funding helps to improve the educational opportunities for the success of our children in the regular classroom while fostering positive growth in social, emotional behaviors and attitudes.

Information on grade level goals, grade level curriculum, and assessment calendars for the students of Dalhart High School will be distributed to all parents; with expectations that all students will work toward these goals. We recognize that some students may need extra assistance available through the Title I program and various other

educational services offered throughout the district. Dalhart High School has several educational services that can offer extra assistance for students. The programs included are Special Education programs, ESL and Migrant programs.

Texas learning goals and curriculum for grade levels and subjects can be seen and accessed at: <http://www.tea.state.tx.us> and then click the tab for curriculum. The district school year calendar lists assessment dates and can be seen and accessed at: www.dalhart.k12.tx.us.

Dalhart High School intends to include the parents in all aspects of the campus Title I Program. The goal is a parent/school partnership that will help all students in the district to succeed.

Parental Involvement in Developing Policy

An advisory committee consisting of parents, members of the community, school staff, and administration will meet to develop the school district's Parental Involvement Policy. This advisory committee, The Campus Performance Objective Committee (CPOC) will be chosen from grade level and special program teachers/aides on campus, parent and community members. These meetings will be held at feasible and convenient times for parents to attend. There will be special attention for recruiting parents for the committee of children in the Title I Program. Meeting times will be posted on the DHS campus website.

Annual Meeting for Title-1 Parents

The Fall Title I presentation will give parents the opportunity to be given information on where to access copies of the campus current Parental Involvement Policy and Home-School Compact or upon request from the Campus Office at DHS. Parents will be offered a chance to become involved in revising and updating the policy through a spring survey and serving on the campus or district site-base committees.

Dalhart High School will conduct Fall and Spring Title I meetings. Translation and interpreters will be available. Parents will be sent written notices about the meeting times. Parents will be asked to sign up for individual parent-teacher conferences. Dalhart

high School will also communicate meeting times on an inside school marquee, community newspaper, campus and district websites.

Fall Parental Involvement meetings will give information about the Title I funds, school-parent activities, Parent Involvement Policy and School-Parent Compact. Spring Title I meetings will be held at Dalhart High School during specific campus activities. Surveys will be given to all parents to gain suggestions on how to improve campus programs and services.

School-Parent Compact

In accordance with Title I regulations, each school must develop a compact for outlining the responsibilities of parents, students, and staff. All parents will be given information on how to access the compact that details the responsibilities teachers, parents, and students have in helping students accomplish their academic achievement goals.

Dalhart High School and the parents of the students participating in activities, services and programs funded by Title I, Part A agree that this compact will outline how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

School Responsibilities

Dalhart High School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards. Curriculum will follow the Texas Essential Knowledge and Skills (TEKS) for all core curriculum. Periodic benchmark testing and progress monitoring will establish individual student profiles. Teachers will use testing data to target weak areas and use intervention procedures to help accelerate learning for all

students. Parents will be provided a description and explanation of the school's curriculum, forms of academic assessment and proficiency levels students are expected to meet.

2. Hold parent-teacher conferences in the fall and the spring during which this compact

will be discussed as it relates to individual child's achievement. DHS will hold an annual meeting to inform parents of the Title I, Part A program during Back to School Night and then at the end of each school year ask for parent comments and suggestions via a survey during spring parent/teacher conferences.

3. Provide parents with frequent reports on their children's progress:

- Progress Reports will be given every three weeks
- Report Cards will be given every six weeks
- A parent portal will be available to review student's grades weekly

4. Provide parents reasonable access to staff. All certified staff will have a daily conference time. Parents may call each campus office and schedule a conference with teachers. DHS will also provide each parent timely notice when their child has been assigned or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities. All DHS staff will inform parents of classroom opportunities to volunteer or participate in classroom projects, activities, and field trips, contests via classroom notes, classroom websites and campus calendars.

6. During the open CPOC meeting at the end of each school year, DHS will involve parents in planning, review and improvement of the parent involvement policy and any school-wide program plans and discuss the school report card.

7. Provide notification to parents of teacher qualifications. As a parent of a student at Dalhart High School, you have the 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 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.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

1. Encourage your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
2. Ensure that your child completes all homework assignments and special projects and comes to school each day rested, prepared and ready to learn.
3. Monitor your child's academic progress and contact teachers as needed.
4. Attend scheduled conferences and participate or volunteer in classroom projects, activities, field trips, contests or programs.
5. Become a member of various school organizations and volunteer to serve on committees or help out at the school.
6. Serve as a parent representative on the district-level or campus-level planning committees (CPOC, DEIC, Migrant Pac, Title I Pac, L-Pac, SHAC, and to help develop educational goals and plans to improve student achievement.

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards.

1. Attending all classes, daily and on time, being rested, prepared for each class with appropriate materials and assignments.
2. Being properly dressed. (Clean, neat, safe, modest and non-distracting)
3. Exhibit respect toward others and conduct themselves in a responsible manner.
4. Obey all school rules and refraining from violations of the Student Code of Conduct.
5. Seek changes in an orderly and responsible manner through appropriate channels and cooperating with staff in investigation of disciplinary cases and volunteering information when the student has knowledge relating to a serious offense.

Matching Programs to the Needs of Our Community

The community will be consulted in the design, development and implementation of the Title I program. Each year, Dalhart High School will assess the needs of parents and children in the community, through a variety of measures and surveys for creating a successful school environment.

Workshops and other programs in various topics will be available for parents and children. Parents will be notified about these opportunities through the campus website, school marquis and newsletters. Parents may call the campus office at any time to express an interest in a particular workshop or to make suggestions, schedule conferences to discuss any concerns.

The campus website each month lists all activities, special events and programs for that month. The campus calendar posts all announcements for each month on the website. Classroom teachers also maintain websites for home/school communication. Campus policies, procedures and school documents can be accessed on the campus or district websites for easy access or review under the tab "resources".

Programs Offered at Dalhart High School

Gifted/Talented (GT): It offers enrichment opportunities to students to perform or show the potential to perform at a high level of accomplishment when compared to others of the same age. Students may be nominated for GT screening by parents, teachers or community members.

Athletics: Dalhart High School offers multiple different sporting teams for students to be involved with. They include: Volleyball, Football, Basketball, Cross Country, Baseball, Softball, Powerlifting, Golf, Tennis and Track and Field.

Art: Dalhart High School offers it students the chance to learn about the history of art and participate in art projects that can be displayed both at the school and the local museum.

Band: Dalhart High School has a band program that allows students to participate in a school band that will go to competitions and also perform for the public.

Cheerleading: Dalhart High School offers the students to be part of a school cheerleading squad that will cheer for the school's athletic teams.

Drama: Dalhart High School offers the students a chance to be a part of a drama team that will compete in competitions and perform for the public.

Dyslexia: Once a student has been identified as a student with dyslexia by the member of a team that is knowledgeable of the student and of the components of dyslexia, as well as instructional approaches for student with dyslexia, the team will collaborate on instructional decisions for the student. Components of instruction, as appropriate for meeting the needs of the student, include: explicit, direct instruction that is systematic, sequential, and cumulative. This intensive, meaning-based instruction is presented in a multi-sensory approach in a small group setting when required. Accommodations within the general education classroom setting are determined by this committee as appropriate for meeting the needs of the individual student.

English as a Second Language (ESL): The ESL program is designed to reach limited English proficient children at their levels of English proficiency and rapidly build their ability to become competent in speaking, comprehending, reading and writing English so they may achieve their best potential in and out of the classroom.

Health Services: A campus nurse is on site during the afternoon sessions each day and can be called to campus at any time when needed in the morning sessions. Vision and hearing screens are given to all students each year along with documentation of height and weight.

Library: All campus libraries provide supplemental resources for teachers and students for wide reading and research. Library websites help parents and students find educational websites, books, and films, to help students complete school assignments, conduct research or independent study.

Migrant Program: The Migrant program is designed to reach migrant children at their levels of proficiency and rapidly build their ability to become competent in all core subjects so they may achieve their potential in and out of the classroom.

Physical Education: The physical education program consists of various activities promoting personal development in physical fitness, motor skills, organized sports and positive social skills. Appropriate shoes are important for safety.

Special Education Programs: Dalhart ISD provides special education services for students with disabilities, ages 3-21, whom also have a need for special designed instruction. A student must meet eligibility criteria in one of the following areas: auditory impairment, autism, emotional disturbance, learning disability, intellectual disability, orthopedic impairment, other health impairment, speech/language impairment, traumatic

brain injury or visual impairment. Services for children who have auditory or visual impairments may begin at birth.

Dalhart ISD offers a full continuum of instructional and related services to eligible students, with initial consideration given to provision of services in the general education classroom to the greatest extent possible. Placement decisions are made by the members of the eligible student's Admission, Review, and Dismissal committee after determining eligibility and developing the student's individual education program.

Service options include, but are not limited to Mainstream, Speech Therapy, and Preschool Program for Children with Disabilities, Resource, Inclusion, Behavior Adjustment Class, Self-Contained Class, and for a student who has a hearing impairment which adversely affects educational performance, consideration for the Regional Day School Program for the Deaf.

Student Council: Dalhart High School offers the students a chance to participate in student council.

University Interscholastic League, {UIL): UIL operates as part of the University of Texas and sponsors educational extracurricular academic, athletic and music contests. Students at Dalhart High School are invited to compete in the following UIL teams:

Athletics	Cross-Examination
Accounting	Team Debate
Art	
Calculator Applications	Lincoln-Douglas Debate
Computer Applications	Extemporaneous Informative Speaking
Computer Science	Extemporaneous Persuasive Speaking
Current Issues and Events	Poetry Interpretation
Literary Criticism	Prose Interpretation
Mathematics	Editorial Writing
Number Sense	Feature Writing
Ready Writing	Headline Writing
Science	News Writing
Social Studies	One Act Play
Spelling and Vocabulary	Marching Band
	Concert Band

Yearbook: Dalhart High School offers the students a chance to be a part of the yearbook staff. The staff will take pictures and edit a yearbook that the other students will be able to purchase.

Staff/Parent Communications

Communications with parents will include newsletters, written notices, E-mails, phone calls, conferences and home visits as needed throughout the school year. Parents are encouraged to take the initiative in calling their child's teacher when they are concerned about a problem. They may also call the school office and ask for a translator at the conference. As much as possible, notices will be sent home in English and Spanish languages. Staff will receive training on how to improve parent-school communications and parents will be asked to give input for this topic. Other forms of communications will be:

- Campus and District websites
- Campus communication boards
- Dalhart Texan newspaper and website
- KXIT Radio
- School Facebook page (Dalhart High School)
- Parent Teacher Conferences in the spring and fall
- DHS Twitter Account (Dalhart High School @Dalhart High)

Evaluation

There will be an annual evaluation of the content and effectiveness of the Title I Parental Involvement program. Parents will be asked for their input in the evaluation. The evaluation will include an assessment of how much the parental involvement activities are increasing/decreasing and identifying barriers to parent participation. The school district will review its Parental Involvement Policy on the basis of this annual review.

Dalhart High School sends out an evaluation survey during spring parent teacher conferences. Each staff member keeps a communication log. The CPOC site based decision making committee holds an annual open meeting every year in May to evaluate all campus policies, documents and programs. All parents are invited to this meeting.

The Dalhart ISD School Board has approved the commitment to family involvement. The policy will be coordinated and promoted by the Title I staff, administration and teachers throughout the campuses and district.

DALHART HIGH SCHOOL Student Handbook, DISD Student Code of Conduct, & District AUP

Acknowledgment Form

We understand and consent to the responsibilities and consequences outlined in the *2013-2014 DHS Student Handbook*, *2013-2014 DISD Student Code of Conduct*, and the *District Acceptable Use Policy for Computers, Internet*, and Other Electronic Resources (AUP)*. ***Parents have the right to submit a statement requesting that their child opt-out of Internet access, however, students are still subject to AUP guidelines.** We understand that any student who violates the accepted standards of conduct is subject to disciplinary action up to and including referral for criminal prosecution for violations of law.

Regarding student records, I/We understand that certain information about my child is considered directory information. Directory information includes: *student name, address, primary telephone number, date and place of birth participation in officially recognized activities and sports, photographs, weight and height or members of athletic teams, dates of attendance, awards received in school and most recent previous school attended.* Directory information will be released by the District to anyone who follows the procedures for requesting information unless I/we object in writing to the release of any or all of this information within ten (10) school days of enrollment. I/we have marked through the items of directory information listed above that I/we wish the District to withhold about my children without my written consent.

Additionally, Federal law requires districts receiving assistance under the *Elementary and Secondary Education Act of 1965* to provide upon request made by military recruiters or an institution of higher education, access to secondary school students' names, address, and phone listings. Parents may choose not to have this information released. If you do not want information concerning your child released to military recruiters and institutions of higher education you must submit a statement in writing to the Dalhart High School Administration Office.

Minute of Silence/Pledges

Dalhart High School students are required to participate daily in the Pledge of Allegiance & Minute of Silence. Parents may submit a written statement to the DHS Administration Office releasing their child from participation. Non-participating students must remain silent while other students are observing this time.

Acknowledgement of Medical Release

If, in the judgment of any representative of the school, my child needs immediate care and treatment as a result of any injury or sickness, I do hereby request, authorize, and consent to such care and treatment as may be given to said student by any physician, trainer, nurse, hospital, or school representative; and I do hereby agree to indemnify and save harmless the school and any school representative from any claim by any person whomsoever on account of such care and treatment of said student.

(Please check one)

☐

I agree to the medical release.

☐

I do not agree to the medical release.

By signing this form we acknowledge that we have reviewed the current *DHS Student Handbook/DISD Code of Conduct/District AUP* or understand that access to the *DHS Student Handbook/DISD Student Code of Conduct & District AUP* can be found on the DISD Website at www.dalhart.k12.tx.us.

Student Name Printed

Students Signature

GRADE

Parent/Guardian Signature

Date

This form must be signed and on file at Dalhart High School