

BRECKENRIDGE HIGH SCHOOL

HANDBOOK

2011 - 2012

FOR

PARENTS AND STUDENTS

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I would like to take this opportunity to welcome you to Breckenridge High School, home of the "Bucks". The school systems in our country are changing daily due to technology, curriculum changes, and the need for schools to provide a safe and drug free school environment. Breckenridge High School will be a part of your lives that you will take with you forever. The faculty and administration are here to provide you with a learning environment to prepare you for the future, and most importantly, life after high school. I would like to encourage each of you to become involved in your interests, whether it is extra-curricular activities, academics, or clubs. I sincerely hope that your years at Breckenridge High School are enjoyable, as well as productive. The key to being successful is involvement. I would like to challenge every student to become involved with your school in your area of interest. Good luck with the upcoming school year and may you reach the peak of your potential.

BRYAN D. DIETERICH

PRINCIPAL

Me gustaría a tomar esta oportunidad para a darle a Secundaria de Breckenridge, hogar de los «Bucks». Los sistemas escolares en nuestro país están cambiando tecnología diariamente debido a, cambios de curso de estudios y las necesidad de escuelas para proveer un segura y drogar ambiente escolar libre. La Secundaria de Breckenridge será una parte de sus vidas que usted llevará con usted por siempre. La facultad y la administración están aquí para proveerle con un aprender ambiente a prepararle para el futuro, y muy importantemente, vida después de colegio. Me gustaría a es excepcionalmente-curso de estudios actividades, académicos, o clubs. Espero atentamente que sus años en el colegio de Breckenridge son gozables, así como productivas. La llave a ser exitosa es participación; Me gustaría a retar cada estudiante llegar a ser envolvió con su escuela en su área de interés. Buena suerte con el hasta año escolar y puede usted alcanza el extremo de su potencial.

We welcome all new students to our high school and hope you will find it to be the kind of place in which you like to go to school. We hope you will enjoy your work and be a loyal Buckaroo and supporter of Breckenridge High School.

BRYAN D. DIETERICH

PRINCIPAL

We welcome all new students to our high school and hope you will find it to be the kind of place in which you like to go to school. We hope you will enjoy your work and be a loyal Buckaroo and supporter of Breckenridge High School.

Breckenridge High School is accredited with Association the Texas Education Agency.

This handbook is published so that students and parents may better understand the program of studies and activities at Breckenridge High School. We feel that a better understanding will promote a better program, a better spirit of cooperation between home, school, and more profitable experience for the students while attending this school. Let us all make an earnest and honest effort to prepare ourselves to be good, intelligent, law-abiding citizens of our community.

THIS STUDENT HANDBOOK IS NOT A CONTRACT. The purpose of this handbook is to serve as a guideline only.

The policies and procedures contained in this handbook can be modified at any time, to serve the best interest of the district.

This handbook has been reviewed by the Board of Trustees of the Breckenridge Independent School District.

ASSURANCE OF COMPLIANCE WITH TITLE IX OF THE EDUCATION AMENDMENTS OF 1972

The Breckenridge Independent School District adheres to Title IX of the Education Amendments of 1972. Therefore, no person on the basis of sex will be excluded from participation in, be denied the benefits of or be subjected to discrimination under any educational program, job assignment or activity.

IT IS THE POLICY OF THE BRECKENRIDGE INDEPENDENT SCHOOL DISTRICT NOT TO DISCRIMINATE ON THE BASIS OF SEX, HANDICAP, RACE, COLOR AND NATIONAL ORIGIN IN ITS EDUCATIONAL AND VOCATIONAL PROGRAMS.

Breckenridge Independent School District is an equal opportunity employer. Any person with sex discrimination complaints should notify Linda Sims, Director of Curriculum and Section 504 of Rehabilitation Act Co-ordinator, 208 North Miller Street, P.O. Box 1738, Breckenridge, Texas 76424, Phone 559-2278.

TO PARENTS

Your objectives as a parent and the objectives of the school in respect to your son or daughter are the same: to give him or her the best possible guidance toward the realization of his or her highest capabilities. To accomplish this goal, full cooperation between home and school is essential. The following suggestions are intended to help you make the fullest contribution to your child's success in school.

I. **REGULAR AND PUNCTUAL ATTENDANCE** is the greatest single factor in school success; therefore, your first concern should be to see that your son or daughter attends regularly. Parents who permit a student to be absent from school unnecessarily not only place a handicap upon the student's opportunity to succeed in his/her studies, but they also indirectly encourage the development in the student of poor attitudes toward his work obligations. Your cooperation with school officials in the promotion of regular attendance by your son or daughter will be well worth the cost to you in time and effort.

II. While there are a few subjects in which little or no work is necessary outside of class, the nature of the majority of subjects in the curriculum is such that work outside of class is necessary to satisfactory progress. Even though written work may not always be assigned, there is usually some studying to be done in the subject. You can contribute greatly to your son's or daughter's success by **ENCOURAGING HOME STUDY**. Because many of our students are employed in after-school hours, it should be stressed that these working students are still expected to keep up with their studies. Students should not expect the school to make special concessions regarding attendance or homework assignments.

III. **PARENTAL INVOLVEMENT**. Breckenridge High School encourages parental participation by offering services as well as opportunities for parents to become involved. Some of these include:

- a. Information from our website: <http://www.breckenridgeisd.org>
- b. Open House
- c. Campus Improvement Committee
- d. Booster Clubs
- e. Banquets
- f. Extra-curricular activities
- g. Organization and class fundraisers
- h. Complete application for Family Access, our online program where parents can access all their students information.

IV. **A WHOLESOME ATTITUDE TOWARD SCHOOL** and confidence in his/her teachers are essential for a student's maximum success in school. Students can learn little from a teacher they do not trust or believe in, regardless of how capable or trustworthy the teacher may actually be. The wise parent, therefore, will bring any questions or problems to the teacher or to the principal, and he will refrain from

criticizing the school to the student or encouraging habits of destructive criticism by lending a friendly ear to it.

- V. You may further help the school to serve your son or daughter by:
 - A. Scheduling a conference with the teacher if problems or questions arise. To schedule a conference, a parent should call the principal's office to arrange for an appropriate time. A personal visit is always more effective than a phone call.
 - B. Calling the office to report absences.
 - C. Writing full explanations with dates of absences and signing them.
 - D. Requiring a report card for each six-weeks period.
 - E. Studying the report card carefully.
 - F. Refraining from telephoning students during school hours except for REAL emergencies.
 - G. Reading this handbook and understanding as fully as possible the operations of the school.
- VI. The employees of BISD strongly oppose any illegal abuse of drugs or alcohol. We all believe that these vices contribute to weakening our society as a whole, and especially weaken or even destroy the vast potential of our students. We adamantly discourage our students from using any drugs or alcohol in any form or fashion.

SCHOOL SPIRIT AND TRADITIONS

BRECKENRIDGE HIGH SCHOOL SONG

Hail to the Buckaroos.
Hats off to you.
Ever you'll find us
Loyal and true.
Firm and undaunted
Always we'll be.
Hail to the school we love.
Here's a toast to thee.

COLORS AND MASCOT

The BUCKAROO is the mascot of Breckenridge High School. Our school colors are green and white.

RULES OF SCHOOL SPIRIT

- I. Be courteous to one and all, students and teachers alike.
- II. Do not downgrade your school, the students or traditions.
- III. Do not display unbecoming conduct or use profane language at any time.
- IV. Always support your team, whether they lose or win.
- V. Above all, have a deep respect for and pride in all that Breckenridge High School stands for. Our school can only be as good as we, the students, make it.

2011-2012 High School Bell Schedule

REGULAR

8:00 – 8:10	Tutoring
8:15 – 9:00	First Period
9:05 - 9:50	Second Period
9:55 -10:40	Third Period
10:45 -11:30	Fourth Period
11:35 -12:20	Fifth Period
12:20 – 1:10	Lunch
1:15 - 2:00	Sixth Period
2:05 – 2:50	Seventh Period
2:55 – 3:40	Eighth Period

ABBREVIATED SCHEDULE

8:00- 8:10	Tutoring
8:15 – 8:50	First Period
8:55 – 9:40	Second Period
9:45 – 10:15	Third Period
10:20 – 10:55	Fourth Period
11:00 – 11:35	Fifth Period
11:35 – 12:15	Sixth Period
12:20 – 12:50	Lunch
12:55 – 1:25	Seventh
1:30 – 2:00	Eighth Period

Friday Pep Rally Schedule

8:00- 8:10	Tutoring
8:15 – 8:50	First Period
8:55 – 9:35	Second Period
9:40 – 10:10	Pep Rally
10:15 – 10:45	Third Period
10:50 -11:30	Fourth Period
11:35 -12:20	Fifth Period
12:25 – 1:10	Lunch
1:15 - 2:00	Sixth Period
2:05 – 2:50	Seventh Period
2:55 – 3:40	Eighth Period

Other bell schedules (testing and late start) will be posted on-line prior to time.

CALENDAR FOR 2011-2012

SCHOOL BEGINS:

Teachers.....August 15, 2011

Students.....August 22, 2011

SCHOOL ENDS:

Students.....May 31, 2012

Teachers.....June 1, 2012

SIX-WEEKS PERIODS:

1st.....August 22, 2011– September 30, 2011

2nd.....October 3, 2011 – November 11, 2011

3rd.....November 14, 2011 – December 20, 2011

4th.....January 9, 2012 – February 24, 2012

5th.....February 27, 2012 – April 13, 2012

6th.....April 16, 2012 – May 31, 2012

HOLIDAYS:

Labor Day.....September 5, 2011

Thanksgiving.....November 24 – November 25, 2011

Christmas.....December 21, 2011 – January 5, 2012

Stock Show.....January 13, 2012 (comp day)

Spring Break.....March 12-16, 2012

Good Friday.....April 6, 2012

Memorial Day.....May 28, 2012

WEATHER MAKE-UP DAYS (IF NEEDED)..... * April 6, 2012 **May 25, 2012

EARLY DISMISSAL DAYS

October 5, 2011

November 2, 2011

December 20, 2011

January 25, 2012

February 29, 2012

March 21, 2012

GRADUATION: Friday, June 1st at 8:00 pm

TEST SCHEDULE
FIRST SEMESTER

1ST SIX WEEKS

September 27, 2011English, Vocational, Business
September 28, 2011 Science, Fine Arts, Spanish, PE
September 29, 2011Math, Social Studies

2ND SIX WEEKS

November 8, 2011.....Science, Fine Arts, Spanish, PE
November 9, 2011.....Math, Social Studies
November 10, 2011.....English, Vocational, Business

3RD SIX WEEKS

December 7, 2011.....Math, Social Studies
December 8, 2011.....English, Vocational, Business
December 9, 2011..... Science, Fine Arts, Spanish, PE

FINAL EXAMS

DECEMBER 16, 2011.....(PERIODS 1,3,5)
1st Period.....8:15 AM to 9:45 AM
3rd Period.....9:50 AM to 11:20 AM
5th Period.....12:30 PM to 2:00 PM
DECEMBER 19, 2011.....(PERIODS 2,4,6)
2ndPeriod.....8:15 AM to 9:45 AM
4th Period.....9:50 AM to 11:20 AM
6th Period.....12:30 PM to 2:00 PM
DECEMBER 20, 2011.....7th & 8th Period.....1:35 – 3:40 PM

** Benchmark Testing Window – October 17 – 21 and January 9 – 12 and March 5-9

SECOND SEMESTER

4th SIX WEEKS

February 22, 2012.....Science, Fine Arts, Spanish, PE
February 23, 2012.....Math, Social Studies
February 24, 2012.....English, Vocational, Business

5th SIX WEEKS

April 11, 2012.....Math, Social Studies
April 12, 2012.....English, Vocational, Business
April 13, 2012..... Science, Fine Arts, Spanish, PE

6th SIX WEEKS

May 22, 2012.....English, Vocational, Business
May 23, 2012.....Science, Fine Arts, Spanish, PE
May 24, 2011.....Math, Social Studies

FINAL EXAMS

May 29, 2012.....7th & 8th Period.....1:35 – 3:40 PM
May 30, 2012.....(PERIODS 2,4,6)
2nd Period.....8:15 AM to 9:45 AM
4th Period.....9:50 AM to 11:20 AM
6th Period.....12:30 PM to 2:00 PM
May 31, 2012.....(PERIODS 1,3,5)
1st Period.....8:15 AM to 9:45 AM
3rd Period.....9:50 AM to 11:20 AM
5th Period.....12:30 PM to 2:00 PM

TEACHER WORKDAY.....June 1, 2012

GRADUATION: June 1, 2012 Rehearsal-----10:00 PM Ceremony 8:00 PM

STANDARDIZED TEST SCHEDULE

SAT.....See Counselor’s office for test dates

PSAT/NMSQT..... See Counselor’s office for test dates

TAKS (Exit Level Re-test).....	English/Language Arts	Grade 12	October 18, 2011
	Mathematics	Grade 12	October 19, 2011
	Science	Grade 12	October 20, 2011
	Social Studies	Grade 12	October 21, 2010

TAKS.....	Mathematics	Grade 10	April 24, 2012
	Mathematics	Grade 11	April 25, 2012
	Science	Grade 10	April 26, 2012
	Science	Grade 11	April 26, 2012
	Social Studies	Grade 10	April 27, 2012
	Social Studies	Grade 11	April 27, 2012

ACT..... See Counselor’s office for test dates

Spring TAKS (re-test-Seniors Only).....	English/Language Arts	Grade 12	March 7, 2012
	Mathematics	Grade 12	March 8, 2012
	Social Studies	Grade 12	March 5, 2012
	Science	Grade 12	March 9, 2012
	Mathematics	Grade 10	April 23, 2012

STARR.....	English I Writing	Grade 9	March 26, 2012
	English I Reading	Grade 9	March 27, 2012
	English II Writing	Grade 10	March 28, 2012
	English II Reading	Grade 10	March 29, 2012
	Algebra I	Grade 9	May 7, 2012
	Biology	Grade 9	May 9, 2012
	World Geography	Grade 9	May 10, 2012

The above schedule indicates the dates on which standardized tests will be administered at B.H.S. The SAT, ACT and PSAT tests are the only tests which are optional. The importance of these tests cannot be stressed enough. **Parents, we are asking for your help.** It is extremely important that every effort is made to see that all students are in attendance on these test dates. Please see that your child gets plenty of sleep the night before the tests. **Also, please try to schedule any dental or doctor’s appointments at times other than during these tests.** Thank you in advance for your assistance.

GRADUATION REQUIREMENTS

STUDENTS ENTERING BHS THE 2007-2008 SCHOOL YEAR and Thereafter

UNITS OF CREDIT

<u>SUBJECT</u>	<u>RECOMMENDED*</u>
English Language Arts	4
Mathematics	4**
Science	4***
Social Studies	3 ½
Physical Education	1
Health	½
Other Languages	2
Technology Applications	1
Fine Arts	1
Speech	½
Economics	½
Electives	4
Total	26

*On the Recommended Program a student must pass Core Components or pass proficiency exam in subject area.

The SBOE Recommended Program is the “default” graduation plan for students entering ninth grade in 2007-2008 and after, unless the student, parent, and school counselor or administrator agree (through an ARD meeting) that the student should be permitted to graduate under the Minimum Program.

****Math.** Students entering high school during the 2007-2008 school year and thereafter should have credits that consist of Algebra I, Algebra II, and Geometry. After successful completion of Algebra I and Geometry, a student must select the required credits to finish out their credits. MMA must be taken before Algebra II. Otherwise students will be on track to take their fourth year of math in PreCal, Calculus, or other approved fourth year of math.

*****Science.** One credit must be a biology credit (Biology, or Advanced Placement (AP) Biology). Students must choose two credits from the following areas. Not more than one credit may be chosen from each of the areas to satisfy this requirement.

- (i) Integrated Physics and Chemistry (IPC);
- (ii) Chemistry, AP Chemistry, or IB Chemistry; and

(iii) Physics, Principles of Technology I, AP Physics, or IB Physics.

IPC cannot be taken as the final or fourth year of science, but must be taken before the senior year of high school. The fourth year of science may be selected from the laboratory-based courses listed in Chapter 112 of this title (relating to Texas Essential Knowledge and Skills for Science), with the addition of Engineering and Earth and Space Science.

Four credits from

- The list of courses approved by the SBOE for Grades 9-12 (relating to the Essential Knowledge and Skills),
- State-approved innovative courses

College Board Advanced Placement and International Baccalaureate courses may be substituted for requirements in appropriate proficiency areas.

All requirements subject to change according to House Bill (HB) 3 and further decisions regarding local requirements. Students and parents will be notified of all changes as they occur.

BHS COURSE OFFERINGS

See www.breckenridgeisd.org for full course listings.

- Dual Credit is offered at BHS from Cisco College and Texas State Technical College (TSTC). Cisco College offers academic dual credit classes and TSTC offers technical dual credit classes.
- Online dual credit classes will be given a letter grade according to the dual credit conversion grade scale. The grade recorded will only come from an official college transcript.

A= 95

B= 85

C=75

D=70

F=50

- Grades on the report card will be shown as a “progress report” grade; the three six weeks grades may not calculate to the final grade because of the difference in grading procedures of the high school and the colleges.
- Academic dual credit classes in the core subject areas are weighted classes. Technical dual credit classes are not weighted. A technical dual credit class is one that is offered from Texas State Technical College.
- Online dual credit classes will not be calculated in the final grade point average the second semester of the senior year.
- Online classes and classes taught at TSTC will require a fee per class per semester. There are some scholarships available for the TSTC classes on a first come, first served basis. Cisco College offers payment plans for their tuition. Academic or technical college credit (depending on the class) will be awarded and indicated on the high school transcript.

We are offering 11 Pathways through TSTC that will lead to an Associate's degree. If you are interested in starting college courses during your senior year, pick up a packet in the Counselor's office and make an appointment to see which classes you will need to take.

WAIT (Why Am I Tempted?) Training

The District will provide human sexuality instruction to students. Our approved curriculum is abstinence based WAIT (Why Am I Tempted?) Training. Training is a positive, fun, interactive curriculum for character and relationship development, abstinence and marriage preparation.

Parents have the right to review the material in our program and can remove their student from this instruction without any penalty. If you have any questions or would like to be a part of our School Health Advisory Committee (SHAC) please contact Lin Sims, Curriculum Director, Tonya McKenzie, RN, or Bryan Dieterich, High School Principal.

*1/2 credit may be awarded with administrative approval in any area.

ALL STUDENTS WILL BE EXPECTED TO TAKE 1 CREDIT IN PHYSICAL EDUCATION OR AN EQUIVALENT AND ONE SEMESTER OF HEALTH.

Two fall semesters of band will serve as an alternative to 1 credits in physical education.

BUT IF A STUDENT DROPS BAND BEFORE THIS REQUIREMENT IS FULFILLED, HE OR SHE MUST RESUME PHYSICAL EDUCATION UNTIL THE ORIGINAL REQUIREMENT IS SATISFIED.

* Parents may request in writing their child's physical fitness assesment for PE.

All students must meet credit requirements before being eligible for graduation or participation in the graduation ceremony. The only exception will be those exempted through special education ARD's.

Students entering High School 2007 – 2008 and beyond:

Freshmen:	0 – 6 credits
Sophomores:	6 – 13 credits
Juniors:	13 – 20 credits
Seniors:	20 +

*** 26 Credits to graduate

DISTINGUISHED ACHIEVEMENT PROGRAM

Students must complete the requirements found in 19 TAC 74.13 and 74.64, complete the New Recommended Program, and receive **any combination of four** of the following advanced measures (example: AP examinations, one college course, one research project; four AP examinations). Advanced measures include:

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:

- (1) original research/project that is:
 - (A) judged by a panel of professionals in the field that is the focus of the project; or
 - (B) conducted under the direction of mentor(s) and reported to an appropriate audience; and
 - (C) related to the required curriculum set forth in §74.1 of this title (relating to Essential Knowledge and Skills);
- (2) test data where a student receives:
 - (A) a score of three or above on the College Board advanced placement examination;
 - (B) a score of four or above on an International Baccalaureate examination; or
 - (C) 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. The PSAT score shall count as only one advanced measure regardless of the number of honors received by the student; or
- (3) college academic courses, advanced technical credit courses, and dual credit courses, including local articulation, with a grade of 3.0 or higher.

STARR/EOC

Graduation requirements for incoming 9th grade students in the 2011-2012 school year must meet the following criteria for Recommended and Distinguished Achievement programs.

Recommended High School Program

Student must meet CS requirement **AND**
Student must meet Satisfactory Performance on:
English III and Algebra II

Distinguished Achievement Program

Student must meet CS requirement **AND**
Student must meet Satisfactory Performance on College Readiness component of:
English III and Algebra II

EARLY GRADUATION

The 74th session of the Texas Legislature, provides a scholarship to eligible students who have written approval from their parent or parents to participate in the accelerated program, completed the requirements for graduation from a public high school in no more than 36 consecutive months, have attended high school only in Texas, are bona fide Texas residents, and if attending a private institution, have a commitment from the private institution to provide a matching tuition scholarship. Students must have early graduation written in to their graduation plan and be approved through the counselor.

The legislation does not contain a time limit for the use of the scholarship. However, students who have previously qualified for other tuition assistance may have some restrictions. In order to receive this scholarship, a certification letter from Breckenridge High School must be provided to the Coordinating Board.

DAILY PROGRAM/ ZAP (Zeroes Aren't Permitted)

Tutorial sessions will be held from 7:55 - 8:15 AM, and 3:40 - 4:00 P.M. Monday through Friday and other times assigned by teacher. These tutoring sessions are for any student who feels that he or she needs help in one or more subject(s). This is also the time to arrange for taking any make-up tests. Any student failing a course may be required to attend tutorials. Students who are failing a course should attend tutorials by that teacher. It is the student's responsibility to get to and from these sessions. Students in High School that have been unsuccessful on TAKS will be required to come before school for remediation or be placed in remediation courses. Students that have not successfully completed all assignments will be assigned to ZAP. Students assigned to ZAP are closed campus and required to attend.

ATTENDANCE

State law (Education Code 25.095) © requires parents to be notified in writing that if their child **is absent without an acceptable excuse** for the entire school day **OR part of a school day** three (3) times in four weeks, **OR** for ten (10) or more days **OR parts of days in a six-month period**,

YOU (THE PARENT/GUARDIAN) ARE SUBJECT TO PROSECUTION FOR CONTRIBUTING TO TRUANCY under state law, (Education Code 25.093).

If convicted, YOU will be subject to a fine of not more than \$500 for each offense and may be required to attend a class to help you work with your child to make sure he or she attends school.

Furthermore, he or she will also be subject to prosecution (under Education Code 25.094) for failing to attend school. That offense is a Class C misdemeanor. If the court finds he/she has committed an offense, it may impose a fine of not more than \$500 for each offense and may impose or require compliance with one or more of the following:

1. Attend school without unexcused absences.
2. Attend a special program the court determines to be in the best interest, including an alcohol and drug abuse program, a rehabilitation program, a counseling program, a program that provides training in self-esteem and leadership, a work and job skills program that provides training in parenting, a program that provides training in manners.
3. Attend a class with you for students at risk of dropping out of school, designed for students and their parents.
4. Complete reasonable community service requirements.
5. **Deny the issuance of a driver's license.**
6. **Suspend the child's driver's license.**
7. Participate in the school's tutorial program for a number of hours ordered by the court.

In addition to the criminal penalties that may be imposed on you and your child for failure to attend school, **(according to Education Code 25.092) he/she may not be given credit for a class unless he or she is in attendance for at least 90% of the days the class is offered.**

Your child's success in school is important to us. I hope this warning will provide the encouragement you need to make sure your child attends school as required by the laws of the State of Texas.

If a student fails to meet the requirements of attendance and does not attend the assigned Saturday school, credit for courses may be denied in the classes where attendance standards are not met.

When returning to school after an absence, a student must bring a note signed by the parent or guardian that describes the reason for absence; **notes signed by the student, even with the parent's permission, will be considered a forgery and the student will be disciplined.** Students who are eighteen years of age may write their own notes **ONLY** if they are living by themselves, support themselves, and are emancipated; otherwise the note must be signed by the parent or guardian. Students who are 18 years old must attend school until the end of the school year or may be filed on for truancy.

Students who plan to be absent from class for a good cause must make up their work in advance. Permission to do so must be obtained from each teacher. It is the student's responsibility to obtain make-up work from the teachers.

UNEXCUSED ABSENCE

(A) A school district shall notify a student's parent in writing at the beginning of the school year that if the student is absent from school on 10 or more days or parts of days within a six-month period in the same school year or on 3 or more days or parts of days within a four-week period:

(1) the student's parent is subject to prosecution under Section 25.093 (**Contributing to Non-Attendance**) and

(2) the student is subject to prosecution under Section 25.094 (**Failure to Attend School**).

(B) A school district shall notify a student's parent if the student has been absent from school, **without excuse** under Section 25.087, on three days or parts of days within a four-week period.

The notice will inform the parent that it is the parent's duty to monitor the student's school attendance and require the student to attend school and that the parent is subject to prosecution under Section 25.093.. A conference between school officials and the parent can be requested to discuss the absences.

The fact that a parent did not receive a notice under Subsection (a) or (b) does not create a defense to prosecution under Section 25.093 or Section 25.094. In this section, "Parent" includes a person standing in parental relation.

SIGNING OUT - LEAVING SCHOOL CAMPUS

Students may sign out for family emergencies, doctor appointments, funerals, court or police related matters, and drivers license procurement or renewal, **only if they bring a note in advance from the parent or guardian**, or a telephone call to or from a parent giving the school permission for the student to leave. Sign-out procedure will be approved in the assistant principal or principals office. The note must be presented to the office. **The student will then be given a Permit to Leave the Building. This form must then be signed by the parent or guardian and returned to the office the following day. Failure to return this form signed by the parent or guardian or an excused note will result in the absence being counted as unexcused.** Freshman may not leave during their lunch period unless signed out by their parent or gaurdian.

TRUANCY

YOU ARE TRUANT IF:

- I. You leave school without permission from the office.
- II. You leave class without the teacher's permission.
- III. You are absent without permission (skipping).

- IV. You obtain a pass to go to a certain place, but do not report there or if you report to a place other than that which is stated on the pass.
- V. You become ill and go home or stay in the restroom instead of reporting to the clinic or office.
- VI. You go home for lunch, become ill, and remain home without having a parent notify the school office before 3:30 PM.
- VII. You come to school but do not attend classes.
- VIII. You present an excuse to the office signed by someone other than your parent or guardian.

Students that are truant will receive in-school suspension up to 5 days and student citizenship grades will be lowered.

ABSENCES

When students have been absent, they should report to the registrar's office before 8:15 AM the morning they return to school. They MUST bring a written statement signed by the parent or guardian giving the student's legal name, date, reason for absence and phone number where the parent may be reached.

MAKE-UP WORK

Work missed due to an excused absence may be made up; otherwise, the grade for the work missed shall be zero. It is the responsibility of the student to make up the work missed during an absence. If a student misses one day, he or she will have one day to make up the missed work, unless an extension is granted by the student's teacher. In the case of an extended illness, the teacher is required to give an extension agreed upon by the teacher and principal. If a student knows of a test or an assignment due on the date of the absence, the work will be due upon the day the student returns to school. Also, when students know in advance that they will be absent from school for accepted reasons, including authorized school trips, they must accept the responsibility for arranging make-up work with their teacher, preferably in advance of such an absence. Parents or students may request work assignments from the office.

TARDINESS

Students will be ruled tardy if they are not in the classroom before the tardy bell rings. Each student will receive 2 excused tardies each six weeks recorded by the teacher. A tardy will be within (5) five minutes after the tardy bell. The 3rd tardy will result in 2 days d-hall or 1 swat. 4th tardy will result in 1 day of Saturday School, 5th & 6th tardies will result in 2 days ISS. 7th tardy will result in 3 days AEP. Tardies will be accumulated on a six week grading period.

ABSENCES AND EXTRA-CURRICULAR PARTICIPATION

If a student is scheduled to participate in any school-related extra-curricular activity, he or she **MUST BE PRESENT AT SCHOOL ON THE DAY OF THE EVENT FOR AT LEAST ONE-HALF OF THE DAY WHICH IS 4 PERIODS**. If the student is truant for any portion of that day, he or she will not be allowed to participate in any event, even if his or her assignment to ISS has not begun. If a student is scheduled to participate in an event held during the week-end, he or she must attend school at least one half of the school day immediately preceding the week-end in order to be eligible for participation. A student can miss up to 20 days for extracurricular activities during the school year.

EXTENDED YEAR

Students who are enrolled in Breckenridge High School as of the last day of school and fail (must have a grade of 65 or above) or have excessive absences for the year in any of the four major disciplines (English, Science, Math or Social Studies) are eligible to participate in an extended year program. This program provides an opportunity for students to earn a credit, which was denied due to failure to show mastery of the essential elements or due to excessive absences. Students will be given the opportunity to exhibit mastery of only that portion of the course that caused them problems. Thus, the students will earn credit in the course which was failed without having to repeat the entire course. This program is only open to BHS students.

CREDIT RECOVERY

The Breckenridge Online Learning Academy targets students seeking an alternative method of instructional delivery in grades 9-12. A software program called Odyssey is the primary vehicle for instruction available in the lab. Students work at their own pace, while a lab director facilitates and monitors student progress. Students are required to have approval of the Principal and counselor to enter a BOLA lab course.

GRADING AND REPORT CARDS

Report cards are issued to the students at the end of each six-weeks reporting period. The student is required to return the report card, signed by his/her parent or guardian, within three school days. Failure to return the report card as stated will result in the student losing the privilege of one tardy. Parents are urged to schedule a conference with the teacher if they have questions concerning a student's work. Every grade given to students will be the result of honest, careful evaluation of all phases of the student's work and conduct. It is not a comparison of work done by other students but is an evaluation of the individual student's work. **EACH TEACHER IS REQUIRED TO RECORD NO LESS THAN SIX GRADES PER STUDENT PER SIX WEEKS.** No report card grade will exceed 100. A failing grade is any grade lower than 70. The numerical listing below shows the corresponding grade span:

90-100 == A 80-89 = B 75-79 - C 70-74 = D 69-Below = Failing

Extra points are granted to students taking an honors or weighted course for transcript and GPA but not for honor roll. Should a student make a grade below 70 in an honors or weighted course, he/she will be denied credit in the course. There are no extra points given for any grade below

70 in an honors or weighted course. A copy of a lost report card may be obtained in the office for a charge of 50 cents.

SIX-WEEKS GRADES

The following six-weeks' grading policy will be followed at Breckenridge High School:

- 25% - Chapter, Unit, and/or Weekly Tests
- 25% - Daily Work/Daily Participation
- 25% - Special Projects, Term Papers, Essays, Book Reports, TAKS notebooks, organizers, BOLA remediation, etc.
- 25% - Six Weeks Test (Teachers may choose to use an equivalent evaluation of the six-weeks' work, book reports, or anything else approved by principal in lieu of a six-weeks' test.)

SEMESTER GRADES AND EXAMS

The semester exams or EOC's will count as 1/7 or 15% of the semester grade, the first six-weeks grade twice, the second six-weeks twice, and the third six-weeks twice. A semester exam may be made-up if it is taken by at least the following week unless there are extenuating circumstances, i.e. death in the family, serious illness, etc. The Principal must be notified of the above. Final semester exams must be made up by the end of the first week of summer school or the student will receive a 0.

CITIZENSHIP GRADES

Letter grades are given in citizenship, ranging from an "A" which indicates excellent, cooperative behavior to an "F" which indicates extreme cases of uncooperative, disruptive misbehavior. Any disciplinary action taken by the teacher may result in a lowered citizenship grade; repeated offenses may result in citizenship grades being lowered a letter grade, all the way down to an "F". Students who are sent to ISS will have his/her citizenship grade lowered a grade level in their English class. Students who are sent to DAEP may have their citizenship grade lowered to an "F" in their English class.

EXAM EXEMPTIONS

Students meeting the conditions listed below may be exempted from final exams.

Fall Semester- There will be no exam exemptions for students the fall semester.

Spring Semester- Any student can be exempt if they have an 90 or above cumulative semester average and 5 or less absences for the year, OR a 70 to 89 cumulative semester average and 0 (zero) absences. Student may be exempt from any subject specific test (Math, English, Social Studies, Science) if they passed TAKS or meet all other requirements in that subject.

Placement in ISS, AEP, or Suspension in the fall semester negates all exemptions in the fall semester for that student.

Note- 3 Tardies to a class equals 1 absence in that class.

Any student may choose to take a final exam though he/she is exempt.

Students must be present at all classes during final exams. Failure to attend school on final exam day nullifies the students exemption and they will receive a 0 for the test grade.

NUMBER OF SUBJECTS

Students must take a minimum of six courses. Vocational co-op students will take four subjects including their work program, with no study halls.

SENIOR AVERAGES AND GRADE-POINT AVERAGES

The students in Breckenridge High School are on a cumulative grade-point system. Each semester grade earned in grades nine through twelve will be used in determining the students overall class rank except second semester online courses during the senior year. The final semester of the students' senior year will be determined by averaging the fourth and fifth six weeks' grades. The courses that are averaged must count toward the graduation requirements. This will not include local credit courses of drivers education (unless taken during the course of the school day), office and library student aides, etc. The graduating student with the highest academic average will be valedictorian and the second highest average will be salutatorian. It is recommended that any student trying for valedictorian or salutatorian honors take all honors courses offered.

The following courses will be weighted in the grade-point system:

Honors English I	Honors Algebra II
Honors English II	DC Calculus (Honors)
Honors English III	DC Pre-Calculus. (Weighted only)
Honors English IV	Honors Algebra I
Pre AP Physics (Weighted only)	Spanish3 (Considered preAP/ Weighted only)
Honors Geometry	DC Government & Economics
Honors Chemistry	DC Biology
Honors Biology	Honors Spanish 2

Class rankings are calculated for the first time at the end of the freshman year. Final rank in class for purpose of determining valedictorian and salutatorian and honor graduates is calculated at the end of the fifth six-week grading period of the senior year. Credit by exam will not be considered in a students final GPA for

Under state law, students who are ranked in the top 10% of their graduating class are eligible for automatic admission to most Texas state colleges and universities, including the Texas A&M system. The University of Texas system is top 8%. The counselor will provide more detailed information about this opportunity during a students first year of high school, including information about eligibility for financial aid. Please contact the counselor at any time for more information.

Any student who achieves and maintains a grade-point average of 3.0 (the equalivent of a 90) or above will be considered an honor graduate at graduation ceremonies.

The grade-point system will be established as follows:

<u>GRADE POINTS FOR NUMERICAL GRADE</u>	<u>GRADE POINTS FOR WEIGHTED CLASSES</u>	<u>REGULAR CLASSES</u>
100	5.0	4.0
99	4.9	3.9
98	4.8	3.8
97	4.7	3.7

96	4.6	3.6
95	4.5	3.5
94	4.4	3.4
93	4.3	3.3
92	4.2	3.2
91	4.1	3.1
90	4.0	3.0
89	3.9	2.9
88	3.8	2.8
87	3.7	2.7
86	3.6	2.6
85	3.5	2.5
84	3.4	2.4
83	3.3	2.3
82	3.2	2.2
81	3.1	2.1
80	3.0	2.0
79	2.9	1.9
78	2.8	1.8
77	2.7	1.7
76	2.6	1.6
75	2.5	1.5
74	2.4	1.4
73	2.3	1.3
72	2.2	1.2
71	2.1	1.1
70	2.0	1.0
69 and below	0.0	0.0

CREDIT BY EXAM OR EXAM FOR ACCELERATION

** SEE DISTRICT HANDBOOK

GRADUATION

The graduation ceremony is a privilege and not a right. Participation in the graduation ceremonies will be extended to those students who have officially completed one of the state approved graduation programs and state requirements concerning tests, i.e. TAKS, end of year tests, or an ARD exemption. **A student that has met the graduation requirements must apply for graduation by placing the application in the registrar's office no later than the first week of February in the year when the graduation is to occur.** A student that has met all graduation requirements may be denied the privilege of participating in the graduation ceremony due to: inappropriate behavior, failure to attend graduation rehearsal, fines, under the influence of drugs or alcohol, or inappropriate dress. Appropriate dress for girls is a dress and dress shoes, (no boots of any kind), and males should wear a shirt, tie, long pants, and dress shoes, not sandals or tennis shoes. Each student will wear the appropriate cap and gown. The principal has the authority to deny participation in the graduation

ceremony to any student violating any of the above. Should a student meet all of the graduation requirements and be denied participation in the graduation ceremony, he/she will still be granted their diploma. Speeches by the Valedictorian and the Salutatorian must be reviewed and may be edited by the Principal prior to Graduation.

BRINGING AN AUTO TO SCHOOL

Students driving cars to school are expected to practice courteous and safe driving habits around school. Excessive speed on or around the school grounds is prohibited. STUDENTS WILL PARK ONLY IN DESIGNATED AREAS SET UP BY THE PRINCIPAL AND SHOULD AVOID BLOCKING OTHER CARS WHEN PARKING IN THE PARKING LOTS. Each student will be issued a parking permit and parking space. This is the only acceptable place to park. A non-refundable fee of \$15.00 for parking will be charged for each permit issued. **If students bring a vehicle to school, they must park in the school parking lot and purchase a permit with a designated parking spot.** Cars parked in unauthorized areas or parking spots will be towed away at the owner's expense or a boot will be placed on the vehicle in which an administrative fee of \$15.00 will be charged.

PARKING REGULATIONS

- I. Students must show their DRIVER'S LICENSE, PROOF-OF-LIABILITY form from an insurance company, and LICENSE PLATE NUMBER for a parking decal. They must pay The appropriate fee at that time. **No decals will be issued without all of the above information.**
- II. The school is not responsible for the automobile or its contents.
- III. Parking is strictly limited to the student parking area. FACULTY parking is marked accordingly.
- IV. To facilitate identification, automobiles are to be parked front end first.
- V. CARS MAY NOT BE MOVED AFTER ARRIVING AT SCHOOL UNTIL SCHOOL IS OUT, UNLESS THE STUDENT HAS SPECIAL PERMISSION TO DO SO.
- VI. There will be **no sitting in cars** or opening car doors or trunks after arriving at school.
- VII. There is to be no loitering in the parking lot or visitation of same without permission.
- VIII. There will be no speeding, or any form of reckless driving on the school grounds. If a student is determined to have been careless, reckless or unsafe in driving, the following procedures will be followed:
 - 1st Violation: Meeting with the principal and notification of parents.
 - 2nd Violation: Student will be prohibited from driving car to school for one week. Parents will Be notified. Failure to abide by this rule can mean suspension of the student.
 - 3rd Violation: Driving privileges can be suspended for the entire year. Any serious violation could be in violation of the law and would thus be under the jurisdiction of law enforcement officials.
- X. Student vehicles may be subject to search if there are reasonable grounds to believe that drugs, alcohol, stolen property or other contraband might be present in the vehicle.
- XI. Parking regulations are strictly enforced. It is considered a privilege to park on school grounds. Violations of parking regulations may result in: towing of vehicles, suspension of driving privileges, and/or suspension from school. IMPROPERLY PARKED CARS TOWED AT OWNER'S EXPENSE.

- XII. Students applying for and receiving decals fully understand their responsibility in following these rules.
- XIII. Students may select a parking spot until that lot is full. Seniors will park in A. All other classes will park in B, C, D, E and F.

SCHOOL TRIPS, EXTRA-CURRICULAR OR OTHER ACTIVITIES

Many trips are arranged for students during the school year, either co-curricular or extra-curricular. Students making a school trip are expected to go by school endorsed cars, bus or other school transportation. An alphabetical list of students who are scheduled to go on a school trip must be submitted by the sponsor 24 hours in advance and signed by the principal. **IF A STUDENT DOES NOT GO ON A TRIP WHICH HE/SHE IS SCHEDULED TO ATTEND, THAT STUDENT MUST PERSONALLY CHECK IN WITH THE SCHOOL SECRETARY ON THE DAY OF THE EVENT OR THAT DAY WILL COUNT AGAINST THE STUDENT'S EXTRA-CURRICULAR ABSENCES. For instance, do not come to the office in the spring to have an absence from October taken off your extra-curricular absences; changes of this sort will not be made.

Students must come back the same way **UNLESS PARENTS COME PERSONALLY AND SPEAK TO THE GROUP SPONSORS and sign them out, or a parent may submit a written request to the principal twenty-four hours before the scheduled trip. **Any violation of this rule will result in a "C" in citizenship and 3 days in ISS.**

Students missing school on school trips will be excused, but all assignments for work missed must be made up. It is the responsibility of the student to ask for make-up work. One day of make-up time is allowed for each day missed. It is advisable that students ask for and complete any make-up work **BEFORE they miss for a planned absence.

**STUDENTS MAY PARTICIPATE IN EXTRA-CURRICULAR ACTIVITIES ONLY IF THEY ARE PASSING ALL COURSES. Students attending conferences and University Interscholastic League contest are held responsible for their conduct from the time of departure until they return, just as they would be while in school.

The District shall not schedule, or permit students to participate in any school-related activities on or off campus, that would require, permit or allow a student to be **ABSENT FROM CLASS IN ANY COURSE MORE THAN TWENTY TIMES DURING THE 179-DAY SCHOOL YEAR (FULL COURSE).

REGISTRATION

Students should give a great deal of thought to the selection of courses to be taken. The counselor and teachers stand ready at all times to assist the student in planning a program of studies most suited to the needs of each individual. Pre-registration in the spring is the time to make definite course selections. The class schedule is planned on the basis of courses selected by the students. Parents and students are encouraged to talk with the counselor at any time regarding selection of courses.

SCHEDULE CHANGES

Students are afforded the opportunity to select their own courses within reasonable limits. **There will be no courses dropped or added unless it is considered to be in the best interest of the student and only then with the approval of the principal and parent or guardian.** After that approval, the student must see the counselor for the change of schedule form and then make certain they formally withdraw from their previous class by getting that teacher's signature on the form and returning the textbooks to that teacher. Schedule changes will be made only before and after school in the counselor's office. NO STUDENT SHOULD LEAVE CLASS TO REQUEST A SCHEDULE CHANGE. Schedule changes will not be considered until August 15th and will not be made after the first two weeks of school without going through all of the procedures on the schedule change list and the counselor and principal approval.

HALL PASSES

Students are expected to come to class with their materials. They should not be allowed to return to their lockers for books, pencils, etc. Teachers are urged to screen very strictly any requests for passes. Should it become necessary to allow a student to leave the classroom for some reason, the teacher should give him a hall pass written in ink stating the DATE, EXACT TIME, DESTINATION and TEACHER'S SIGNATURE. The student must return the pass to the teacher when returning to class. STUDENTS SHALL NOT REQUEST A PASS FROM CLASS TO WORK IN ANOTHER'S ROOM OR ON ANOTHER TEACHER'S PROJECT.

TELEPHONE

The school telephones are for school business. Students are not to use them except by permission and then only in cases of definite need. Extension lines are provided in various buildings, but are not to be used except by permission of the department head. **Students should instruct parents and friends to refrain from calling them at school except in cases of definite emergency.** Students **will not** be released from class to make phone calls.

CELL PHONES

Secondary students are not permitted to display or use cell phones during the instructional day. Cell phones are permissible only outside school hours. Any student who uses or displays a cell phone during the instructional day from 7:45 a.m. to 3:45 p.m. will be in violation of this policy. The device will be confiscated and a charge of \$15 will be required before the device can be returned to the parent. Under state law and FNCE (LEGAL)), the district may charge the owner of the paging device (which includes a cell phone) or the student's parent an administrative fee of not more than \$15 for release. After 30 days the device will be destroyed. The student will be subject to other disciplinary actions for violation of the cell phone policy. Any disciplinary action will be in accordance with the Student Code of Conduct.

VISITORS

All visitors should first come to the office. If they need to see someone, the principal or office staff will be happy to make arrangements. Students will not be called from class to meet a visitor except by request of the parent or in case of emergency. **Students from other schools will not be permitted to visit in classes. BHS students will not be permitted to bring friends to school with them.** Parents are encouraged to visit the school at any time.

CAFETERIA

Any amount of money can be deposited into student's accounts in the morning until 9:30 AM at the school cafeteria. Student balances are carried forward to the next school year. Funds in the student's accounts may be used for meals, snacks, or ala-carte items. If your child is not allowed to purchase items other than a meal, please advise your child of your personal intent. **Students are not allowed to charge their meals, snacks, or ala-carte items.** If a student does not have money for the day, he/she will be provided with a peanut butter and jelly sandwich, side item and a milk. If a child cannot drink milk, he/she must provide a **DOCTOR'S EXCUSE** on file before receiving juice at lunch. Our schools participate in the federal Child Nutrition Programs, which provide free and reduced-price lunches to students based on family income levels. We maintain strict confidentiality as to whether students participate in the program. Free/reduced applications may be picked up at the Campus Office, Cafeteria, or Foodservice Office (208 N. Miller) anytime during the school year. To prevent delay of processing, it is suggested that free/reduced applications be submitted directly to the Cafeteria or Foodservice Office. If you would like more information about the program, please contact the school cafeteria manager or the Foodservice Office at 254-559-9707.

Students are expected to line up and enter the cafeteria in an orderly manner. Students are expected to refrain from moving ahead in line or holding places for other students. Good table manners are to be practiced at ALL TIMES. When the student has finished eating, he is expected to clear his place and take his tray to the dish-clearing table. All napkins, scraps, etc. are to be cleared from the table. Wearing hats in the cafeteria, loud talking, and unnecessary noise are considered poor manners and reasons for disciplinary action.

REFUNDS

Refunds will only be issued under the following circumstances:

1. Withdrawal from school district
2. Prolonged illness
3. Authorization from Food Service Director for special circumstances.

ANNOUNCEMENTS

The regular channel for announcements is over the public address system. Announcements will be made at an assigned time. Only emergency announcements will be made at any other time. All announcements should be written, signed, and approved by the principal. Announcements displayed on the bulletin board, or in the halls, are to be approved by the principal. All posters, signs, etc. displayed on school premises must have prior approval. Announcements will also be posted on the website each day.

LOST AND FOUND

A lost and found department is maintained in the office. Students losing personal property may inquire in the office. Students finding articles should turn them in to the office.

ASSEMBLY

All students are expected to enter and leave the auditorium in an orderly manner with as little noise as possible. Students should sit up straight in their seats with their feet on the floor. Chewing gum, talking, whispering, stamping of feet, whistling and yelling are poor assembly manners and should be avoided. The students will at all times be courteous and attentive listeners to any program that is presented in assembly. Students will be expected to applaud at the right time in a dignified manner. Handclapping is the only courteous applause. All students and teachers are expected to attend assemblies. The approach to the podium of the person in charge of the assembly is the signal for immediate silence and attention.

DRUG DOGS

We periodically bring in trained dogs to sniff around vehicles parked on school property or within 300 feet of school property. If the trained dog alerts to a vehicle, that alert provides a reasonable basis to search the car. We will always ask the student for permission to search when a dog alerts or we have any other reasonable basis, such as a reliable tip, to search the vehicle. If the student does not consent, we will ordinarily contact a parent and local law enforcement and turn the matter over to the police. **Because students are responsible for any contraband that is found in a vehicle they have parked on school property and will be disciplined accordingly,** they should be very careful about what goes on in any vehicle they drive to school.

REMOVAL BY TEACHER

- (a) A teacher may send a student to the principal's office to maintain effective discipline in the classroom. The principal shall respond by employing appropriate discipline management techniques consistent with the student code of conduct adopted under Section 37.001.
- (b) A teacher may remove from class a student:
 - (1) who has been documented by the teacher to repeatedly interfere with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn; or
 - (2) whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.
- (c) If a teacher removes a student from class under Subsection (b), the principal may place the student into another appropriate classroom, into in-school suspension, or into an alternative education program as provided by Section 37.008. The principal may not return the student to that teacher's class without the teacher's consent unless the committee established under Section 37.003 determines that such placement is the best or only alternative available. The terms of the removal may prohibit the student from attending or participating in school-sponsored or school-related activity.
- (d) A teacher shall remove from class and send to the principal for placement in an alternative education program or for expulsion, as appropriate, a student who engages in conduct described under Section 37.006 or 37.007. The student may not be returned to that teacher's class without the teacher's consent unless the committee established under Section 37.003 determines that such placement is the best or only alternative available.

NOON ACTIVITY AND OPEN CAMPUS

Rowdy or boisterous behavior will not be permitted during the noon period. **Do not sit in vehicles at noon.** A teacher will be assigned duty during the period and students will be expected to cooperate. Only students classified as sophomores through seniors will be allowed to have an open campus lunch. Freshman students will remain on campus for lunch unless signed out to go with a parent or a guardian.

LOCKERS

Lockers are issued to each student at the time of registration. Students should keep their lockers neat at all times. **The locker that is assigned to a student should be used only by that student.** There is no reason to share lockers. The locker is school property and locks may not be placed on any locker, except those locks issued by the school. The locker is subject to search if there is reasonable cause to believe that drugs, alcohol, stolen property, weapons or other contraband might be in the locker. Lockers are subject to inspection for vandalism. It will be the student's responsibility to assume all costs incurred if it is necessary to remove marks or graffiti from his/her locker. Vandalism repair costs will also be at the student's expense. The school is not responsible for items stolen from lockers.

SCHOOL ACTIVITIES

Activities of any school group or organization must be well planned with the advice and consent of the sponsor of the organization. All club or school organization sponsored activities are to be scheduled through the principal's office and arrangements should not be made before the principal has given his approval.

DETENTION HALL

Detention Hall is from 7:30 – 8:00 AM each day in room 12. Lunch detention will be held in the cafeteria for Freshman from 12:40 - 1:10. Afternoon D-Hall will be held by principals as needed. Students must be on time to Detention Hall, and it is their responsibility to find transportation. The first time a student is late to D-Hall an additional day will be added. The second time a student is late to D-Hall, he or she will be assigned three days ISS.

FIGHTING

Any student caught fighting will be placed in DAEP for 5 days with House Bill 37.001 standards being used for the placement.

TOBACCO/ALCOHOL/DRUGS

Any student in possession of tobacco or tobacco by-products will be placed in ISS for 5 days.

Any student caught with alcohol or under the influence of alcohol will be placed in DAEP for 20 days. Second offense will be automatic expulsion.

Any student caught selling, giving, delivering, possessing, using or being under the influence of a controlled substance will be disciplined in compliance with TEC 37.006.

TRANSCRIPTS

Graduating seniors will often need to have transcripts of their high school work sent to the colleges of their choices. Some colleges request only a final transcript, some require a transcript sent in the early spring of their senior year, and some colleges require that two transcripts be sent (one before graduation). These transcripts may be secured by making a personal, written request to the registrar. She will mail the transcript to the desired college or university. Students will receive two transcripts free of charge. A charge of one dollar (\$1.00) per transcript will be assessed thereafter.

APPLYING FOR COLLEGE ADMISSION

To make application for college admission, the student should take the following steps:

- I. Write to the Director of Admissions of the college and request the necessary information for the filing of an application.
- II. Fill in neatly and accurately the forms received. Be sure to check information for the deadline filing date.
- III. Note carefully any entrance examination that may be required.
- IV. Take to the counselor any forms asking for school records and recommendations which are to be mailed directly from the school. These forms should be turned in at least two weeks in advance of the deadline date.
- V. Study the college catalog and other information received from the college for specific information regarding housing, room deposit, etc. Many colleges do not consider an application until it is complete in every respect.
- VI. Students who are applying for freshman admission to any Texas Public University may complete the State of Texas Common Application. It may be submitted electronically (<http://www.applytexas.org>) or on paper (forms are in the Counselor's office).

PREPARATION FOR COLLEGE (COLLEGE VISITATION DAY FOR SENIORS)

Seniors who wish to continue their education at the college level will be allowed ONE DAY to visit a college or university. This day may not be used during six weeks or semester exams. Students will receive an **excused absence** if they meet the following requirements:

- I. Students must notify each of their teachers the day before the visitation is to occur. A form must be acquired from the office and signed by the principal and each of the student's teachers.
- II. Permission from the principal must be granted IN ADVANCE of the visitation.
- III. Students must secure a statement from the college or the university's instructor or departmental head verifying their visitation was made. This statement must include official's signature and telephone number.

- IV. Students must bring the above-mentioned statement to the registrar **on the day immediately following the visit to the college.** Failure to meet the above criteria will result in an unexcused absence and all penalties carried with it.

CHOOSING A COLLEGE

Choice of a college is a matter of real importance, not only to the prospective student, but also to the parents. The gathering of detailed information from various sources is essential to the making of an intelligent choice. Students who are planning to go to college should begin, at least by the 9th grade, to plan wisely their high school courses in order to meet the requirements of their chosen colleges. Catalogs listing the requirements may be obtained by writing the colleges or by visiting the counselor's office. Students are urged to make use of the services provided.

COLLEGE ACCEPTANCE

One should keep in mind that many colleges operate on a "competitive basis". That is, they select their students from those offering the best high school records. For this reason, fulfillment of minimum courses alone rarely insures admission. Colleges usually base acceptance on the following points:

- ***The four-year scholastic record
- ***Psychological diagnostic, and achievement test scores.(Ex.: the SAT and ACT tests)
- ***Citizenship record
- ***Recommendations of teachers and others
- ***Curricular and extra-curricular activities.

NOTE: A great many colleges bar students whose scholastic averages are in the lowest 25% of their class, some other colleges require entrance examinations of students in the lowest quarter before accepting them. Some state universities require that applicants who are non-residents of that state rank in the top half of their class.

BRECKENRIDGE HIGH SCHOOL DRESS CODE

We expect students to come to school in clothes that are clean and neat, and we expect students to exhibit basic cleanliness and grooming that will not be a health or safety threat to themselves or to other students or staff.

The student should avoid any extreme in styles. Students should dress in a manner which:

1. Shall not lead school officials to believe that such dress or grooming will disrupt, interfere with, disturb, or distract from school activities.
2. Shall not create a health hazard to the student's safety or the safety of others.

The principal, sponsor, coach, or other person in charge of an extra-curricular activity may regulate the dress and grooming of students that participate in that activity. The administration shall have the right to appraise any current fashion or fad and determine whether or not it is appropriate for school wear.

Inappropriate dress for Breckenridge High School includes:

PANTS *Excessively baggy or large pants, worn low in the hips, (Gang type) are not allowed. Belts should be worn looped in trouser, not hanging down.

TOPS Tops worn by students must not reveal body parts or underwear. Example: Blouse cut lower than bra or pants being worn with underpant showing. Straps should not be less

Than 11/2".

*Midriff tops or shirts tied up in knots in the front. A midriff top is defined as a shirt that does not stay below the beltline **at all time**. They will be measured by putting arms above the head to see if the stomach is showing.

SHORTS *The only acceptable shorts are those that are hemmed, not frayed, not rolled up, and are within a credit card length from the top of the knee. Skorts are considered skirts and will be measured one credit card length above the top of the knee. Absolutely no nylon shorts of the following types (example: Sophies, Umbros, Bike shorts, cutoffs, athletic or tennis shorts) may be worn.

SKIRTS *The length of skirts and dresses may one credit card length above the top of the kneecap. (Vertical credit card at top of knee).

SLOGANS & DESIGNS *Clothing with inappropriate designs or slogans such as those associated with drugs, alcohol, or tobacco, racial terminology, sexual innuendoes, with vulgar or obscene language, or with images and or writing that promote disruption of the educational setting.

HATS *Hats and caps may not be worn during the school day. A cap may be kept at the Ag room for safety purposes when allowed by the instructor. Headbands or bandannas are not allowed on campus including PE.

PIERCINGS *Earrings (including string, staples, etc.) for males are not allowed even if covered. No visible body piercing is allowed including tongues, with the exception of girl's earrings.

JEWELRY *No chains or spiked jewelry.

TATTOOS *Tattoos should remain covered at all times.

HAIR The following hairstyles or coloring are inappropriate grooming for any student at school or a school-related or sanctioned activity:

1. Spikes or other sculptured hairstyles.
2. Neon or other hair coloring or bleaching, whether permanent or temporary, in a shade or tone that the principal determines to be unnatural, such as neon orange, neon pink, magenta, any shade of blue, any shade of green, violet, purple, or white.
3. Hair coloring or bleaching for the purpose of creating extreme differences in color, shade, or tone between sections of individual strands of hair or areas of hair on the head, e.g., "tips."
4. Hair coloring or bleaching for the purpose of creating extreme differences in color, shade, or tone between the student's natural and original hair color and the colored or bleached color, shade, or tone.
5. Patterns or designed shapes cut into hair, e.g., "Mohawks," partially shaved heads, etc.
6. Male students should keep hair cut above the eyebrows and off of the bottom of the collar.

FACIAL

HAIR

*Mustaches, beards, and/or goates will not be allowed. Any male student who is not clean-shaven may purchase a razor at the office and shave or go to ISS until facial hair is corrected.

OTHER

RESTRICTIONS *Underwear must be worn and covered at all times.

*No pajamas, house shoes, full camouflage clothing, or trench coats.

*No clothing should be excessively frayed, cut, or torn. No holes in jeans.

A student placed in ISS for dress code violation will remain there until the problem is corrected, that is a parent or guardian brings appropriate clothing or the student will spend the day in the ISS room. Dress code violations could lead to a lowering in citizenship grade and a longer placement in ISS or DAEP.

BHS LETTERING POLICY

BAND

For a student to earn a letter in band he/she must complete one full year in the band program and compete in the two (2) major UIL contests during that year. The two contests are:

UIL Marching Contest

UIL Concert and Sightreading

To earn a letter for Drum Major or Color Guard, the student must attend summer camp and participate successfully in all games during the season. Students may earn a letter in band and a letter for being in color guard. In order to earn a jacket, a student must have lettered for two years in band or color guard.

BUSINESS PROFESSIONALS OF AMERICA (BPA)

To receive a Breckenridge High School letter award for BPA, the student should earn the local Executive Torch Award, the area Diplomat Torch Award, and participate in the Business Professionals of America

Area Leadership Conference.

FAMILY CAREER AND COMMUNITY LEADERS OF AMERICA

The following requirements must be met in order to letter in FCCLA:

1. Be affiliated with state and national FCCLA organizations.
2. Participate in club's fund-raising project.
3. Attend and participate in club meetings.
4. Participate in the Region II Leadership Conference and/or the State FCCLA Leadership Conference.

FUTURE FARMERS OF AMERICA (FFA)

In FFA, a student can earn a school letter by participating in any FFA leadership or judging contest and placing third or higher.

FUTURE TEACHERS OF AMERICA (FTA)

Students must earn sixty percent (60%) of their total points in fund raising activities and forty percent (40%) of their total points in other club-related activities in order to go to the state convention and to "letter". The total points needed will be established at the beginning of each year.

STUDENT COUNCIL (STUCO)

Letters can be acquired in the following ways:

1. Serve on the council for four (4) years
2. Accumulate a MINIMUM of 35 points by May (first Monday)
3. Serve as an officer

Jackets can be earned at the expense of the council if a person serves as an officer for more than one

year.

ALL UIL LITERARY EVENTS & YEARBOOK

Students wanting to letter in any literary activity must:

1. Practice and/or participate for a minimum of twenty (20) hours
2. Participate in the district competition or the completion of yearbook.
3. Receive recommendation from sponsor

Jackets may be earned for participation in beyond-district level of competition.

FOOTBALL

1. All members of the varsity football team will receive a letter
2. Any player who has not received a jacket in a previous year will be awarded one
3. All of the above policies are left to the discretion of the coach

BOYS' OR GIRLS' GOLF

1. All members of the varsity golf team will letter
2. If a member of the team places first or second in district, he or she will receive a jacket if he or she has not already received one
3. The above policies are left to the discretion of the coach

BASEBALL AND SOFTBALL

1. All players who make the varsity team will letter
2. Anyone who has not received a jacket will do so
3. All of the above policies are left to the discretion of the coach

BOYS' AND GIRLS' BASKETBALL

1. All members of the varsity team will letter
2. Members will receive a jacket if they have not received one previously
3. All of the above policies are left to the discretion of the coach

BOYS' AND GIRLS' TENNIS

1. All varsity players will letter
2. Criteria for receiving a jacket will be based on the following point system during tournament play (players must accumulate 10 points to receive a jacket):
 - 10 points - first place
 - 6 points - second place
 - 2 point - third place
3. All of the above policies are left to the discretion of the coach.

VOLLEYBALL

1. All varsity players will letter
2. Anyone who participates on varsity and who has not previously received a jacket will receive one
3. All of the above policies are left to the discretion of the coach

BOYS' AND GIRLS' CROSS COUNTRY

1. Athletes must be one of the top five individual runners at the district meet or if the team places first or second in district, then each runner on the team would letter
2. Anyone who has not previously received a jacket will do so
3. All of the above policies are left to the discretion of the coach

BOYS' AND GIRLS' TRACK

1. Runners must accumulate 10 points or score a point at the district track meet
2. Any runner who fulfills these requirements should letter and/or receive a jacket
3. All of the above policies are left to the discretion of the coach

CHEERLEADERS

1. All varsity cheerleaders will letter
2. Anyone who participates on varsity and who has not previously received a jacket will receive one
3. Sponsor may impose additional standards

ELECTED HONORS

- I. The following are elected by the student body:
 - **Student Body Officers
 - **Buckaroo Queen & Homecoming Queen
 - **Great Lord Chamberlain & Homecoming King
 - **Best All-Around Girl
 - **Best All-Around Boy
 - A. All candidates, except student body vice-president, secretary, or treasurer must be seniors.
 - B. Candidates must have passed five (5) courses the previous year and have an overall average of 80 in all courses (other than P.E., athletics, or band). If elected, the student must be passing all courses the six weeks grading period preceding any activity.
 - C. Candidates must have an "A" average in citizenship the previous school year, with no grade lower than a "B".
- II. Also elected by the student body are:
 - **Most Popular Girl
 - **Most Popular Boy
 - A. Candidates must be seniors
 - B. Candidates must have passed five (5) courses the previous year.
 - C. Candidates must have a "B" average in citizenship the previous school year, with no grade lower than a "C".
- III. Rules applying to students elected to these honors:
 - A. A student on probation or guilty of any major disruptive activity listed in this handbook may be declared ineligible to be a candidate and may lose the honor if guilty after election
No pass, No Play rules apply. Any suspension from extra curricular or legal charges relating to drug or alcohol will make a candidate ineligible. A minor in possession charge will be considered use of alcohol.
 - B. The Buckaroo Queen, Great Lord Chamberlain, Best All-Around Girl and Boy, Most Popular Girl and Boy are not eligible for other elected honors except student body officers.
 - C. The Drum Major, class or club officers are eligible for these honors.
 - D. Sweethearts and beaux are not eligible.
 - E. The principal and majority of the faculty may declare a candidate ineligible for reasons of misconduct.
 - F. Candidates must be undergraduates and full-time students.
 - G. If any walker becomes ineligible to participate in the Coronation, he/she will be replaced from the list of runners up.
- IV. Choosing escorts and replacement walkers.
Each class, club, and/or organization whose favorites, sweetheart, and/or beau is/are elected by the membership will submit to the Coronation directors a list containing the names of the winners and runners-up according to their ranking in the election. The list must be submitted to the directors immediately following the election. If the favorite/sweetheart/beau becomes

ineligible to participate in the Coronation, the directors will go to the list submitted by the class/club/organization to select the person next in line for walker's position. If no list is submitted by the class/club/organization or if an escort is needed, the directors will choose from the list of runners-up as follows:

A. Use the first three (3) runners up from the following offices, in order indicated:

Boys:

Great Lord Chamberlain
Best All Around Boy
Most Popular boy

Girls:

Buckaroo Queen
Best All Around Girl
Most Popular Girl

Go through this list three times, thus:

1. First runner-up for Great Lord Chamberlain or Buckaroo Queen
2. First runner-up for Best All Around boy or girl
3. First runner-up for Most Popular boy or girl
4. Second runner-up for Great Lord Chamberlain or Buckaroo Queen
5. Second runner-up for Best all Around boy or girl

etc, etc, etc, through third runners-up for these honors.

B. When all of these have been used, go to the senior and junior favorites in the same manner (first, second, third runners up).

ALL CLASS OFFICERS

- I. Candidates must have passed five (5) courses the previous year and have an overall average of 80 in all courses (other than P.E., athletics, or band). If there is a six weeks grade of the current year, a student must pass all courses that six weeks. After election, these standards must be maintained.
- II. A student on probation or guilty of any major disruptive activity listed in this handbook may be declared ineligible to be a candidate and may lose the honor if guilty after election.
- III. Drum major, club, and homeroom officers are eligible for class officers.
- IV. The principal and majority of the faculty may declare a candidate ineligible for reasons of misconduct.
- V. Candidates must be undergraduates and a full-time student.

BOY AND GIRL CLASS FAVORITES

- I. Candidates must have passed five (5) courses the previous year and they must be passing the current semester in five (5) courses. After election they must be passing all courses at the time of the coronation.
- II. Candidates must have a "B" average in citizenship the previous semester with no grade lower than a "C".
- III. A student on probation or guilty of any major disruptive activity listed in this handbook may be declared to be ineligible to be a candidate and may lose the honor if guilty after election.
- IV. Club, homeroom and class officers are eligible for favorites.
- V. Sweethearts and beaus are not eligible.
- VI. The principal and majority of the faculty may declare a candidate ineligible for reasons of misconduct.

- VII. Candidates must be undergraduates and full-time students.
- VIII. These favorites are elected by their class members.

SWEETHEARTS, BEAUS, BEST ATHLETE, & BEST MUSICIAN

- I. These organizational favorites are elected by the various organizations.
- II. Candidates must have passed five (5) courses the previous year. If there is a six weeks' grade of the current year, it is to be considered also. After elected, they must be passing all courses at the time of the coronation if they are to walk in the coronation.
- III. Candidates must have a "B" average in citizenship with no grade lower than "C" the previous semester.
- IV. A student on probation or guilty of any major disruptive activity listed in this handbook may be declared ineligible to be a candidate and may lose the honor if guilty after the election.
- V. Club, homeroom, and class officers are eligible.
- VI. The principal and majority of the faculty may declare a candidate ineligible for reasons of misconduct.
- VII. Candidates must be undergraduates and full-time students.
- VIII. The individual organization may require higher standards or add to the requirements.
- IX. Sweethearts and Beaus may not hold the elected position of Buckaroo Queen, Great Lord Chamberlain, Best All-Around or Most Popular.
- X. An athlete that has been suspended from extra-curricular athletics for drugs/alcohol is ineligible for best athlete.

CHEERLEADERS

Cheerleaders will be subject to all rules and regulations as outlined in the BHS Cheerleader Policy Manual.

DRUM MAJOR AND COLOR GUARD

Drum Major and Color Guard will be elected according to the policies set up by the Band Director

NATIONAL HONOR SOCIETY

The National Honor Society is a function solely of the National Association of Secondary School Principals and is in no way associated with the Texas Education Agency or the local Board of Education.

The high school principal is the acting director for the National Honor Society and shall reserve the right to approve all activities and decisions of the chapter.

Membership should never be considered on the basis of grades alone, even though a faculty council may consider scholarship as the most important of the four criteria. The BHS faculty council will consist of five (5) voting faculty members appointed annually by the principal. Council members may be appointed to consecutive terms. Schools that select members solely on the basis of scholarship are violating the Constitution and placing their charters in jeopardy. It is a privilege to be in the National Honor Society, not a right.

Section 1. To be eligible for membership the candidate must be a member of the junior or senior classes. Candidates must have been in attendance at the school the equivalent of one semester. Some candidates may be ineligible for induction because of the semester ruling. Many students, including students of military parents, are required to move with parents or guardians who have transferred in their work. The present school principal should seek a recommendation from the previous school principal pursuant to the candidate's selection. Based on the recommendation of the previous principal, the faculty council may waive the semester regulation.

Section 2. Candidates must have a cumulative scholastic average of at least 3.3 percent. Candidates shall then be evaluated on the basis of service, leadership, and character.

Section 3. The selection of each member to the chapter shall be by a majority vote of the Faculty council.

Section 4. The National Council and the NASSP shall not review the judgment of the faculty council regarding selection of individual members to local chapters.

Section 5. All juniors and transfer students will be given a student activity information form (NOT an application form) and this will be completed during English class. Completion of this form does not guarantee admission; non-completion may be detrimental to the students' selection process.

The following guidelines will give further help in the definition of leadership, service, and character:

Leadership:

The student who exercises leadership:

- *Is resourceful in proposing new problems, applying principles, and making suggestions
- *Demonstrates leadership in promoting school activities
- *Exercises positive influence on peers in upholding school ideals
- *Contributes ideas that improve the civic life of the school
- *Is able to delegate responsibilities
- *Exemplifies positive attitudes
- *Inspires positive behavior in others
- *Demonstrates academic initiative
- *Successfully holds school offices or positions of responsibility, conducting business efficiently and effectively, and without prodding, demonstrates reliability and dependability
- *Demonstrates leadership in the classroom, at work, and in school of community activities
- *Is thoroughly dependable in any responsibility accepted

Service:

The student who serves:

- *Is willing to uphold scholarship and maintain a loyal school attitude
- *Participates in some outside activity: Girl Scouts; Boy Scouts; church groups; volunteer service for the aged, poor, or disadvantaged; family duties
- *Volunteers dependable and well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance
- *Works well with others and is willing to take on difficult or inconspicuous responsibilities
- *Cheerfully and enthusiastically renders any requested service to the school
- *Is willing to represent the class or school in inter-class and inter-scholastic competition
- *Does committee and staff work uncomplainingly

*Shows courtesy by assisting visitors, teachers, and students

Character:

The student of character:

*Takes criticism willingly and accepts recommendations graciously

*Consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability)

*Upholds principles of morality and ethics

*Cooperates by complying with school regulations concerning property, programs, office, halls, etc

*Demonstrates the highest standards of honesty and reliability

*Shows courtesy, concern, and respect for others

*Observes instructions and rules, punctuality, and faithfulness both inside and outside of the classroom

*Has powers of concentration and sustained attention as shown by perseverance and application

to studies

*Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others

*Actively helps to rid the school of bad influences or environment

Initiation, blackballing, hazing, or the like are expressly prohibited as part of the selection process or of any National Honor Society activity whatsoever. Any chapter found in violation of this regulation risks losing its charter.

MEMBERSHIP

Section 1. Membership in local chapters is an honor bestowed upon a student. Selection for membership is by a faculty council and is based on outstanding *scholarship, character, leadership, and service*. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2. Membership shall be known as active and graduate. Active members shall become graduate members at graduation. Graduate members shall have no voice or vote in chapter affairs.

Section 3. The faculty council shall reserve the right to award honorary membership to school officials, principals, teachers, NHS advisers, or adults in recognition of outstanding service rendered to the school in keeping with the purpose of the National Honor Society.

Section 4. Candidates become members when inducted at a special ceremony.

Section 5. Members who are seniors in good standing are eligible to be nominated by their chapters to compete in the National Honor Society Scholarship Program.

Section 6. A National Honor Society member who transfers to another school and brings a letter from the former principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the chapter's standards within one semester in order to retain membership.

Section 7. Members who resign or are dismissed are never again eligible for membership or its benefits.

DISMISSAL

Section 1. The procedure for dismissal shall be determined by the faculty council in compliance with the rules and regulations of the National Honor Society. A written description of the dismissal procedure shall be available to interested parties.

Section 2. Members who fall below the standards which were the basis for their selection shall be promptly warned in writing by the chapter advisor and given a reasonable amount of time to correct the deficiency, except in the case of flagrant violation of school rules or civil laws a member does not necessarily have to be warned.

Section 3. The faculty council shall determine when an individual has exceeded a reasonable number of warnings.

Section 4. In all cases of impending dismissal, a member shall have a right to a hearing before the faculty council.

Section 5. A member who has been dismissed may appeal the decision of the faculty council under the same rules for disciplinary appeals in the school district.

Section 6. The National Council and the NASSP shall hear no appeals in dismissal cases.

DISMISSAL OF MEMBERS

As in the case of selection, dismissal procedures must be clearly described in writing. This description should be available to anyone who requests it.

A member is never *automatically* dismissed for failing to maintain standards. But members should understand fully that they are liable for dismissal if they do not maintain the standards of scholarship, leadership, service, and character that were used as the basis for their selection. They should also be informed that they are allowed limited warnings during their membership but that in the case of a flagrant violation of school rules or civil laws, a warning is not necessarily required. Furthermore, a student who is dismissed or who resigns may never again become an Honor Society member.

Faculty councils should use dismissal sparingly. Other disciplinary measures are acceptable for minor offenses. For example, the adviser may suspend certain chapter privileges or request that the student receive special counseling. The goal of disciplinary measures should be to reeducate the student to more appropriate behavior. If the discipline is constructive, there is a greater likelihood that the student will improve in the particular area in which there is a deficiency.

It is the responsibility of the chapter adviser to periodically review the standing of members for compliance with Society standards. The adviser should inform the errant member in writing of the nature of the violation, the time period given for improvement, and the possible consequence of non-improvement. It is often helpful to both the student and the adviser to follow the letter with a conference. If the student does not make the improvement in the specified time, that student is liable for whatever disciplinary measures are considered appropriate by the faculty council.

If the faculty council decides that dismissal may be warranted, the member is allowed to present his or her case before the faculty council. In the case of a flagrant violation of school rules or civil laws, a member does not necessarily have to be warned. The faculty council should investigate thoroughly before any action is taken. If the council determines that the facts warrant consideration of dismissal, the member should be notified in writing of the violation and the possibility of dismissal. The member should then be allowed to appear before the faculty council and explain the situation.

If a member is dismissed, written notice of the decision should be sent to the member, his or her parents, and the principal. The member must then surrender the NHS emblem and membership card to the chapter adviser. If the member is unwilling to do this, the matter should be treated as a school disciplinary matter.

The dismissed member may still appeal, of course, under whatever rules govern disciplinary appeals in the school district, but if the faculty council acts carefully and fairly, then there should be few occasions for such appeals. It is in the best interest of the chapter that decisions concerning the chapter be made by those familiar with Society goals and procedures.

In case of dismissal appeals, however, the principal should advise the superintendent that decisions should be based on the adequacy and fairness of faculty council procedures rather than on the wisdom of its judgment. In the rare instance in which dismissal cases are appealed, the faculty council should graciously receive and implement the decision.

NONDISCRIMINATION

Breckenridge ISD does not discriminate in its educational programs and services on the basis of sex, race, religion, color, national origin, or disability. The District complies with Title IX of the Education Amendments of 1972 and with Section 504 of the Rehabilitation Act of 1973. Any questions or concerns about the district's compliance with these federal programs should be brought to the attention of the person shown below as Title IX or Section 504 Coordinator.

The Title IX Coordinator for the school district is Lin Sims, whose office is located at 208 North Miller and who can be reached by telephone by calling (254) 559-2278.

Breckenridge Independent School District Extracurricular Code of Student Conduct

I. Extracurricular Activities

The term "extracurricular activities" means any non-curricular event and membership or participation in groups, clubs, and organizations recognized and approved by the Board of Trustees and the school district and sponsored by the district or a campus. All University Interscholastic League (UIL) and non-UIL activities and student organizations, such as Student Council and National Honor Society are extracurricular. Extracurricular activities also include, but are not limited to, public performances, contests, and club events. All extracurricular activity participants, including elected and appointed officers of all campus organizations, are subject to the provisions of this *Extracurricular Code of Conduct*.

II. Jurisdiction

Student participation in extracurricular activities is encouraged. Breckenridge ISD makes extracurricular activities available as an extension of the regular school program, with this important difference: participation in the regular curriculum is a right afforded to each student, while participation in the extracurricular program is a privilege that carries additional expectations for acceptable conduct. Students engaging in extracurricular activities represent not only themselves, but also other students and the school district when performing, competing, or participating in extracurricular activities and while wearing uniforms or other clothing that identifies the student to the community or public in any setting as Breckenridge ISD students. For this reason, their behavior must be exemplary and reflect the finest attributes of the total Breckenridge ISD student body at all times and places.

Important goals of the extracurricular program are to give students direction in developing self-discipline, responsibility, pride, loyalty, leadership, teamwork, respect for authority, and healthy living habits.

Because participation in extracurricular activities is a privilege and not a right, Breckenridge ISD is authorized to set higher standards for participants of extracurricular activities than it would for those students who choose not to participate in these activities. Therefore, this *Extracurricular Code of Conduct* extends beyond the Breckenridge ISD *Student Code of Conduct* not only in types of behavior prohibited, but also in corresponding consequences and jurisdiction for imposing discipline. This *Extracurricular Code of Conduct* will be enforced with all students grades 7-12 participating in extracurricular activities:

- regardless of whether school is in session;
- regardless of whether the offense occurs on or off school property or at a school-related event;
- regardless of whether the student is directly involved with the extracurricular activity at the time the prohibited conduct occurs;
- regardless of whether the extracurricular activity is in-season; and
- regardless of where or when the conduct occurs.

It is possible that a student who violates the Breckenridge ISD *Student Code of Conduct* will incur consequences from both the appropriate school administrator and from his or her coach or sponsor for the same particular violation. It is also possible that a student participating in extracurricular activities could violate the *Extracurricular Code of Conduct* and be subject to discipline by a coach or sponsor without having violated the Breckenridge ISD *Student Code of Conduct*.

III. Conduct Expectations

The following conduct is expected of all participants. Failure to meet these expectations can result in disciplinary action by the coach or sponsor:

- Student commitment to a team or organization is expected for the entire season or activity. Students are encouraged to participate in more than one extracurricular activity; however students may not quit one sport or organization in order to participate in another while the sport or club that he or she quit is still active.
- Students who participate in extracurricular activities that involve competition among schools and school districts will conduct themselves in a sportsmanlike manner at all times. This includes behavior toward visiting teams or hosting teams as well as the opponent's fans. Breckenridge ISD participants will be noted for clean, tough, competitive play. Praise your opponents and play beyond your ability.
- Students should arrive to practices (including workouts), meeting, and events on time and prepared.
- Students who cannot be present for a practice (including workouts), meeting, or event should call the coach, sponsor, team captain, or club president as soon as they are aware that they will be absent. Missed practices, meeting, or workouts will be made-up; however, disciplinary action may still be taken if a participant is absent more than two times in a semester.
- Injured or ill students who are unable to participate, but are able to attend a practice (including workouts), meeting or event are required to dress appropriately and sit or stand with the rest of the group.
- Students are required to show respect at all times to coaches and sponsors.
- Students should refrain from wearing hair styles or hair colors that draw attention to themselves. Male students participating in sports are required to be clean shaven.
- Students should follow the rules promulgated in the Breckenridge ISD *Student Code of Conduct*. Failure to do so may result in additional disciplinary measures related to the student's participation in extracurricular activities as determined by the coach or sponsor.

IV. Breckenridge ISD students who participate in extracurricular activities are prohibited at all times from:

- possessing, smoking, selling, or using tobacco products;
- possessing or using drug paraphernalia;
- possessing, selling, or delivering to another person look-alike drugs or items represented to be drugs or contraband of any kind;

- possessing, selling, giving, delivering to another person, using, or being under the influence of marijuana, alcohol, a controlled substance, or any dangerous drug;
- engaging in conduct that contains the elements of an offense related to glue, aerosol paint, or volatile, mood-altering chemicals;
- attending any event at which underage drinking or smoking is occurring (students will be allowed a slight concession for an amount of time long enough to determine that a violation is occurring and to leave the premises);
- riding in a vehicle containing alcohol unless a parent, guardian, or other responsible adult is present and aware of the presence of alcohol;
- stealing;
- conduct that causes injury or harm to persons or property;
- using profanity, lewd or vulgar language, or obscene gestures;
- fighting;
- any conduct resulting in arrest and/or citations from law enforcement officers;
- inappropriate touching including “making out” in public places, sexual gestures, or exposing parts of the body that are ordinarily covered up in public;
- inappropriate behavior in public places.

V. PROCEDURES

The coach and/or sponsor will determine whether an *Extracurricular Code of Conduct* violation has occurred.

Upon determination of an *Extracurricular Code of Conduct* violation, the following individuals will be notified:

- the student and the student’s parent(s) or guardian(s); and/or
- the appropriate school counselor to provide counseling, support, and guidance in dealing with issues associated with alcohol, drugs, mood-altering chemicals, and other prohibited activities.

Nothing in this *Extracurricular Code of Conduct* limits the authority of a coach or sponsor to impose reasonable sanctions, including extra workouts, for students who breach team or organization conduct expectations but do not engage in prohibited conduct.

VI. DISCIPLINARY ACTION

I understand that there are four (4) training demands, which will be strictly enforced:

1. Stealing. First offense: Dismissal from Athletics
2. No use of alcoholic beverages of any kind, excluding communion wine;
3. No use of illegal drugs; and

4. No use of tobacco in any form.

Sanctions for infractions involving alcohol and tobacco on campus or on school related activities shall be imposed according to the district's code of conduct.

If I fail to meet the following standards, a proper course of action will be taken. I will be counseled/disciplined by the coach or sponsor and/or suspended or dismissed from the team for the remainder of the season or for a length of time, which would be fair and just, as determined by the coach, sponsor, Athletic Coordinator, and principal.

1. I will do my best to maintain good grades in schoolwork.
2. I will groom my hair (including boy's facial hair) according to school's specifications.
3. I will not wear earrings at school or at any activity representing the school (male)
4. I will not wear nose rings or studs at school or at any activity representing the school (male or female).
5. I will dress neatly in school and use good manners at all times.
6. I will be at home at the time specified by the coach or sponsor
7. I will be on time when time is involved.
8. I will be responsible for all equipment entrusted to me and return it to the school in the best possible condition. The student will pay for lost equipment. I will not wear other's clothing.
9. I will be sincere and loyal at all times to my team, my school, and my sponsor.
10. I will put the team's success ahead of individual glory and accept my assigned role on the team.
11. I will create, maintain, and promote the elements of good sportsmanship.
12. I will preserve the highest moral standards.
13. I will remove myself from any situation where alcohol or drugs are being used in an illegal manner. A Minor in Possession charge will be considered as a use of alcoholic beverage.
14. I will set an example in school, in my classes, at home, and in the area of competition so that I will add something positive to the athletic program.
15. I will be worth of the responsibility of representing my school at home or away.
16. I will create, maintain, and promote good team morale.

ATHLETIC POLICIES

** SEE ATHLETIC HANDBOOK FOR SPECIFIC ATHLETIC GUIDELINES

BULLYING

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

Harassment or bullying of **any** kind (e.g., verbal, sexual, racial, etc.) will not be tolerated at Breckenridge High School. If at any time a student feels like he or she is being harassed or bullied he or she should tell a teacher or administrator immediately.

The board has established policies and procedures to prohibit bullying and to respond to reports of bullying. [See FFI (LOCAL).]

STUDENT SEXUAL HARASSMENT

The Breckenridge Independent School District absolutely prohibits sexual harassment by or of its students. Students who are found to have sexually harassed other students shall be disciplined pursuant to the guideline set out herein.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Unwelcome sexual advances are advances not solicited or incited by the student and are regarded by him or her as undesirable or offensive. Should a student be the subject of unwelcome sexual behavior, he or she should do the following:

IF VIOLATION BY BRECKENRIDGE INDEPENDENT SCHOOL DISTRICT EMPLOYEE:

The student should immediately inform his or her principal of the situation. If it is the principal whose conduct is involved, the student should inform either his or her assistant principal, counselor, teacher or the District Title IX Coordinator. Parents are urged to inform the principal of any inappropriate verbal or physical conduct by a school employee. If the student or parent is not satisfied with the results of any investigation by the school, he or she should contact the District's Title IX Coordinator:

Name: Linda Sims, Director of Instruction, BISD
Address: PO Box 1738, Breckenridge, Texas 76424
Telephone Number: 254-559-2278

Sexual conduct or behavior, either verbal or physical, toward a student by an employee of the Breckenridge Independent School District is strictly prohibited, and may result in the employee's termination, regardless of whether or not the conduct was welcome by a student.

IF VIOLATION BY STUDENTS:

Unwelcome sexual behavior by a fellow student should be reported to the principal. If the principal is unavailable, the student may report the matter to his or her assistant principal, counselor, teacher, or the District's Title IX Coordinator.

Name: Linda Sims, Director of Instruction, BISD
Address: PO Box 1738, Breckenridge, Texas 76424
Telephone Number: 254-559-2278

Students who sexually harass employees or other students may be subject to discipline as provided in the Breckenridge Independent School District's Student Code of Conduct.

Filing a false claim of sexual harassment is absolutely prohibited. A student who files a false claim shall be subject to appropriate disciplinary action.

Any district employee, teacher or counselor who is informed by a student that the student believes he or she is being sexually harassed has a duty to report that information to the principal. Failure of an employee, teacher or counselor to report

knowledge of sexual harassment could result in appropriate disciplinary action.

FILING FALSE CLAIMS

Filing a false claim of sexual harassment is absolutely prohibited. An employee who files a false claim may be recommended for termination. A student who files a false claim shall be subject to appropriate disciplinary action. Any person who files a false claim may be subjected to any and all available state penalties.

PROTECTION FROM RETALIATION

The District shall not retaliate against anyone who in good faith reports perceived sexual harassment or sexual abuse.

COMPLAINT PROCEDURE

An employee, nonemployee or student who believes he or she has been or is being subjected to any form of sexual harassment as defined above shall bring the matter to the attention of the principal or immediate supervisor, in accordance with the district's grievance policy. However, no procedure or step in that policy shall have the effect of requiring the employee or student alleging such harassment to present the matter to a person who is subject of the complaint. If the subject of the complaint is the principal or immediate supervisor, the person or student shall contact the Title IX Compliance Coordinator.

COMPLAINT PROCESS LEVEL ONE

Unwelcome sexual behavior by an employee or student should be reported to the principal. If the principal is unavailable, the employee or student may report the matter to his or her assistant principal, counselor, teacher, or the District's Title IX Coordinator.

The employee may be accompanied by a representative throughout the process.

The student may be accompanied by the parent or other advisor at the initial conference and throughout the complaint process. The initial conference with the student ordinarily shall be held with a person who is the same gender as the student.

The conference shall be scheduled and held as soon as possible, but in any event within five school days. At the conference, the persons bringing the complaint shall be informed of the right to file a complaint with the Office of Civil Rights.

The principal or designee or the Title IX coordinator shall coordinate an appropriate investigation, which ordinarily shall be completed within ten school days. The employee, student, or parent shall be informed if extenuating circumstances delay the investigation.

Nothing in the complaint process shall have the effect of requiring a person alleging sexual harassment or sexual abuse to present the matter to a person who is the subject of the complaint.

LEVEL TWO

If the resolution of the complaint at Level One is not to the employee's, student's, or parent's satisfaction; the employee, student, or parent has ten school days to request a conference with the Superintendent or designee, who shall schedule and hold a conference. Prior to or at the conference, the employee, student or parent shall submit a written complaint that includes a statement of the complaint, any evidence in its support, the resolution sought, the employee, student and/or parent's signature, and the date of the conference with the principal, designee, or Title IX coordinator.

LEVEL THREE

If the resolution of the complaint at Level Two is not to the employee's, student's or parent's satisfaction; the employee or student may present the complaint to the Board at its next regular meeting. The complaint shall be included as an item on the agenda posted with notice of the meeting. Lack of official action by the Board upholds the administrative decision at Level Two. Announcing a decision in the employee's, student's or parent's presence constitutes communication of the decision.

CLOSED MEETING

The Board shall hear complaints alleging sexual harassment by students or sexual harassment or sexual abuse by employees in a closed meeting, unless otherwise required by the Open Meeting Act. [See BE (legal) and BEC (Legal)].

NOTICE TO PARENTS

The District shall notify the parents of all students involved in sexual harassment by student(s). The District shall notify parents of all incidents of sexual harassment or sexual abuse by an employee. Notice shall include providing the parents a copy of this policy.

TITLE IX COORDINATOR

The District designates the following person to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended:

Name: Linda Sims
Position: Director of Instruction, BISD
Address: PO Box 1738, Breckenridge, Texas 76424
Telephone: 254-559-2278

SEXUAL HARASSMENT OF STUDENTS

District employees shall not engage in sexual harassment of students. Sexual harassment of students includes, but is not limited to, such activities as engaging in sexually oriented conversations, telephoning students at home or elsewhere to solicit unwelcome social relationships, writing personal notes to students, physical contact that would reasonably be construed as sexual in nature, and threatening or enticing students to engage in sexual behavior in exchange for grades

or other school-related benefit. Romantic relationships between District employees and students constitute unprofessional conduct and are prohibited. 20 U.S.C. 1681(a); Franklin v. Gwinnett County Public Schools, 112 S.Ct. 1028 (1992).

NOTICE TO THE COMMISSIONER

The Superintendent shall notify the commissioner of education when made aware of a certified employee's conviction of any felony, or conviction of a misdemeanor for an act or acts directly related to any form of sexual or physical abuse of a minor child.

SEXUAL ABUSE:

Information about conduct toward a student that may be reasonably characterized as known or suspected child abuse or neglect shall be reported to appropriate authorities, as required by law [See FFG (Legal)].

DUTY TO INVESTIGATE

Principals and supervisors have a duty to investigate and take action to stop or resolve all sexual harassment allegations. A principal or supervisor's failure to investigate and take action will leave both the school district and the administrator potentially liable and could lead to disciplinary action against the principal or supervisor failing to investigate or take action. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.

SEXUAL HARASSMENT

Sexual harassment will not be tolerated in the Breckenridge School District. Any form of sexual harassment is a violation of District policy. The following situations are cited as District policy violations:

- 1) A District employee sexually harassing another employee, non-employee, or student.
- 2) A student sexually harassing another student, employee, or non-employee.
- 3) A non-employee sexually harassing a District employee or another student.

DEFINITION

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other sexual conduct, either verbal or physical, or any conduct or other offensive unequal treatment of an employee, group of employees, student or other person that would not occur but for the sex of the employee, student or other person, when:

1. The advances, requests, or conduct have the effect of interfering with the performance of duties, either in employment or in academics, or creating an

intimidating, hostile, or otherwise offensive work or educational environment; or

2. Submission to such advances, requests, or conduct is explicitly or implicitly a term or condition of employment or of academic advancement; or
3. Submission to or rejection of such advances, request, or conduct is used as a basis for either employment or academic decisions; or
4. The advances, requests, or conduct interfere with the performance or promotion of the individual; or
5. The conduct negatively effects the ability for the student to take full advantage of all educational opportunitites offered by the District; or
6. When the conduct negatively effects the ability for a non-employee to participate in District activities or other business with the District.

TWO MAIN TYPES OF SEXUAL HARASSMENT

QUID PRO QUO: Occurs when a supervisor offers a Subordinate something such as a job, a promotion, benefits, or a higher evaluation, in exchange for some form of sexual favors; or when a district employee offers a student something, such as a grade or special assignment or other school-related benefit, in exchange for some form of sexual favor.

HOSTILE ENVIRONMENT: Created when unwelcome advances requests, or conduct have the effect of interfering with performance of duties or creating an intimidating, hostile or otherwise offensive work or learning environment.

PROHIBITED CONDUCT EMPLOYEES

Employees shall not engage in conduct constituting sexual harassment. The District shall investigate allegations of such harassment and take appropriate disciplinary action against employees and students found to engage in such harassment.

Sexual harassment is a violation of District policies DFAA (LEGAL), DFBA (LOCAL), and DFBB (LOCAL), and is hereby deemed unethical conduct. Furthermore, it is a violation of the Code of Ethics and Standard Practices for Texas Educators.[See exhibit at DH(E)].

Sexual harassment is a form of sex discrimination, *Meritor Savings Bank v. Vinson*, 106 S. Ct. 2399 (1986).

Sexual harassment of any person or student by an employee is good cause for termination and/or a reason for nonrenewal.

STUDENTS
action.

Sexual harassment by students shall result in disciplinary
[See FO, FOA, FOD]

**COMPLIANCE
COORDINATOR**
coordinate

The District shall designate at least one employee to
its efforts to comply with Title IX of the Education Amendments
of 1972, as amended, and its implementing regulation. The
District shall notify all employees and student (or their parents)
of the name, office address, and telephone number of the
employee(s) so designated.

Dating Violence

If you have been a victim of dating violence then report to
the counselor where proper procedures can take place.

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

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

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

If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. Additionally, the notice must inform the parent how to

obtain a copy of the *Notice of Procedural Safeguards-Rights of Parents of Students with Disabilities*.

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

Contact Person: High School Principal or Counselor

Phone Number: 254-559-2231

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: _____

Número de teléfono: _____