

Codes and Procedures

Pledge of Allegiance

Senate Bill 83, Section 25.082 of the Education Code, states that the local board require students to recite pledges to the United States and Texas flags once each school day. The legislation also states that a minute of silence following the pledges be observed. School employees are required to ensure that students remain silent and do not distract other students.

Parents may request that their student(s) not be required to participate in the pledge by signing the permission slip in the handbook and checking the appropriate box.

Dances and Social Events

Handbook and Code of Conduct rules will be observed at social events held outside the regular school day. Guests are expected to observe the same rules as students. The person inviting the guest is responsible for the conduct of the guest. If the student leaves before the event ends, he/she will not be permitted back into the event.

Distribution of Materials

Written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials may not be posted, sold, circulated, or distributed on any school campus by a student or a non-student without prior approval of the principal. All aspects of school-sponsored newspapers and/or yearbooks are completely under the supervision of the teacher and campus principal. All material intended for distribution to students that is not under the District's editorial control must be submitted to the principal for review and approval. If the material is not approved within two school days of the time it was submitted, it must be considered disapproved. Disapproval may be appealed to the superintendent.

Dress/Grooming Code

A. Purpose

The F.I.S.D. dress code was established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority.

B. General Guidelines

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

C. Additional Guidelines

1. The District prohibits pictures, emblems, tattoos, or writings on clothing that:
 - Are lewd, offensive, vulgar, or obscene;
 - Advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance deemed educationally distractive by the principal;
 - Illustrates any type of gun, knife, or weapon.
 - Anything deemed "gang related" by administrator or designee.
2. Shirts shall not be unbuttoned below the first button and must be tucked in. T-shirts or Polo type shirts may be worn outside the pant, as long as they are hemmed. Basketball jerseys may only be worn with a T-shirt underneath.
3. Hats, caps, and bandannas will not be worn in any building during the academic school day.
4. Tattoos are to be covered by the student's clothing.
5. Wallet chains are not permitted.
6. Body piercing jewelry will be prohibited at school and at all school functions. Any piercing deemed educationally distractive must be removed. [Earrings are permitted for boys.]
7. Skirts, dress or shorts length will be no shorter than mid-thigh (measured to the end of the fingertips while standing at rest) as determined by the administration if and when the student dress code is in question. Pajama pants will not be permitted for male or female students.

8. Spandex or skin-tight clothing will NOT be allowed unless covered by pants/skirts, which conform to dress code length requirements.
9. Pants must be worn on the natural waistline of the student: NO sagging will be allowed.
10. Torn or ripped clothing will not be worn. Cut-off shorts may be worn only if they have been hemmed.
11. No body suits, bare midriff shirts, halter-tops, see-through clothing or jogging shorts may be worn.
12. Tank tops or “spaghetti” strap tops must be covered with an additional shirt that meets all other dress code rules; tank tops or “spaghetti” strap tops cannot be worn otherwise.
13. A student's hair will be neat and well groomed; style or color will not be extreme to the point of creating a distraction. Mustaches, beards, goatees, unusual sideburns or any other type of facial hair is prohibited.
14. Sunglasses are not to be worn in the building. [Exception: Medical Reasons]

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

Fees

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

- 1) Club dues.
- 2) Security deposits.
- 3) Personal physical education and athletic equipment and apparel.
- 4) Voluntary purchases of pictures, publications, class rings, etc.
- 5) Student accident insurance.
- 6) Fees for damaged library books, textbooks, and school equipment and class projects.
- 7) Driver’s Education fees for classroom and/or driving.
- 8) Physical Education clothing.

A fee not to exceed \$50 for costs of providing an educational program outside of regular school hours for a student who has lost credit because of absences and whose parent chooses the program in order for the student to meet the 90 percent attendance requirement. The fee will be charged only if the parent or guardian signs a District-provided request form. Application for such a waiver may be made to the District attendance officer.

Food and Drink

1. Student organizations selling foodstuffs as fund raising projects will only be allowed to sell before school, and after school with prior approval by the principal.
2. Teachers are responsible for getting prior approval from the principal for all activities involving food in a classroom.
3. **No food, candy, gum, sunflower seeds, or soft drink is allowed in the classrooms. Water may be brought into the classroom. Candy wrappers and drink containers should be placed in the proper trash containers. Food and drink are not to be stored in lockers or allowed in the locker area.**

Fund Raising

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

Gifts

Gifts (e.g., balloons, flowers, etc.) are to be delivered to the office. Students may pick gifts up at the end of the school day. Gifts are not to be taken or delivered to the classroom. When exchanging gifts, a monetary amount is not to exceed \$5.00 in grades K-5 and \$12.00 in grades 6-12.

Law Enforcement

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

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

Students Taken into Custody: When State law requires the District to permit a student to be taken into legal custody:

1. To comply with an order of the juvenile court.
2. To comply with the laws of arrest.
3. By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision
4. By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
5. To comply with a properly issued directive to take a student into custody.
6. By an authorized representative of Child Protective Services, Texas Department of Protective and Regulatory Services, a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out by the Family Code relating to the student's physical health or safety.
7. Before a student is delivered to a law enforcement officer or other legally authorized person, the principal will verify the officer's identity and, to the best of his or her ability, will verify the officer's authority to take custody of the student.

Parties/Socials

Grade K-5 will have three homeroom parties (Christmas, Valentines Day, Easter, or End of the Year) per year during school hours. All parties will begin one hour before school ends. Grades 6-12 will have no more than one party per year. Invitations are not to be handed out at school. All F.I.S.D. rules and regulations apply to all parties.

Physical Restraint

Any District employee may, within the scope of the employee's duties, restrain a student, if the employee reasonably believes it is necessary in order to:

- a) Protect a person, including the person using physical restraint, from physical injury;
- b) Obtain possession of a weapon or other dangerous object;
- c) Protect school district property from serious damage;
- d) Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures;
- e) Restrain an irrational student.
- f) All employees will be trained in proper restraint techniques according to State regulations.

Policies

The following policies are on file and can be viewed in the principal's office. Each student who participates in any of the following extracurricular activities will receive a copy of that activities policy. Additional copies can be obtained upon request. Athletic/Academic - UIL

- National Honor Society
- Cheerleading
- Class Ranking
- Gifted and Talented
- Title I
- Lettering
- Student Council
- Acceptable Use (Technology)

Prayer

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

Posters

The principal or his designee must first approve posters and signs that students and/or outside agencies wish to be displayed. Posters displayed without authorization will be removed. Any student who posts printed material without prior

Approval may be subject to disciplinary action.

Public Display of Affection [PDA]

Public displays of personal affection toward another student are strictly prohibited. This behavior is considered educationally distracting and will not be permitted.

Sexual Harassment

- 1) Every student has the right to attend district schools and school-related activities free from all forms of discrimination on the basis of sex, including sexual harassment. The district considers sexual harassment of students to be serious.
- 2) All students are prohibited from engaging in offensive, unwanted, and unwelcome verbal or physical conduct of a sexual nature directed toward another student or a district employee.
- 3) This prohibition applies whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors. All students are expected to treat other students and district employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.
- 4) A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense.
- 5) The district will notify the parents of all students involved in sexual harassment by student(s) when the allegations are not minor, and will notify parents of all incidents of sexual harassment or sexual abuse by an employee. The district encourages parental and student support in its efforts to address and prevent sexual harassment and sexual abuse in the public schools. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.
- 6) Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with the teacher, the counselor, the principal or designee, or superintendent of schools, who serves as the District Title IX coordinator for students.
- 7) A complaint alleging sexual harassment by another student or sexual harassment or sexual abuse by a staff member may be presented by a student and/or parent in a conference with the principal or designee or with the Title IX coordinator.

- 8) A person who is the same gender as the student ordinarily will hold the first conference with the student. The conference will be scheduled and held as soon as possible within five days of the request. The principal or Title IX coordinator will coordinate an appropriate investigation, which ordinarily will be completed within 10 days.
- 9) The student or parent will be informed if extenuating circumstances delay the completion of the investigation.
- 10) The student will not be required to present a complaint to a person who is the subject of the complaint.
- 11) If the resolution of the complaint is not satisfactory to the student or parent, the student or parent within 10 days may request a conference with the Superintendent or designee by following the procedure set out in Board policy FNCJ (LOCAL). If the resolution by the Superintendent or designee is not satisfactory, the student or parent may present the complaint to the Board as provided by policy.

Student Behavior

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

1. Students depend on adults for discipline as they seek to bring order to their lives. Disciplinary action is designed to correct the inappropriate behavior of the individual. Disciplinary action including counseling, verbal reprimand, school service, detention hall, assignment to In School Suspension (ISS), corporal punishment, suspension, or expulsion may result to correct inappropriate behavior. Disciplinary referrals are made by a teacher when the student refuses to follow the directions of the teacher so that it is impossible for the teacher to deal effectively with the situation or when the responsibility for resolving the situation is not primarily the teacher's.
2. When a student is sent to the office, disciplinary action will be taken. If a student fails to go to the office when sent, the student will be subject to severe disciplinary action.
3. Students are responsible for conducting themselves properly, in a manner appropriate to their age and level of maturity.
4. The District's rules of student conduct apply to all school-sponsored and school-related activities, on or off campus. Students who violate these rules will be subject to disciplinary action and will be referred when appropriate to legal authorities for criminal prosecution.