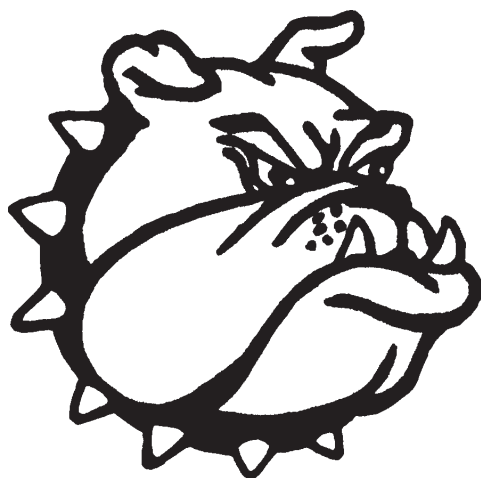


McGregor Independent School District

Student Handbook



McGregor High School

H. G. Isbill Junior High

McGregor Elementary

2009-2010

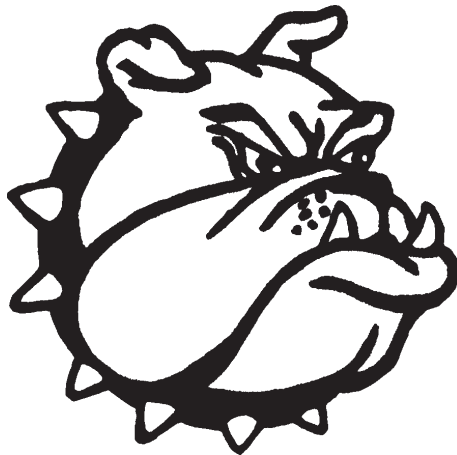


Mission Statement

McGregor ISD will empower every student with skills, knowledge, and experience in a safe atmosphere of respect, communication, and cooperation, encouraging all to become responsible and productive citizens.

----MISD Board of Trustees----
December 11, 2008

**Rules and Regulations
for
McGregor I.S.D.**



2009-2010

PUBLIC NOTIFICATION OF NONDISCRIMINATION

McGregor ISD offers career and technology education programs in agricultural services and development, carpentry building trades, health science technology, and business and computer technology. Admission to these programs is based on student requests and needs, degree plan, faculty recommendations, grade level, course prerequisites, and course availability.

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

It is the policy of McGregor ISD not to discriminate on the basis of race, color, national origin, sex, handicap, or age in its employment practices as required by Title VI of the Civil Rights Act of 1964, as amended; and Section 504 of the Rehabilitation Act of 1973, as amended.

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

For information about your rights or grievance procedures, contact the

Title IX Coordinator

Kevin Houchin
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657
Phone: 254-840-2828

and / or the

Section 504 Coordinator

Kevin Houchin
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657
Phone: 254-840-2828

PREFACE

To Students and Parents:

Welcome to the school year 2009-2010! Education is a team effort, and we know that students, parents, teachers, and other staff members all working together can make this a wonderfully successful year for our students.

The McGregor ISD Student Handbook is designed to provide a resource for some of the basic information that you and your child will need during the school year.

Please be aware that the term "the student's parent" is used to refer to the parent, legal guardian, or other person who has agreed to assume school-related responsibility for a student.

Both students and parents should become familiar with the McGregor ISD Student Code of Conduct, which is a document adopted by the board and intended to promote school safety and an atmosphere for learning. That document may be found in the back section of this handbook, on the school web page, or in the principal's office.

The Student Handbook is designed to be in harmony with Board policy and the Student Code of Conduct. Please be aware that the handbook is updated yearly, while policy adoption and revision may occur throughout the year. Changes in policy or other rules that affect Student Handbook provisions will be made available to students and parents through newsletters or other communications.

In case of conflict between Board policy or the Student Code of Conduct and any provisions of the Student Handbook, the current provisions of Board policy or the Student Code of Conduct are to be followed.

After reading through the entire handbook with your child, keep it as a reference during this school year. If you or your child has questions about any of the material in this handbook, please contact a teacher, the counselor, or the principal. Also, please complete and return to your child's campus the following required forms: parental acknowledgment, student directory information, release of information to military recruiters and institutions of higher learning, and consent/opt-out forms.

Please note that references to policy codes are included so that parents can refer to current policy. A copy of the District's policy manual is available in the school office or on-line at <http://www.mcgregor-isd.org>.

REQUIRED NOTICES AND INFORMATION FOR PARENTS

This section of the McGregor ISD Student Handbook includes several notices that the district is required to provide to you, as well as other information on topics of particular interest to you as a parent.

STATEMENT OF NONDISCRIMINATION

In its efforts to promote nondiscrimination, McGregor ISD does not discriminate on the basis of race, religion, color, national origin, gender, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The following district staff members have been designated to coordinate compliance with these legal requirements:

- Title IX Coordinator, for concerns regarding discrimination on the basis of gender:

Kevin Houchin
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657
Phone: 254-840-2828

- Section 504 Coordinator, for concerns regarding discrimination on the basis of disability:

Kevin Houchin
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657
Phone: 254-840-2828

- All other concerns regarding discrimination: See the superintendent.

Kevin Houchin
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657
Phone: 254-840-2828

PARENTAL INVOLVEMENT

Working Together

Both experience and research tell us that a child's education succeeds best when there is good communication and a strong partnership between home and school. Your involvement in this partnership may include:

- Encouraging your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
- Ensuring that your child completes all homework assignments and special projects and comes to school each day prepared, rested, and ready to learn.
- Becoming familiar with all of your child's school activities and with the academic programs, including special programs, offered in the District.
- Discussing with the counselor or principal any questions you may have about the options and opportu-

nities available to your child.

- Reviewing the requirements of the graduation programs with your child, if your child is entering ninth grade.
- Monitoring your child's academic progress and contacting teachers as needed.
- Attending scheduled conferences and requesting additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office for an appointment. The teacher will usually return your call or meet with you during his or her conference period or before or after school.
- Becoming a school volunteer. [For further information, see policies at GKG].
- Participating in campus parent organizations.
- Serving as a parent representative on the District-level or campus-level planning committees assisting in the development of educational goals and plans to improve student achievement. [For further information, see policies at BQA and BQB.]
- Serving on the School Health Advisory Council, assisting the District in ensuring local community values are reflected in health education instruction. [See policies BDF, EHAA, FFA]
- Attending board meetings to learn more about District operations. [See policies BE and BED for more information.]

PARENTAL RIGHTS

Obtaining Information and Protecting Student Rights

Your child will not be required to participate without parental consent in any survey, analysis, or evaluation—funded in whole or in part by the U. S. Department of Education—that concerns:

- Political affiliations or beliefs of the student or the student's parent.
- Mental or psychological problems of the student or the student's family.
- Sexual behavior or attitudes.
- Illegal, antisocial, self-incriminating, or demeaning behavior.
- Critical appraisals of individuals with whom the student has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of the student or parents.
- Income, except when the information is required by law and will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

You will be able to inspect the survey or other instrument and any instructional materials used in

connection with such a survey, analysis, or evaluation. [For further information, see policy EF.]

"Opting Out" of Surveys and Activities

As a parent, you have a right to receive notice of and deny permission for your child's participation in:

- Any survey concerning the private information listed above, regardless of funding.
- School activities involving the collection, disclosure, or use of personal information gathered from your child for the purpose of marketing or selling that information.
- Any non-emergency, invasive physical examination or screening required as a condition of attendance, administered and scheduled by the school in advance and not necessary to protect the immediate health and safety of the student. Exceptions are hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law. [See policies EF and FFAA.]

Displaying a Student's Artwork and Projects

As a parent, if you do not want your child's artwork, special projects, photographs, and the like to be displayed on the District's Web site, in printed material, by video, or by any other method of mass communication, you must notify the principal in writing.

Requesting Professional Qualifications of Teachers and Staff

You may request information regarding the professional qualifications of your child's teachers, including whether a teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; whether the teacher has an emergency permit or other provisional status for which state requirements have been waived; and undergraduate and graduate degree majors, graduate certification, and the field of study of the certification or the degree. You also have the right to request information about the qualifications of any paraprofessional who may provide services to your child.

Reviewing Instructional Materials

As a parent you have a right to review teaching materials, textbooks, and other teaching aids and instructional materials used in the curriculum, and to examine tests that have been administered to your child. [Also see Removing a Student from Human Sexuality Instruction for additional information]

Inspecting Surveys

As a parent you may inspect a survey created by a third party before the survey is administered or distributed to your child.

Accessing Student Records

You may review your child's records. These records include:

- Attendance records,
- Test scores,
- Grades,
- Disciplinary records,
- Counseling records,
- Psychological records,
- Applications for admission,
- Health and immunization information,
- Other medical records,
- Teacher and counselor evaluations,
- Reports of behavioral patterns, and
- State assessment instruments that have been administered to your child.

Granting Permission to Video or Audio Record a Student

As a parent, you may grant or deny any written request from the district to make a video or voice recording of your child. State law, however, permits the school to make a video or voice recording without parental permission for the following circumstances:

- When it is to be used for school safety;
- When it relates to classroom instruction or a cocurricular or extracurricular activity; or
- When it relates to media coverage of the school.

Removing a Student Temporarily from the Classroom

You may remove your child temporarily from the classroom, if an instructional activity in which your child is scheduled to participate conflicts with your religious or moral beliefs. The removal cannot be for the purpose of avoiding a test and may not extend for an entire semester. Further, your child must satisfy grade-level and graduation requirements as determined by the school and by the Texas Education Agency.

Removing a Student from Human Sexuality Instruction

As a part of the district's curriculum, students receive instruction related to human sexuality. The School Health Advisory Council (SHAC) is involved with the selection of course materials for such instruction.

State law requires that any instruction related to human sexuality, sexually transmitted diseases, or human immunodeficiency virus or acquired immune deficiency syndrome must:

- Present abstinence from sexual activity as the preferred choice of behavior in relationship to all sexual activity for unmarried persons of school age;
- Devote more attention to abstinence from sexual activity

than to any other behavior;

- Emphasize that abstinence is the only method that is 100 percent effective in preventing pregnancy, sexually transmitted diseases, and the emotional trauma associated with adolescent sexual activity;
- Direct adolescents to a standard of behavior in which abstinence from sexual activity before marriage is the most effective way to prevent pregnancy and sexually transmitted diseases; and
- If included in the content of the curriculum, teach contraception and condom use in terms of human use reality rates instead of theoretical laboratory rates.

In accordance with state law, below is a summary of the district's curriculum regarding human sexuality instruction (taught at an appropriate age and grade level):

- Body structure and function;
- Physical and emotional development during puberty;
- Physical and emotional development during adolescence;
- The reproductive process;
- Fetal development;
- Importance of the role of prenatal care and proper nutrition during pregnancy;
- Harmful effects of certain substances;
- Role these substances play in unsafe situations;
- Significance of genetics and its role in fetal development;
- Sexual activity and the benefits of abstinence;
- HIV infection and sexually transmitted diseases;
- Legal implications regarding sexual activity as it relates to minor persons;
- Legal and ethical ramifications of unacceptable behaviors such as harassment, acquaintance rape, and sexual abuse;
- Strategies for prevention and intervention of emotional, physical, and sexual abuse;
- Abstinence as the preferred choice of behavior for unmarried persons of school age;
- Abstinence as the only method that is 100% effective in preventing pregnancy, sexually transmitted diseases, and the sexual transmission of HIV or acquired immune deficiency syndrome, and the emotional trauma associated with adolescent sexual activity;
- Effectiveness and ineffectiveness of other contraceptive methods;
- Parenting and paternity awareness.

As a parent, you are entitled to review the curriculum materials. In addition, you may remove your child from any part of this instruction with no academic, disciplinary, or other penalties. You may also choose to become more involved with the development of curriculum used for this purpose by becoming a member of the district's SHAC. Please see the campus principal for additional information.

Excusing a Student from Reciting the Pledges to the U.S. and Texas Flags

As a parent you may request that your child be excused from participation in the daily recitation of the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. The request must be in writing. State law does not allow your child to be excused from participation in the required minute of silence or silent activity that follows. [See policy EC(LEGAL).]

Excusing a Student from Reciting a Portion of the Declaration of Independence

You may request that your child be excused from recitation of a portion of the Declaration of Independence. State law requires students in social studies classes in grades 3-12 to recite a portion of the text of the Declaration of Independence during Celebrate Freedom Week unless (1) you provide a written statement requesting that your child be excused, (2) the District determines that your child has a conscientious objection to the recitation, or (3) you are a representative of a foreign government to whom the United States government extends diplomatic immunity. [See policy EHBK(LEGAL).]

Requesting Notices of Certain Student Misconduct

A noncustodial parent may request in writing that he or she be provided, for the remainder of the school year, a copy of any written notice usually provided to a parent related to his or her child's misconduct that may involve placement in a disciplinary alternative education program (DAEP) or expulsion. [See policy FO(LEGAL) and the Student Code of Conduct.]

Requesting Transfers for Your Child

As a parent, you have a right:

- To request the transfer of your child to another classroom or campus if your child has been determined by the board or its designee to have been a victim of bullying as the term is defined by Education Code 25.0341. The campus principal shall be authorized to investigate and approve transfers of students from one classroom to another on that campus. The superintendent shall be authorized to investigate and approve transfers between schools. Transportation is not provided for a transfer to another campus. See the superintendent or designee for information. [See policy FDB]
- To request the transfer of your child to attend a safe public school in the district if your child attends school at a campus identified by TEA as persistently dangerous or if your child has been a victim of a violent criminal offense while at school or on school grounds.
- To request the transfer of your child to another campus or a neighboring district if your child has been the victim of a sexual assault by another student assigned to the same campus, whether that assault occurred on or off

campus, and that student has been convicted of or placed on deferred adjudication for that assault. [See the district's (LEGAL) and (LOCAL) policies on School Safety Transfers.]

Requesting Classroom Assignment for Multiple Birth Siblings

As a parent, if your children are multiple birth siblings (e.g. twins, triplets, etc.) assigned to the same grade and campus, you may request that they be placed either in the same classroom or in separate classrooms. Your written request must be submitted no later than the 14th day after the enrollment of your children. [See FDB(LEGAL).]

OTHER IMPORTANT INFORMATION FOR PARENTS

Parents of Students with Disabilities

Parents of students with learning difficulties or who may need special education services may request an evaluation for special education at any time. For more information, see **Special Programs**.

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 academic or behavior support services that are available to all students including a process based on Response to Intervention. The implementation of Response to Intervention has the potential to have a positive impact on the ability of school districts to meet the needs of all struggling students.

At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the district must decide if the evaluation is needed. If the evaluation is needed, the parent will be notified and asked to provide informed written consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days of the date the district receives the written consent. The district must give a copy of the 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 his or her rights if the parent disagrees 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 the director of the Heart of Texas Cooperative at 840-2888.

If a student is receiving special education services at a campus outside his or her attendance zone, the parent or guardian may request that any other student residing in the household be transferred to the same campus, if the appropriate grade level for the transferring student is offered on that campus [See policy FDB(LOCAL)]

Accommodations for Children of Military Families

Children of military families will be provided flexibility regarding certain district requirements, including:

- Immunization requirements.
- Grade level, course, or educational program placement
- Eligibility requirements for participation in extracurricular activities.
- Graduation requirements.

In addition, absences related to a student visiting with his or her parent related to leave or deployment activities may be excused by the district.

Services for the Homeless and for Title I Participants

Other designated staff you may need to contact include:

- Liaison for Homeless Children and Youths, who coordinates services for homeless students:

James Lenamon
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657
Phone: 254-840-2828
- Parent Involvement Coordinator, who works with parents of students participating in Title I programs:

James Lenamon
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76675
Phone: 254-840-2828

Student Records

Both federal and state laws safeguard student records from unauthorized inspection or use and provide parents and eligible students certain rights of privacy. Before disclosing any personally identifiable information from a student's records, the district must verify the identity of the person, including a parent or the student, requesting the information. For purposes of student records, an eligible

student is one who is 18 or older, or who is attending an institution of postsecondary education.

Virtually all information pertaining to student performance, including grades, test results, and disciplinary records, is considered confidential educational records. Release is restricted to:

- The parents—whether married, separated, or divorced—unless the school is given a copy of a court order terminating parental rights or the right to access a student's education records. Federal law requires that, as soon as a student becomes 18 is emancipated by a court, enrolls in a post-secondary institution, control of the records goes to the student. The parents may continue to have access to the records, however, if the student is a dependent for tax purposes and under limited circumstances when there is a threat to the health and safety of the student or other individuals.
- District school officials who have what federal law refers to as a "legitimate educational interest" in a student's records. School officials would include trustees and employees, such as the superintendent, administrators, and principals; teachers, counselors, diagnosticians, and support staff; a person or company with whom the district has contracted or allowed to provide a particular service or function (such as an attorney, consultant, auditor, medical consultant, therapist, or volunteer); a parent or student serving on a school committee; or a parent or student assisting a school official in the performance of his or her duties. "Legitimate educational interest" in a student's records includes working with the student; considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities; compiling statistical data; reviewing an educational record to fulfill the official's professional responsibility; or investigating or evaluating programs.
- Various governmental agencies.
- Individuals granted access in response to a subpoena or court order.
- A school or institution of postsecondary education to which a student seeks or intends to enroll or in which he or she is already enrolled.

Release to any other person or agency—such as a prospective employer, or for a scholarship application—will occur only with parental or student permission as appropriate.

The principal is custodian of all records for currently enrolled students at the assigned school and for students who have withdrawn or graduated.

Records may be inspected by a parent or eligible student during regular school hours. The records custodian or designee will respond to reasonable requests for explanation and interpretation of the records.

A parent or eligible student who provides a written request and pays copying costs of ten cents per page may

obtain copies. If circumstances prevent inspection during regular school hours, and the student qualifies for a free or reduced-priced meals, the district will either provide a copy of the requested records, or make other arrangements for the parent or student to review these records. The address of the Superintendent's office is:

525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657

The addresses of the principals' offices are:

McGregor Elementary School
913 Bluebonnet Parkway / P. O. Box 356

H. G. Isbill Junior High School
305 South Van Buren / P. O. Box 356

McGregor High School
903 Bluebonnet Parkway / P. O. Box 356

A parent (or eligible student) may inspect the student's records and request a correction if the records are considered inaccurate, misleading, or otherwise in violation of the student's privacy rights. A request to correct a student's record should be submitted to the principal. The request must clearly identify the part of the record that should be corrected and include an explanation of how the information in the record is inaccurate. If the District denies the request to amend the records, the parent or eligible student has the right to request a hearing. If the records are not amended as a result of the hearing, the parent or eligible student has 30 school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, contesting a student's grade in a course is handled through the general complaint process defined by policy FNG(LOCAL). A grade issued by a classroom teacher can be changed only if, as determined by the Board of Trustees, the grade is arbitrary, erroneous, or inconsistent with the district's grading policy. [See FNG(LOCAL)]

The district's policy regarding student records found at FL(LEGAL) and (LOCAL) is available from the principal's or superintendent's office or the district's web site.

The parent's or eligible student's right of access to and copies of student records does not extend to all records. Materials that are not considered educational records—such as teachers' personal notes about a student that are shared only with a substitute teacher—do not have to be made available to the parents or student.

Please Note:

Parents or eligible students have the right to file a complaint with the U. S. Department of Education if they believe the district is not in compliance with federal law regarding student records.

Directory Information

The law permits the district to designate certain personal information about students as "directory informa-

tion." This "directory information" will be released to anyone who follows procedures for requesting it. That information includes:

- Student's name
- Address
- Degrees, honors, and awards received

However, release of a student's directory information may be prevented by the parent or an eligible student. This objection must be made in writing to the principal within ten school days of your child's first day of instruction for this school year or on another date established by the district.

Directory Information for School-Sponsored Purposes

The district often needs to use student information for the following school-sponsored purposes, announcements, and other District publications: honor roll, yearbook, school newspaper, athletic programs, recognition activities, and news releases., announcements, and other district publications.

For these specific school--sponsored purposes, the district has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- E-mail address
- Photograph
- Degrees, honors, awards received
- Dates of attendance
- Grade level
- Most recent school previously attended
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams

This information will not be used for other purposes without the consent of the parent or eligible student, except as described above at directory information.

Unless you object to the use of your child's information for these limited purposes, the school will not need to ask your permission each time the district wishes to use this information for the school-sponsored purposes listed above.

Release of Student Information to Military Recruiters and Institutions of Higher Education

The district is required by federal law to comply with a request by a military recruiter or an institution of higher education for students' names, address, and telephone listings, unless parents have advised the district not to release their child's information without prior written consent. A form will be provided for you to complete if you do not want the district to provide this information to military recruiters or educational institutions of higher education.

Bacterial Meningitis

What is meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is most common and the least serious. Bacterial meningitis is the most common form of serious bacterial infection with the potential for serious, long-term complications. It is an uncommon disease, but requires urgent treatment with antibiotics to prevent permanent damage or death.

What are the symptoms?

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms.

Children (over 1 year old) and adults with meningitis may have a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains, and drowsiness or confusion. In both children and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body.

The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results.

How serious is bacterial meningitis?

If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases it can be fatal or a person may be left with a permanent disability.

How is bacterial meningitis spread?

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body. They are spread when people exchange saliva (such as kissing; sharing drinking containers, utensils, or cigarettes).

The germ **does not** cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks or even months. The bacteria rarely overcome the body's immune system and cause meningitis or another serious illness.

How can bacterial meningitis be prevented?

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

While there are vaccines for some other strains of bacterial meningitis, they are used only in special circumstances. These include when there is a disease outbreak in a community or for people traveling to a country where there is a high risk of getting the disease. Also, a vaccine is recommended by some groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and

effective (85-90%). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within 7 to 10 days after the vaccine is given and lasts for up to 5 years.

What should you do if you think you or a friend might have bacterial meningitis?

Seek prompt medical attention.

Where can you get more information?

Your school nurse, family doctor, and the staff at your local or regional health department office are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Department of State Health Services office to ask about meningococcal vaccine. Additional information may also be found at the Web sites for the Centers for Disease Control and Prevention: <http://www.cdc.gov> and the Department of State Health Services: <http://www.dshs.state.tx.us/>.

INFORMATION FOR STUDENTS AND PARENTS

Topics in this section of the handbook contain important information on academics, school activities, and school operations and requirements. Take a moment with your child to become familiar with the various issues addressed in this section.

ABSENCES/ATTENDANCE

Regular school attendance is essential for the student to make the most of his or her education—to benefit from teacher-led and school activities, to build each day's learning on that of the previous day, and to grow as an individual. Absences from class may result in serious disruption of a student's mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences. Two state laws, one dealing with compulsory attendance, the other with attendance for course credit, are of special interest to students and parents.

Compulsory Attendance

State law requires that a student between the ages of six and 18 attend school, as well as any applicable accelerated instruction program, extended year program, or tutorial session, unless the student is otherwise legally exempt or excused.

A student who voluntarily attends or enrolls after his or her 18th birthday is required to attend each school day. If a student 18 or older has more than five unexcused absences in a semester, however, the district may revoke the student's enrollment. The student's presence on school property thereafter would be unauthorized and may be considered trespassing.

Students enrolled in prekindergarten or kindergarten are required to attend school.

State law requires attendance in an accelerated read-

ing instruction program when kindergarten, first grade, or second grade students are assigned to such a program. Parents will be notified in writing if their child is assigned to an accelerated reading instruction program as a result of a diagnostic reading instrument.

A student in grades 3–8 will be required to attend any assigned accelerated instruction program, which may occur before or after school or during the summer, if the student does not meet the passing standards on the state assessment for his or her grade level and applicable subject area.

Exemptions to Compulsory Attendance

State law allows exemptions to the compulsory attendance requirements for several types of absences. These include the following activities and events:

- Religious holy days;
- Required court appearances;
- Activities related to obtaining United States citizenship;
- Service as an election clerk; and
- Documented health-care appointments, including absences for recognized services for students diagnosed with autism spectrum disorders.

In addition, a junior or senior student's absence of up to two days related to visiting a college or university may be considered an exemption, provided the student receives approval from the campus principal, follows the campus procedures to verify such a visit, and makes up any work missed.

Failure to Comply with Compulsory Attendance

School employees must investigate and report violations of the state compulsory attendance law. A student absent without permission from school; from any class; from required special programs, such as additional special instruction termed "accelerated instruction" by the state; or from required tutorials will be considered in violation of the compulsory attendance law and subject to disciplinary action.

A court of law may also impose penalties against both the student and his or her parents if a school-aged student is deliberately not attending school. A complaint against the parent may be filed in court if the student:

- Is absent from school on ten or more days or parts of days within a six-month period in the same school year, or
- Is absent on three or more days or parts of days within a four-week period.

Attendance for Credit

To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit for the class if he or she completes a plan, approved by the principal, that allows the student to fulfill the instructional requirements for the class. If a student is involved in a criminal or juvenile

court proceeding, the approval of the judge presiding over the case will also be required before the student receives credit for the class.

If a student attends less than 75 percent of the days a class is offered or has not completed the plan approved by the principal, then the student will be referred to the attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit, if appropriate. [See policies at FEC]

In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- All absences shall be considered in determining whether a student has attended the required percentage of days. If make-up work is completed, absences for the reasons listed above at Exemptions to Compulsory Attendance will be considered days of attendance for this purpose.
- A transfer or migrant student incurs absences only after his or her enrollment in the District.
- In reaching consensus regarding a student's absences, the committee shall attempt to ensure that its decision is in the best interest of the student.
- The Superintendent or designee shall develop administrative regulations addressing the committee's documentation of the decision.
- The committee shall consider the acceptability and authenticity of documented reasons for the student's absences.
- The committee shall consider whether the absences were for reasons out of the student's or parent's control.
- The committee shall consider whether or not the student has completed assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit.

The committee may impose any of the following conditions for receiving credit lost because of excessive absences.

- Completing additional assignments, as specified by the committee or teacher.
- Satisfying time-on-task requirements before and/or after school.
- Attending tutorial sessions as scheduled.
- Attending Saturday classes.
- Maintaining the attendance standards for the rest of the semester.
- Taking an examination to earn credit.

In all cases, the student must also earn a passing grade in order to receive credit.

The student or parent may appeal the committee's decision to the board of trustees by filing a written request with the superintendent in accordance with policy FNG(LOCAL).

The actual number of days a student must be in attendance in order to receive credit will depend on whether the class is for a full semester or for a full year.

Driver License Attendance Verification

For a student between the ages of 16 and 18 to obtain a driver license, the Texas Department of Public Safety must be provided written parental consent to access the student's records for purposes of verifying 90 percent attendance for credit for the semester.

ACADEMIC PROGRAMS

The school counselor provides students and parents information regarding academic programs to prepare for higher education and career choices. Students should feel free to visit and to make their own appointments with the counselor or principal.

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, persistent, or pervasive that it creates an intimidating, threatening or abusive educational environment.

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

CAREER AND TECHNOLOGY PROGRAMS

The district offers career and technology programs in agricultural services and development, carpentry building trades, health science technology, and business and computer technology. Admission to these programs is based on student requests and needs, degree plan, faculty recommendations, grade level, course prerequisites, and course availability.

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

CHILD SEXUAL ABUSE

The district has established a plan for addressing child sexual abuse, which may be accessed at each campus. As a parent, it is important for you to be aware of warning signs that could indicate a child may have been or is being sexually abused. Sexual abuse in the Texas Family Code is defined as any sexual conduct harmful to a child's mental,

emotional, or physical welfare as well as a failure to make a reasonable effort to prevent sexual conduct with a child. Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

Possible physical warning signs of sexual abuse could be difficulty sitting or walking, pain in the genital areas, and claims of stomachaches and headaches. Behavioral indicators may include verbal references or pretend games of sexual activity between adults and children, fear of being alone with adults of a particular gender, or sexually suggestive behavior. Emotional warning signs to be aware of include withdrawal, depression, sleeping and eating disorders, and problems in school.

A child who has experienced sexual abuse should be encouraged to seek out a trusted adult. Be aware as a parent or other trusted adult that disclosures of sexual abuse may be more indirect than disclosures of physical abuse, and it is important to be calm and comforting if your child, or another child, confides in you. Reassure the child that he or she did the right thing by telling you.

As a parent, if your child is a victim of sexual abuse, the campus counselor or principal will provide information regarding counseling options for you and your child available in your area. The Texas Department of Family and Protective Services (TDFPS) also manages early intervention counseling programs. To find out what services may be available in your county, see http://www.dfps.state.tx.us/Prevention_and_Early_Intervention/Programs_Available_In_Your_County/default.asp.

The following Web sites might help you become more aware of child sexual abuse:

<http://www.tea.state.tx.us/index.aspx?id=2820>

<http://sapn.nonprofitoffice.com/>

<http://www.taasa.org/member/materials2.php>

http://www.oag.state.tx.us/AG_Publications/txts/childabuse1.shtml

http://www.oag.state.tx.us/AG_Publications/txts/childabuse2.shtml

Reports may be made to:

The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (1 800-252-5400 or on the Web at <http://www.txabusehotline.org>).

COUNSELING

Academic Counseling

Students and their parents are encouraged to talk with a school counselor, teacher, or principal to learn more about course offerings, graduation requirements, and early graduation procedures. Each spring, students in grades 6 through 11 will be provided information on anticipated course offerings for the next school year and other information that will help to make the most of academic and vocational opportunities.

To plan for the future, each student should work closely

with the counselor in order to enroll in the high school courses that best prepare him or her for attendance at a college, university, training school, or for pursuit of some other type of advance education. The counselor can also provide information about entrance exams and application deadlines, as well as information about automatic admission to state colleges and universities, financial aid, housing, and scholarships.

Personal Counseling

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues, or substance abuse. The counselor may also make available information about community resources to address these concerns.

Psychological Exams, Tests, or Treatment

The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent. Parental consent is not necessary when a psychological examination, test, or treatment is required by state or federal law for special education purposes or by the Texas Education Agency for child abuse investigations and reports.

CREDIT BY EXAMINATION

If a Student Has Taken the Course

A student who has previously taken a course or subject—but did not receive credit for it—may, in circumstances determined by the teacher, counselor, principal, or attendance committee be permitted to earn credit by passing an exam on the essential knowledge and skills defined for the course or subject. Prior instruction may include, for example, incomplete course work due to a failed course or excessive absences home schooling, correspondence courses, or independent study supervised by a teacher.

The counselor or principal would determine if the student could take an exam for this purpose. If approval is granted, the student must score at least 70 on the exam to receive credit for the course or subject.

The attendance review committee may also offer a student with excessive absences an opportunity to earn credit for a course by passing an exam. A student may not use this exam, however, to regain eligibility to participate in extracurricular activities.

If a Student Has Not Taken the Course

A student will be permitted to take an exam to earn credit for an academic course for which the student has had no prior instruction. A student will earn credit with a passing score of at least 90 on the exam.

If a student plans to take an exam, the student (or parent) must register with the principal no later than 30 days prior to the scheduled testing date. The District will honor a request by a parent to administer a test on a date other than the published dates. If the district agrees to

administer a test other than the one chosen by the district, the parent must purchase a test from a university approved by the State Board of Education.

Test dates for the district will be the last week of June and the first week of July. Additional testing requirements and information can be obtained from campus principals.

DRESS AND GROOMING

The district's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students are expected to abide by the dress and grooming policy established by the Board of Trustees.

DRESS CODE

McGregor ISD has a full array of students seeking a quality education. By adhering to a basic common code of conduct and a generally accepted dress code, the students can be expected to work together in a safe and supportive setting—with the focus on the primary purpose of McGregor ISD . . . education.

Inappropriate dress or grooming will not be allowed. Students are expected to be responsible for using this dress and grooming code as a guide. The principal shall have full authority to enforce this code and to make determinations regarding the acceptability of student dress and grooming on a case-by-case basis. Students found in violation of this code may be required to correct the violation in order to remain at school. Failure to comply immediately with the dress and grooming code could result in disciplinary action.

If a student must leave the campus in order to correct a dress code violation, the student will be considered absent until he/she returns to school. The school reserves the right to issue appropriate clothing until a parent or guardian can bring proper attire to the student. The Student Dress and Grooming Code applies to regular campus attendance as well as any school or athletic activity at home or away.

Administrators, sponsors, and coaches may regulate the dress and grooming of students who participate in extracurricular activities. Standards of dress for an activity may exceed the standard dress code policies in order to maintain the activities standards or to promote school spirit. Continued participation in the activity is contingent upon compliance with these standards.

GENERAL DRESS AND GROOMING CODE

- Clothing/body adornments that advertise or depict alcohol, tobacco, drugs, or contain any statement/picture considered lewd, suggestive, insensitive, vulgar, gang related, or that depict/suggest death(memorials, skulls, blood, etc.) are not acceptable.
- No excessively tight or baggy clothing. Suspenders, if worn, must be worn on both shoulders. Shirts must be buttoned. Pants must be worn with waistband at waist level.
- All clothing should be neat and clean. No rips, slashes, frays, or holes will be allowed
- Hemlines must not be shorter than the top of the knee-cap.

- For Elementary students shorts and skirts must be of sufficient length. They must not be shorter than fingertip length when arms are held straight down.
- All garments must be hemmed.
- Clothing must cover the midriff when sitting or standing.
- Tattoos must be covered at all times.
- Sunglasses (unless prescribed by a physician), caps, hats, visors, and scarves are not permitted to be worn in the building.
- No pocket chains are allowed.

SHIRTS / DRESSES / TOPS

- Sleeveless shirts for males are not allowed unless worn over another shirt that meets dress code.
- Overly long, non-fitting shirts, or shirts worn out to cover sagging pants are not allowed.
- Skirts/dresses may be worn if the length is to the top of the kneecap. Slits may not extend above the knee. Cheer suits may not be worn during the school day, unless during pep-rallies.
- Girl's tops may not be low cut in front or have spaghetti straps. Shoulder straps must be a least three fingers wide.

PANTS / SHORTS

- Pants must be appropriately sized, fit at the waist, fit in the crotch, fit in the legs, and be hemmed or cuffed at the ankle
- Shorts may be worn if the length is at least to the top of the kneecap, they are hemmed, are not form fitting, and meet the requirements for waistbands.
- Pajama bottoms are not permitted.

SHOES

- Shoes or sandals must be worn for obvious hygiene and safety reasons and should reflect typical work attire. (No shower shoes, flip-flops, beach/water shoes, or house/bedroom slippers).
- Roller shoes of any kind are not permitted.

UNDERGARMENTS

- Undergarments may not be seen through or extend beyond outer clothing.

HAIR / MAKEUP / JEWELRY

- Hair must be neat and in good taste. No multicolored, unnatural, or spiked hair.
- No mohawks or other designs cut into hair are allowed.
- Hair may not be in rollers or covered with a hat or scarf.
- For males, hair may not extend over the collar, below the

eyebrows, or below the bottom of the ear lobe. Sideburns must be kept neat and trimmed and may not extend past the bottom of the ear lobe. Ponytails are not allowed, and hair must not be pinned, rolled under, or flipped up to meet the necessary hair length.

- Males must be clean-shaven. Beards or mustaches are not permitted.
- Gothic makeup is not permitted.
- Males may not wear makeup or nail polish.
- Jewelry is appropriate if discreet and non-distracting. Any type deemed a hazard to the wearer or others is not appropriate for school. This includes, but is not limited to wallet chains, heavy chains/necklaces, rings with jagged/sharp ornamentation, mouth/teeth grills, or any item with spikes.
- Piercings are acceptable in the ears only for female students. Males will remove earrings for the duration of the school day and at all extracurricular events. No other visible body piercings are allowed. Inappropriate piercings may not be covered with bandaids or tape and may not be filled with studs or spacers.

EXTRACURRICULAR ACTIVITIES

Participation in school sponsored activities is an excellent way for a student to develop talents, receive individual recognition, and build strong friendships with other students; participation, however, is a privilege, not a right.

Eligibility for participation in many of these activities is governed by state law and the rules of the University Interscholastic League (UIL)—a statewide association overseeing interdistrict competition. The following requirements apply to all extracurricular activities:

- A student who receives at the end of the grading period a grade below 70 in any academic class, other than a class identified as honors or advanced by either the State Board of Education or by the local Board of Trustees, may not participate in extracurricular activities for at least three school weeks.
- A student with disabilities who fails to meet the standards in the individualized education program (IEP) may not participate for at least three school weeks.
- An ineligible student may practice or rehearse.
- A student is allowed in a school year up to 15 absences not related to post-district competition, a maximum of 8 absences for post-district competition prior to state, and a maximum of 5 absences for state competition. All extracurricular activities and public performances, whether UIL activities or other activities approved by the Board, are subject to these restrictions.
- An absence for participation in an activity that has not been approved will receive an unexcused absence.

Sponsors of student clubs and performing groups such as the band, choir, and drill and athletic teams may establish standards of behavior—including consequences for misbehavior—that are stricter than those for students in general. If a violation is also a violation of school rules, the

consequences specified by the Student Code of Conduct or by local policy will apply in addition to any consequences specified by the organization's standards of behavior.

Any student who is removed from or who quits a school athletic activity during the season will not be permitted to participate in any other athletic activity for the rest of the school year, unless the reason for leaving the activity is for medical reasons or is otherwise approved by the athletic director.

Any student who participates in a school athletic activity with the exception of cross country, golf, or tennis must enroll in an athletic/physical education class as determined by the athletic director. If a scheduling conflict prevents the student's enrollment in the appropriate class, the athletic director and the principal will provide the student with alternatives to allow for their participation in the athletic program.

FEES

Materials that are part of the basic educational program are provided with state and local funds at no charge to a student. A student, however, is expected to provide his or her own pencils, paper, erasers, and notebooks and may be required to pay certain other fees or deposits.

FUND-RAISING

Student groups or classes and/or parent groups may be permitted to conduct fund-raising drives for approved school purposes with prior administration approval and under the supervision of the project sponsor. Those activities that require going into the community to sell or solicit funds will be limited. Students are prohibited from selling products door to door as a means of fund-raising. No outside organizations may solicit contributions from students, within the schools.

GANG-FREE ZONES

Certain criminal offenses, including those involving organized criminal activity such as gang-related crimes, will be enhanced to the next highest category of offense if they are committed in a gang-free zone. For purposes of the district, a gang-free zone includes a school bus and a location in, on, or within 1000 feet of any district-owned or leased property or campus playground.

GRADING GUIDELINES

Grades are recorded as numbers on the report cards and on the permanent records. A grade of 70 is the lowest passing grade.

GRADUATION

Requirements for Diploma

To receive a high school diploma from the District, a student must successfully complete the required number of credits and pass a statewide exit-level exam.

The exit-level test, required for students in grade 11 covers English language arts, mathematics, science, and social studies and requires knowledge of Algebra I, Geometry, Biology, Integrated Chemistry and Physics, English III, and early American and United States History, World History, World Geography. A student who does not pass the exit-level assessment will have additional opportunities to take the test.

Graduation Programs

All students entering grade 9 are required to enroll in the Recommended High School Program or Advanced/Distinguished Achievement Program. Permission to enroll in the Minimum Graduation Program will be granted only if a written agreement is reached among the student, the student's parent or person standing in parental relation, and the counselor or appropriate administrator. In order for a student to take courses under the Minimum Program, the student must be at least 16 years of age; have completed at least two credits each in English language arts, math, science, and social studies courses that are required for graduation; or have failed grade 9 one or more times. [See policy EIF(LEGAL).]

Graduation requirements for the 2009-2010 school year were changed by recent legislation, HB3, passed in the last legislative session. Due to confusion created by various interpretations of the new law, it is highly recommended that all students review their graduation plan with the counselor. A student must earn 26 credits to complete the Recommended High School Program or the Advanced/Distinguished Achievement High School Program.

Certificates of Coursework Completion

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

Students with Disabilities

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

A student who receives special education services and has completed four years of high school, but has not met the requirements of his or her IEP, may participate in graduation ceremonies and receive a certificate of attendance. Even if the student participates in graduation ceremonies to

receive the certificate of attendance, he or she may remain enrolled to complete the IEP and earn his or her high school diploma; however, the student will only be allowed to participate in one graduation ceremony.

Graduation Expenses

Because students and parents will incur expenses in order to participate in the traditions of graduation—such as the purchase of invitations, senior ring, cap and gown, and senior picture—both student and parent should monitor progress toward completion of all requirements for graduation. The expenses often are incurred in the junior year or first semester of the senior year.

State Scholarships and Grants

- Under the Texas Early High School Graduation Scholarship Program, students who complete the Recommended or Distinguished Achievement (Advanced) High School Program may earn financial credits in varying amounts to apply toward college tuition. The amounts depend on the number of consecutive months in which the student completed graduation requirements and the number of early college credits earned and may be used at public or private higher education institutions within the state. The counselor can provide additional information about meeting the program's eligibility requirements.
- Students who have a financial need according to federal criteria and who complete the Recommended High School Program or Distinguished Achievement Program (Advanced) may be eligible under the T.E.X.A.S. Grant Program for tuition and fees to Texas public universities, community colleges, and technical schools, as well as to private institutions.

DATING VIOLENCE, DISCRIMINATION, HARASSMENT, AND RETALIATION

The district believes that all students learn best in an environment free from dating violence, discrimination, harassment and retaliation and that their welfare is best served when they are free from this prohibitive conduct while attending school. Students are expected to treat other students and district employees with courtesy and respect, to avoid behaviors known to be offensive, and to stop those behaviors when asked or told to stop. District employees are expected to treat students with courtesy and respect.

The Board has established policies and procedures to prohibit and promptly respond to inappropriate and offensive behaviors that are based on a person's race, color, religion, gender, national origin, disability, or any other basis prohibited by law. [See policy FFH.]

Dating Violence

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or

emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. This type of conduct is considered harassment if the conduct is so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance.

Discrimination

Discrimination is defined as any conduct directed at a student on the basis of race, color, religion, gender, national origin, disability, or any other basis prohibited by law, that negatively affects the student.

Harassment

Harassment, in general terms, is conduct so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance. A copy of the district's policy is available in the principal's office and in the Superintendent's office.

Examples of harassment may include, but are not limited to, offensive or derogatory language directed at a person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening or intimidating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

Sexual Harassment

Sexual harassment of a student by an employee, volunteer, or another student is prohibited.

Sexual harassment of a student by an employee or volunteer does not include necessary or permissible physical contact not reasonably construed as sexual in nature. However, romantic and other inappropriate social relationships, as well as all sexual relationships, between students and district employees are prohibited, even if consensual.

Examples of prohibited sexual harassment may include, but limited to, touching private body parts or coercing physical contact that is sexual in nature; sexual advances; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

Retaliation

Retaliation against a person who makes a good faith report of discrimination or harassment, including dating violence, is prohibited. Retaliation against a person who is participating in an investigation of alleged discrimination or harassment is also prohibited. A person who makes a false claim or offers false statements or refuses to cooperate with a district investigation, however, may be subject to appropriate discipline.

Retaliation against a student might occur when a student receives threats from another student or an employee or when an employee imposes an unjustified punishment or unwarranted grade reduction. Retaliation does not include petty slights and annoyances from other students or negative comments from a teacher that are justified by a student's poor academic performance in the classroom.

Reporting Procedures

Any student who believes that he or she has experienced dating violence, discrimination, harassment, or retaliation should immediately report the problem to a teacher, counselor, principal, or other district employee. The report may be made by the student's parent. See policy FFH (LOCAL) for the appropriate district officials to whom to make a report.

Investigation of Report

To the extent possible, the district will respect the privacy of the student; however, limited disclosures may be necessary to conduct a thorough investigation and to comply with law. Allegations of prohibited conduct, which includes dating violence, discrimination, harassment, and retaliation, will be promptly investigated. The district will notify the parents of any student alleged to have experienced prohibited conduct involving an adult associated with the district.

In the event prohibitive conduct involves another student, the district will notify the parents of the student alleged to have experienced the prohibited conduct when the allegations, if proven, would constitute a violation as defined by policy.

If the district's investigation indicates that prohibited conduct occurred, appropriate disciplinary or corrective action will be taken to address the conduct. The district may take disciplinary action even if the conduct that is the subject of the complaint was not unlawful.

A student or parent who is dissatisfied with the outcome of the investigation may appeal in accordance with policy FNG(LOCAL).

HEALTH-RELATED MATTERS

Physical Activity for Students in Elementary and Middle School

In accordance with EHAB, EHAC, EHBG, and FFA, the district will ensure that students in full day pre-kindergarten through grade 5 engage in moderate or vigorous physical activity for at least 30 minutes per day or 135 minutes per week.

Students in middle or junior high school shall engage in 30 minutes of moderate or vigorous physical activity per day for at least four semesters OR at least 225 minutes of moderate or vigorous physical activity within a two-week period for at least four semesters.

For additional information on the district's requirements and programs regarding elementary and junior high school student physical activity requirements, please see the principal.

School Health Advisory Council

During the preceding school year, the district's School Health Advisory Council held one meeting. Additional information regarding the district's School Health Advisory Council is available from the administration office.

Physical Fitness Assessment

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

Vending Machines

The district has adopted policies and implemented procedures to comply with agency and food service guidelines for restricting student access to vending machines. For more information regarding these policies and guidelines see the principal. [See policies CO and FFA]

Tobacco Prohibited

The district and its staff strictly enforce prohibitions against the use of tobacco products by students and others on school property and at school-sponsored and school-related activities.

Medicine at School

District employees will not give a student prescription medication, nonprescription medication, herbal substances, anabolic steroids, or dietary supplements, with the following exceptions:

- Only authorized employees, in accordance with policies at FFAC, may administer:
 - Prescription medication, in the original properly labeled container, provided by the parent, along with a written request.
 - Prescription medication from a properly labeled unit dosage container filled by a registered nurse or another qualified district employee from the original, properly labeled container.
 - Nonprescription medication, in the original properly labeled container, provided by the parent, along with a written request.
 - Herbal or dietary supplements provided by the parent only if required by the student's individualized education program (IEP) or Section 504 plan for a student with disabilities.
- In certain emergency situations, the district will maintain and administer to a student nonprescription medication, but only:
 - In accordance with the guidelines developed with the district's medical advisor and
 - When the parent has previously provided written consent to emergency treatment on the district's form.

A student with asthma or severe allergic reaction (anaphylaxis) may be permitted to possess and use prescribed asthma or anaphylaxis medication at school or school-related events only if he or she has written authorization from his or her parent and a physician or other licensed health-care provider. The student must also demonstrate to his or her physician or health-care provider and to the school nurse the ability to use the prescribed medication, including any device required to administer the medication.

If the student has been prescribed asthma or anaphylaxis medication for use during the school day, the student and parents should discuss this with the school nurse or principal.

In accordance with a student's individual health plan for management of diabetes, a student with diabetes will be permitted to possess and use monitoring and treatment supplies and equipment while at school or at a school-related activity. See the school nurse or principal for information.

Psychotropic Drugs

A psychotropic drug is a substance used in the diagnosis, treatment, or prevention of a disease or as a component of a medication. It is intended to have an altering effect on perception, emotion, or behavior and is commonly described as a mood or behavior altering substance.

Teachers and other district employees may discuss a student's academic progress or behavior with the student's parents or another employee as appropriate; however, they are not permitted to recommend use of psychotropic drugs. A district employee who is a registered nurse, an advanced nurse practitioner, a physician, or a certified or credentialed mental health professional can recommend that a student be evaluated by an appropriate medical practitioner, if appropriate.

Steroids

State law prohibits students from possessing, dispensing, delivering, or administering an anabolic steroid. Anabolic steroids are for medical use only, and only a physician can prescribe use.

Body building, muscle enhancement, or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a healthy student is not a valid medical use and is a criminal offense.

Students participating in UIL athletic competition may be subject to random steroid testing. more information on the UIL testing program may be found on the UIL Web site at: http://www.uil.utexas.edu/athletics/health/steroid_information.html.

CONTAGIOUS DISEASES / CONDITIONS

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. If a parent suspects that his or her child has a contagious disease, the parent should

contact the school nurse or principal so that other students who might have been exposed to the disease can be alerted.

The school nurse or the principal's office can provide information from the Department of State Health Services regarding these diseases.

Immunization

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical reasons or reasons of conscience, including a religious belief, the student will not be immunized. For exemptions based on reasons of conscience, only official forms issued by the Texas Department of State Health Services (DSHS), Immunization Branch, can be honored by the District. This form may be obtained by writing <https://webds.dshs.state.tx.us/immco/affidavit/shtm>. The form must be notarized and submitted to the principal or school nurse within 90 days of notarization. If the parent is seeking an exemption for more than one student in the family, a separate form must be provided for each student.

The immunizations required are: diphtheria, rubeola (German measles), rubella, mumps, tetanus, Pertussis, poliomyelitis, hepatitis A, hepatitis B, varicella (chicken pox), and meningococcal. The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by the Department of State Health Services. Proof of immunization may be established by personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a U.S. licensed physician stating that, in the doctor's opinion, the immunization required poses a significant risk to the health and well-being of the student or member or the student's family or household. This certificate must be renewed yearly unless the physician specifies a lifelong condition. [For further information, see policy FFAB (Legal) and the Department of State Health Services Web site: <http://www.dshs.state.tx.us/immunize/school/default.shtm>

Asbestos Management Plan

The District's Asbestos Management Plan, designed to be in compliance with state and federal regulations, is available in the superintendent's office. If you have any questions please contact:

Kevin Houchin
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657
Phone: 254-840-2828

Pest Management Plan

The District applies only pest control products that comply with state and federal guidelines. Except in an emergency, signs will be posted 48 hours before application. Parents who want to be notified prior to pesticide applica-

tion inside their child's school assignment area may contact the principal.

Additional information may also be obtained from the IPM Coordinator:

John Hudson
525 Bluebonnet Parkway / P. O. Box 356
McGregor, Texas 76657
Phone: 254-840-2828.

LAW ENFORCEMENT AGENCIES

Questioning of Students

When law enforcement officers or other lawful authorities wish to question or interview a student at school, the principal will cooperate fully regarding the conditions of the interview, if the questioning or interview is part of a child abuse investigation. In other circumstances:

- The principal will verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student at school.
- The principal ordinarily will make reasonable efforts to notify the parents unless the interviewer raises what the principal considers to be a valid objection.
- The principal ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.

Students Taken Into Custody

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

- To comply with an order of the juvenile court.
- To comply with the laws of arrest.
- By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct and is in need of supervision.
- By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
- By an authorized representative of Child Protective Services, Texas Department of Family and Protective Services, a law enforcement officer, without a court order, under the conditions set out in the Family Code relating to the student's physical health or safety.
- To comply with a properly issued directive to take a student into custody.

Before a student is released 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 official's authority to take custody of the student.

The principal will immediately notify the superintendent and will ordinarily attempt to notify the parent unless the officer or other authorized person raises what the principal considers to be a valid objection to notifying the par-

ents. Because the principal does not have the authority to prevent or delay a student's release to a law enforcement officer, any notification will most likely be after the fact.

Notification of Law Violations

The district is required by state law to notify:

- All instructional and support personnel who have responsibility for supervising a student who has been arrested or referred to the juvenile court for any felony offense or for certain misdemeanors.
- All instructional and support personnel who have regular contact with a student who is required to register as a sex offender or who has been convicted, received deferred prosecution, received deferred adjudication, or was adjudicated for delinquent conduct for any felony offense or certain misdemeanors.

SEARCHES

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, district officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

Student's Desks and Lockers

Students' desks and lockers are school property and remain under the control and jurisdiction of the school even when assigned to an individual student. Lockers and desks are subject to blanket searches or inspections by district administrators. Searches or inspections may be conducted at any time and without notice.

Students are fully responsible for the security and contents of their assigned desks and lockers. Students must be certain that their lockers are locked, and that the combinations are not available to others.

Students shall not place or keep in a desk or locker any article or material prohibited by law, district policy, or the Student Code of Conduct. Students shall be held responsible for any prohibited items found in their desks or lockers.

The parent will be notified if any prohibited items are found in the student's desk or locker.

Vehicles on Campus

Vehicles parked on school property are under the jurisdiction of the school. Students shall be fully responsible for the security and contents of vehicles driven or parked on school property. Students shall make certain that their parked vehicles are locked and that the keys are not given to others. Students shall not place or keep in a vehicle on school property any article or material prohibited by law, District policy, or the Student Code of Conduct.

If there is reasonable cause to believe that a vehicle on school property contains contraband, it may be searched by school officials or by personnel whose services have been

engaged by the district to conduct such searches. Students shall be held responsible for any prohibited items found in their vehicles on school property.

If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the district shall contact the student's parents. If the parents also refuse the search, the district may contact local law enforcement officials and turn the matter over to them, or the district may conduct the search.

Trained Dogs

The district will use trained dogs to alert school officials to the presence of prohibited or illegal items, including drugs and alcohol. At any time, trained dogs may be used around lockers and the areas around vehicles parked on school property. Searches of classrooms, common areas, or student belongings may also be conducted by trained dogs when students are not present. An item in a classroom, a locker, or a vehicle to which a trained dog alerts may be searched by school officials.

NOTICE

At the beginning of the school year, the District shall inform students of the District's policy on searches, as outlined above, and shall specifically notify students that:

1. Lockers may be sniffed by trained dogs at any time.
2. Vehicles parked on school property may be sniffed by trained dogs at any time.
3. Classrooms and other common areas may be sniffed by trained dogs at any time when students are not present.
4. If contraband of any kind is found, the possessing student shall be subject to appropriate disciplinary action in accordance with the Student Code of Conduct.

PARENT NOTIFICATION

The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker, in a student's vehicle parked on school property, or on the student's person, as a result of a search conducted in accordance with this policy.

The school district's practice and its Discipline Management Plan provide a range of disciplinary sanctions for alcohol and drug-related offenses. Students, in addition, may be referred to appropriate law enforcement officials for criminal prosecution.

PLEDGES OF ALLEGIANCE AND A MINUTE OF SILENCE

Each school day, students will recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. Parents may submit a written

request to the principal to excuse their child from reciting a pledge.

One minute of silence will follow recitation of the pledges. Each student may choose to reflect, pray, meditate, or engage in any other silent activity so long as the silent activity during that minute does not interfere with or distract others. [See policy EC (LEGAL) for more information.]

PLEDGE OF ALLEGIANCE

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

STATE OF TEXAS PLEDGE OF ALLEGIANCE

Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

PRAYER

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

PROMOTION AND RETENTION

A student will be promoted only on the basis of academic achievement or demonstrated proficiency in the subject matter of the course or grade level, the recommendation of the student's teacher, the score received on any criterion-referenced or state-mandated assessment, and any other necessary academic information as determined by the district. To earn credit in a course, a student must receive a grade of at least 70 based on course-level or grade-level standards.

In grades 1-5, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based on course-level grade-level standards (essential knowledge and skills) for all subject areas and a grade of 70 or above in three of the following areas: language arts, mathematics, science, and social studies.

If a student in grades 1-5 does not meet the passing standards on the reading and/or mathematics portion of the state mandated assessment, the student shall be required to attend summer remediation in order to be eligible for promotion to the next grade. In grades 3 and 5, in order to be promoted to the next grade, the student must comply with the guidelines at STUDENT SUCCESS INITIATIVE in this policy. [See EIE (LOCAL)]

In grades 6-8, promotion to the next grade level shall be based on the following:

1. An overall average of 70 on a scale of 100 based on course-level, grade-level standards (essential knowledge and skills) for all subject areas;
2. A grade of 70 or above in language arts and mathematics; and

3. A combined average of 70 or above in science and social studies.

If a student in grades 6-8 does not meet local promotion standards or the passing standards on the reading and/or mathematics portion of the state-mandated assessment, the student shall be required to attend summer remediation in order to be eligible for promotion to the next grade. In grade 8, in order to be promoted to the next grade, the student must comply with the guidelines at STUDENT SUCCESS INITIATIVE in this policy. In grades 6 and 7, the student must demonstrate proficiency by passing a state-released test or a District-developed assessment at the end of the summer program.

Grade-level advancement for students in grades 9-12 shall be earned by course credits. [See EI]

In addition, at certain grade levels a student—with limited exceptions—will be required to pass the Texas Assessment of Knowledge and Skills (TAKS), if the student is enrolled in a public Texas school on any day between January 1 and April 15 and is a Texas resident during the week that the TAKS is administered the first time.

- In order to be promoted to grade 6, students enrolled in grade 5 must perform satisfactorily on the Mathematics and Reading sections of the grade 5 assessment in English or Spanish.
- Beginning with the 2007-2008 school year, in order to be promoted to grade 9, students enrolled in grade 8 must perform satisfactorily on the Mathematics and Reading sections of the grade 8 assessment in English.

Parents of a student in grades 3-8 who does not perform satisfactorily on his or her exams will be notified that their child will participate in special instructional programs designed to improve performance. The student may be required to participate in this instruction before or after normal school hours or outside of the normal school year.

A student in grade 5 or 8 will have two additional opportunities to take a failed assessment. If a student fails a second time, a grade placement committee, consisting of the principal or designee, the teacher, and the student's parent, will determine the additional special instruction the student will receive. After a third failed attempt, the student will be retained; however, the parent can appeal this decision to the committee. In order for the student to be promoted, based on standards previously established by the District, the decision of the committee must be unanimous. Whether the student is retained or promoted, an educational plan for the student will be designed to enable the student to perform at grade level by the end of the next school year. [See policies at EIE.]

Certain students—some with disabilities and some with limited English proficiency—may be eligible for exemptions, accommodations, or deferred testing. For more information, see the principal, counselor, or special education director.

A Personal Graduation Plan (PGP) will be prepared for any student in a middle school or beyond who did not perform satisfactorily on a state-mandated or is determined

by the District as not likely to earn a high school diploma before the fifth school year following enrollment in grade 9. The PGP will be designed and implemented by a guidance counselor, teacher, or other staff member designated by the principal. The plan will, among other items, identify the student's educational goals address the parent's educational expectations for the student, and outline an intensive instruction program for the student.

REPORT CARDS/PROGRESS REPORTS

Report cards are issued at the end of each six weeks. At the end of the first three weeks of a grading period, parents will be given a written progress report if their child's performance is near or below 70, or is below the expected level of performance.

Teachers follow grading guidelines that have been approved by the principal and/or superintendent pursuant to the board-adopted policy and are designed to reflect each student's relative mastery of each assignment for the grading period, semester, or course. State law provides that a test or course grade issued by a teacher cannot be changed unless the board determines that the grade was arbitrary or contains an error, or that the teacher did not follow the district's grading policy. [See Policy EIA (LOCAL).]

Questions about grade calculation should first be discussed by the teacher; if the question is not resolved, the student or parent may request a conference with the principal in accordance with FNG (LOCAL).

TAKS (TEXAS ASSESSMENT OF KNOWLEDGE AND SKILLS)

In addition to routine tests and other measures of achievement, students at certain grade levels will take state mandated assessments (such as TAKS: the Texas Assessment of Knowledge and Skills) in the following subjects:

- Mathematics, annually in grades 3-11
- Reading, annually in grades 3-9
- Writing, including spelling and grammar, in grades 4 and 7
- English language arts in grades 10 and 11
- Social studies in grades 8, 10, and 11
- Science in grades 5, 8, 10, and 11
- Any other subject and grade required by federal law

SAT, ACT, AND OTHER STANDARDIZED TESTS

Many colleges require either the American College Test (ACT) or the Scholastic Aptitude Test (SAT) for admission. Students are encouraged to talk with the counselor early during their junior year to determine the appropriate exam to take; these exams are usually taken at the end of the junior year. (Prior to enrollment in a Texas public college or university, most students must take a standardized test, such as the Texas Higher Education Assessment (THEA).

COMPLAINTS AND CONCERNS

Usually student or parent complaints or concerns can be addressed by a phone call or a conference with the teacher or principal. For those complaints and concerns that cannot be handled so easily, the district has adopted a standard complaint policy at FNG (LOCAL) in the district's policy manual. A copy of this policy may be obtained in the principal's office.

In general, the student or parent should submit a written complaint and request a conference with the campus principal. If the concern is not resolved, a request for a conference should be sent to the superintendent. If still unresolved, the district provides for the complaint to be presented to the board of trustees.

SPECIAL PROGRAMS

The district provides special programs for gifted and talented students, homeless students, bilingual students, migrant students, students with limited English proficiency, dyslexic students, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements, as well as programs and services offered in the district or by other organizations. A student or parent with questions about these programs should contact the principal or counselor.

CONDUCT

Applicability of School Rules

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

Corporal Punishment

Corporal punishment—spanking or paddling the student—may be used as a discipline management technique in accordance with the Student Code of Conduct and policy FO(LOCAL) in the district's policy manual.

The district shall honor a parent request that corporal punishment not be administered to his or her child; however, the district shall impose other disciplinary measures consistent with the offense.

Telecommunications Devices, Including Mobile Telephones

Students are not permitted to display, turn on, or use a cellular telephone or other telecommunications devices on school property during the school day, including during all testing. The use of cell phones in locker rooms or restroom areas at any time while at school or at a school-related or

a school-sponsored event is strictly prohibited.

A student who uses a telecommunications device during the school day may have the device confiscated. The student or the student's parent may pick up the confiscated telecommunications device from the principals office in accordance with campus procedure. A maximum fee of \$15.00 may be charged for the return of the device.

Confiscated telecommunications devices that are not retrieved by the student or student's parents will be disposed of after the notice required by law. [See policy FNCE.]

Any disciplinary action will be in accordance with the *Student Code of Conduct*. The district will not be responsible for damaged, lost, or stolen telecommunications devices.

Other Electronic Devices

Students are not permitted to display, turn on, or use such items as radios, CD players, MP3 players, video or audio recorders, DVD players, cameras, games, or other electronic devices at school during the school day. Students using those devices during the school day may have those devices confiscated. The principal will determine whether to return the items to the students at the end of the day or contact parents to pickup the items.

Any disciplinary action will be accordance with the *Student Code of Conduct*. The district will not be responsible for any damaged, lost, or stolen electronic device.

Inappropriate Use of Technology

Students are prohibited from sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal. This prohibition applies to conduct off school property if it results in a substantial disruption to the educational environment. Any person taking, disseminating, transferring, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or photographs will be disciplined according to the Student Code of Conduct and may, in certain circumstances, be reported to law enforcement.

DRUG-TESTING

The District has implemented a mandatory drug-testing program for all students participating in extracurricular activities in grades 7-12. For the purposes of this policy, extracurricular activities are any activities sponsored by the UIL and /or listed in the administrative procedures for the District mandatory drug-testing program. A student competing for a future office, position, or team/squad membership, shall be considered to be a student participating in extracurricular activities.

Students who do not participate in the covered extracurricular activities may voluntarily participate in the District's drug-testing program with the parent's or guardian's consent.

COMPUTER RESOURCES

To prepare students for an increasingly computerized society, the district has made a substantial investment in computer technology for instructional purposes. Use of these resources is restricted to students working under a teacher's supervision and for approved purposes only. Students and their parents will be asked to sign a user agreement (separate from this handbook) regarding use of these resources; violations of this agreement may result in withdrawal of privileges and other disciplinary action.

Students and their parents should be aware that e-mail and other electronic communications using district computers are not private and will be monitored by district staff.

PERMANENT RECORDS

The permanent records of all students are kept in the main office files under the supervision of the principal.

Services for Students with Disabilities

Parents of students with learning difficulties or who may need special education services may request an evaluation for special education at any time. For more information contact the director of the Heart of Texas Cooperative at 840-2888.

ANNOUNCEMENTS

Announcements relating to school events are made from written statements which are read over the P.A. system. Announcements will be made one time daily at a time designated by the principal. Announcements may be placed on the bulletin board after being approved.

BULLETIN BOARDS

Bulletin boards are to be found in the hall and in each classroom. Announcements, papers, and bulletins of interest are posted on these boards. Materials to be posted by pupils should first be approved for posting by a member of the faculty or by the principal.

SCHOOL CALENDAR OF EVENTS

In order to prevent conflicts in activities, all activities should be scheduled on the master school calendar in the school office. All activities in the name of the school must be approved by the sponsors and the principal.

Prior approval must be obtained for non-school use of school facilities. All activities which will require the use of the auditorium, gymnasium, fields, cafeterias, or other school facilities should be scheduled with the superintendent or designee well in advance of the date it will be needed.

USE OF SCHOOL PROPERTIES

Permission for use of school properties must be secured and approved by the campus principal.

ABSENTEEISM

When a student returns to school after being absent, he is to bring with him an excuse signed by his parent or guardian stating the reason for the absence. This excuse is to be presented in the office in order to receive a reinstatement permit to class. The student will present the reinstatement permit to the teacher of each class from which he has been absent. No student should be permitted to enter a class after having been absent unless he presents a reinstatement permit. A telephone message from the parent/guardian will be accepted in place of a written note.

Procedures for reinstatement to class may vary for each campus.

An absence for reasons other than personal sickness, sickness or death in the family, quarantine, severe storm, or an unusual emergency will be unexcused.

The school district shall excuse a student for temporary absence resulting from health care professionals, if that student commences classes or returns to school on the same day of the appointment. Absences for religious holy days shall be considered days of attendance.

TARDIES

Students are expected to be on time to class. Repeated tardiness will result in disciplinary action.

TEXTBOOKS, ELECTRONIC TEXTBOOKS, AND TECHNOLOGICAL EQUIPMENT

State-approved textbooks are provided to students free of charge for each subject or class. Books must be covered by the student, as directed by the teacher, and treated with care. Electronic textbooks and technological equipment may also be provided to students, depending on the course and course objectives. A student who is issued a damaged item should report the damage to the teacher. Any student failing to return an item in acceptable condition loses the right to free textbooks and technological equipment until the item is returned or paid for by the parent; however, the student will be provided textbooks and equipment for use at school during the school day.

MAKEUP WORK

Routine and In-depth Makeup Work Assignments Because of Absence

For any class missed, the teacher may assign the student makeup work based on the instructional objectives for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject or course requirements.

A student will be responsible for obtaining and com-

pleting the makeup work in a satisfactory manner and within the time specified by the teacher.

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

A student will be permitted to make up tests and to turn in projects due in any class missed because of absence. Teachers may assign a late penalty to any long-term project in accordance with time lines approved by the principal and previously communicated to students.

DAEP Makeup Work

A student removed to a disciplinary alternative education program (DAEP) during the school year will have an opportunity to complete, before the beginning of the next school year, a foundation curriculum course in which the student was enrolled at the time of removal. The district may provide the opportunity to complete the course through an alternative method, including a correspondence course, distance learning, or summer school. The district will not charge the student for any method of completion provided by the district. See Policy FOCA(LEGAL).

A student removed from the regular classroom to in-school suspension or another setting, other than a DAEP, will have an opportunity to complete before the beginning of the next school year each course the student was enrolled in at the time of removal from the regular classroom. The district may provide the opportunity by any method available, including a correspondence course, distance learning, or summer school. See policy FEA(LEGAL).

Students and their parents are encouraged to discuss options with the teacher or counselor to ensure the student completes all work required for the course or grade level.

CLOSED CAMPUS

Students are not to leave the school campus during school hours without first receiving permission to do so from the principal. If a student becomes ill during the day and feels that he should go home, he should obtain permission from the office to leave the school campus. Parental permission or notification will be sought by phone.

Students are not to leave campus at lunch. No unauthorized visitors are allowed at lunch. Parents are welcome for lunch, but should first check in at the office.

TRANSPORTATION

School-Sponsored Trips

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. The principal or designee may make exceptions to this policy. The district shall not be liable for any injuries that occur to students riding in vehicles that are not provided by the school.

Buses and Other School Vehicles

The district makes school bus transportation available to all students living two or more miles from school. The district shall provide transportation for students who live less than two miles from the school they attend if they reside east of Highway 317 or north of Highway 84. This service is provided at no cost to students.

A parent may also designate a child-care facility or grandparent's residence as the regular pickup and drop-off location for his or her child. The designated facility or residence must be on an approved stop on an approved route. For information on bus routes and stops or to designate an alternate pickup or drop-off location, you may contact the campus principal and transportation director.

See the *Student Code of Conduct* for provisions regarding transportation to the disciplinary alternative education program.

Students are expected to assist district staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding in district vehicles, students are held to behavioral standards established in this handbook and the Student Code of Conduct. Students must:

- Follow the driver's directions at all times.
- Enter and leave the bus or van in an orderly manner at the designated stop.
- Keep feet, books, band instrument cases, and other objects out of the aisle.
- Not deface the bus, van, or its equipment.
- Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus or van.
- Not possess or use any form of tobacco on school buses.
- Observe all usual classroom rules.
- Be seated while the vehicle is moving.
- Fasten seatbelts, if available.
- Wait for the driver's signal upon leaving the bus or van and before crossing in front of the vehicle.

When students ride in a district van or passenger car, seat belts must be fastened at all times.

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

PERMITS TO MAKE SCHOOL TRIPS

Students other than those participating in established school groups or organizations such as athletic teams, band, cheerleaders, student council, FFA, etc. must present to the principal a trip permit signed by their parents/guardian. Failure to present the permit shall make the student ineligible for the trip.

STUDENT AUTOMOBILES

Students driving automobiles to school should park the automobiles and get out immediately upon arriving at school. Students are not to sit in automobiles at any time. Students

should park in designated areas staying within the marked space. Handicap parking must be used only by those vehicles with handicap registration. Students who park in the handicap spaces will have their parking privileges on school property suspended. Students may not park their vehicle on school property if it bears advertisements for alcohol, tobacco, drugs or any insignia, graphic, or picture which could be considered lewd, suggestive, vulgar, or gang related. Once a student has arrived at school and parked their vehicle, they are not allowed to move their vehicle to a new location on the school grounds during the school day. Loud music in the parking lot is prohibited. The school reserves the right to supervise the use of automobiles by students during the school day, and at school activities, both on school property and on the streets immediately adjacent to school property. Reckless driving or other violations of automobile rules may result in loss of driving privilege or other disciplinary measures.

STUDENT PARKING

Students will be issued parking tags at the beginning of the school year. To receive a tag, the student must provide a valid Texas driver's license, proof of insurance as well as requested vehicle information including license plate number, and make/model/color of vehicle. The tag should be hung from the rear view mirror of the vehicle. Failure to display the tag will result in the suspension of parking privileges on school property. Students will be charged a \$5.00 nonrefundable fee.

Students shall park on the east side of the school on the gravel or paved areas. Students are prohibited from parking in all other areas.

CAFETERIA SERVICES

The district participates in the National School Lunch Program and offers students nutritionally balanced meals daily. Free and reduced-price meals are available based on financial need. Information about a student's participation is confidential. See the principal or food service director to apply.

The district follows the federal and state guidelines regarding foods of minimal nutritional value being served or sold on school premises during the school day.

Lunch prices for the high school and junior high campuses will be: Adult: \$2.75; Student, \$2.00; Reduced, 40¢. Breakfast charges will be: Adults: \$1.25; Students, \$1.00; Reduced, 30¢.

TELEPHONE

Permission to use the telephone should be secured from office personnel. Students should bear in mind that the telephone in the office is for business purposes, and calls should be restricted to those of a business nature. Emergency calls to parents can be made through the office.

SAFETY

Student safety on campus and at school-related events is high priority of the district. Although the district has implemented safety procedures, the cooperation of students is essential to ensuring school safety. A student should:

- Avoid conduct that is likely to put the student or other students at risk.
- Follow the behavioral standards in this handbook and the Student Code of Conduct, as well as any additional rules for behavior and safety set by the principal, teachers, or bus drivers.
- Remain alert to and promptly report to a teacher or the principal any safety hazards, such as intruders on campus or threats made by any person toward a student or staff member.
- Know emergency evacuation routes.
- Follow immediately the instructions of teachers, bus drivers, and other district employees who are overseeing the welfare of students.

DRILLS

From time to time, students, teachers, and other district employees will participate in drills of emergency procedures. When the alarm is sounded, students should follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner.

ACCIDENTS AND INJURIES

All accidents and injuries sustained by students while in attendance at school should be reported immediately to the principal.

ACCIDENT INSURANCE

Soon after school year begins, parents will have the opportunity to purchase low-cost accident insurance that would help in meeting medical expenses in the event of injury to their child.

The District purchases an athletic accident plan for students participating in athletic events. Coverage under this plan is secondary to the student's family insurance. The coverage is limited, so parents may have some out-of-pocket expenses.

EMERGENCY MEDICAL TREATMENT INFORMATION

If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school would need to have written parental consent to obtain emergency medical treatment, and information about allergies to medications, foods, insect bites, etc. Therefore, parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information up-to-date (name of doctor, emergency phone numbers,

allergies, etc.). Please contact the school nurse to update any information that the nurse or the teacher needs to know.

VANDALISM

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

VISITORS TO THE SCHOOL

General Visitors

Parents and others are welcome to visit district schools. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the principal's office and must comply with all applicable district policies and procedures.

Visits to individual classrooms during instructional time are permitted only with approval of the principal and so long as their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment.

All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

Visitors Participating in Special Programs

The district allows representatives from colleges and universities and other higher education institutions, prospective employers, and military recruiters to present information to interested students.

WITHDRAWING FROM SCHOOL

A student under 18 may be withdrawn from school only by a parent. The parent may obtain a withdrawal form from the principal's office.

A student, 18 or older, may request to withdraw without parental signature.

Students should notify the principal as soon as they learn that they will be withdrawing from school. All textbooks, library books, and other school property must be returned upon withdrawal.

FINAL EXAMINATIONS

At the Junior High a student may not be exempted from taking a final in any class in which any other student is required to take a final examination.

High School students may be exempted from certain courses for midterm and final examinations unless they have spent time in DAEP. Students who have been placed in DAEP will not be exempted from midterm and/or final

examinations. Students placed in DAEP during the fall semester will have to take midterm examinations. Students placed in DAEP during the spring semester will have to take final examinations.

ELECTRONIC COMMUNICATION AND DATA MANAGEMENT POLICY

Regulations for Acceptable Use

Philosophy and Purpose

The District provides network and Internet access to electronic mail, databases, libraries, museums, and other information sources for the following limited purposes:

1. Promote educational excellence in its schools by facilitating resource sharing, innovation, and communication.
2. Improve learning and reach the District's instructional goals.
3. Achieve effective and efficient administration at the District and campus levels.
4. Comply with the Texas Education Agency's guidelines for technology in schools.

Any use of the District's electronic information systems and resources by authorized users must be in furtherance of these limited purposes and conform to the District's expectations for legal, efficient, and ethical use.

Limited personal use of the system shall be permitted if the use: 1) imposes no tangible cost on the District; 2) does not unduly burden the District's computer or network resources; and 3) has no adverse effect on an employee's job performance or on a student's academic performance.

INTERNET SAFETY AND LIMITATIONS ON SITE ACCESS

Recognizing that the Internet can give access to sites containing information that is obscene, child pornography, or harmful to minors or that would be otherwise inappropriate for distribution to students, unsuitable for use in the approved curriculum, or irrelevant to accomplishing the district's stated purposes for operating an Internet-accessible network, the District has installed technology protection measures, as defined by the federal Children's Internet Protection Act, to filter, screen, analyze, and block site content in an effort to make it more difficult for students or staff to gain access to such material through the District's network.

The Technology Director or designated campus administrators may disable technology protection measures during use by an adult to allow access to otherwise prohibited or blocked sites or information for bona fide research or other acceptable purposes under this policy.

Nonetheless, the District makes no representation that it can control access to all Internet sites. Network users are responsible for their actions in accessing available resources and will be held accountable for receiving information that is inconsistent with the requirements for acceptable and unacceptable use of the network and Internet.

AUTHORIZED USERS

The District permits individuals in the following categories to become authorized users of its computer network and/or have access to the Internet, subject to administrative regulations developed by the Technology Director and approved by the Superintendent.

1. Campus administrators and campus administrative support employees.
2. Central office administrators (department or division directors) and their administrative support employees.
3. Instructional personnel.
4. Instructional support and student services personnel, i.e., librarians, counselors, and school nurses.
5. Students in grades 6-12 may have access to personal network accounts. Students in grades PreK-5 may have access through class accounts and/or personal network accounts.

To become an authorized user, a person must sign the appropriate User Agreement and return the form to the Technology Director or designee. Minor students applying for a user account must also return a signed Parent Agreement.

Access to the District's electronic communications system, including the Internet, shall be made available to members of the public, in accordance with administrative regulations. Such use may be permitted as long as the use: 1) imposes no tangible cost on the district; 2) does not unduly burden the District's computer or network resources; and 3) has administrative approval.

GENERAL REQUIREMENTS FOR NETWORK AND INTERNET USE

Student and employee use of the District's computer network and/or access to the Internet must be in accordance with this policy and must be conducted on a district computer workstation. Due to security issues, the use of personal computers and other telecommunication devices (i.e., laptops, bluetooth-enabled cell phones and/or gaming devices, etc.) on the District's network is prohibited.

No personal network account sharing will be permitted, and each authorized user is responsible for all activities, transmissions, or actions that occur during their use of the network and/or Internet under their personal or class account.

Any user who identifies a security problem with the network must immediately notify the District Technology Director and may not communicate the problem to any other person.

MONITORING USE

Use of a personal network account through the District's system is voluntary and constitutes a privilege provided by the District, not a right. All network usage is subject to monitoring, examination, and investigation by the system administrators without prior notice or the specific consent of the user. By signing the User Agreement, each authorized

user acknowledges the possibility of such monitoring and consents to it.

Professional employees overseeing student instructional use of the District's computer network or access to the Internet will be vigilant in determining that students are using the District's system only in compliance with this policy to enhance student safety and security, particularly when students are using electronic mail, chat rooms authorized under this policy, and other forms of direct electronic communication.

SUSPENDING OR REVOKING PRIVILEGES

Access to the network, the Internet, or both may be suspended or revoked and user accounts deleted if a student or employee is determined to have violated this policy or the User Agreement each user signs as a condition for obtaining access to the District's network and/or the Internet.

Any user identified as a security risk or who has a history of violations with other computer systems will be denied access to the network. A user whose access has been suspended or revoked may request a conference with the principal and Technology Director to discuss the basis for that action and have an opportunity to respond. A decision by the Technology Director to suspend or revoke system privileges may be appealed to the Superintendent or the Board. System privileges are revoked during any appeal.

ACCEPTABLE USE

Any use described below is deemed "acceptable" and consistent with the User Agreement and this policy. The final decision regarding whether any given use of the network or Internet is acceptable lies with the Superintendent or designee, in consultation with the Technology Director.

1. Supports instructional purposes and goals.
2. Furthers the District's educational and administrative purposes, goals, and objectives.
3. Furthers research related to education and instruction.
4. Does not violate the student code of conduct or employee standards of conduct.
5. Is consistent with network rules established by the Technology Director.

UNACCEPTABLE USE

Any of the following uses is deemed "unacceptable" and a violation of the User Agreement and this policy. The final decision regarding whether any given use of the network or Internet is unacceptable lies with the Superintendent or designee, in consultation with the Technology Director.

1. Unauthorized use of copyrighted material, including violating District software licensing agreements. (See EFE)
2. Posting or distribution of threatening, racist, harassing, excessively violent, or obscene material.
3. Personal, political use to advocate for or against a candidate, officeholder, political party, or political position. Research or electronic communications

regarding political issues or candidates shall not be a violation when the activity is to fulfill an assignment for class credit.

4. Participating in chat rooms or blogs other than those sponsored and overseen by the District.
5. Tampering, i.e., accessing, reading, deleting, copying, or modifying, with the electronic mail of other users, regardless of where the message is displayed or stored.
6. "Hacking," i.e., attempting unauthorized access to any computer whether within the District's network or outside it.
7. Any use that would be unlawful under state or federal law.
8. Unauthorized disclosure, use, or distribution of personal identification information regarding students or employees.
9. Forgery of electronic mail messages or transmission of unsolicited junk e-mail chain messages.
10. Use that violates the student code of conduct or employee standards of conduct.
11. Use related to commercial activities or for commercial gain by a student or employee.

SERIOUS VIOLATIONS

If the principal determines that a student's or employee's use of the system violates the student code of conduct or employee standards of conduct and that disciplinary action other than or in addition to suspension or revocation of system privileges is warranted, those disciplinary actions will be in accordance with the applicable policies.

SYSTEM OR OTHER USER INTERFERENCE

Users must not attempt to exceed, evade, or change established resource quotas, i.e., allocations of local hard drive storage space or network time. The District quotas are designed to ensure all users have a fair opportunity to access resources.

Vandalism and mischief are prohibited. Vandalism includes any attempt to harm or destroy another user's data on the network or on any network connected to the District's network and any deliberate creation or propagation of a computer virus(es). Mischief includes any interference with another user's work, such as attempts to delete, examine, copy, or modify data, files, fields, or any other element of another user's information.

DISCLAIMER

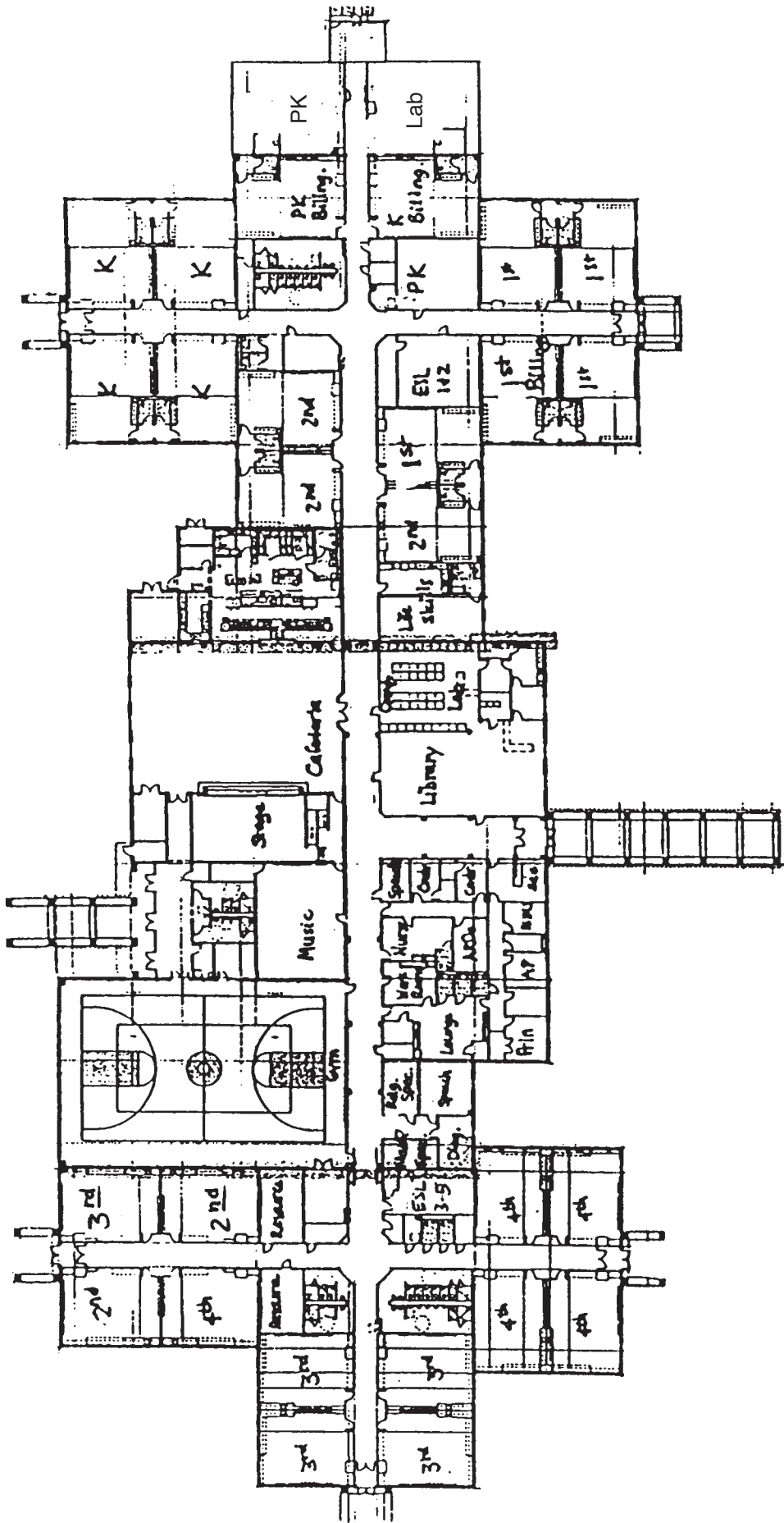
The District makes no warranties of any kind, expressed or implied, for its network facilities and bears no liability for users' copyright violations; users' inappropriate or tortious use of the network system or resources; any damages incurred by users, including loss of data resulting from the action or inaction of any District employee or a user's errors or omissions; and phone charges, credit card charges, or any other charges incurred by users without prior District au-

thorization and according to established purchasing procedures. The District specifically denies any responsibility for the accuracy, age-appropriateness, or quality of information obtained through its network facilities.

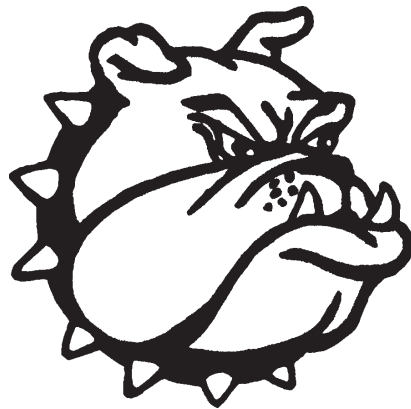
INTELLECTUAL PROPERTY RIGHTS

Students retain the copyright and all other intellectual property rights to works of any kind they create using the District's electronic information resources and system, including those created in fulfillment of course requirements or through participation in extracurricular activities. The District is the copyright owner of any work created or developed by an employee within the scope of his or her employment, regardless of whether the work is prepared at school using school equipment or out of school using personally owned or other equipment.

McGregor Elementary School



Rules and Regulations
for
McGregor Elementary
School



2009-2010

Dear Parents:

Welcome to McGregor Elementary School! We are happy to have you and your child with us at the McGregor Elementary and we are looking forward to an exciting and successful school year. We have prepared this handbook so that we may bring about a better understanding between the school and the parents/students. We ask for your cooperation so that we may provide your child with a rewarding and enriching educational experience. PLEASE TAKE TIME TO READ THIS HANDBOOK THOROUGHLY.

On behalf of the faculty and staff I would like to extend an invitation for you to visit our school, attend your child's programs, and become an active member in our Parent Organization. We are very happy to have you and your child with us at McGregor Elementary School.

Sincerely,
Cheri Zacharias, Principal

HISTORY

McGregor Elementary was completed in the summer of 2003. The district is very proud of the facility and feels that it will enhance and promote student learning and achievement. We welcome you to McGregor Elementary and want you to know that our students come first. We look forward to working together with our parents and students in completing another successful year.

MISSION STATEMENT

Be positive and proud of your school
Understand each others' differences
Look for ways to help
Learn something new every day
Do your best always
Obey the rules
Give respect to everyone
Strive to give 110% in everything you do!

McGREGOR ELEMENTARY GOAL:

To improve student success in academics, promote emotional and physical well-being, and instill positive values in our children.

McGREGOR ELEMENTARY MOTTO:

"Educating Tomorrow's Leaders Today"

SCHOOL DAY

The school opens at 7:30 for students who are coming to breakfast. These students are to report directly to the cafeteria. Other students are NOT to come on campus until 7:45. Students will report to the rooms at 7:45 and class instruction will begin PROMPTLY at 8:00.

The school day will end at 3:00 for all students who are

not participating in after-school tutorials, TAKS remediation, or reading intervention. Parents will be notified of participation once assignments have been made. There will be a 3:00 bus route and a 3:30 bus route for tutorial students.

TRAFFIC PATHS

Both the inside and outside paths will be designated ONE WAY at all times. In order to safely and efficiently dismiss school we will make the outer semicircle drive one-way for parents to enter on the far left and travel behind the school exiting on the side closest to the high school. Drop off designations are at the east end facing the high school, the west end facing the ballpark, and the back middle cafeteria entrance. Parents may park on either the east or west end if they need to enter the building for drop offs and pickups. Office personnel may park in the front of the building in the designated spaces. All unreserved spots may be utilized for parents who are tending to school business such as ARDs, parent-teacher conferences, picking up a sick child, or returning a child to school after a doctor's appointment. Parents and other visitors are first required to check in at the office. Teacher parking is in the rear of the building.

BUSES

Only buses may use the inner semicircle drive of the school to pickup and drop off students. No parent drop-offs or pickups are permitted at the front entrance.

ABSENCES

Daily attendance is required for ALL students, Pre-K through fourth grade. Attendance will be checked each day at 9:30 a.m. If any students are missing at that time, they are recorded absent for the day.

However, the law says school districts shall excuse a student for temporary absence resulting from health care professionals, if that student commences classes or returns to school on the same day of the appointment. **This means that if your child is at school for any portion of the day, regardless of what time, but misses part of the day due to a doctor's appointment, they will not be counted absent if they bring a note from the doctor when they return.** An example would be if your child has a doctor or dentist appointment at 9:00 a.m. and returns to school after lunch with a note from the doctor or dentist, they would not be counted absent.

When a student returns to school after an absence, he must present a written statement from the parent stating the child's name, the dates missed, the reason, and it must be signed by the parent. Elementary students will be under the state guidelines for attendance requirements.

Religious/Holy Days: Parents must present a written request, PRIOR TO THE ABSENCE, for student absences related to religious/holy days.

Our goal is to have EVERY student in class EVERY DAY, except when illness requires absence.

TARDIES

Students are expected to be on time to class. Students with over five unexcused tardies will be assigned to lunch detention for each of the days that they are tardy.

LEAVING SCHOOL DURING THE DAY

Any student leaving the school during school hours must be signed out in the office by a parent or guardian who is listed on the emergency care card. Students will not be allowed to call home to check out after they get to school, except in the case of an emergency. Positively no one is to leave the grounds without permission from the office.

TEXTBOOKS AND LIBRARY BOOKS

It is the responsibility of the school and principal to insure, collect, care, and account for all state adopted textbooks. The school furnishes book covers and sees that all textbooks are covered as required by law. Textbooks and library books that are lost, damaged, or destroyed by a student must be paid for by that student at the state established price.

CLASS / BIRTHDAY PARTIES

Classes may decide on two class parties a year. Homeroom parents are encouraged to assist teachers in planning and preparing for parties. Birthday parties are allowed in the classroom as long as the parent has given the teacher advanced notice. Parties are not allowed during scheduled lunches. It is recommended that such parties be scheduled after the class lunch period so that these celebrations will not replace a nutritious lunch.

PERFECT ATTENDANCE

Children who have perfect attendance each six weeks will be recognized at a special assembly. Those children who have perfect attendance all year will get special recognition at the end of the year.

TELEPHONE CALLS

Students will only be given permission in the office to make telephone calls in case of emergency. Students are not ordinarily permitted to receive telephone calls, but messages of an urgent nature will be relayed to students if possible.

Telephone contact with teachers is usually handled by return call in order to avoid interruption of teaching activities. The telephone is an important instrument for helping to maintain open communications. Parents should not hesitate to call the school when necessary (840-3204).

PERSONAL ITEMS

Parent cooperation in limiting the amount of unnecessary items brought to school, such as dolls, radios, recorders, sunglasses, etc. is greatly appreciated. These tend to interfere with the learning process. Items brought to school will be collected by the teacher. A parent will be required to pick such items up within 30 days.

SCHOOL SUPPLIES

At the beginning of the year parents will be supplied with a list of school items needed for their child's grade level. Students are expected to have the necessary supplies for school each day. These supplies should be clearly labeled with the child's name. The school will not be responsible for personal property brought to school. Please label all personal property.

SCHOOL VISITORS

ALL VISITORS TO THE CAMPUS NEED TO SIGN IN AT THE OFFICE BEFORE GOING TO THE CLASSROOM AREAS. To ensure campus safety and to prevent disruptions to instruction, we want to thank all parents and guests for following this rule. Visitor passes may be obtained at the office.

Parents are encouraged to visit the school throughout the year. Making an appointment with the teacher at least one day in advance is not only a courtesy, but also enables you to schedule the visits for maximum benefit. Please limit your visit to 30 minutes. Teachers will be happy to discuss what you observe during your visit at a mutually convenient time. Parents are always welcome to visit the cafeteria and eat lunch with your child. (Adult lunches-\$2.50)

PERMISSION SLIPS

All students will receive one permission slip at the beginning of the year for each of the following: permission to travel, permission to be photographed, and permission to be videotaped. Parents may be able to grant or deny permission for each of these items on an individual basis. However, the travel permit will be the only permission slip sent home for that this school year to cover field trips, UIL, and other school-related activities. The monthly calendars will inform you of upcoming events that will require travel.

NEWSLETTERS

The principal will send out a campus calendar of events each month. The counselor will send home bilingual newsletters every six weeks to effectively communicate with home and encourage parents to take an active role in their child's educational, emotional, and social growth.

EMERGENCY CARE INFORMATION

It is very important that an emergency care card be on file for each child. All telephone numbers and addresses where parents, relatives, or friends may be reached should

be recorded and kept up to date so that a contact can be made as soon as possible in the event of an emergency. Please notify the office of any change of address or phone number. All parents need to leave a phone number where they can be reached during the day.

BREAKFAST AND LUNCH

Breakfast will be served each morning from 7:30 a.m. to 8:00 a.m. Breakfast prices: Regular—\$1.00, Reduced—30¢, Milk—35¢, Juice—30¢. Students wishing to eat breakfast may enter the building at 7:30 a.m.

Hot lunch is served daily in our cafeteria. Meals may be paid for on a daily, weekly, or monthly basis. Lunch tickets may be purchased on a 5 day, 10 day, or 20 day basis for: 5 day ticket \$8.75, 10 day ticket \$17.50, 20 day ticket \$35.00. Monthly menu calendars will be issued in advance. The school office has the necessary forms to complete if a family qualifies for free or reduced price lunch. The prices for the lunches are: Regular—\$1.75, Reduced—40¢, Milk—35¢, Juice—30¢. There will be NO BREAKFAST/LUNCH CHARGES. Please make sure your child has a lunch or money every day.

2009-2010 Music/PE & Lunch Schedule

Grade Level	Music & P.E.	Lunch	Time Outside
Pre-Kinder AM	8:10-8:35 AM		
2nd Grade	8:45-9:30 AM	11:50-12:10 PM	12:10-12:30 PM
3rd Grade	9:35-10:20 AM	12:10-12:30 PM	12:30-12:50 PM
4th Grade	10:25-11:10 AM	12:30-12:50 PM	12:50-1:10 PM
1st Grade	12:45- 1:30 PM	11:30- 11:50 AM	11:50- 12:10 PM
Kindergarten	1:35 - 2:20 PM	11:10 - 11:30 AM	11:30 - 11:50 PM
Pre-Kinder PM	2:25 - 2:50 PM	11:40- 12:00 AM	

CAFETERIA

The cafeteria is a place where good table manners and courteous behavior are expected. Students in the cafeteria are expected to:

1. Talk softly and only to the persons seated nearby.
2. Clean table and floor area where seated (assigned table wipers)
3. Behave in a responsible way (i.e. not throw food, run, etc.)

EXPECTED BEHAVIOR AT SCHOOL

We believe that all children can behave. All children have a right to learn, therefore no child will be permitted to disrupt the learning process of others. Teachers and administrators will make behavior expectations clear to students. Rules and consequences will be posted in all classrooms and communicated to parents at the beginning of every year. Rules and regulations are intended to promote an atmosphere within the school which is conducive to learning as well as insure the protection of the rights of students. Self-respect and respect for others are our major goals.

SCHOOL WIDE RULES:

1. Students will respect and obey all adults in the building.
2. Students will take care of all school property.
3. Students will treat each other with respect and kindness.

HONOR ROLL

Students must maintain a straight A report card to be on the A-Honor Roll and all A's and B's to be on the A-B Honor Roll. Assemblies and special recognition will be given throughout the year to honor these students.

SIX-WEEKS GRADES AND SEMESTER GRADES

Six-weeks grades are determined by averaging daily grades and test grades.

The semester grade is determined by averaging each of the six-week grades.

REPORT CARDS

Report Cards will be going out every six weeks. Each reporting period the child receives a written progress report. The parent signs and returns the progress report envelope to the school. Any student failing a subject should receive a failing notice mid-way through the six week period.

AFTER-SCHOOL ACTIVITY PROGRAM

The McGregor Independent School District is happy to provide an After-School Activities Program on McGregor Elementary campus for students in Pre-K through fourth to accommodate children of working parents from 3:00 - 5:30 p.m. Although our basic mission is to provide the children attending our schools a first-rate education, we realize that children of working parents also need our understanding and assistance beyond the regular school hours. Finding care for school-age children outside the home can be a problem. For these reasons, we are offering the After-School Activity Program because we care about children.

Our program includes the following:

- Listening activities, educational games, motor activities, art activities, snack time, puzzles and manipulatives, story time, peer reading, and supervised homework will be offered.
- Parents will pick up their children at school. No bus service will be provided.
- A teacher(s) and an aide(s) will supervise the children.
- A snack will be provided each afternoon.

If interested contact the elementary school at 840-3204.

PHYSICAL ACTIVITY FOR STUDENTS IN ELEMENTARY GRADES

In accordance with EHAB, EHAC, and FFA, the district will ensure that students in elementary school engage in at least 30 minutes of physical activity per day or 135 minutes per week. For information regarding the district's requirements and programs regarding elementary student physical activity requirements, please see the principal.

SPECIAL PROGRAMS

McGregor Elementary has several special programs to meet the academic needs of our students. We encourage you to be supportive of these programs and what they have to offer the students. Your continued support will better ensure student success.

PRESCHOOL PROGRAMS FOR CHILDREN WITH DISABILITIES (PPCD)

This program is designed to meet the special needs of students ages 3 to 6. For more information regarding this program, please contact the Heart of Texas Cooperative at (254) 840-2888.

GIFTED AND TALENTED

The gifted and talented program is a program in which your student must meet three of the five criteria established by McGregor Elementary. Once tested, if she/he qualifies, the student will be enrolled in the gifted and talented program. Other students who do not qualify may be placed in the gifted and talented classroom based upon high test scores. However, please understand that such placement is not guaranteed from one year to the next and your child may change classes if other students score higher and earn such placement.

Participation in the gifted and talented program is a privilege. Students must work hard to maintain the high standards set forth. Increased rigor and expectations are a part of this program, as well as additional group and individual projects that may require time outside of the school day. Your student will be expected to give every effort to succeed in this learning environment and will be encouraged to display his or her true giftedness. Contracts explaining the expectations and rigor of the program will be signed by the student and the parent. Failure to comply may result in removal from the program.

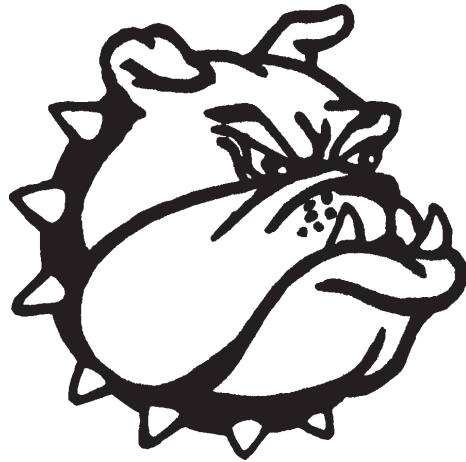
SPECIAL EDUCATION

Services through special education are available to those students who qualify for this program. Special testing and parental permission is required. Qualifications will be determined by the required guidelines. For more information regarding this program, please consult the school counselor.

OTHER PROGRAMS AVAILABLE

Other programs on our campus are available to help qualifying students achieve their full potential. These programs include English as a Second Language (ESL), bilingual education, Reading Intervention, Math Intervention, Speech and Language, TAKS tutorials, and after-school remediation.

Rules and Regulations
for
H. G. Isbill
Junior High School



2009-2010

5th Grade

Language Arts
 Math
 Science
 Social Studies
 Physical Education
 Band
 Computers
 Character Education
 Read Right

6th Grade

Language Arts
 Reading/Reading Improvement
 Math
 Science
 Social Studies
 Physical Education
 Band
 TAKS Math
 Computer Literacy
 Art
 Read Right
 Research Design

7th Grade

Language Arts
 Reading /Reading Improvement
 Study Hall
 Math
 Science
 Social Studies
 Computer
 Pre-Algebra
 Physical Education
 Athletics
 Band
 Art
 TAKS Math
 Read Right
 Research Design

8th Grade

Language Arts
 Reading/Reading Improvement
 Study Hall
 Math
 Science
 Social Studies
 Character Education/Career Choices
 Algebra I
 Pre-Geometry
 Athletics
 Band
 Art
 TAKS Math
 Read Right

Junior High Cheerleaders lead and encourage school spirit for the seventh and eighth grade games. They are elected in the spring term, and candidates must have an 80 average or above for the year in their core courses. At the time of election candidates should be 6th or 7th grade students. Candidates will be scored by teachers in the following categories: leadership, ability to work with others, attitude, academics, responsibility. Candidates are then selected based on jumps, appearance, spirit and enthusiasm, motion technique, voice and projection. Cheerleaders will be expected to attend summer camp. A cheerleader shall be suspended from cheerleading during the reporting period following the grade reporting period in which the student did not receive a grade of at least 70.

TARDY POLICY

Students will be allowed three tardies per class each semester. Students receiving tardies beyond the allowable limit will be assigned to In School Suspension (ISS) for three days. If a student has reached the two-assignment maximum for ISS, he or she will serve six days in DAEP.

RE-TEST AND LATE WORK POLICY

Students scoring below 70 on a test, may retest for a 70. Students must make arrangements for retesting with their teacher within one week after the grade is received. If students fail to turn in their work on time, they will be allowed one day from the due date to turn it in for a grade no higher than 70. Failure to turn in work after one day will result in a zero, and no credit will be awarded for the assignment. Students in honors and GT classes will not be allowed to turn in any late work for credit.

MAKEUP WORK

Students with absences will be allowed the number of days they were absent to make up their work. Students who miss a scheduled test due to an absence will take a makeup test as soon as their teacher deems it appropriate.

SIX-WEEKS GRADES AND SEMESTER GRADES

To determine the six-weeks average, test grades will count as fifty percent and daily grades will count as fifty percent. The semester average will be the average of the three six-weeks grades. During each grading period, parents will be notified in writing if their child is failing at the three-week mark.

TUTORING / ENRICHMENT PERIOD

All students who failed TAKS Math or Reading for 2009 will be assigned to a TAKS Math or Reading Improvement class. This class time will be used to work on the TAKS objectives students are weak in. Students who are failing at the three-week mark, or fail one or more subjects in a grading period, will be assigned to tutoring during Enrich-

ment Period (daily from 2:10 to 2:40). Students who are not failing any classes will be able to use the Enrichment Period for quiet study, computer work, library work, GT projects, UIL training, counseling, or any other activity approved by administration.

MEDICAL EXAMINATIONS

Any student who has had, or is suspected of having, a communicable disease may be required to submit a certificate from a qualified physician indicating the advisability of that person's reentering school. All students who participate in UIL athletic events shall present the results of a recent physical examination which certifies the student's fitness to participate.

LOCKERS

A locker is assigned to each student at the beginning of the school year. The locker may be used to store textbooks and other personal possessions. Students should not change their locker without first securing permission to do so from the principal. Lockers are the property of the school and may be inspected at any time. Lockers should be locked at all times.

HONOR ROLL

At the end of each six weeks period, those students that achieve at a high level in their courses will be recognized through the use of an honor roll. This roll has two parts: All A's and A-B honor roll. In order for a student to be listed on the All A honor roll he/she must have made a grade of 90 or better in each subject.

STUDENT COUNCIL

The Student Council is an organization of elected representatives from the student body. The Student Council strives to promote good citizenship, to promote cordial student-faculty relations, to develop leadership and dependability, to sponsor school activities, to serve the school, and to help solve the problems of the student body. Student Council members are expected to abide by all school rules and maintain passing averages in all classes.

LUNCH POLICY

Students who finish lunch and go outside may stay on the north side of school yard. Students should not go into the halls or behind the school.

MORNING POLICY

The building opens at 7:20 a.m. Students may congregate in the cafeteria, front sidewalk, or north playground. They may not enter or congregate at the back of the building. The first bell will ring at 7:50 a.m. At this time, students will report to their first period classes and the tardy bell will ring at 7:55 a.m. First period instruction will begin promptly at 7:55 a.m.

PARTICIPATION IN UIL AND EXTRACURRICULAR ACTIVITIES

A student shall be suspended from participation in any extra curricular activities during the reporting period following the grade reporting period which the student did not receive a grade of at least 70.

All academic classes, including Physical Education, Band, and TAKS Math, count toward UIL eligibility.

EIGHTH GRADE ACADEMIC AWARDS BANQUET

The purpose is to recognize and honor students in grade 8 who have attained academic excellence during the current school year. Students must have an 88 or above average for the first five six-weeks of the current school year in the academic core. Parents will be guests at the meal and tickets will be available to other family members for a nominal charge.

HONORS CLASSES

Students taking Algebra will have their G.P.A. weighted by a 1.1 multiplier.

ABSENCES

Daily attendance is required for all students. Attendance is checked every period, but a child is recorded absent for the day if he/she is absent 2nd period — 8:50-9:35 a.m.

GIFTED AND TALENTED PROGRAM

H. G. Isbill provides accelerated instruction to students who have tested into the Gifted and Talented Program (GT). Students who were not identified as GT in elementary school have the option, upon nomination, of testing while in junior high. GT instruction is provided in English, math, science, and social studies. The program is structured to extend classroom and independent study activities beyond state-mandated standards and requires students to exceed the rigor of the traditional academic program.

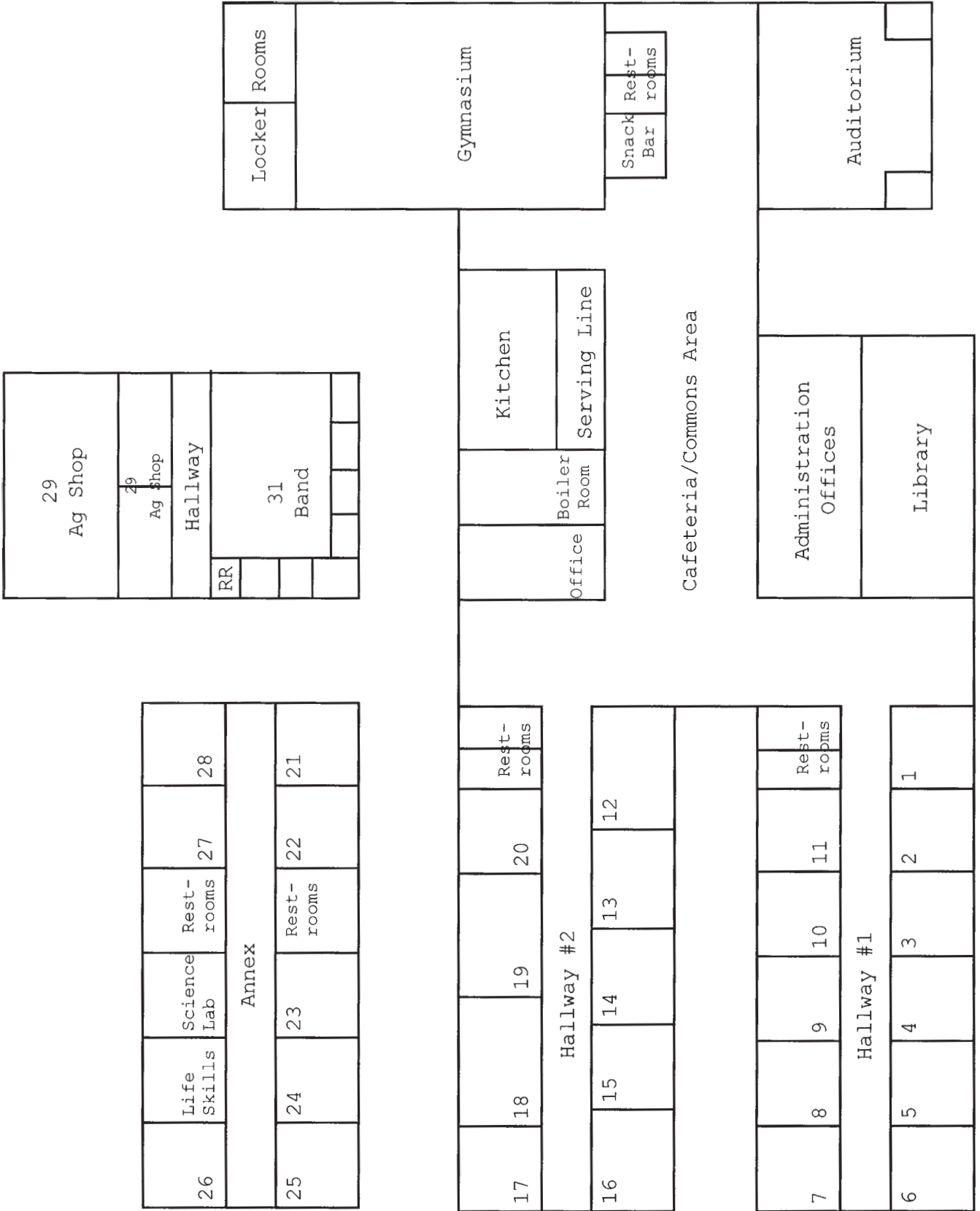
OFFICE TELEPHONE

A telephone is located in the office for business and emergency use only. Students should not use this phone without permission to the office staff and limit their calls to 3 minutes in length.

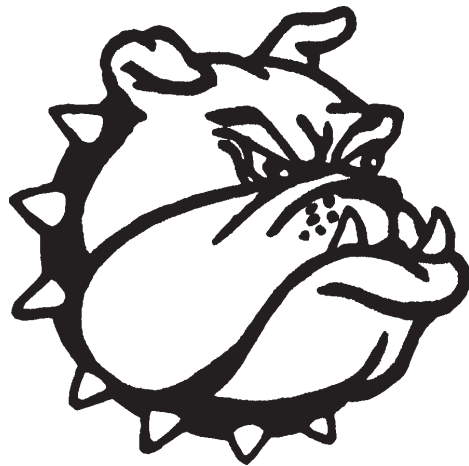
STUDENT ELECTRONIC DEVICES

Students are not allowed to use cellular telephones, pagers, CD players, Game boys, PSP's, or other electronic devices from the time they arrive at school until the 3:30 bell. If brought to school, these devices should be turned off and kept out of sight in lockers or backpacks. Students violating this policy will have their electronic devices taken up and held in the school office for five school days. Repeated violations will, at the discretion of the principal, result in additional days being added to the time a device is held.

McGregor High School



Rules and Regulations
for
McGregor
High School



2009-2010

EARLY GRADUATION

A parent/guardian is entitled to request that their child be permitted to graduate from high school earlier than the child would normally graduate if the child has satisfied all state and local requirements for graduation.

STUDENT CLASSIFICATION

- FRESHMEN:** A student starting high school, or a student not fully meeting the requirements to be a sophomore.
- SOPHOMORE:** A student who has earned at least five credits, but less than ten credits, in high school. At least four of the credits must be in the core curriculum.
- JUNIOR:** A student who has earned at least ten credits, but less than fifteen credits, in high school. At least eight of the ten credits must be in the core curriculum.
- SENIOR:** A student whose total work completed and in progress equals the credits required for graduation.

LIST OF HONORS COURSES

All advanced placement courses (AP and Pre-AP)
Spanish III, IV, V
Pre-Calculus
Calculus
College Algebra
Anatomy / Physiology
Physics
Computer Science II, III, IV (GPA only)
Dual Credit:
English Language Arts
Languages other than English
Mathematics
Science
Social Studies

ADVANCED PLACEMENT COURSES

Students completing an AP course are encouraged to take the AP exam and are required to take the midterm and final exams for the course. Students may earn an exemption from the final exam if they take the AP exam. To remain in an AP course, a student must maintain a 70 average for every six weeks in the fall. If at the end of a six week period a student has below a 70, that student shall be placed on probation for the next six weeks. If the student's semester average has not been raised to a 70 then that student will be placed in a regular class for the spring semester, pending parent contact.

COLLEGE CREDIT COURSES

Students may take college courses and receive credit for high school and college simultaneously. To qualify for the program, the student must be a senior, must have passed all portions of the exit level TAKS test, passed or be exempt from the THEA test, and have a B average. The student

must also have permission from the principal prior to enrollment. Dual credit courses will not receive a grade multiplier and will not be used in calculation of a student's GPA.

CORRESPONDENCE COURSES

The District permits high school students to take correspondence courses—courses by mail or via the Internet—for credit toward high school graduation. A maximum of two credits may be earned through correspondence courses and a student may be enrolled in only one correspondence course at a time. The superintendent or designee may waive limitations on an individual basis for extenuating circumstances.

Courses taken by correspondence will be weighted as Honors if the course taken is offered as Honors / AP at MHS. If it is not offered as Honors / AP, then the course will be counted as regular for GPA and class rank purposes.

In addition, a student who is taking a correspondence course because he / she failed the course at MHS will have the course counted as regular for GPA and class rank whether the course is offered as Honors/ AP at MHS or not. A score of 90% or better is required if a student is not retaking a previously failed course.

TRANSCRIPTS

Seniors who plan to attend college should request of the counselor that a complete official record of the grades made in high school be sent to the college they plan to attend. After graduation, one transcript will be given to each senior free of charge. Additional transcripts may be purchased for \$1 each.

PARTICIPATION IN UIL AND EXTRACURRICULAR ACTIVITIES

A student that receives a grade below 70 shall be suspended from participation in extra curricular activities during the next reporting period. A grade of 70 or above in TAKS Remediation classes is required for participation in extracurricular activities.

Student Organizations

STUDENT ELECTIONS

Eligibility requirements for representative student body offices will be as follows:

1. To run for office, the student: a) Must have earned all credits pursued during the preceding school term. b) For fall elections, students must not have had a failing semester average during the preceding spring semester for any subject. For spring elections the student must not have had a failing semester average from the fall for any subject c) Must receive clearance from the principal regarding good school attendance, exemplary behavior and citizenship. Placement in AEP for any reason will prohibit the student from seeking any organizational, class, or honorary office.
2. To remain in office, the student must maintain a numerical average of 70 or above in every class for

every six weeks grading period. If a student fails a course while holding office, the principal will place that student on probationary status. If the officer cannot obtain a passing grade by the next six weeks, a replacement will be appointed for them.

3. All student elections except homecoming, cheerleader, and Mr. and Miss MHS will be conducted by the simple majority system.
4. Students must attend McGregor schools for 12 weeks preceeding the elections.

CLASS OFFICERS

Early in the Fall Semester, officers for each of the four classes (9-12) will be nominated and elected. These elected offices will be limited to: President, Vice President, Secretary, and Treasurer. Elections for class officers will be conducted by the class sponsors of each respective class. If, for any reason, a student is removed from his or her office, the student who is running to replace the elected seat must meet all eligibility requirements from the preceding semester as stated for student elections.

STUDENT COUNCIL

Student Council elections will be held early in the fall semester. The student council shall consist of four elected representatives from each of the four classes (9-12). Student council elections will be under the direction of the sponsor. The elected council at the first meeting will choose the president, vice-president, and secretary. The president must be a junior or a senior.

The Student Council strives to promote good citizenship, cordial student-faculty relations, develop leadership and dependability, sponsor school activities, serve the school, and help solve the problems of the student body.

HONORARY OFFICES

Honorary offices at McGregor High School include: Class Favorites, Mr. and Miss MHS, Homecoming Court, Graduation Honor Guards, and Senior Superlatives. Although these offices are honorary in nature and have no official or representative function, the eligibility requirements for representative student body officers still apply.

MR. AND MISS MHS—The senior class will nominate five male and five female candidates for Mr. and Miss MHS. An at large election will be held and the student body will elect 1 male and 1 female from these nominees.

SENIOR SUPERLATIVES— The members of the senior class will elect 1 male and 1 female to each of the following categories:

- Most Likely to Succeed
- Friendliest
- Most Dependable
- Most Athletic

An individual student may be elected to only one superlative category. The student may be elected to Mr. or Miss MHS and 1 senior superlative.

CLASS FAVORITES—Each class (9-12) will elect 1 male and 1 female class favorite. These elections will be held within each respective class and will be conducted by class sponsors.

NATIONAL HONOR SOCIETY

The McGregor High School Chapter of the National Honor Society was chartered in 1970. Members are chosen in accordance to National Honor Society rules. Active membership is open to juniors, seniors, and sophomores. Freshmen are not eligible. The criteria by which members are chosen are scholarship, leadership, service, and character. The minimum scholarship requirement is a weighted cumulative grade average of 90 in the academic core. Scholastic average must be maintained and service projects completed.

JUNIOR ROTC

Every student at McGregor High School should be preparing to become a productive citizen upon graduation whether planning to enter college, a job training program, or the military service. The academic programs at McGregor High School are intended to help motivated students become successful with this transition from high school. The Junior ROTC Program at McGregor High School further enhances the preparation of students for military service. Students wear a uniform, meet daily during the week, and participate in the Junior ROTC Saturday program under the supervision of our drill sergeant. Participation in the program is voluntary.

McGREGOR ACADEMIC AWARDS BANQUET

PURPOSE: To recognize and honor students in grades 9-12 who strive for and attain academic excellence during the current school year.

The banquet will also honor the parents/guardians of these students.

GUIDELINES:

1. Students must be enrolled in McGregor ISD.
2. Students must be enrolled in at least 3 academic (language arts, math, social studies, science and foreign language) courses above the special education and remedial levels.
3. Students must have an average of 90 or above for the first five six-weeks of the current school year in the academic core.

GRADES AND CREDITS

To determine the six-weeks average, test grades will count as fifty percent and daily grades will count as fifty percent. The final exam given at the end of the semester counts as one-seventh of the semester grade. Each six-weeks grade counts as two-sevenths of the semester grade. On year long courses, the two semesters are averaged to determine the grade. A student must have a passing average for the year or the failed semester must be repeated.

LOCKERS

A locker is assigned to each student at the beginning of the school year. The locker may be used to store textbooks and other personal possessions. Students should not change their locker without first securing permission to do so from the principal. Lockers are the property of the school and may be inspected at any time. Lockers should be locked at all times.

MEDICAL EXAMINATIONS

Any student who has had, or is suspected of having, a communicable disease may be required to submit a certificate from a qualified physician indicating the advisability of that person's reentering school. All students who participate in UIL athletic events shall present the results of a recent physical examination which certifies the student's fitness to participate.

VARSITY CHEERLEADERS

Cheerleaders are to lead and to mold school spirit and to encourage the development of good sportsmanship. Cheerleaders are selected in the spring term for the following school year. In order to try out for varsity cheerleader candidates must be in high school, must have an unweighted average of at least 80 in core classes through the 4th six weeks, must be passing all subjects, and must score at least 75% on teacher evaluations.

A complete list of requirements, responsibilities, and procedures may be acquired from the principal or cheerleader sponsor.

JUNIOR VARSITY CHEERLEADERS

Junior varsity cheerleaders lead and encourage school spirit for the junior varsity and freshman games. JV cheerleaders are selected in the spring term for the following school year. Candidates must be sophomores, freshmen, or eighth graders who will be students in high school the following year. In order to try out candidates must meet all the conditions listed above for varsity cheerleaders.

A complete list of requirements, responsibilities, and procedures may be acquired from the principal or cheerleader sponsor.

GOLDEN FLAMES DRILL TEAM

The purpose of the drill team is to promote school spirit and to provide quality entertainment at school activities.

Tryouts will be held during the spring semester. In order to be eligible to try out, prospective candidates must have an unweighted core average of 70 or above. Students enrolled in grade 8-11 at the time of tryouts will be considered. Tryouts will be conducted before a panel of independent judges who are knowledgeable in the skills and talents that drill team members should possess. The decisions of these judges will be final. Additional information about judging criteria, as well as the drill team code of conduct, may be obtained from the dance director.

FUTURE FARMERS OF AMERICA

The FFA is a national organization of students who are taking vocational agriculture. The FFA sponsors livestock shows, judging contests, awards, many school and community projects, recreational activities, banquets, summer leadership camps, and conventions.

HOMECOMING QUEEN AND COURT

The Senior class will nominate four candidates for homecoming queen. An at large election will be held and the student body will elect the queen. Each other class will elect one representative for homecoming court.

DRUM MAJOR

Drum major candidates may be asked to perform before a judge or judges. Candidates are selected on the basis of their skill in performing various routines and fundamentals, plus demonstrating qualities of good leadership and good citizenship.

ATHLETIC JACKETS

Jackets are awarded in football, basketball, track, cross country, baseball, and softball to participants who permanently make the varsity squad. Jackets are awarded in tennis, powerlifting, and golf to those who participate for two years or qualify for regional their first year. Students must finish the season in good standing in order to receive a letter jacket.

ACADEMIC JACKETS

Jackets are awarded for academic recognition to those students who have met one of the following criteria. Any student, excluding alternates, who advances to the UIL Academic Regional level will be awarded an academic jacket. Students who have met the qualifications to participate in the Academic Banquet for three years will be awarded an academic jacket. These three years do not have to be consecutive.

Note: A student can only receive one jacket during their high school career according to UIL rules and regulations; therefore, a student who has already received a jacket for athletics, band, or the drill team cannot receive an academic jacket.

EXTRACURRICULAR JACKETS

To receive a cheerleader jacket students must complete a full year at the varsity level and be in good standing. A drill team jacket will be earned on a point system and will be awarded when a student's point total equals 100. The student must be in good standing and fulfill all the obligations as stated in the drill team code of conduct. A band jacket will be earned on a point system and will be awarded when a student's point total equals 100. The student must be a member of the band in good standing, according to specifics outlined in the band handbook, at the time the jacket is ordered and when the jacket is presented.

GRADUATION

Requirements for Diploma

To receive a high school diploma from the District, a student must successfully complete the required number of credits and pass a statewide exit-level exam.

The exit-level test, required for students in grade 11 covers English language arts, mathematics, science, and social studies and requires knowledge of Algebra I, Geometry, Biology, Integrated Chemistry and Physics, English III, early American and United States History, World History, and World Geography. A student who does not pass the exit-level assessment will have additional opportunities to take the test.

Graduation Programs

All students entering grade 9 are required to enroll in the Recommended High School Program or Advanced/Distinguished Achievement Program. Permission to enroll in the Minimum Graduation Program will be granted only if a written agreement is reached among the student, the student's parent or person standing in parental relation, and the counselor or appropriate administrator. In order for a student to take courses under the Minimum Program, the student must be at least 16 years of age; have completed at least two credits each in English language arts, math, science, and social studies courses that are required for graduation; or have failed grade 9 one or more times. [See policy EIF(LEGAL).]

Graduation requirements for the 2009-2010 school year were changed by recent legislation, HB3, passed in the last legislative session. Due to confusion created by various interpretations of the new law, it is highly recommended that all students review their graduation plan with the counselor.

A student must meet the following credit requirements for graduation:

- | | |
|--|------------|
| • Minimum Program | 22 credits |
| • Recommended Program | 26 credits |
| • Advanced/Distinguished Achievement Program | 26 credits |

Advanced Measures

A student must achieve a combination of four advanced measures for the Advanced/Distinguished Achievement Program. Examples of these measures include: dual credit classes with a B in the course, a score of 3, 4, or 5 on AP exams, PSAT scores, or an original research project. Please see the school counselor for more details.

ACADEMIC ACHIEVEMENT: CLASS RANK

DETERMINATION OF VALEDICTORIAN AND SALUTATORIAN

The valedictorian and salutatorian will be the highest numerical ranking and second highest numerical ranking seniors, respectively.

HONOR GRADUATES

All students graduating with honors must complete a recommended or distinguished high school program, have a grade average of 90, and attend McGregor High School during the eleventh and twelfth grades.

TOP TEN PERCENT

For two school years following his or her graduation, a district student who graduates in the top ten percent of his or her class is eligible for automatic admission into four-year public universities and colleges in Texas if the student:

- Completes the Recommended or Advanced/Distinguished Achievement Program; or
- Satisfies the ACT College Readiness Benchmarks or earns at least a 1500 out of 2400 on the SAT.

The University of Texas at Austin may limit the number of students automatically admitted to 75 percent of the university's enrollment capacity for incoming freshmen.

Students and parents should contact the counselor for further information about the automatic admissions, the application process and deadlines.

GRADE POINT AVERAGE AND CLASS RANK

The grade point average is based on grades earned in grades 9, 10, 11 and the first five six-week periods of grade 12. Honor grade points transferred from other high schools are accepted in courses in which those high schools offer honor grade points on the same scale.

GPA will be calculated based only on the core courses: Math, Science, English, Social Studies, Foreign Language, and Computer Science. Dual credit and credit by exam courses are not used for GPA and class rank. Any course completed through a credit recovery program such as NovaNet will not be used for GPA and class rank.

The courses will be weighted based on the semester averages as follows:

- | | |
|------------------|----------------------------------|
| Honors/ AP | 1.1 Multiplier |
| Regular | 1.0 Multiplier (No Weight Added) |

Examples: In advanced placement English IV, a student has a semester average of 90. Multiplied by 1.1, the GPA is 99.

In regular English IV, a student has a semester average of 90. Multiplied by 1.0, the GPA is 90.

No 1.1 multiplier will be applied to any course failed for

the semester.

The grade point average is then used to compute class rank.

STANDARDIZED TESTING: COLLEGE REQUIREMENTS

Many colleges require either the American College Test (ACT) or the Scholastic Aptitude Test (SAT) for admission. Students are encouraged to talk with the counselor early during their junior year to determine the appropriate exam to take; these exams are usually taken at the end of the junior year. Prior to enrollment in a Texas public college or university, most students must take a standardized test, such as the Texas Higher Education Assessment (THEA).

COLLEGE ENTRANCE REQUIREMENTS

Colleges are increasing the requirements for admission almost every year. Students should decide early the colleges they have an interest in attending and keep current on entrance requirements or take college preparatory classes which will meet any college requirements.

The required college entrance test score is in relation to rank in class. The higher the rank the lower an acceptable score required; the lower the rank the higher the college entrance score must be.

This information is available from college catalogs and the counselor. Each student and his parents should get this information early in high school and update information annually. This information is vital for good preparation and planning.

INFORMATION FOR STUDENTS INTERESTED IN QUALIFYING FOR ATHLETIC SCHOLARSHIPS

Many college athletic programs are regulated by the National Collegiate Athletic Association (NCAA), an organization founded in 1906 that has established rules on eligibility, recruiting, and financial aid. The NCAA has three membership divisions—Division I, Division II, and Division III. Institutions are members of one or another division according to the size and scope of their athletic programs and whether they provide athletic scholarships.

If you are planning to enroll in college as a freshman and you wish to participate in Division I or Division II athletics, you must be certified by the NCAA Initial-Eligibility Clearinghouse. The Clearinghouse ensures consistent application of NCAA initial-eligibility requirements for all prospective student athletes at all member institutions.

Most students start thinking seriously about college when they are juniors in high school. If you want to participate in Division I or II sports in college, you should start the certification process after your junior year grades are posted on your transcript. Check with your counselor to be sure you are taking a core curriculum that meets NCAA requirements; also, register to take the ACT or SAT as a junior. Submit your Student Release Form to the Clearinghouse early in your senior year or when you definitely have decided to participate in athletics during your freshman year.

Students who wish to learn more about NCAA requirements for admission to college as student athletes may talk with the high school counselor or athletic director. Information is also available at the NCAA web site at (www.ncaa.org).

REMEDIAL CLASSES

Some students entering high school have not gained the skills necessary to succeed in college preparatory classes. Remedial classes are provided for students needing more instruction in basic skills.

Criteria for assigning students to remedial classes are:

1. Previous and current academic performance of the student
2. Performance on standardized tests.

The curriculum in these classes is designed to assist students to develop skills necessary to become successful. The curriculum in these classes are the objectives measured by the TAKS. (Students must pass the Exit level TAKS as well as the required credits before they can graduate from high school).

BACCALAUREATE AND GRADUATION ACTIVITIES

Graduation exercises are held at the end of the school year. Only those students who have completed all state and local requirements, including passing the TAKS Exit-Level examination, for receiving a diploma are eligible to participate in graduation exercises.

Participation in baccalaureate and graduation exercises is a privilege, not a right, and students who do not comply with dress, grooming, and conduct standards for the ceremony will be removed from the ceremony. Graduating students who are assigned to DAEP through the end of the year must successfully complete their term of assignment without further disciplinary action in order to participate in graduation ceremonies. The baccalaureate and graduation ceremony is a solemn event commemorating a milestone achievement in the lives of our graduates. The planning and execution of the ceremony is under the joint control of the graduating class, which will decide on the basic organization and components of the ceremony. The administration will exercise editorial review and approval of the speeches and other comments to be delivered by the Valedictorian, Salutatorian, or by any other students.