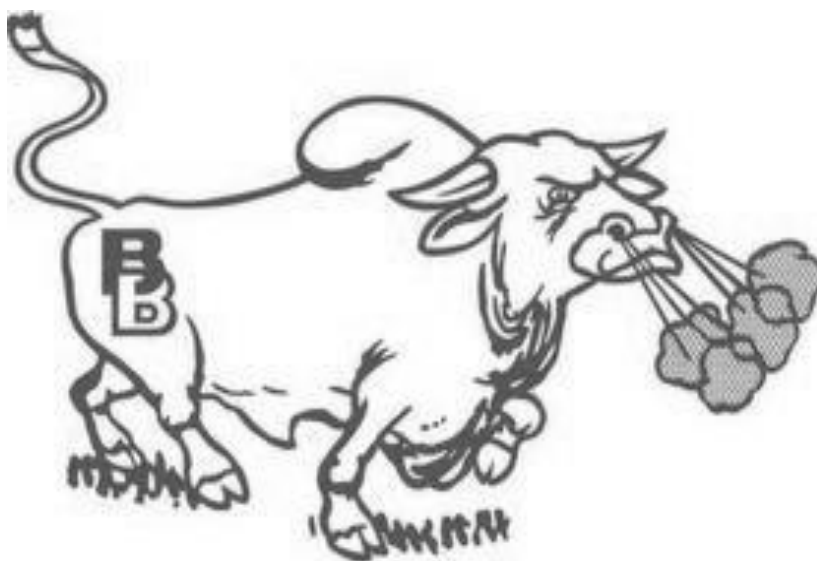


# THE BRAHMA BULL S EYE

## *Bellville High School* Student Handbook



**2020 - 2021**

Wherever You Go...

You Represent  
Yourself  
Your Family  
Your Community  
Your School  
Your Country

### **Administration**

Dr. Nicole Poenitzsch – Superintendent  
Dennis Jurek — Assistant Superintendent of Finance & Operations  
Chief Academic Officer – Natalie Jones  
Chief Talent Officer – Dr. Tony Hancock  
Matthew Mahlmann – Director of Future Readiness  
Dr. Megan Pape – Director of Special Education  
Dr. Michael Coopersmith – Director of Administrative Operations

Casey Hollomon — BHS Principal  
Amy Avant – BHS Assistant Principal  
James Dristas – BHS Assistant Principal

**B.I.S.D. – Administration Office – (979) 865-3133**  
**Bellville High School – (979) 865-3681**

### **School Board**

Grant Lischka – President  
Dusty Yantis – Vice President  
Kenneth Stein – Secretary  
Jim Batson  
Andy Murrell  
Vince Ruffino  
Karen Winn

## **GREETINGS**

### **To Students and Parents:**

Welcome to the 2020-2021 school year. Education is a team effort, and we know that students, parents, teachers, and other staff members all working together will make a successful year for our students.

The Bellville High School Student Handbook contains information that you are likely to need during the school year. The information is listed in alphabetical order. Each section has a Quick Reference component to serve as a guide for day-to-day questions that may arise.

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 the student.

Both students and parents should become familiar with the Bellville ISD Student Code of Conduct, which is a document adopted by the board and intended to promote school safety and an atmosphere of learning. Every student is offered a copy of the student code of conduct, either online or paper copy.

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 the 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 student handbooks, the provisions of Board policy or the Student Code of Conduct that were most recently adopted by the Board 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, a counselor, or the principal.

Please note that references to alphabetical policy codes are included so that parents can refer to current board policy. A copy of the District’s policy manual is available in the superintendent’s office or online.

### **Nondiscrimination Notice**

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

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

- Title IX Compliance Coordinator – Dr. Nicole Poenitzsch
- Section 504 Coordinator for concerns regarding disability discrimination – Dr. Megan Pape.

## **MISSION STATEMENT**

The mission of Bellville Independent School District, as the center of public education, is to provide a high quality, well-rounded education that prepares all students for success.

## **VISION STATEMENT**

BISD commits to developing an exceptional educational community which dedicates its resources to promoting high academic and moral standards. This commitment prepares our students to successfully compete in an ever changing technological and global society.

## **DISTRICT MOTTO**

“Learners Today, Leaders Tomorrow”

## **DISTRICT WEBSITE**

[www.bellvilleisd.org](http://www.bellvilleisd.org)

## ASBESTOS

The U.S. Congress passed and President Ronald Reagan signed into law in 1986, the Asbestos Hazard Emergency Response Act (AHERA), concerning asbestos-containing material and asbestos-containing building material in the public schools. The purpose of this law was to require local education agencies to test for asbestos in areas within the school districts in the interest of the public health of the students, teachers and school workers. The law directed the EPA to promulgate regulation for addressing asbestos problems in the public and private schools. The law also established certain milestones and deadlines for the schools to adhere to in responding to this act.

As such, Bellville Independent School District employed the service of an accredited Asbestos Inspector to inspect, take samples and prepare an inspection report to determine if asbestos was contained within the school district buildings. The inspection results revealed asbestos in certain parts of the school buildings. The Bellville Independent School District, working within the framework of the law, employed an accredited Asbestos Management Planner to work with the District Administration, and has developed a management plan to abate (remove) and manage the asbestos.

The school district, in compliance with the law, has developed a schedule and program for abatement and management of the asbestos. This plan is now in place and can be reviewed during the normal business hours at the School Administration Building at 518 South Mathews Street or at any of the school campuses.

## ASSEMBLIES

Students are required to conduct themselves in assemblies as they do in class. Students who are tardy or who do not abide by District rules of conduct during an assembly will be subject to disciplinary action and will lose their privilege to attend future assemblies.

## ATTENDANCE

Regular school attendance is essential for a student to make the most of his or her education, to benefit from teacher-led activities, to build each day's learning on the previous day's, 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.

State law requires that a student between the ages of six and 18 attend school as well as District-required tutorial sessions and any applicable accelerated instruction programs unless the student is otherwise excused from attendance or legally exempt. A student who voluntarily attends or enrolls after his or her 18<sup>th</sup> birthday is required to attend each school day until the end of the school year and is subject to compulsory attendance laws, if the student is under 21.

If a student 19 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.

### Compulsory Attendance

School employees must investigate and report violations of the state compulsory attendance law. Any student absent from school without permission, from any class; from required special programs, or from required tutorials, will be considered truant and subject to disciplinary action. Truancy may also result in assessment of a penalty by a court of law against the student and his or her parents.

If a student is absent from school on 10 or more days or parts of days within a six-month period in the same school year or on three or more days or parts of days within a four-week period:

1. the student's parent is subject to prosecution under Section 25.093; and
2. the student is subject to prosecution under Section 25.094 or to referral to a juvenile court in a county with a population of less than 100,000 for conduct that violates that section.

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 a 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 will be considered in determining whether a student has attended the required percentage of days. If makeup work is completed, absences for religious holy days and documented health-care appointments will be considered days of attendance for this purpose. [See policies at FEB]

A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district. For a student transferring into the district after school begins, including a migrant student, only those absences after enrollment will be considered.

The committee will consider the acceptability and authenticity of documented reasons for the student's absences.

The committee will consider whether the absences were for reasons over which the student or the student's parent could exercise any control.

The committee will consider the extent to which the student has completed assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.

The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain 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.

#### **Parent Note**

When a student must be absent from school, the student-upon returning to school-**must bring a note** within 5 school days, signed by the parent, that describes the reason for the absence. A note signed by the student, even with the parent's permission, will not be accepted.

#### **Driver License Attendance Verification**

To obtain a driver license, a student between the ages of 15 and 18 must provide to the Texas Department of Public Safety a form obtained from the school verifying that the student has met the 90 percent attendance requirement for the semester preceding the date of application. The student must come to the front office to obtain this verification of enrollment.

### **BELLVILLE ISD HEALTH POLICIES**

#### ***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 including name of student, name of medication, dosage, date, and parent signature. Medication will not be administered differently than the label specifies without a new prescription or written documentation from the physician.
- 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 including name of student, name of drug, dosage, date, and parent signature. Medication will be administered based on the manufacturer's recommendations for age and/or weight.
- 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.

The district does not accept or administer medications that contain narcotics for the safety of the student(s) and in compliance with the district drug abuse policy. If a student has been prescribed medication in this category for pain, cough etc, they are asked to remain at home until they are able to replace the medication with an over-the-counter product or a non-narcotic prescription medication while at school for symptom control.

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 for emergency treatment on the district's form.

- **All medications are to be kept in the nurse's office.**
- Medications will be kept in a locked cabinet. When dispensing medications, the person administering will keep records indicating the date, time, dosage and signature of the student and person administering. Initials may be used in lieu of full signature.
- Medications that exceed the expiration date will not be administered.

**Students violating this procedure will be subject to disciplinary action under the district's drug abuse policy.**

#### ***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.

- Students that present to the nurse symptoms of a possible contagious nature or with a temperature of 100 degrees or higher will be sent home.
- **The district requests that students not return to school until they have been symptom free and fever free (less than 100 degrees) for 24 hours without a fever reducing medication such as Tylenol or Ibuprofen. (Non-Covid)**
- The student may be required to present a note from their doctor stating that they have been examined and released before they will be allowed to return to school. A positive COVID-19 diagnosis will require a 14-day quarantine and/or a medical release to return to school.

#### ***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 the DSHS Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347; or online at <http://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. Exemptions have to be renewed every two years. Refer to district policy for required immunizations. 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 of the student's family or household. This certificate

must be renewed yearly unless the physician specifies a life-long 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>.]

### ***Asthma/Allergic Reaction***

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 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. ***Parents are required each year to provide the school nurse with the students' individual health asthma management plan.*** See school nurse for forms.

### ***Diabetes***

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. [See policy FFAF(LEGAL).]

### ***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. [For further information, see policies at FFAC.]

### ***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 texas.edu/athletics/health/steroid\\_information.html](http://www.uil texas.edu/athletics/health/steroid_information.html).

### ***Injury/Restriction Policy***

- If a student requires physical restrictions or supportive equipment such as, crutches, supportive braces or ace bandage, a written note from the parent is required indicating the restriction(s) and time frame of restriction.
- The request will be honored for three (3) days. If more than 3 days is required, a doctor's note must be presented to the nurse.
- Once released by the doctor, written authorization to return to normal activity level is required.
- Please present all notes to the nurse. The nurse will inform homeroom teacher and coaches.
- Students in athletics should refer to the athletic policy.

### ***Lice Policy***

- Students found to have live lice will be sent home for treatment and removal of nits with an approved lice killing treatment.
- The student may return to school after treatment is completed and all live lice have been removed.
- Once the student has been sent home, they are to report to the nurse with a parent or legal guardian for re-assessment before returning to the classroom.
- The district does not adhere to a no-nits policy but does reserve the right not to allow the student(s) back in the classroom if there is not adequate evidence that the situation is being addressed and monitored.

## **OTHER HEALTH-RELATED MATTERS**

### ***Bacterial Meningitis***

State law specifically requires the district to provide the following information:

#### **▪ 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 by kissing, sharing drinking containers, utensils, or cigarettes). The germ does not cause meningitis in most people. Instead, most people become carriers of

the germ for days, weeks, or even months. 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 percent). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within seven to ten days after the vaccine is given and lasts for up to five years.

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

You should 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 a meningococcal vaccine. Additional information may also be found at the Web sites for the Centers for Disease Control and Prevention, , and the Department of State Health Services, .

***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 parents will be given the results of the assessment.

***School Health Advisory Council***

During the preceding school year, the district's School Health Advisory Council held meetings. Additional information regarding the district's School Health Advisory Council is available from the Superintendent. [See also policies at BDF and EHAA.]

***Vending Machines***

The district has adopted policies and implemented procedures to comply with state and federal food service guidelines for restricting student access to vending machines. For more information regarding these policies and guidelines see the campus principal or Food service Director. [See policies at 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. [See the ***Student Code of Conduct*** and policies at FNCD and GKA.]

***Asbestos Management Plan***

The district's Asbestos Management Plan, designed to be in compliance with state and federal regulations, and is available in the Central Administration office. If you have any questions, please contact the Director of Operations at 979-865-3133.

***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 application inside their child's school assignment area may contact the head of maintenance at 979-865-3133.

**BACKPACKS**

We continue to encourage use of the clear/mesh backpacks for safety reasons, although the use of regular student backpacks is allowed for Bellville HS.

**BUILDING ACCESS**

Building access will be automated at all campuses to increase safety and security measures for all students and staff. Access to the building after the start of the school day (8:00am) will be through the main entrance in the front of the building only. Any student arriving after the start of the school day will need to come through the main entrance at the front of the building and sign-in at the front office.

**BULLYING OR TAUNTING BEHAVIORS**

Students must not participate, either individually or in a group, in bullying or taunting behaviors toward another student. Such behaviors may include repeated teasing or ridicule, name-calling, threats, theft, gossip, rumors, or physical intimidation of any kind. A substantiated complaint against a student will result in disciplinary action, according to the nature of the offense and the Student Code of Conduct.

**CAFETERIA SERVICES**

The District participates in the National School Lunch Program and offers students nutritionally balanced lunches daily. Free and reduced-price meals are available based on financial need. Information about a student's participation is confidential. See Mrs. Owen in the front office for an application.

**CAMERAS**

For safety purposes, video/audio equipment will be used to monitor student behavior on buses and in common areas on campus. Students will not be told when the equipment is being used. The administrators will review the video/audio recordings routinely and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.

A parent who wants to view a videotape of the incident leading to the discipline of his or her child may request access in accordance with policy FL in the District's policy manual.

## CAMPUS REGULATIONS

1. Students arriving on campus are expected to remain on campus until school is dismissed unless special permission is granted by the administration.
2. Speed Limit in the parking lot is 15 m.p.h. and should be observed by all students and personnel.
3. Loud talking or any "horse-play" will not be permitted at any time inside the main building.
4. Students should not be in any part of the school building other than those areas specifically authorized.
5. BHS is a closed campus. **Students will not be allowed off campus for lunch.**
6. Drink machines are provided for the convenience of the students. The machines are to be used only during lunch, or before and after school. Bottles are not to be taken on school buses for regular bus runs or into hallways of the school.
7. Students are not allowed in the parking lot before or during school hours.
8. Physical contact such as hugging, kissing, arms around waist, or holding hands is not allowed in school.
9. Bellville High School administration reserves the right to deny access to school property before, during, or after school hours. This includes all current students as well as the general public.

## CHEATING/PLAGIARISM/ACADEMIC DISHONESTY

Copying another person's work, such as homework, classwork, or a test, is a form of cheating. Plagiarism, which is the use as one's own of another person's original ideas or writing without giving credit to the true author, will also be considered cheating and the student will be subject to academic disciplinary action that may include loss of credit for the work in question. Teachers who have reason to believe that a student has engaged in cheating or other academic dishonesty will assess the academic penalty to be imposed. Students found to have engaged in academic dishonesty will be subject to disciplinary penalties as well, according to the Student Code of Conduct.

## CHEERLEADER AND MASCOT TRY-OUT REQUIREMENTS

1. Students trying out for cheerleader & mascot must be passing all subjects. Any cheerleader who fails to maintain a passing average in each subject will abide by the Extracurricular No Pass-No Play Rule. To be eligible to try-out for cheerleader the overall grade average in each subject must be a 70 or above at the end of the Fall semester and the student must be eligible, according to No Pass/No Play, at the time of tryouts.
2. Cheerleading/mascot team size and squad will be determined annually and will be reviewed by the cheer sponsor and campus administration. Tryouts and requirements will be announced in the Spring semester of each school year.

See current year cheerleader constitution for further information.

## CLASS ORGANIZATION

Each class will organize by electing a president, vice-president, secretary, and treasurer at the beginning of the each school year. The class sponsors are held responsible for the elections of these officers. A list of elected officers should be turned in to the principal's office. All class or club announcements should carry the sponsor's signature of approval. Students may not serve as both class officers and Student Council officers.

## CLASSIFICATION

A student is assigned to specific grade levels or classifications according to the number of credits earned and on record by August 1, prior to the beginning of each school year. Classification is determined at the beginning of the school year and remains the same for the entire school

year. Classification of students is as follows:

Senior .....	18 credits and scheduled to graduate
Junior .....	12 – 17.5 credits
Sophomore .....	6 – 11.5 credits
Freshman .....	0 – 5.5 credits

## CLASS RANKING

All students will be ranked at the end of each semester according to their grade point averages. A student's grade point average is based on core academic subjects only. Core academics include classes in English, mathematics, science, foreign language and social studies, .. Extra weight is given to courses deemed more rigorous. NOTE: Entering 9<sup>th</sup> grade students in 2020-21 and beyond will not have foreign language classes used in GPA calculation.

1. Exams for Acceleration or Credit by Exam (test grade) will not be counted in Grade Point Average.
2. Junior High courses taken for high school credit will not count toward grade point calculations.
3. Distance Learning or Correspondence Courses will not be used in calculating grade point averages.
4. When transferring to Bellville High School, course names will be added to the student's transcript as named from the previous district. However, for the purposes of calculating grade point average, students will receive the corresponding higher grade weighting only for those courses that are a part of the curriculum of Bellville High School.
5. For graduating seniors, averages will be computed at the close of the 6-week progress report of the 4<sup>th</sup> nine-weeks to determine ranking order for graduation purposes only. ***Walking Rank will not be calculated until Blinn grades are final approximately May 15, 2021.*** Final averages will be computed at the end of the fourth nine- weeks and placed on the final transcript.

## CLUBS

Sponsors of student clubs and performing groups such as the band, choir, drill and athletic teams may establish rules of conduct and 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 school shall apply in addition to any consequences specified by the organization's standards of behavior.

## CO-CURRICULAR ACTIVITIES

It appears to be the general consensus that a well-rounded co-curricular program is an essential part of education. The extent of participation in the activity program is determined by the scholastic standard of the pupil. This co-curricular program includes: Student Council, National Honor Society, music, journalism, science, drill team and dramatic activities as well as all Interscholastic League activities, Career and Technology Student Organizations and sports.

## COLLEGE ADMISSION REQUIREMENTS

During the 80<sup>th</sup> Texas Legislature, a requirement was added that students meet one or more of the following thresholds in order to be considered for admissions to any general academic teaching institution, including those with open enrollment policies:

1. Successfully complete the Foundation Plus Endorsement Program;
2. Successfully complete a curriculum that is equivalent in content and rigor to an advanced high school program at a high school that does not offer such a program.
3. Satisfy the College Readiness Benchmarks on the ACT assessment; or
4. Earn a score of at least 1000 out of 1600 on the SAT assessment.

The statute does not apply to students entering public junior and community colleges. Once admitted and credit earned at the junior college level, students may then apply and transfer to a general academic teaching institution.

## COLLEGE ADMISSION – STEPS TO FOLLOW

1. Check the admissions requirements of schools in which you have an interest. University and college catalogs are now generally available online.
2. Complete an application for enrollment. Most schools in Texas use the online application available at [www.applytexas.org](http://www.applytexas.org).
3. Start a calendar with all the deadlines: application, financial aid, and scholarships.
4. Check testing requirements for admission. Four-year universities usually require either the ACT or SAT to be considered for entrance. Registration for these tests occur online.  
SAT – [www.collegeboard.org](http://www.collegeboard.org)  
ACT – [www.act.org](http://www.act.org)  
Be sure to list the school code for Bellville High School so that we may receive your results: 440575
5. Make sure you meet Texas Success Initiative standards. Students entering a state-supported institution of higher learning must demonstrate academic skills at a certain level in order to enroll and earn credit in college courses. The TSIA (Texas Success Initiative Assessment) test measures these skills.  
Register online: [www.theccb.state.tx.us/DE/TSI](http://www.theccb.state.tx.us/DE/TSI)
6. Arrange for college visits. Be sure to make appointments with an academic advisor and the financial aid office.
7. Complete the FAFSA (Free Application for Federal Student Aid) after January 1 of the senior year in high school.
8. Check for the availability of scholarships. Stop by the counseling office on a regular basis. Also check the BHS webpage for local scholarship opportunities.
9. Finalize your college plans. Notify the school of your choice by the appropriate deadline.
10. Attend summer orientation programs if available.

## COLLEGE AND CAREER FAIR

Each year Bellville High School invites colleges and universities, as well as local businesses to visit with students about planning for the possibilities beyond high school. For 2020-2021, the event is scheduled for early October and all junior and senior students will have the option to attend.

## COLLEGE CLASSES /DUAL CREDIT

Senior & Junior students can attend on campus college classes with administrative approval and a 3.0 GPA average. These courses will count as college and High School credit. The only dual credit courses that count toward GPA are those listed as core courses. Passing or being exempt from the TSIA test is also required by the college.

## COLLEGE VISITS

It is recommended that students be aware of the visiting school's academic calendar. Do not choose dates during final exams or prior to major holidays such as Thanksgiving and Spring Break. Do not choose a date during the first semester after December 13th or during second semester after May 15th. Academic deans and other campus offices may not be available during these times. Students wanting to visit an institution of higher learning during a school day must adhere to the following guidelines:

1. Student must obtain PRIOR approval from the principal and parent/guardian.
2. Student must present documentation of the visit to the attendance clerk immediately upon his/her return to the high school campus.
3. Documentation must be on school letterhead and signed by an academic advisor, dean, or athletic representative stating the nature of the visit.
4. College days **not counted as an absence** are limited to two days during a student's junior year and two days during a student's senior year.

5. Visits to an institution of higher learning that exceed two per year **will be** counted as an excused absence.

### **COMPLAINTS AND CONCERNS**

Complaints or concerns by students or parents about instructional materials, loss of credit on the basis of attendance, removal to alternative education programs, expulsion, or prior review of non-school materials intended for distribution to students are handled through procedures specific to policies in those particular areas. To review relevant policies or obtain further information, see the principal.

A student and/or parent with a complaint regarding possible discrimination in any school program on the basis of sex should contact the building principal.

A complaint or concern regarding the placement of a student with disabilities who is not eligible for special education or about the District's programs and services available to the student should be brought to the building principal.

On all other matters, a student or parent who has a complaint should first bring the matter to the appropriate teacher. If the outcome is not satisfactory, a conference with the principal can be requested within 5 calendar days of the event or events causing the complaint. If the outcome of the conference with the principal is not satisfactory, a conference with the Superintendent or designee can be requested within 30 calendar days following the conference with the principal. If the outcome of this conference is not satisfactory, the student or parent may appear before the Board of Trustees, in accordance with Board policy.

### **COMPUTER ACCESS - ACCEPTABLE USE AND CODE OF CONDUCT**

Only students who have been authorized by the District and who are under direct supervision of designated District employees are permitted to use a District computer or to access any local network or outside telecommunications resources such as the Internet. The complete District Acceptable Use Policy is located in the Student Code of Conduct.

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

Students who want to use computers in the library must have special computer passes stating their assignments as well as the signature of the teacher making the assignments. This rule does not apply when a teacher accompanies an entire class to the library to work on a project.

Computers may be used only for research in connection with classroom assignments. Students may not use personal email.

If a parent does not want to allow his/her child access to the Bellville ISD computer network and the Internet, the parent needs to send a note to the campus office. The note needs to state that the parent does not want the student to participate in the electronic educational resources that Bellville ISD provides through the Internet.

### **CONDUCT BEFORE AND AFTER SCHOOL**

Teachers and administrators have full authority over student conduct at before-or after-school activities on District premises and at school-sponsored events off District premises, such as play rehearsal, club meetings, athletic practice, and special study groups or tutorials. Students are subject to the same rules of conduct that apply during the instructional day and will be subject to consequences established by the Student Code of Conduct or any stricter standards of behavior established by the sponsor for extracurricular participants.

Loitering or standing in the halls between classes is not permitted. During class time, a student must have a hall pass to be outside the classroom for any purpose. Failure to obtain a pass will result in disciplinary action in accordance with the Student Code of Conduct.

### **CONFERENCES**

Parents and teachers are encouraged to establish and maintain frequent communication about student progress. A student or parent who wants information or wants to raise a question or concern is encouraged to talk with the appropriate teacher, counselor, or principal. A parent who wants to meet with a teacher may call the office for an appointment during the teacher's conference period or may request that the teacher call the parent during a conference period or at another mutually convenient time.

Students and parents may expect teachers to request a conference (1) if the student is not maintaining passing grades or achieving the expected level of performance (See REPORTS CARDS on page 23), (2) if the student presents any other problem to the teacher, or (3) in any other case the teacher considers necessary.

### **CORRESPONDENCE COURSES**

Correspondence courses are also referred to as Distance Learning. The institutions offering correspondence courses must be either the University of Texas at Austin or Texas Tech University. Guidelines to note:

1. It should be cautioned that the regularly- prescribed yearly load per student is seven (7) credits. Correspondence courses would add additional work into a student's schedule.
2. An interested student and parent should always consult with the counselor prior to registration.
3. Distance learning and correspondence courses should be used for emergencies or enrichment only and should not become a substitute for residence work.
4. Final exams are administered on the high school campus. Students should allow at least five weeks from the time the exam is taken until official grade notification is received on the home campus.
5. Seniors wishing to graduate on time must have taken their final exam by April 15<sup>th</sup> if they desire to participate in commencement exercises.

### **CORPORAL PUNISHMENT**

Corporal punishment may be used as a discipline management technique in accordance with the Student Code of Conduct.

## **COUNSELING**

Students and their parents are encouraged to talk with school counselors, teachers, or principals in order to learn more about course offerings, graduation requirements, and various school programs.

All students and their parents shall be notified about the recommended courses for students preparing to attend college and be advised annually when choosing classes for the coming school year. Counselors can also assist with entrance examinations required by colleges and universities, as well as provide information about financial aid and housing.

A school counselor may also be able to help students with a wide range of personal matters. Often, the counselor is familiar with community resources and may direct students to other sources of information and assistance for personal or family concerns. Conferences with a counselor can be made by calling 865-3681, ext. 126.

## **CREDITS**

Academic and elective credits will be awarded on the basis of one-half credit per semester.

1. One full credit will be given if the fall and spring semester grades averaged together to equal a final yearly grade of 70 or above.
2. If the average of the two semesters falls below 70, then:
  - a. The student will have the option to make up the failed semester(s) in summer school or
  - b. The student will repeat one or both semesters during the following school year.

## **CREDIT BY EXAMINATION**

A student who has had prior formal instruction as determined by the District on the basis of a review of the student's educational records and who has failed a course with a grade of no less than 60 for the semester grade may gain credit for the course by passing an examination on the essential elements of the course. In addition, a student transferring from an unaccredited high school may also be eligible for testing to earn state credit that will apply toward graduation requirements. The counselor should be consulted prior to ordering exams and the student and parent are responsible for any associated costs. At no time should a student use credit by exam to regain eligibility to participate in extracurricular activities.

## **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 prohibited 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.

Examples of dating violence against a student may include, but are not limited to, physical or sexual assaults, name-calling, put-downs, threats to hurt the student or the student's family members or members of the student's household, destroying property belonging to the student, threats to commit suicide or homicide if the student ends the relationship, attempts to isolate the student from friends and family, stalking, or encouraging others to engage in these behaviors.

### **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 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 not be 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.

## **DEPARTMENT OF CAREER & TECHNOLOGY EDUCATION**

Bellville High School offers Career & Technology programs in Marketing Education, Automotive Technology, Agricultural Science, Family-Consumer Science, Health Science, Law Enforcement, Construction Science, STEM, and Business Education. Admission to these programs are based on age, interest, and ability to profit from the gained knowledge.

It is the policy of Bellville Independent School District not to discriminate on the basis of sex, handicap, race, color, and national origin in its educational and vocational programs, activities, or employment as required by the Title IX, Section 504 and Title VI.

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

For information about your rights or grievance procedures, contact the Title IX Coordinator, Dr. Nicole Poenitzsch at 518 S Mathews St, 865-3133, or the Section 504 Coordinator, Dr. Megan Pape at 518 S Mathew St, 865-7012.

## **DISRUPTIONS**

In order to protect student safety and sustain an educational program free from disruption, state law permits the District to take action against any person-student or nonstudent-who:

- Interferes with the movement of people in an exit, an entrance, or a hallway of a District building without authorization from an administrator.
- Interferes with an authorized activity by seizing control of all or part of a building.
- Uses force, violence, or threats in an attempt to prevent participation in an authorized assembly.
- Uses force, violence, or threats to cause disruption during an assembly.
- Interferes with the movement of people at an exit or an entrance to District property.
- Uses force, violence, or threats in an attempt to prevent people from entering or leaving district property without authorization from an administrator.
- Disrupts classes while on District property or on public property that is within 500 feet of district property.
- Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending a required class or activity; entering a classroom without authorization and disrupting the activity with profane language or any misconduct.
- Interferes with the transport of students in District vehicles.

## **DISTRIBUTION OF MATERIAL**

All aspects of school-sponsored newspapers and/or yearbooks are completely under the supervision of the teacher and campus principal.

Written materials, handbills, photographs, pictures, petitions, films, tapes, or other visual or auditory materials may not be sold, circulated or distributed on any school campus by students or nonstudents without the approval of the principal.

All such material over which the District does not exercise editorial control and that is intended for distribution to students shall be submitted to the principal for review and approval. If the material is not approved within 24 hours of the time that it was submitted, it must be considered disapproved. Disapprovals may be appealed by submitting the disapproved material to the Superintendent; material not approved by the Superintendent within three days is considered disapproved. This disapproval may be appealed to the Board at its next regular meeting when the student shall have a reasonable period of time to present his or her viewpoint.

## **DRESS AND GROOMING**

The District's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Any student in violation of the dress code will be assigned one (1) day of In-Building Suspension if the issue cannot be corrected. Please see the BISD Student Code of Conduct for the full dress code for all BHS students.

## **DRILLS**

There are fire drill/evacuation maps posted in each room and throughout the building. Fire drills are held periodically. You should follow instructions carefully and promptly. There should be no talking when leaving or re-entering the building. Everyone should move out well away from the building. Do not slow down upon reaching the exit.

There are two types of drills: (1) Obstructed and (2) Unobstructed. If you find the exit by which you are assigned to leave blockaded or locked, the drill is an Obstructed Drill and you should leave by the nearest available exit in an orderly manner.

Each classroom in the building is assigned a designated area to take cover during a disaster or disaster drill. You should follow the instructions of your teacher carefully and promptly.

Tornado - move to the designated classroom as directed by your teacher. Secure the tornado disaster position.

## **DRILL TEAM**

### **BRAHMADORA MEMBERSHIP**

1. Requirements for auditions
  - a. Students must be entering grades 9-12.
  - b. Students must meet district requirements for participation in extra curricular activities.
2. Requirements for membership
  - a. Members must be full time students of Bellville High School.
  - b. Students must maintain the eligibility requirements as outlined for extracurricular activities.
  - c. Members must be able to take the Brahmadora class period.

**See the annual Brahmadora constitution for policies on grades, conduct, membership rules, and officer tryouts.**

### **DRUG TESTING**

The district has determined a need to implement a program of random drug testing of students in grades 9-12 as a condition of their participation in competitive after school extracurricular activities and/or as a condition of obtaining/maintaining a permit to park on campus. The district's drug-testing program is designed to identify students in need of help and provide them and their parents/guardians with the necessary resources to deal with substance abuse and other issues. The drug testing program is not intended to be a punitive measure. This provision becomes effective the first day of instruction each school year. The drug-testing program is only one part of a comprehensive Safe and Drug Free School and Community Program.

### **DUAL CREDIT**

Dual Credit is one method by which high school students may earn college credit. In conjunction with Blinn College. Dual Credit is offered in English and Social Studies. Blinn College provides the instructors with classes being taught in the same manner as a typical college course. Bellville ISD provides the facilities with classes meeting on the high school campus. Students are dually enrolled in both institutions and will be eligible to receive both high school and college credit. In order to be eligible, students must meet the following criteria:

1. Complete the sophomore year of high school.
2. Earn a minimum GPA of 3.0.
3. Complete and turn in all the necessary enrollment paperwork to Blinn College, including application for Admission and parent permission.
4. Pay tuition to Blinn College by the posted deadline.
5. Earn a passing mark on the appropriate TSIA Assessment.

### **EARLY GRADUATION**

Students desiring to graduate from Bellville High School in three years shall submit a written request to the principal prior to the start of the student's third year stating the reasons for early graduation. This request is subject to the approval of the superintendent. These students will not be eligible to be Valedictorian or Salutatorian, and will share ranks with four-year graduates.

### **EMERGENCY MEDICAL TREATMENT**

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 teachers need to know.

### **EMERGENCY SCHOOL CLOSING INFORMATION**

If Bellville ISD must close school for any emergency reasons, please listen to the Brenham radio stations (KWHI, KULF) as well as check postings at [Bellvilleisd.org](http://Bellvilleisd.org) for this information.

### **EXAMINATION FOR ACCELERATION**

A student in any grade may take an examination for acceleration to be advanced one grade level or to gain credit for a course he or she has not formally taken for credit. A grade of 90 or higher is required to grant credit. Exams may be ordered at any time, but must be ordered 30 days prior to testing. Our official testing "windows" are the second week of December and the second week of June. For additional information, contact the BHS counseling office at 865-3681, ext. 126.

### **EXTRA-CURRICULAR ACTIVITIES**

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

Eligibility for participation in many of these activities is governed by state law as well as rules of the University Interscholastic League (UIL) - a statewide association overseeing inter-district competition.

- A student who receives at the end of a grading period a grade below 70 in any academic class - other than an advanced placement or international baccalaureate course; or an honors or dual credit course in English language arts, mathematics, science, social studies, or a foreign language - may not participate in extracurricular activities for at least three school weeks.
- A student with disabilities who fails to meet the standards in the individual education plan (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 13 absences not related to post-district competition, a maximum of five absences for post-district competition, prior to state, and a maximum of two 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.

**Students assigned to IBS will not participate in extra-curricular contests until they have completed their IBS assignment.**

#### **FEES**

Materials that are part of the basic educational program are provided without charge to students. Students are expected to provide their own supplies of pencils, paper, erasers, and notebooks, and may be required to pay certain other fees or deposits, including:

1. Cost for materials for a class project that the student will keep.
2. Membership dues in voluntary clubs or student organizations and admission fees to extracurricular activities.
3. Security deposits.
4. Personal physical education and athletic equipment and apparel.
5. Voluntarily purchased pictures, publications, class rings, yearbooks, graduation announcements, etc.
6. Voluntarily purchased student accident insurance.
7. Musical instrument rental and uniform maintenance, when uniforms are provided by the District.
8. Personal apparel used in extracurricular activities that becomes the property of the student.
9. Parking fees and student identification cards.
10. Fees for damaged library books and school-owned equipment.
11. Fees for optional courses offered for credit that require use of facilities not available on District premises.

Any required fee or deposit may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the principal.

#### **FINAL EXAMS**

Students will be administered final exams during both fall and spring semesters. The exams will count as 15% of the student's semester grade and will be administered during the final week of the semester. The schedule for exams will be at the discretion of school administration.

#### **FINAL EXAM EXEMPTION CRITERIA**

Please review the final exam exemption policy which is found in the Bellville ISD Grading Guidelines document found at [bellvilleisd.org](http://bellvilleisd.org).

#### **FIRST-AID/ ILLNESS**

Students needing first-aid or becoming ill during school should report to the office. Parents must be contacted before the student will be allowed to go home. This is one reason why we must have a telephone number where parents can be reached during the school day.

#### **FUNDRAISING**

Any fundraising activities in support of, on behalf of, or in the name of Bellville High School or the students of Bellville High School must be approved by campus administration.

#### **GANG-FREE ZONES**

For the purposes of the district, a gang-free zone includes a school bus and a location in, on, or within 1,000 feet of any district-owned or leased property or campus playground.

#### **GOVERNMENTAL AUTHORITIES**

##### **Questioning of Students**

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

1. The principal will verify and record identity of the officer or other authority and ask for an explanation of the need to question or interview the student.
2. The principal ordinarily will make reasonable efforts to notify parents unless the interviewer raises what the principal considers to be a valid objection.
3. 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:

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

Before a student is delivered to a law enforcement officer or other legally authorized person, the principal will verify the officer's identity and, to the best of his or her ability, will verify the 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 parents. Since the principal does not have the authority to block a custody action, notification will most likely be after the fact.

The District is also required by the state to notify

1. 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.
2. All instructional and support personnel who have regular contact with a student who has been convicted or Adjudicated for delinquent conduct for any felony offense or certain misdemeanors.

**For further information, see policy GRA.**

#### **GPA AND RANK**

**For information on GPA and class rank calculation, please refer to the Bellville ISD Grading Guidelines document found at [bellvilleisd.org](http://bellvilleisd.org).**

**Grade weighting table for calculating GPA is listed below.**

**Grade Weighting Table**

<b>NUMERICAL GRADE</b>	<b>ADVANCED</b>	<b>ACADEMIC</b>	<b>REGULAR</b>
100	5.0	4.5	4.0
99	4.9	4.4	3.9
98	4.8	4.3	3.8
97	4.7	4.2	3.7
96	4.6	4.1	3.6
95	4.5	4.0	3.5
94	4.4	3.9	3.4
93	4.3	3.8	3.3
92	4.2	3.7	3.2
91	4.1	3.6	3.1
90	4.0	3.5	3.0
89	3.9	3.4	2.9
88	3.8	3.3	2.8
87	3.7	3.2	2.7
86	3.6	3.1	2.6
85	3.5	3.0	2.5
84	3.4	2.9	2.4
83	3.3	2.8	2.3
82	3.2	2.7	2.2
81	3.1	2.6	2.1
80	3.0	2.5	2.0
79	2.9	2.4	1.9
78	2.8	2.3	1.8
77	2.7	2.2	1.7
76	2.6	2.1	1.6
75	2.5	2.0	1.5
74	2.4	1.9	1.4
73	2.3	1.8	1.3
72	2.2	1.7	1.2
71	2.1	1.6	1.1
70	2.0	1.5	1.0

Modified Content and Life Skills, see counselor for Grade Weighting Table.

## GRADING POLICIES

For details and information on the BISD Grading Policies and Guidelines, please see the BISD Grading Guidelines document posted at [bellvilleisd.org](http://bellvilleisd.org)

## GRADUATION REQUIREMENTS

To receive a high school diploma from the district, a student must successfully complete the required number of credits and pass the state assessments.

## HONOR GRADUATE POLICY

Honor graduates must graduate on the Foundation Plus Endorsement Plan and must have successfully completed Algebra II. ***Walking rank will not be calculated until Blinn Grades are final approximately May 15, 2021.*** Students with GPA's of 3.0 or higher will be recognized as Honor Graduates. Honor Graduates will then be assigned the following title designations according to their GPA:

### GPA

4.0 and above  
3.75 – 3.9  
3.5 – 3.74

### Designation

Summa Cum Laude  
Magna Cum Laude  
Cum Laude

3.0 – 3.49

Honor Graduate

\*\*\* Beginning in 2021-22, Honor Graduates will be only those students with a GPA of 3.5 and above.

## Valedictorian and Salutatorian

Valedictorian will be the 4<sup>th</sup> year senior with the highest ranking grade point average and Salutatorian will be the 4<sup>th</sup> year senior with the second highest grade point average.

Valedictorian and Salutatorian must have attended Bellville High School from the beginning of the spring semester of their Junior year and continuously through their Senior year until graduation.

## INSURANCE

Under state law, the District cannot pay for medical expenses associated with a student's injury. The District does make available, however, an optional, low-cost accident insurance program for students to assist parents in meeting medical expenses. A parent who desires coverage for his/her child will be responsible for paying insurance premiums and for submitting claims through the office.

## LIBRARY

Students are encouraged to make full use of the school library. Every effort is made to provide books, magazines, and other materials required for the completion of classroom assignments and for personal enjoyment as well.

All books except reference books may be checked out for a period of two weeks, and arrangements may be made with the librarian to check out reference books for overnight use. These are to be picked up the last period of the school day and returned at the beginning of the next school day.

Fines are assessed on overdue books at the rate of \$.10 per school day. However, the fines on overnight materials, computer software, and audiovisual materials will be \$.50 per day. Fines for overdue materials are excused only when the student is sick or when emergency conditions arise. Clearance should be made as early as possible after the student returns to school.

Fines may also be assessed for damage to books and other learning resource materials. If the materials are damaged beyond repair, the student is then required to pay the purchase price of the material.

Students in the library should be with their teacher or have a library pass.

Students who want to use computers in the library must have special computer passes stating their assignments as well as the signature of the teacher making the assignment. This does not apply when a teacher accompanies an entire class to the library to work on a project.

## LOCKERS

Combination lockers are furnished by the school for the protection of your personal property. Lockers are expected to be closed, locked and clean. Periodic checks will be made during the year to see if the lockers are being kept clean by students. Only items approved by the administration may be posted on the interior or exterior of the locker.

Lockers remain under the jurisdiction of the school even when they are assigned to individual students. The school reserves the right to inspect all lockers. Students have full responsibility for the security of lockers and are responsible for making certain they are locked and that the combination is not available to others. Searches of lockers may be conducted at any time there is reasonable cause to do so whether or not students are present.

## LOST AND FOUND PROPERTY

All articles found should be taken to the Principal's office. If you lose articles, it should be reported to a teacher and the office immediately. You are urged to write your name in ink on all of your books and notebooks.

Students should never carry large sums of money at school. The school will not be held responsible for lost or stolen valuables (including money).

### **MAKEUP WORK**

Make-up work policies can be found by referencing the BISD Grading Guidelines document posted at [bellvilleisd.org](http://bellvilleisd.org).

### **NATIONAL HONOR SOCIETY**

Membership in the Bellville Chapter of the National Honor Society is limited to students in the junior and senior classes. Students must have been in attendance at Bellville High School for at least one semester.

Selection is based on four criteria: scholarship, leadership, character, and service. To fulfill the scholarship requirement, juniors and seniors must have a cumulative GPA of 3.5 and be enrolled in or have completed Biology, Chemistry, Algebra I, and Algebra II or Geometry.

Please see additional information regarding the Bellville HS chapter of the National Honor Society on the BHS website including requirements for admission, requirements for maintaining membership, and chapter by-laws.

### **OFF-CAMPUS ACTIVITY REGULATIONS**

Students who are participating in a school activity or under the jurisdiction of the school must travel with a school approved chaperone. Students violating this policy will be subject to suspension or disciplinary action.

### **PARENTAL INVOLVEMENT AND RESPONSIBILITIES**

Education succeeds best when there is a strong partnership between home and school, a partnership that thrives on communication. The school asks parents to: Sign and return to the school the written statement that the parent understands and consents to the responsibilities outlined in the Discipline Management Plan.

Parents are asked to encourage their children to put a high priority on education and to commit themselves to making the most of the educational opportunities the school provides. Parents can stay informed on school activities by visiting the school website and online calendar. BHS hosts an "Open House" in the Fall, and parent/booster club meetings provide good opportunities for learning more about the school. The activities are varied, ranging from band boosters to the campus committee formulating campus performance objectives fostering improved educational opportunities for all students. For more information about becoming a volunteer contact Renee Owen at 979-865-3681. Parents can monitor their children's progress by logging in to the student portal and contacting the teachers if needed. In addition, after receipt from TEA, the school will provide all parents a copy of the "school report card" containing a comparison of the school's performance in relation to the District, the State, and a comparable group of schools. For further information, contact Mr. Casey Hollomon.

### **PARKING PERMIT**

Students driving automobiles or motorcycles to school must have parking permits. Students will need a permit for any vehicle he/she brings to school. These may be purchased in the front office for \$2.00 each. Vehicles brought on campus without a permit will be given one warning. The next violation will result in disciplinary action being taken by the administration. Permits will be placed on the windshield, or the vehicle may be towed. Please be aware of the areas designated for student parking. Students may not re-use a parking tag which has been previously assigned to another student.

### **PHYSICAL EXAMINATIONS**

A student desiring to participate in UIL athletic or band competition shall submit annually a statement from a physician licensed to practice in the state indicating that the student has been examined and is physically able to participate in the athletic and band program. The District may provide additional screening as District and community resources permit.

Parents of students identified through any screening programs as needing treatment or further examination shall be advised of the need and referred to appropriate health agencies.

### **PLAN OF STUDY**

Our school is accredited by the Texas Education Agency for all subjects taught. This means that grades received on all subjects taught in our school will be recognized at their face value by all colleges and universities.

It is possible that even though our high school is affiliated with the above agency, a graduate may not have the necessary requirements as set forth by a specific college or university for a particular field of study. Students and parents are strongly encouraged to investigate post-secondary options and choose a field of study as early as the freshman year to make certain that required subjects are included within the four years of high school. The school administration will be happy to help determine the necessary requirements upon request.

In the spring of the eighth grade year, students and parents meet with counseling staff to design an individualized plan called a Texas Graduation Plan. The TGP identifies a course of study for each student in order to promote college and workforce readiness and facilitate the transition from high school to post-secondary education. The TGP is kept on file and should be reviewed and approved each following year to adjust according to changing interests and academic progress.

### **PLEDGES OF ALLEGIANCE AND A MOMENT OF SILENCE**

Texas law requires students to recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag each day. Parents may submit a written request to the principal to excuse their child from reciting a pledge.

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

### **POSTERS**

Signs and posters that a student wishes to display must first be approved by the Principal. Posters displayed without authorization will be removed. Any student who posts printed material without prior approval shall be subject to disciplinary action.

### **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 require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

#### **PREGNANT STUDENTS**

Students who become pregnant are to report their condition to the school nurse, counselor or principal. Pregnancy Related Services (PRS) are support services a pregnant student receives to help her adjust and stay in school during the prenatal and postpartum periods. These services are provided

- While the student is still attending classes on her assigned campus
- When the pregnancy prevents the student from attending her regular classes
- During the postpartum period

##### **Pregnancy related services include:**

- Documentation of parent and physician contact
- Communication with parents as to specific services provided
- School nurse having regular contact with student to record statistics (i.e. blood pressure, weight) and for counseling on health issues
- Academic counseling
- Compensatory Education Home Instruction (CEHI) during any prenatal confinement period that is documented as a medical necessity by a medical practitioner licensed to practice in the United States as well as during the postpartum confinement period
- One final follow-up visit with the school nurse within 3 days of students return to school after delivery to complete documentation and withdraw the student from PRS

#### **PRIVATE LESSONS**

Students will not be allowed to leave school to take any type of private lessons such as music, art, etc...

#### **PROGRESS REPORTS**

Progress reports will be given to students the third week of each grading period. Faculty members desire and appreciate comments or suggestions from parents which may help the teacher better understand the student and any special problems he/she may have regarding a particular subject. Faculty members also welcome personal conferences.

#### **RELEASE OF STUDENTS FROM SCHOOL**

Because class time is important, doctor's appointments should be scheduled, if possible, at times when the student will not miss instructional time.

A student will not be released from school at times other than at the end of the school day except with permission from the principal or designee and according to the campus sign-out procedures. Unless the Principal or Superintendent has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the instructional day.

A student who will need to leave school during the day must bring a note from his or her parent that morning or have a parent call the school to request the student to leave. A student who becomes ill during the school day should, with the teacher's permission, report to the school nurse. The nurse will decide whether or not the student should be sent home and will notify the student's parent.

#### **REPORT CARDS**

Report cards with each student's grades and absences in each subject shall be given to students at least once every nine weeks. The last report card of the year will be mailed home to the student's address on file on the Friday following the last day of school.

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

Tutorials are recommended for a student who receives a grade below 70 in a class or subject.

#### **SAFETY**

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

#### **SCHEDULE CHANGES/DROPPING COURSES**

A student may exit a course he/she is enrolled in and move to another course (e.g., exit Speech and enroll in Art I) if done by the end of the 2<sup>nd</sup> week of school each semester, provided there is space available in the desired course along with teacher conference, parent permission, and counselor approval. The student will be responsible for making up all missed work.

Students may elect out of Pre-AP and AP classes with parent/guardian permission at the end of the 1<sup>st</sup> or 2<sup>nd</sup> nine weeks grading period. In this case, students will be transferred to an equivalent academic core course that is available. Grade points are awarded for courses at semester. If a student moves at the end of the first nine weeks, the grade transfers "as is" to the next class. If a student moves at the end of the semester, the semester grade will receive the weighted grade points.

## **SCHOLARSHIPS**

Assistance to help pay for college expenses is available for all students in the form of scholarships from universities and other organizations. All information received in the counseling office is made available to students in the form of public announcements during the school day and posting on the high school website. Students are encouraged to visit the counseling center on a regular basis to check the latest information. Students should also contact the financial aid office of their college. Furthermore, it is recommended that all students apply for financial aid using the FAFSA (Free Application for Federal Student Aid) during the spring of their senior year.

## **SCHOOL BUSES (STATE REGULATIONS)**

Students being transported in school-owned vehicles shall comply with the Student Code of Conduct. Any student who fails to comply with that code or established rules of conduct while on school transportation may be denied transportation services and shall be subject to disciplinary action. Students are only to be transported to their proper destination which is defined as the registered physical address on file with the school.

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

1. Passengers shall follow the driver's directions at all times.
2. Passengers shall board and leave the bus in an orderly manner at the designated bus stop nearest their home.
3. Passengers shall not stand if there is a seat available. If a passenger must ride standing, the passenger shall face the front, and hold on to the seat rails.
4. Passengers shall keep books, band instrument cases, feet, and other objects out of the aisle of the bus.
5. Passengers shall not deface the bus and/or its equipment.
6. Passengers shall not extend head, hands, arms or legs out of the window nor hold any object out of the window nor throw objects within or out of the bus.
7. Passengers shall not possess or use any form of tobacco on school buses.
8. Usual classroom conduct shall be observed. Unruly conduct, including the use of obscene language, will subject the passenger to disciplinary action.
9. Upon leaving the bus, the passenger will wait for the driver's signal before crossing in front of the bus.

The following procedures shall be followed when a discipline concern arises on a bus serving a regular route or an extracurricular activity.

1. A conference involving the principal, the student passenger, the driver, and the parent(s) may be required.
2. The principal may suspend the student's bus-riding privileges. If such suspension occurs, the parents will be notified prior to the time the suspension takes effect.
3. In the case of serious misconduct that endangers the safety of other passengers or the driver, the driver shall have the authority to put the student off the bus or to call for law enforcement assistance; the principal and parents shall be notified of the situation as soon as possible. The student shall not be provided bus service again until a Conference involving all persons listed above has been held.

Disciplinary sanctions and changes in transportation for a student with a disability shall be made in accordance with the provisions of the student's Individual Education Plan (IEP) for students considered disabled under IDEA or the individually designed program for students considered disabled under Section 504.

### **While Waiting or Going to or from the Bus:**

1. Pupils must be on time; the bus cannot wait for those who are tardy.
2. Pupils must never stand in the roadway while waiting for the bus.
3. When leaving the bus, pupils must observe directions of the bus patrol.
4. Students going to and from the bus stop will walk on the left hand side of the highway on the shoulder.
5. In crossing the highway, pupils should walk at right angles to the road and clear the pavement as quickly as possible.

### **In Case of an Accident**

Any damage to the bus must be reported at once to the driver and/or principal. Disciplinary sanctions and changes in transportation for a handicapped student shall be made in accordance with the provisions of the student's Individual Education Plan (IEP).

### **Emergency Situations**

In the event of an emergency, a student is permitted to ride another bus to an existing stop if they have an official Bellville ISD bus pass signed by the campus administrator only. No other bus passes will be accepted. Emergency situations are defined as situations that cannot be planned for. Going home with a friend is not an emergency and a bus pass will not be issued.

### **Transportation Policies**

For any other questions about transportation policies please visit the transportation webpage at [http://www.bellvilleisd.org/departments/transportation\\_department/transportation\\_policies/](http://www.bellvilleisd.org/departments/transportation_department/transportation_policies/).

NOTE: FOR VIOLATION OF ANY OF THE ABOVE RULES, A PUPIL WILL BE REPORTED TO THE SCHOOL PRINCIPAL. TEMPORARY OR PERMANENT SUSPENSION FROM RIDING THE BUS CAN RESULT.

## **SCHOOL FACILITIES**

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 in the coming years - littering, defacing, or damaging school property is not tolerated. Students will be required to make restitution for damages they cause and shall be subject to disciplinary consequences in accordance with the Student Code of Conduct.

## **SCHOOL PARTIES AND PUPIL ACTIVITIES**

All parties and other student activity events must be arranged by the teachers through the Administration.

The rules of good conduct and grooming shall be observed for school social events. Guests will be expected to observe the same rules as students attending the event; the person inviting the guest will share responsibility for the conduct of the guest. Students attending a party or social may be asked to sign out when leaving before the end of the party; anyone leaving before the official end of the party will not be readmitted.

### **SEARCH BY 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.

### **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.

### **SMOKING**

Students may not possess, smoke or use tobacco products including electronic cigarettes on school property or at a school-related or school-sanctioned activity, on or off school property. See the Student Code of Conduct for information regarding disciplinary sanctions.

### **SOCIAL EVENTS**

School rules apply to all school social events. Guests attending these events are expected to observe the same rules as students, and a student inviting a guest will share responsibility for the conduct of his or her guest.

A student attending a social event will be asked to sign out when leaving before the end of the event; anyone leaving before the official end of the event will not be readmitted.

### **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 a high school counselor.

## **Providing Assistance to Students Who Have Learning Difficulties or Need Special Education Services**

For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools must consider tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based on Response to Intervention (RtI). The implementation of RtI has the potential to have a positive impact on the ability of districts and charter schools to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine if the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

### **Special Education Referrals:**

If a parent makes a written request for an initial evaluation for special education services to the director of special education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the Notice of Procedural Safeguards. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

Please note that a request for a special education evaluation may be made verbally and does not need to be in writing. Districts and charter schools must still comply with all federal prior written notice and procedural safeguard requirements and the requirements for identifying, locating, and evaluating children who are suspected of being a child with a disability and in need of special education. However, a verbal request does not require the district or charter school to respond within the 15-school-day timeline.

If the district or charter school decides to evaluate the student, it must complete the student's initial evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district or charter school must give the parent a copy of the evaluation report at no cost. Additional information regarding special education is available from the district or charter school in a companion document titled Parent's Guide to the Admission, Review, and Dismissal Process.

**Contact Person for Special Education Referrals:**

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

Contact Person: Dr. Megan Pape

Phone Number: 979-865-7012

**Section 504 Referrals:**

Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

**Contact Person for Section 504 Referrals:**

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Contact Person: Dr. Megan Pape

Phone Number: 979-865-7012

**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.

Under state law, 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.

**STUDENT CODE OF CONDUCT**

In the printed philosophy of the Bellville Independent School District, it is stated that the district always must have as one of its goals - "Productive Citizens". This philosophy continues in the belief that the individual teacher is the most dynamic force in the education process. Effective teacher and pupil relationships are a common bond for proper classroom decorum. Discipline is one of the elements that aids the process of maturing, and becoming a productive member of society. Developing habits of self-discipline characterizes the move of an individual from extensive external control toward becoming an effective self-directed adult in a democratic society.

Superintendent of Schools, as the chief executive officer of the Board of Trustees, is charged with implementing the Board's policies and enforcing state and local laws pertaining to student conduct and behavior. The district administrative staff assists the Superintendent in supporting the administrative rules and regulations, which represent implementation of Board policies. The Board of Trustees further recognizes the need for the Superintendent to provide for periodic review of the rules and regulations by the district's professional staff. The building principal is charged by the Superintendent of Schools with developing and maintaining an appropriate climate for learning, and the building principal is further responsible for establishing and enforcing effective disciplinary procedures which support that climate. The principal may delegate to the assistant principal such duties as the building principal may deem necessary for the maintenance of appropriate conduct, but the building principal coordinates the effort of school administrators, guidance counselors, and teachers, in their contact with parents to insure the optimum in achieving cooperation for appropriate student conduct.

For all disciplinary procedures refer to Bellville I.S.D. Discipline Management Plan-Student Code of Conduct. This will be handed out to all students at the beginning of the school year. The Certificate of Understanding should be signed and returned to the school.

**STUDENT COUNCIL**

The Student Council is an organization designed to provide student leadership opportunities and to promote good rapport among the students and between the student body and the faculty and administration. The membership of the council is made up of five officers elected from the student body at large and representatives elected from each class, grades 9 through 12.

The Student Council Constitution states the following concerning membership:

1. Each class, grades 9 through 12, elects seven representatives, with representation remaining at this number until total enrollment of the school reaches 800.
2. One additional representative from each class shall be appointed by a committee composed of faculty members. The faculty committee shall be appointed by the principal. Students appointed by this committee must have run for representative in the election.

The Student Council president must be a senior and must have served at least one term on the Student Council. The vice president may be a junior or a senior and have served at least one term on Student Council. Any student is eligible to be a candidate for all other offices. All officers must maintain a cumulative high school GPA of 80 (3.0 GPA) or above.

**STUDENTS' 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. 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.

Searches of desks or lockers may be conducted at any time there is reasonable cause to believe that they contain articles or materials prohibited by District policy, whether or not a student is present. The parent will be notified if any prohibited items are found in the student's desk or locker.

## STUDENT RECORDS

A parent may review his/her child's student records. These records include:

- Attendance records
- Test Scores
- Grades
- Disciplinary records
- Counseling records

## STUDENT 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.

### 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.

### Displaying a Student's Artwork and Projects

The district will seek parental consent before displaying students' artwork, special projects, photographs taken by students, and the like on the district's Web site, in printed material, by video, or by any other method of mass communication.

## SUMMER SCHOOL

Summer school will be offered through Bellville High School. Students will have the opportunity to make up credit in a required academic course that was failed previously in order to remain on target for graduation. Details regarding specific dates and times are generally available in May. Counselor approval should be sought prior to registration. Parents should contact the counseling office if their child fails a course during the school year to determine if summer school is advised.

## TARDIES – (per six weeks)

We encourage students to be responsible for getting himself/herself to class promptly on a consistent basis. It is extremely important for students to arrive to all classes on time in order that they do not interfere with the learning process or infringe on the teachers' time for instruction.

TARDY POLICY – Total (All classes, per 9-Weeks)

4 <sup>th</sup> Tardy	1 hour detention	8 <sup>th</sup> Tardy	2 Days IBS
5 <sup>th</sup> Tardy	1 hour detention	9 <sup>th</sup> Tardy	3 Days IBS
6 <sup>th</sup> Tardy	Saturday School	10 <sup>th</sup> Tardy	Long term IBS
7 <sup>th</sup> Tardy	1 Day IBS		

## TECHNICAL SCHOOL ADMISSION

1. Check admission requirements of schools in which you have an interest. School catalogs are now generally available online.
2. Complete an application for enrollment.
3. Make sure you meet Texas Success Initiative standards if attending a state-supported school. Students must demonstrate academic skills at a certain level in order to enroll and earn credit in college courses. The THEA (Texas Higher Education Assessment) test measures these skills. Register online: [www.thea.nesinc.com](http://www.thea.nesinc.com)
4. Arrange for college visits. Be sure to make appointments with an academic advisor and the financial aid office.
5. Complete the FAFSA (Free Application for Federal Student Aid) after January 1 of the senior year of high school.
6. Check for the availability of scholarships. Stop by the counseling office on a regular basis. Also check the BHS webpage for scholarship opportunities.
7. Finalize your college plans. Notify the school of your choice by the appropriate deadline.
8. Attend summer orientation programs if available.

### **Bellville ISD – BYOD Policy**

*Bellville School District* is committed to assisting students and staff in creating a 21st century learning environment. We are beginning a BYOD(Bring Your Own Device) policy which will assist our district in reaching this goal. We will now be incorporating the use of such items as laptops, iPads, netbooks and cell phones with browsing capabilities for **educational purposes only**. Students will not be required to bring in outside technology to school. All students will continue to be able to utilize our school equipment. No student will be left out of the instruction process.

By allowing students to use their own technology on campus we are hoping to increase the access all students have to the technology they need to be successful.

For intentions of BYOD, “device” means a privately-owned wireless and/or portable electronic hand held equipment that includes, but is not limited to, existing and emerging mobile communication systems and smart technologies, portable internet devices,

Personal Digital Assistants (PDAs), hand held entertainment systems or portable information technology systems that can be used for word processing, wireless Internet access, image capture/recording, sound recording and information transmitting/receiving/storing, etc.

#### **Student Expectations:**

- Students will follow the Student Guidelines. Students may bring their own technology devices and utilize personal electronic communication devices at school in the classroom when the teacher deems them appropriate for educational purposes. All devices must remain off and put away unless being used within a lesson during class time.
- Internet access is filtered by the District on personal telecommunication devices in the same manner as District-owned equipment. If network access is needed, connection to the filtered, wireless network provided by the District is required.
- Personal devices are the sole responsibility of the student owner. The campus or District assumes no responsibility for personal telecommunication devices if they are lost, loaned, damaged or stolen and only limited time or resources will be spent trying to locate stolen or lost items.
- Personal devices have educational and monetary value. Students are prohibited from trading or selling these items to other students on District property, including school buses.
- Each student is responsible for his/her own device: set-up, maintenance, charging, and security. Staff members will not store student devices at any time, nor will any District staff diagnose, repair, or work on a student’s personal telecommunication device.
- Telecommunication devices will not be used as a factor in grading or assessing student work. Students who do not have access to personal telecommunication devices will have access to comparable District-owned equipment or given similar assignments that do not require access to electronic devices.
- Telecommunication devices are only to be used for educational purposes at the direction of a classroom teacher or as stated for specific age groups.
- All teachers will have the ability to allow students to use personal wireless communication devices during their instructional period. If a personal wireless device is not needed or is not deemed educationally appropriate students will not be allowed to use the device. The classroom teacher has the discretion to allow or not allow the use of a personal device in their classroom environment.
- If the assignment/lesson requires the use of technology, the teacher will need to make arrangements for all students to have access to required technology. Personal devices can be used, but no student can be excluded from the assignment/lesson due to the fact that they do not have the required technology.
- Campus administrators and staff members have the right to prohibit use of devices at certain times or during designated activities (i.e. campus presentations, theatrical performances, testing days/ periods, or guest speakers) that occur during the school day.
- An appropriately-trained administrator may examine a student’s personal telecommunication device and search its contents, in accordance with disciplinary guidelines.

#### **Students;**

The same procedures and school rules apply to using your cell phone and other electronic devices during class. If you are participating in the BYOD program, your teacher will monitor and give permission for you to use your device at certain times in class. You are only permitted to use your mobile device for programs, websites, and tools specified by your teacher. The same school rules apply. If your teacher finds you using your mobile device for off-task activities, you may lose your privilege to use your mobile device at your teacher’s discretion. The use of technology to provide educational material is not a necessity but a privilege. A student does not have the right to use his or her laptop, cell phone or other electronic device while at school. When abused, privileges will be taken away. When respected, they will benefit the learning environment as a whole. Students and parents/guardians participating in BYOD must adhere to the Student Code of Conduct, as well as all Board policies, particularly the Internet Acceptable Use and Internet Safety Policies. Violation of this policy will result in the following consequences:

- Telecommunication device will be confiscated.
- A \$15.00 administrative fee will be assessed each time the phone is confiscated.
- Parent must pick up phone from a campus administrator.
- Any searches of personal telecommunications or other personal electronic devices will be conducted in accordance with law, and the device may be confiscated in order to perform a lawful search. A confiscated device may be turned over to law enforcement to determine whether a crime has been committed.

### **Security and Damages**

Responsibility to keep the device secure rests with the individual owner. **The School System, nor its staff or employees, is not liable for any device stolen or damaged on campus.** If a device is stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations.

The Bellville ISD BYOD program will enable students to become information producers, self-directed learners as well as team players. In creating a technology rich learning environment with the devices students will depend on in their professional lives our students will have the skills to be a productive digital citizen.

### **Other Electronic Devices**

Students are not permitted to possess such items as radios, CD players, MP3 players, video or audio recorders, DVD players, cameras, or games unless prior permission has been obtained from the principal. Without such permission, teachers will collect the items and turn them in to the principal's office. The principal will determine whether to return items at the end of the day or to contact parents to pick up the items.

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

### **Requesting Limited or No Contact with a Student through Electronic Media**

Teachers and other approved employees are permitted by the district to communicate with students through the use of electronic media within the scope of the individual's professional responsibilities. For example, a teacher may set up a social networking page for his or her class that has information related to class work, homework, and tests. As a parent, you are welcome to join or become a member of such a page.

An employee described above may also contact a student individually through electronic media to communicate about items such as homework or upcoming tests.

If you prefer that your child not receive any one-to-one electronic communications from a district employee or if you have questions related to the use of electronic media by district employees, please contact the campus principal.

### **TELEPHONE**

The school phone is for the purpose of school business. In case of illness or emergency, students are to use the telephone in the Reception Office ONLY.

No student will be called to the phone during class hours except in the case of an emergency. A message will be delivered to the student at the close of a class period in non-emergency cases.

### **TESTING DATES**

Please see school website for testing dates.

### **TEXTBOOKS**

State approved textbooks are provided free of charge for each subject or class, the only exceptions are college courses. Textbooks and book covers will be issued by teachers at the first meeting of each class period. Books will be covered at all times. Students will be responsible for textbooks as follows:

1. Fines will be assessed for damages to books.
2. Any textbooks not returned to the school (regardless of the reason) will be paid for by the student.

### **TOP TEN PERCENT RULE**

Texas students who are in the top ten percent of their graduating class are guaranteed automatic admission to all state-funded universities provided they complete one of the two criteria:

1. Complete the Distinguished level of achievement under the Foundation High School Program.
2. Satisfy the ACT college Readiness Benchmarks.
3. Receive a minimum score of 480 on the Evidenced-Based Reading and Writing (EBRW) test and a minimum score of 530 on the mathematics test (no combined score) if the SAT was administered on or after March 5, 2016.

Students must make certain that they also submit an application to the Texas public university for admission before the appropriate deadline. This ruling applies only to admissions, students are not guaranteed acceptance into their desired choice of major. Keep in mind that most students will apply to college during the fall semester of their senior year. Therefore, the ranking that will be seen when applying is determined after the second semester of the junior year, or also known as the sixth-semester ranking.

### **Exemption to the Top Ten Percent Rule –**

Senate Bill 175 changed the Top Ten Percent Rule as it applies to the University of Texas at Austin ONLY. Each Fall, UT-Austin must notify secondary schools of its intentions for the coming school year. For those entering as freshmen in the Summer/Fall of 2021 and Spring 2022 sessions, the top 6% of their graduating class will be admitted automatically.

## **TRANSCRIPTS**

An Academic Achievement Record, also known as a transcript, is a student's record of semester grades and credit earned in high school. The transcript includes a student's grade point average and rank in class.

All post-secondary schools will require this information in order to be considered for admission. In order to request that a transcript be sent to a college or university, a student must either complete a request form in the counseling office or request online via the Bellville High School web page, list the school(s) where information will be sent, and sign indicating permission to send information. Three school days should be allowed to process this request. Transcripts sent through the electronic system, called TRex, will be sent at no cost to the student. Transcripts that must be mailed through the postal system or transcripts requested for personal use will be available for a charge of \$1.00.

A paper version of a transcript may also be requested. In order to be considered official, the transcript must be enclosed in a sealed envelope and stamped. Students should follow the same procedure when requesting a paper copy of their transcript: complete a request form, list that the transcript will be for personal use, and sign for permission. Students must also indicate if the transcript should be official or non-official. Three school days should be allowed process the request. Senior students will be provided free copies of their official transcript at the beginning of each semester to be used at their own discretion. Beyond these copies, a charge of \$1.00 will be assessed for each paper transcript requested.

## **TRAVEL - SCHOOL SPONSORED**

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. The principal, however, may make an exception if the parent personally requests that the student be permitted to ride with the parent, or the parent presents - no later than the day before the scheduled trip - a written request that the student be permitted to ride with an adult designated by the parent.

## **USE OF BUILDING AFTER SCHOOL HOURS**

If a student wishes to remain after school hours to do additional work, to work out in the gym, to practice in the band hall, etc. that student must be accompanied by an authorized school person who must stay with that student or students during the time the building is in use.

## **VEHICLES ON CAMPUS**

Vehicles parked on school property are under the jurisdiction of the school. School officials may search any vehicle any time there is reasonable cause to do so, with or without the permission of the student. A student has full responsibility for the security and content of his/her vehicle and must make certain that it is locked and that the keys are not given to others.

Students will be held responsible for any prohibited objects or substances, such as alcohol, drugs, and weapons that are found in their cars and will be subject to disciplinary action. Students must adhere to campus speed limit of 15 m.p.h. and designated parking areas. Any violation of these rules or reckless driving in the parking lot will result in loss of privilege to bring a vehicle on school grounds.

## **VISITORS**

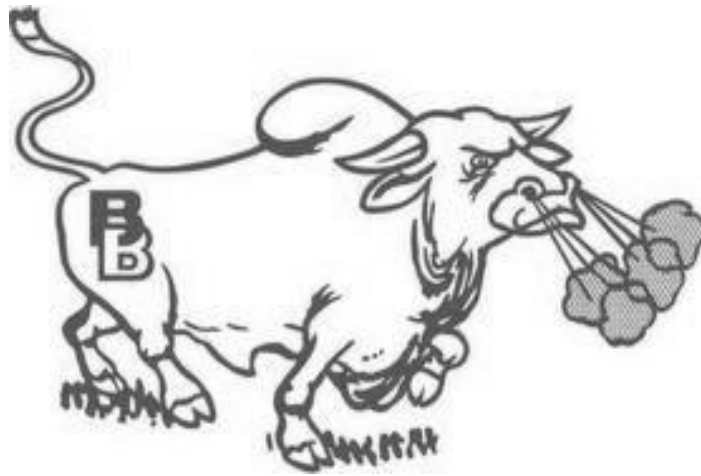
Parents and other visitors are welcome to visit District schools. Building access will be automated at all campuses to increase safety and security for all students and staff. All visitors must enter through the main entrance in the front of the building and report to the front office to sign-in. If arriving after the start of the school day (8:00 am), you will need to proceed to the main entrance, be buzzed in by the front office and then report in to the front office to sign-in. Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher, and such visits are not permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment. Students may not have student visitors.

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

## INDEX

Topic	Page #
Administration	2
Asbestos	4
Assemblies	4
Attendance	4
Bellville ISD Health Policies	5
Backpacks	7
Building Access	7
Bullying or Taunting Behaviors	7
Bring Your Own Device (BYOD) Policy	25
Cafeteria Services	7
Cameras	7
Campus Regulations	8
Cheating/Plagiarism/Academic Dishonesty	8
Cheerleader and Mascot Try-Out Requirements	8
Class Organization	8
Classification	9
Class Ranking	9
Clubs	9
Co-Curricular Activities	9
College Admission Requirements	9
College Admission - Steps to follow	9
College and Career Fair	10
College Classes / Dual Credit	10
College Visits	10
Complaints and Concerns	10
Computer Access - Acceptable Use and Code of Conduct	10
Conduct Before and After School	10
Conferences	11
Correspondence Courses	11
Corporal Punishment	11
Counseling	11
Credits	11
Credit by Examination	11
Dating Violence, Discrimination, and Retaliation	11
Department of Career & Technology Education	12
Disruptions	12
Distribution of Material	13
District Motto	3
District Website	3
Dress & Grooming	13
Drills	13
Drill Team	13
Drug Testing	13
Dual Credit	13
Early Graduation	14
Emergency Medical Treatment	14
Emergency School Closing Information	14
Examination for Acceleration	14
Extra-Curricular Activities	14
Fees	14
Final Exams	14
Final Exam Exemption	15
First Aid / Illness	15
Fund Raising	15
Gang Free Zones	15
Governmental Authorities	15
GPA and Rank	16
Grade Weighting Table	17
Grading Policies	18
Graduation Requirements	18
Greetings	3
Honor Graduate Policy	18
Insurance	18
Library	18
Lockers	18

Topic	
Lost and Found Property	18
Make Up Work	19
Medicine at School	5
Mission Statement	3
National Honor Society	19
Off-Campus Activity Regulations	19
Parental Involvement and Responsibilities	19
Parking Permit	20
Physical Examinations	20
Plan of Study	20
Pledge of Allegiance and a Moment of Silence	20
Posters	20
Prayer	20
Pregnant Students	20
Private Lessons	20
Progress Reports	21
Release of Students from School	21
Report Cards	21
Safety	21
Schedule Changes / Dropping Courses	21
Scholarships	21
School Bus Regulations	21
School Board Members	2
School Calendar	30
School Facilities	22
School Parties and Pupil Activities	22
School Song	30
Searches by Trained Dogs	22
Searches	22
Smoking	22
Social Events	22
Special Programs	23
Steroids	23
Student Code of Conduct	23
Student Council	24
Student Desks and Lockers	24
Student Records	24
Student Rights	24
Summer School	24
Tardies	24
Technical School Admission	25
Telecommunications Devices, including mobile telephones	25
Other Electric Devices	26
Telephone	26
Testing Dates	26
Textbooks	26
Top Ten Percent Rule	26
Transcripts	27
Travel - School Sponsored	27
Use of Building After Hours	27
Vehicles on Campus	27
Vision Statement	3
Visitors	27
Withdrawal from School	27



### **SCHOOL SONG**

*Hail, Bellville High School  
Hats off to you.  
Ever you'll find us loyal and true.  
Firm, and undaunted always we'll be,  
hail to the School we love,  
Here's a toast to thee!*