

DENTON INDEPENDENT SCHOOL DISTRICT



**STUDENT
HANDBOOK**

and

**STUDENT CODE
OF CONDUCT**



**Este Manual Escolar y Código de Conducta de Alumnos
completo está disponible en español.**

**Pregunte en la administración de su escuela
si le interesa obtener un ejemplar en español.**

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Internet Resources

The following websites on the Internet can provide valuable information regarding the contents of this document.

www.dentonisd.org

Website of the Denton ISD. All Board Policies can be accessed through the Central Services webpage by clicking “Board Policy Online”

www.tea.state.tx.us

Website of the Texas Education Agency. The Texas Education Code (TEC) can be accessed in the section titled “School Law and Rules”

www.capitol.state.tx.us/statutes/petoc.html

The Texas Penal Code provided by the Texas Legislature

2007-2008
DENTON INDEPENDENT SCHOOL DISTRICT

STUDENT HANDBOOK
and
STUDENT CODE OF CONDUCT

Approved by DISD Board of Trustees
June 19, 2007



MISSION STATEMENT

. . . in pursuit of excellence . . .

The mission of the Denton Public Schools, in partnership with the home and community, is to provide the best educational opportunities in a challenging yet supportive environment where individuals and cultural diversity are respected so that our students become knowledgeable and responsible citizens who are capable of life-long learning and who have developed the necessary skills to contribute productively to a complex and ever-changing world.

The Denton Independent School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies.

*Title IX & Section 504 Coordinator:
Dr. Roger Rutherford, Assistant Superintendent
1307 N. Locust Street
Denton, TX 76201
940-369-0132*

*Title II & Title IX Coordinator:
Mr. Dennis Stephens, Executive Director of Human Resources
1307 N. Locust Street
Denton, TX 76201
940-369-0040*

Dear Parent and Student:

The Student Handbook and Student Code of Conduct are designed to provide each family with information about the procedures that your school and your school district follow. Changes in policy that affect these documents will be shared through school newsletters and other parent and student communications. We believe that these documents are useful references for your family.

The district requires that the school receive a signed statement from each student's parent that the Student Handbook and Student Code of Conduct have been received and reviewed. Please review the materials and return the form to your child's school.

We encourage each parent to become an active member of the educational team. We hope that parents will take time to get to know their child's teachers and principal.

Our community has created a quality school system for our students. The investment that parents and the community have made combined with our district's outstanding teachers and staff makes a strong learning environment for students.

Sincerely,



Ray E. Braswell, Ph.D.
Superintendent of Schools



2007-2008 School Directory

High Schools

Denton High School
1007 Fulton
Denton 76201
369-2000

Fred Moore High School
815 Cross Timbers
Denton 76205
369-4000

Guyer High School
7501 Teasley Lane
Denton 76210
369-1000

Ryan High School
5101 E. McKinney
Denton 76208
369-3000

Sarah and Troy LaGrone
Advanced Technology Center
1504 Long Road
Denton 76207
369-4850

Middle Schools

Calhoun Middle School
709 Congress
Denton 76201
369-2400

Crownover Middle School
1901 Creekside
Corinth 76210
369-4700

McMath Middle School
1900 Jason Drive
Denton 76205
369-3300

Navo Middle School
1701 Navo Road
Aubrey 76227
972-347-7500

Strickland Middle School
324 Windsor
Denton 76209
369-4200

Alternative Campus

Davis School
1125 Davis
Denton 76205
369-4050

Elementary Schools

Borman Elementary
1201 Parvin
Denton 76205
369-2500

Evers Park Elementary
3300 Evers Parkway
Denton 76207
369-2600

Ginnings Elementary
2525 N. Yellowstone Place
Denton 76209
369-2700

Hawk Elementary
2300 Oakmont
Corinth 76210
369-1800

Hodge Elementary
3900 Grant Parkway
Denton 76208
369-2800

Houston Elementary
3100 Teasley Lane
Denton 76205
369-2900

Lee Elementary
800 Mack Drive
Denton 76209
369-3500

McNair Elementary
1212 Hickory Creek Road
Denton 76210
369-3600

L A Nelson Elementary
3909 Teasley Ln.
Denton 76210
369-1400

Eugenia Porter Rayzor Elementary
377 Rayzor Road
Argyle 76226
369-4100

Newton Rayzor Elementary
1400 Malone
Denton 76201
369-3700

Paloma Creek Elementary
1600 Navo Rd.
Aubrey 76227
972-347-7300

Pecan Creek Elementary
4400 Lakeview Blvd.
Denton 76208
369-4400

Providence Elementary
1000 FM 2931
Aubrey 76227
369-1900

Rivera Elementary
701 Newton
Denton 76205
369-3800

Wayne Stuart Ryan Elementary
201 W. Ryan Road
Denton 76210
369-4600

Savannah Elementary
1101 Cotton Exchange Dr.
Aubrey 76227
972-347-7400

Wilson Elementary
1306 E. Windsor
Denton 76209
369-4500

Ann Windle School
for Young Children
901 Audra Lane
Denton 76209
369-3900

-What's New and Important for 2007-2008?

Some Frequently Asked Questions and Important Things to Know

Please note: See Page 15 for important DRIVER'S LICENSE INFORMATION

How many absences are too many?

State law requires that a student be present 90% of the days a class meets in order to receive credit. In high school classes that are blocked and meet every other day, a student with more than 4 unverified absences in one semester will lose credit in that class. Middle school and elementary school students, whose classes meet every day, lose credit if they have more than 8 absences in one semester. In addition, truancy charges may be filed with the appropriate court when a student has 4 or more unverified absences (all or any part of a day) in a one-month period, or 10 or more unverified absences in a six-month period. Please see section titled **ABSENCES** for additional information.

What should I do about this "directory information"?

Please refer to page 9 of this handbook for a description of what constitutes "directory information" for your child.

NOTE: If you do not want all or part of this list released as public record when requested as the law requires, please sign and return the Notice to Parents: Release of Directory Information no later than one week after receiving the Student Handbook and Student Code of Conduct.

What's the deal with the new nutrition guidelines?

Does this mean I can't take cupcakes to school for my child's birthday?

Please review page 15 of this handbook to see all of the new state and federal nutrition guidelines. The availability of Foods of Minimal Nutritional Value (FMNV) has been severely restricted. The Texas Department of Agriculture regulates child nutrition programs and issued the following clarification on August 26, 2004.

TDA recognizes that celebrating student birthdays with a classroom party is a time-honored tradition that provides the opportunity for parental involvement in the education of their children, which is beneficial for students, parents and teachers. Foods otherwise restricted by the policy are permitted in classroom student birthday parties. It is recommended such parties be scheduled after the end of the lunch period for the class so that these celebrations will not replace a nutritious lunch. Federal regulations do not permit foods of minimal nutritional value to be served in the food service area during meal periods.

What's this I hear about a cell phone fine?

The campus administrators will be closely monitoring cell phone use and confiscating electronic communications devices in accordance with existing policy. Although District policy does not forbid possessing a cell phone, pager, or other electronic communications device, it does prohibit it from being used. District guidelines now say that the device must be concealed and turned off. Administrators, teachers, and other staff members will be confiscating all of these devices when they see or hear them. A first offense will result in confiscation and a \$15.00 administrative fee paid by the parent to claim the device. A second offense will result in confiscation of the device, the \$15.00 fee, and, the device will not be released until the end of the semester.

What about the use of metal detectors at the District's secondary schools?

The District employs both walk-around and hand-held metal detectors at the District's secondary schools. The purpose of these devices is to provide for a higher level of safety for students and staff. Walkthrough detectors are used regularly on a random basis throughout the year. The hand held detectors are used after an alert is sounded by the walk-through device to pinpoint the location of the item that is triggering the detector.

What is the District's stance on early release due to inclement weather or emergency events?

For a variety of safety and practical reasons, it is not the practice in Denton ISD to have unscheduled early closings due to emergency events - many children would be delivered to homes with no adult present, bus drivers might not be able to come in early to drive, parents who work at longer distances might have difficulties getting home or making appropriate child care arrangements, etc. Parents may, however, choose to pick up their children from school at any time during a critical event, as long as usual safety procedures are followed.

What if I've got a question that isn't asked here?

Contact the office of the Assistant Superintendent for Secondary Academic Programs at 940-369-0032.

2007-2008 Statement of Receipt

The Denton Independent School District annually provides for signed statements by the student and parent that they have received and reviewed a copy of the Student Handbook and Student Code of Conduct. Included in the Student Code of Conduct is the district's *Electronic Communication Acceptable Use and Data Management Acceptable Use Policy*. (See page 40) After reviewing this information together, the parent and student should sign the form below.

“We (student and parent) have received and reviewed the Denton Independent School District Student Handbook and Student Code of Conduct. We understand that we are expected to become familiar with the policies, procedures, and consequences explained in these documents. We understand that the student will be held accountable for the behavior and consequences outlined in the Student Code of Conduct at school and at school-sponsored/school related activities, including school-sponsored travel, and for any school-related misconduct regardless of time or location. We understand that any student who violates the Student Code of Conduct will be subject to disciplinary action. We understand that a lack of knowledge of the policies listed in the plan will not be an acceptable defense in the event of a policy violation.”

“I have read the Acceptable Use Policy with my child. We have discussed it together and he/she understands that these expectations apply to the use of the district's computers, telephones, and any other communication technology that is used at school. I understand that the Internet will be used in class activities and that safeguards are being taken to minimize the chance of accessing inappropriate materials. I know that all students will be expected to follow specific directions regarding the use of the Internet whether during class or during leisure time. I further understand that should my child deliberately access a site that is unacceptable for a given assignment or access a site without prior permission, he/she will be referred to an administrator.”

“We further understand that school counselors will assume consent to work with students unless otherwise requested not to in writing.”

Please sign, detach, and return to school within one (1) week of enrollment.

Student's Name (Printed)

School and Grade Level

Signature, Parent or Guardian

Signature, Student

Date

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“We further understand that school counselors will assume consent to work with students unless otherwise requested not to in writing.”

Parent Copy - Please keep this copy for future reference.

Student's Name (Printed)

School and Grade Level

Signature, Parent or Guardian

Signature, Student

Date

2007-2008 Statement of Receipt
Parent Copy - Please keep this copy for future reference.

Notice to Parents: Release of Directory Information*

**(Please sign and return within one week of enrollment if objecting to release of student information)*

2007-08 Notice of Disclosure of Student Directory Information

Each year Denton ISD must notify parents and students concerning disclosure of students directory information under the Family Educational Rights and Privacy Act, which gives parents the right to privacy of student record information, (FERPA) is a federal law, which applies to public schools and state or local education agencies that receive federal educational funds.

Parents must make a decision and inform the District as to whether they consent or do not consent to the release of directory information.

Certain information about district students is considered directory information and will be released to anyone who follows the procedures for requesting the information unless the parent or guardian objects to the release of the directory information about the student. **If you do not want Denton ISD to release directory information from your child's educational records without your prior written consent, you must notify the district in writing within one week of enrollment by submitting this form.**

Denton ISD has designated the following information as directory information:

Student Name	Address
Telephone Number	E-mail address
Date and place of birth	Photograph
Degrees	Honors and Awards Received
Major Field of Study	Dates of Attendance
Most recent Educational Institution Attended	Grade Level
Participation in officially recognized activities and sports	
Weight and Heights of Athletic Participants	

I object to the release of **ALL** directory information.

Please Note: If you have objected to the disclosure of directory information, Denton ISD will not be able to include such information in student directories, student yearbooks, or district publications (such as athletic game programs, concert programs, commencement programs, group or individual photos, cable news segments, DISD website, broadcast media or district press release to broadcast media, newspapers, or other publications).

Throughout the course of the school year, DISD will do a survey with questions concerning student drug use and campus safety. The district will use the information to improve both campus safety and substance abuse programming.

I object to my child participating in the survey concerning student drug use and campus safety.

FOR HIGH SCHOOL STUDENTS ONLY:

Release of information to Military Recruiters or Institutions of Higher Education

I also understand that to be in compliance with the No Child Left Behind Act of 2001, the district will release to military recruiters and institutions of higher learning, upon request, the name, address, and telephone listing of my child, unless I direct the district not to release the information without my prior written consent. This objection must be filed with the principal within 10 school days of my child's first day of instruction for the school year.

I object to the release of my student's name, address, and telephone number to a military recruiter or institution of higher learning.

Please sign, detach, and return to school within one (1) week of enrollment if objecting to release of student information.

Student's Name (Printed) _____ Signature, Parent or Guardian _____

School and Grade Level _____ Date _____

2007-2008 Notice to Parents: Release of Directory Information
Please sign and return only if objecting to release of student information

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I object to the release of my student's name, address, and telephone number to a military recruiter or institution of higher learning.

Parent Copy - Please keep for your records

Student's Name (Printed) _____ Signature, Parent or Guardian _____

School and Grade Level _____ Date _____

2007-2008 Notice to Parents: Release of Directory Information
Parent Copy - Please keep for your records

ELEMENTARY AND SECONDARY SCHOOL GENERAL INFORMATION

The Denton ISD's motto is "Excellence With Kindness." We want each child to enjoy a school which is motivating, challenging, satisfying, and safe. We need you to help us have a good home and school relationship through which each child will feel secure and comfortable.

To have a safe and comfortable school, certain rules are necessary. This handbook will list the rules and the information you will need in order to help us have a good school. Please read this handbook and discuss the rules with your child. If you have any further questions, please check with your child's principal.

The rules in this handbook have been approved by the Denton ISD Board of Trustees.

Denton ISD elementary and secondary schools are accredited by the Texas Education Agency and the Southern Association of Colleges and Schools.

HOW PARENTS CAN HELP

Your child spends many hours every day in school. These are important hours, and parents can help make this time even more important with the following suggestions:

1. Talk with your child every day about school, friends, and teachers.
2. Take an interest in your child's schoolwork.
3. If your child acts differently or doesn't want to go to school, talk with the teacher, principal, or counselor.
4. Set a time each day for homework, reading and sharing library books, and other learning activities.
5. Watch TV with your child and talk about the program. Be sure that your child doesn't watch too much TV.
6. Make sure that your child gets enough sleep and a nutritious breakfast.
7. Read to your child every day and listen to your child read to you.
8. Attend parent-teacher meetings.
9. See that your child follows the school rules and goes to school every day.

PARENT INVOLVEMENT OPPORTUNITIES

PARENT-TEACHER ASSOCIATION—Each school has its own PTA. The goal of the PTA is to enrich the lives of children by providing parent education programs, developing a strong home and school relationship, and supporting projects that help make a stronger educational program. Membership information will be sent home at the first of the school year.

PARENTING EDUCATION—Denton ISD offers a Parenting Education program sponsored by the Title I schools called "Family Connections—First Tuesdays." It is a series of parent meetings open to all Denton ISD parents and held on the first Tuesday of each month at a central location in the district. Groups are offered for parents of elementary students in both Spanish and English, and for parents of secondary age students, both Spanish and English. Teen groups may also be offered. To learn more about "First Tuesdays," contact your campus counselor, or call the Denton Social Work Services office for information in Spanish or English, 940-369-0598.

ENROLLMENT REQUIREMENTS

To enroll a student in the Denton schools, the parent or legal guardian must complete and sign registration forms. The parent or legal guardian **must live** in the school district. A person who gives a false address can be charged full tuition for the time the parent/guardian was not living in the school district.

PROOF OF RESIDENCE - Parents or legal guardians will be required to document their address by showing legal documents such as lease agreements, contracts, or utility bills. Students must attend the campus in the attendance zone in which the parent/guardian resides unless they have received an approved intra-district transfer.

PROOF OF AGE—All students must show a copy of their birth certificate or its equivalent.

TRANSFER OF RECORDS—The school will request a copy of a student's records from the previous school attended. If the child was enrolled in a Texas public school, these records should arrive within thirty days. The information will include identification number (either social security number or state number), county-district-campus number, campus name and phone number, sex, ethnicity, date of birth, and current grade level. Most districts will also send grades and standardized test scores. **Special education records must be requested separately.**

HEAD START PROGRAM—The Denton ISD Head Start Program is a federally funded program for three and four year old poverty level children- it is full day. The program is located at the Ann Windle School for Young Children at 901 Audra Lane. The focus of the program, which follows state and federal guidelines and curriculums, is to increase each student's self concept, developmental skills, and pre-academic skills. To qualify for the program, the student's parents must meet the federal income guidelines established for the program. For additional information, please call 940-369-3900.

PRE-KINDERGARTEN—A student must be **four years old on or before September 1, 2007**, to be in this program. Also, the student must be limited English-speaking or qualify under low-income guidelines. This is a half-day program. Transportation for the pre-kindergarten program is the responsibility of the parent. Please contact the principal at **Borman, Hodge, Rayzor, Rivera, Wilson, or Ann Windle School for Young Children** if you have any questions.

KINDERGARTEN—A student must be **five years old on or before September 1, 2007**, to be eligible. Full day classes are offered at all elementary campuses.

FIRST GRADE—A student must be **six years old on or before September 1, 2007**, or have been in the first grade, or completed kindergarten in the public schools of another state before moving to the district.

ALL OTHER GRADES—Students may enroll in grades two through twelve by showing the proper withdrawal records from an accredited private, church, or public school. These records include grades, proof of birth and immunizations. Students who

have been enrolled in a non-accredited public, private, church school or have been home-schooled may enroll at the grade level on a temporary basis. *The principal makes the final decision about the proper grade placement.*

SCHOOL HOURS

Elementary Student Day

8:00 A.M. - 3:00 P.M.	Kindergarten through Grade Five
8:00 A.M. - 11:00 A.M.	Morning Pre-Kindergarten
12:00 P.M. - 3:00 P.M.	Afternoon Pre-Kindergarten

Students should not arrive at school before 7:30 A.M. No adult will be there before that time to supervise them. Breakfast will be available between 7:30 and 8:00 A.M.

Students must be picked up at 3:00 P.M. If you want to pick up your child who rides the bus, please call before 2 P.M. If you are not there by 3:00 P.M., dismissal time, your child must get on the bus.

Morning pre-kindergarten students must be picked up at 11:00 A.M. dismissal time. Adults will not be available to supervise them after 11:00 A.M.

Afternoon pre-kindergarten students must not arrive before 12:00 P.M.

Secondary Student Day

8:35 a.m. - 3:35 p.m.	Middle Schools
8:50 a.m. - 3:50 p.m.	High Schools

Students should not arrive at school before 8:00 a.m. No adult will be there before that time to supervise them. Breakfast will be available for students at 8:15 a.m. at Middle Schools and at 8:25 a.m. at high schools.

Students must be picked up by 3:55 p.m. at Middle Schools and 4:10 p.m. at high schools.

STUDENT ATTENDANCE POLICY

Under provisions of the Texas Education Code, the following classes of students are required to attend school each day for the entire period the program of instruction, for which the students are enrolled, is offered:

1. Students who are at least six years old as of September 1 of the applicable school year
2. Every child who is younger than six but has been in a first grade class
3. A student must attend public school until their 18th birthday
4. Texas Education Code 25.086 exempts certain classes of students from the compulsory attendance requirements.
 - a. Any child who attends a private or parochial school
 - b. A severely handicapped child
 - c. Any child suffering a temporary physical or mental condition
 - d. A child expelled from school
 - e. Students who have completed a General Equivalency Diploma (GED)

ABSENCES—When a student is absent, parents are asked to call the school by 10 A.M. on the first day of the absence. If the school has not been notified of the child's absence, attempts will be made to contact the parent at home or work to notify them of the absence and ask the reason. Regardless of telephone contact, it will be necessary for the child to bring a note, within 48 hours of returning to school, explaining the reason for the absence. Failure to provide a note will result in the absence being recorded as unverified. **If a student is at school at 10:00 a.m., the child is considered present for the day.** Secondary school attendance is recorded on a period-by-period basis. Official attendance is taken at 10:00 a.m., however, a student could be present for the day and still have absences recorded in individual classes. A student will be counted tardy if he/she is not in the room when the class starts. Excessive tardiness may become a matter for the truancy officer. A student shall be considered present if he/she misses a part of a day for a health care appointment, brings a note from the health care professional, and completes all of the class work missed as a result of the absence.

TARDIES—Excessive absences and/or tardies will be reviewed by campus attendance committees for further action. Students who violate Compulsory Attendance Laws may be referred for court action.

ATTENDANCE GUIDELINES—Students may not be given credit for passing a course/to the next grade unless they have been in attendance for at least 90% of the school calendar days or days that a secondary class meets. Students fall below the 90% attendance requirement when they miss more than four 90 minute block classes (high school) or more than eight (8) 90-minute double-blocked classes in one semester, more than eight 45 minute daily classes (middle school) in one semester, or more than eight days (elementary) in one semester. If a student is absent due to an extenuating circumstance and the make-up work is satisfactorily completed, the student shall be considered in attendance for the purpose of meeting the compulsory attendance laws. Extenuating circumstances include:

1. Personal illness
2. Serious illness of a family member
3. Funeral of a family member
4. Student's health related services
5. Family emergencies or unforeseen instances requiring immediate attention
6. Family/individual counseling or therapy
7. Religious holy days, activities and travel time
8. Authorized school-sponsored activities
9. Weather and road conditions making travel dangerous
10. Quarantine
11. Participation in a substance abuse rehabilitation program
12. Court related or child abuse/neglect investigation
13. Suspension

The principal may review reasons other than those listed above.

IMPORTANT DRIVER'S LICENSE IMPLICATIONS — All students who desire to obtain or renew a Texas Driver's License or Learner's Permit must obtain a Verification of Enrollment form. These forms are available at each campus. According to Texas state law, students must be present at least 90% of the days met in **each class** in order to be eligible to receive or renew a driver's license. Students must present a valid VOE (Verification of Enrollment) form at the Texas Department of Public Safety Driver's License Office prior to receiving or renewing a license. This form is issued by the school and verifies the student's enrollment and 90% attendance in the most recently completed fall or spring semester of school. Students with attendance of less than 90% in ANY CLASS CAN NOT BE ISSUED A VOE FORM! Without this form, it is not possible to renew or receive a Texas driver's license.

MAKE-UP WORK—While each case will be evaluated individually, the following guidelines should be used. It must be stressed that the student is responsible for make-up work. In all cases, if illness is the reason for absences, make-up work requests during the student's absence from the classroom will be carefully evaluated in terms of the child's welfare. **Make-up work will not be provided prior to a student's absence.**

1. The student will have one more class day than the number of class days missed to turn in make-up work. Make-up work should be completed in the order it was assigned.
2. If a test was assigned and material covered before the absence, then the test must be taken on the first class day the student returns. The same procedure applies for book reports and other major projects.
3. Students are responsible for making arrangements for all make-up work when they return to school. This should be done at a convenient time for the teacher and not during instruction time.

SUPPORT SERVICES

COUNSELING SERVICES - Each school has full-time counselors. The counselors believe that most children have the capacity to resolve their own problems and to make their own decisions with the professional assistance of a counselor serving as a facilitator. Each counselor's goal is to help each child develop positive feelings of self as well as the problem-solving skills necessary to be effective citizens in today's world. With these goals in mind the counselors provide a wide range of services including:

1. Individual counseling
2. Classroom guidance activities
3. Small group counseling / guidance sessions
4. Parent consultation
5. Individual testing

Parents may call the school office to make an appointment with the counselor if they have a concern about their child. Unless parents send a written notice that the counselor is not to talk with their child, parent consent is assumed.

STUDENT ASSISTANCE PROGRAMS—Student assistance programs provide counseling support, community network resources, crisis, drug and alcohol intervention, and social work services. For more information, contact Larry Mankoff at 369-0283.

CHILD NUTRITION PROGRAM—The schools serve delicious hot lunches and a la carte items daily. Students may pay for lunches on a daily basis or place their money in their student account in the cafeteria. One lunch may be charged, if necessary; after this, a cheese sandwich and milk will be offered instead of a hot lunch until the charge has been paid. Breakfast is also served before

school. To apply for free and reduced-price meals, please contact the Denton ISD Child Nutrition Office at 369-0270. The menu for the next week is published in Thursday's edition of the Denton Record-Chronicle. A copy of the school menu is available each month in the school office.

Elementary School Meal Prices	Middle/High School Meal Prices
Breakfast \$1.00	Breakfast \$1.25
Lunch \$2.25	Lunch \$2.50

Parents can access their student's lunch activity electronically. To register, go to www.parentonline.net. By registering, parents will be able to pay for student meals using a debit or credit card, set up automated payments, combine payments for multiple students, view and print student activity, receive low account balance reminders, and receive immediate email confirmation of the transaction. A minimal processing/transaction fee may apply.

The Texas School Nutrition Policy restricts student access to certain Foods of Minimal Nutritional Value (FMNV) as well as Competitive Foods.

FMNV's are defined as soda water, water ices, chewing gum, hard candies, jellies and gums, marshmallow candies, fondants, licorice, spun candies, and candy coated popcorn.

Competitive foods are defined as food and beverages sold or made available to students that compete with the school's operation of the National School Lunch Program, School Breakfast Program, and/or After School Snack Program. Snacks provided by teachers, parents, or sources other than the Child Nutrition Program are defined as competitive foods.

Elementary schools are prohibited from providing students access to FMNV's and competitive foods at any time during the normal school day.

Middle schools are prohibited from providing students access to FMNV's and competitive foods until the end of the last lunch period.

High schools are prohibited from providing students access to FMNV's and competitive foods during the times and in the locations school meals are served.

Exemptions to this policy are limited to school nurses, accommodating special needs students according to the student's Individualized Education Plan, and up to three different events each school year to be determined by the school principal as part of the official campus calendar. During these three events, FMNV's and competitive foods may not be served to students during meal times in areas where school meals are being served or consumed.

This policy does not restrict what parents may provide for their own child's lunch or snacks. Celebrating student birthdays with a classroom party is a time-honored tradition that provides the opportunity for parental involvement in the education of their children, which is beneficial for students, parents, and teachers. Foods otherwise restricted by the policy are permitted in classroom student birthday parties. It is recommended such parties be scheduled after the end of the lunch period for the class so that these celebrations will not replace a nutritious lunch. Federal regulations do not permit foods of minimal nutritional value to be served in the food service area during meal periods.

TRANSPORTATION SERVICES—Transportation by bus is provided for those students living two or more miles from their school (not including transfer students), and by ARD or Section 504 Committee decision, for Special Education or Section 504 students who require transportation as an educational need. All students riding District provided school buses or charters are expected to follow rules posted on the bus or described by teachers. Included in those rules are expectations for behavior as well as expectations regarding items that can be transported. All items carried on the bus must fit in the student's lap or under the seat. Items such as large gym bags, book bags, or musical instruments must follow those rules and cannot take a seat space from another student. Bus drivers are in charge of student behavior on the bus and their instructions must be followed. Disciplinary action, including temporary or permanent removal from the bus may be taken against any student violating bus rules. To determine eligibility for transportation services and secure routing information, contact DISD Transportation at 369-0300.

GENERAL INFORMATION

AFTER SCHOOL PROGRAMS—The Denton Independent School District is working to provide the best possible after-school program for all of our elementary students. Our Extended School Day programs allow elementary students to remain at the school (between 3-6 p.m. Monday-Friday) in a structured program that provides academic, enrichment and recreational activities. This is an ideal situation for working or busy parents. For information about the Extended School Day program, please contact the Community Education Department at 940-369-0080 or 940-369-0091.

The Denton Independent School District is piloting an after-school program for middle school students, grades 6-8, for the 2007-2008 school year. The Teen-Net Program will allow middle school students to remain at the school (between 3:35-6 p.m. Monday-Friday) in an environment that provides academic, enrichment and recreational activities. For information about the Teen-Net Program, please contact the Community Education Department at 940-369-0080 or 940-369-0091.

ASBESTOS ABATEMENT—In accordance with Environmental Protection Agency 40 CFR 763, Asbestos Containing Material in Schools; Final Rule and Notice, the Denton Independent School District has completed the requirements for the inspection and development of an Asbestos Management Plan for all facilities owned by the District. A copy of the Asbestos Management Plan will be available in the office of each District facility for review.

BICYCLES AND SKATEBOARDS—Please make sure that your child crosses the street at the crosswalks. In addition, students should also walk their bicycles at the crosswalks and on school grounds. Students are encouraged to wear an approved bicycle

helmet while riding their bicycle. All bicycles must be locked and kept at the bicycle racks. No skateboards, scooters, skates or shoes with skates will be allowed on campus or in the buildings.

BULLYING—Bullying is the intentional intimidation, threatening, or physical contact with another individual. This behavior will not be tolerated. Students who participate in bullying will receive appropriate disciplinary consequences. Information regarding the district's Anti-Bullying program is available from the Director of Guidance and Counseling.

Upon request of a parent or other person with authority to act on behalf of a student who is the victim of bullying, the Board's designee shall transfer the victim to another classroom at the campus to which the student was assigned at the time the bullying occurred or a campus in the school district other than the campus to which the student was assigned at the time the bullying occurred after verifying that the student has been a victim of bullying. A student's past behavior may be considered when identifying a bully. The determination of the Board's designee is final and may not be appealed. Transportation of transfer students under this provision is the responsibility of the parent.

CLOSED CAMPUS—Students are not allowed to leave the school campus during the school day unless the parent contacts the principal.

COMPLAINTS AND CONCERNS (STUDENT OR PARENT)—Usually student or parent complaints or concerns can be addressed simply—by a phone call or a conference with the teacher. For those complaints and concerns that cannot be handled so easily, the District has adopted a standard complaint policy at FNG (LOCAL) in the District's policy manual. A copy of this policy may be obtained in the principal's or Superintendent's office or on the District's Web site at www.dentonisd.org. In general, the student or parent should first discuss the complaint with the campus principal. If unresolved, a written complaint and a request for a conference should be sent to the Assistant Superintendent of Secondary Academics, or the Assistant Superintendent of Elementary Academics. All school personnel are committed to the resolution of parent complaints.

ELECTRONIC DEVICES—The District prohibits students from using paging devices, cell phones, or any other telecommunications device during the school day. Paging devices, cell phones, or any other telecommunication device shall not be in use, visible, or audible. Students who violate this policy shall be subject to established disciplinary measures. Cell phones may not be used during school hours. School hours are to be determined by the campus principal or designee. District employees shall confiscate any paging devices, cell phones, or other telecommunications devices in use, visible, or audible found on school property during school hours. Confiscated paging devices, cell phones, or telecommunications devices may be returned to the parent after a payment of a \$15.00 administrative fee is received. In the event of repeat offenses, the device will be returned at the end of the semester after payment of a \$15.00 administrative fee. **This handbook serves as notification that the school will dispose of any confiscated telecommunications devices, including pagers and cell phones, 10 business days after the end of each semester if no claim is made and no fee is paid. The school assumes no responsibility for lost or stolen electronic or telecommunications devices confiscated in accordance with school policy.**

EXTRA-CURRICULAR ACTIVITIES/NO-PASS, NO-PLAY—

Students must meet initial criteria for eligibility at the beginning of each school year. Those criteria are:

Grades 6-9 - Must have been regularly promoted from previous grade. Must have overall average of 70 and grades of 70 or higher in three of four core subjects of English, math, science, and social studies to be regularly promoted.

H.S. 2nd year - Must have earned at least 5 credits.

H.S. 3rd year - Must have earned at least 10 credits.

H.S. 4th year - Must have earned at least 15 credits.

At the end of each grading period (6 weeks), students must pass all classes to maintain or regain eligibility. Students with one or more grades below 70 must be suspended from participation in extra-curricular activities. Students may still practice but cannot participate in competition. Students regain eligibility when all grades are passing and at least three weeks of suspension have been served.

GRADING SYSTEM/REPORT CARDS—The purpose of the grading system and report cards is to keep students and parents informed about students' progress. Only Board approval will allow exception to the following reporting system:

Kindergarten and First Grade—Progress report cards will be sent home every six weeks.

Grades Two Through Five—Students are graded on a numerical scale in the major subjects with 100 being the highest grade. A grade of less than 70 is considered failing and qualifies the student for the tutorial program. Students also qualify for tutoring if their grade average is below 75. Please consult the Elementary School Grade Calculation guidelines included in the appendix of this handbook for clarification on how grades are calculated.

Grades Six Through Twelve - Students are graded on a numerical scale in each subject with 100 being the highest grade. A grade of less than 70 is considered failing. Report cards are issued every six weeks. Students in danger of failing will be issued a progress report after the first three weeks of each grading period.

Report cards are issued at the end of each reporting period.

Middle School and High School parents will be provided access to their students grades and attendance via the Internet using the District's Gradespeed program. Details on how to access this system will be provided to parents through handouts sent home with students and through PTA newsletters. Please contact your child's campus for details on how to use the Gradespeed system. Please consult the Middle School and High School Grade Calculation guidelines included in the appendix of this handbook for clarification on grade calculations.

HOMEWORK—The district encourages a reasonable amount of practical work to be done at home. If an excessive amount of work is being brought home, this may indicate ineffective use of school time. Homework may be any preparation, work, or activity that a pupil does on non-school time as requested by the teacher or with teacher consent. This definition is broad in meaning to allow for many different types of homework assignments. Homework may include the following categories:

- library research
- make-up work when absent
- limited remedial work
- special reports and long-range study assignments

- drill on basic skills
- collections, "show and tell" materials
- guided and recreational reading
- creative writing
- recommended TV programs, good movies, plays, etc.
- use of community resources
- unfinished work assigned in class

LIBRARY - All schools have certified librarians. Students visit the library for instruction in proper research techniques, book checkout, and library skills lessons. Students are responsible for lost or damaged library books.

PARENT ACCESS TO RECORDS - Grades, attendance, and test scores for each student are kept in a file in the office. A student's parent or legal guardian (if the student is under 18 years of age) has a right to see this file.

Parents without custody (possessory conservator) may review the records.

PARENT CONFERENCES—Parents are encouraged to attend Open House and scheduled parent conferences. Teachers have scheduled conference periods each school day. To schedule a conference with a teacher, contact the school office.

The District dismisses elementary classes early on October 5 and October 9-12, 2007 to allow teachers to schedule parent conferences between 1 – 4 p.m. Information will be sent home with students regarding scheduling your parent conference.

PESTICIDES—The school district periodically applies pesticides. Information concerning these applications may be obtained from the Service Center Annex, 940-369-0200.

PROMOTION/RETENTION—To be promoted from one grade level to the next, a student must meet these two grade requirements:

Mastery shall be determined as follow(s):

1. Course assignments and unit evaluation shall be given to determine student grades in a subject. An average of 70 or higher shall be considered a passing grade.
2. Mastery of the skills necessary for success at the next level shall be validated by assessments that may either be incorporated into unit, six-week, and final exams, or may be administered separately. Mastery of at least 70 percent of the objectives shall be required.

In grades 2-5, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based upon course-level, grade-level standards (TEKS) for all subject areas, a grade of 70 or above in three of the following areas: language arts (including reading), mathematics, science, and social studies, and attendance.

Students in grades 6-8 must have an overall average of 70 or above and have grades of 70 or above in three of the four core subjects of English (including reading), math, science, and social studies in order to be promoted to the next grade.

In addition to the District promotion/retention guidelines, the Texas Student Success Initiative, passed by the 76th Texas Legislature in 1999, has requirements for passing the Texas Assessment of Knowledge and Skills (TAKS) tests before certain grade levels may be promoted. Please see the Texas Student Success

Initiative letter in the appendix of this handbook for TAKS passing requirements as they pertain to promotion/retention.

Students in grades 9-12 must accumulate a specified number of credits to be classified in the next higher grade as indicated below:

10th Grade	6 Credits
11th Grade	12 Credits
12th Grade	18 Credits
Graduate	26 Credits

Students are usually re-classified at the beginning of each school year. The principal has the final authority to determine grade placement and reclassification. In extreme circumstances, students may be reclassified at mid-term

SCHOOL CLOSINGS—Radio Stations WBAP 820 AM, KRLD 1080 AM, KNTU 88.1 FM, or TV Channels 4, 5, 8, and 11 will carry news about school closing in case of bad weather or some disaster. This information can also be found on the district's Internet site at: <http://www.dentonisd.org>. **Please do not call the school or school district offices to ask about school closings. Please do not leave your child at the bus stop without checking to see if the school will be open. Make-up days for bad weather have been included in the school calendar.** School closing decisions are based on the driveability of bus routes. Routes will be checked and a decision made by 6 A.M.

SCHOOL SAFETY—Denton ISD takes the responsibility for student safety very seriously. Campus administrators are required to conduct safety drills for building and site evacuations, shelter in place, duck and cover, lockdowns, and reverse evacuation for many different situations including fires, weather emergencies, intruders on campus, etc. The district's Emergency Operations Plan is developed with city and county emergency planners and responders, and is reviewed annually.

For a variety of safety and practical reasons, it is not the practice in Denton ISD to have unscheduled early closings due to emergency events - many children would be delivered to homes with no adult present, bus drivers might not be able to come in early to drive, parents who work at longer distances might have difficulties getting home or making appropriate child care arrangements, etc. Parents may, however, choose to pick up their children up from school at any time during a critical event, as long as usual safety procedures are followed.

In an actual emergency situation, parents will be notified as quickly as possible of the event using as many means as possible to present facts, control rumors, and distribute any information necessary to reunify with their children as quickly and safely as possible.

DRUG DOGS—Sniffer dogs (drug dogs) are used primarily in the secondary schools of the District (on-call to any school) to ensure that drugs, alcohol, and weapons are not on the campuses. Sniffer dogs may be used at any time on any District facility.

METAL DETECTORS—The District employs both walk-around and hand-held metal detectors at the District's secondary schools. The purpose of these devices is to provide for a higher level of safety for students and staff. Walkthrough detectors are used regularly on a random basis throughout the year. The hand held detectors are used after an alert is sounded by the walk-through device to pinpoint the location of the item that is triggering the detector.

SEARCHES AND INTERROGATION—School officials may search a student's outer clothing, pockets, or property by establishing reasonable cause or securing the student's voluntary consent. Searches will be conducted out of view of other students. A person of the same gender will conduct the search with a witness present in the room at all times. Vehicles on school property are also subject to search. Areas such as lockers, which are owned by the District, are jointly controlled by the District and the student and may be searched. Students shall not place, keep, or maintain any article or material in lockers or vehicles parked on school property that is prohibited by school policy. Administrators and teachers have the right to question students regarding their conduct or the conduct of others. Walk-through metal detectors and hand-held metal detectors will be used periodically to ensure student safety.

SCHOOL SUPPLIES—Many elementary and middle school campuses sell grade-level prepackaged school supplies. Check in the office of your child's school. The district also distributes a supply list for basic student needs. This list is compiled and reviewed by teachers every year. Your child should bring the items on the list by the end of the first week of school. It is not necessary to purchase new supplies every year if some items are still usable. In the high schools, all students will need the basic supplies of paper, pencils, pens, etc. Other supplies will depend on the student's elective choices and particular course load. Instructors will provide students with supply lists at the beginning of each course.

SCHOOL TELEPHONE—Students may use the telephones in an emergency. Students cannot come to the telephone at school, but important messages will be given to them. These messages should be left early in the day, if at all possible. Telephones are to be used for school business.

STUDENT INFORMATION UP-DATE— It is very important that the school be able to reach parents in case of an emergency. ***Please let the school know if your address, home phone, work phone, cell phone number or email address changes.***

TESTING PROGRAM—The state and district have developed a standardized testing program that provides vital information about the progress of individual students and the district as a whole. Individual campuses will notify parents of campus activities regarding the testing program.

TEXTBOOKS—Textbooks are provided by the state for all students. For each course that a student is enrolled in the student is entitled to one copy of the textbooks that the district has adopted for the course. At the end of the year or when students transfer from the campus that they are attending, they are required to turn in all textbooks that have been assigned to them. Each student, or the student's parent or guardian, is responsible for each textbook not returned by the student and for any damage to any book that occurred during the year. A student who fails to return all textbooks, or fails to pay for lost or damaged textbooks forfeits the right to free textbooks until all textbooks lost or damaged have been paid for.

TITLE IX—The Denton ISD does not discriminate on the basis of race, color, national origin, sex, or handicap in providing education services. Theresa Grant, Director of Health Services has been designated to coordinate compliance with non-discrimination requirements of Title IX for girls. Dr. Roger Rutherford, Assistant

Superintendent for Academic Programs, has been designated to coordinate compliance with non-discrimination requirements of Title IX for boys and Section 504 of the Rehabilitation Act.

TRANSFERS—The District provides opportunities for students to transfer from one school to another if space is available and all applicable requirements are met. Elementary and middle school transfer requests should be submitted to the principal of the desired campus. Decisions will be made by the receiving campus principal based on criteria in established District policy. High School transfers must be submitted between January 1 and April 15 for the following school year. Decisions on high school transfers will be made by a committee between April 15 and May 1 of each year based on established District policy. High school transfer requests made outside the identified time period will be considered by the Assistant Superintendent for Secondary Academic Programs only in instances of extreme hardship beyond the student's control effecting the students health or safety.

Students shall not be eligible to participate in UIL activities in any high school other than the one that serves the area in which the student resides and under the eligibility rules set forth by the UIL.

The first time a new student to the District participates in UIL high school athletic practice or begins classes, the student will establish eligibility in that high school by the location of the student's bona fide residence.

The first time a current District student participates in an eighth grade District-approved athletic activity, the student will establish his or her athletic eligibility in high school based upon the attendance zone in which the student's residence is located. (Residence as defined by the UIL Constitution and Contest Rules).

If a student's residence changes from one attendance zone to another, he or she will be eligible at either high school and shall submit his or her preference of eligibility in writing within 30 calendar days to the principal of the school from which he or she moved.

If a student's residence changes from one attendance zone to another, and he or she has represented another school (8th grade or above) the current or previous year in any UIL athletic activity, he or she is ineligible for one varsity school calendar year during the student's junior or senior year in all sports participated until: 1) the parents have a bona fide residence in the attendance zone; 2) the student's parents sign a statement (in the presence of school officials or a notary) that the parents reside in a bona fide residence within the zone and that the change of schools was not made for athletic purposes; and 3) the student's change is approved by the UIL district executive committee before the student competes at the varsity level. [See the current Edition of the Constitution and Contest Rules of the University Scholastic League]

A student's request to transfer to a safe public school in the District shall be granted in accordance with Policy FDD (Local) if the student is either enrolled in a campus identified by the Texas Education Agency as persistently dangerous or if the student has been a victim of a violent crime while in school or on the grounds of the school the student attends. The transfer to another campus must be agreeable to the parent or other person authorized to act on the student's behalf. If the victim does not want to transfer, the Board or designee is required to transfer the student who engaged in the conduct to a different campus.

Upon request of a parent or other person with authority to act on behalf of a student who is the victim of bullying, the Board's designee shall transfer the victim to another classroom at the campus to which the student was assigned at the time the bullying occurred or a campus in the school district other than the campus to which the student was assigned at the time the bullying occurred after verifying that the student has been a victim of bullying. A student's past behavior may be considered when identifying a bully. The determination of the Board's designee is final and may not be appealed. Transportation of transfer students under this provision is the responsibility of the parent.

VISITORS—Parents are welcome to visit their child's classroom. Please arrange these visits at least one day in advance with the teacher. Visits are usually limited to one class period or 45 minutes. Please check in at the school office before visiting a classroom. Visits by school-age friends are not allowed. Deliveries to students are not allowed.

VOLUNTEER PROGRAM—Denton ISD has a citizen volunteer program which helps the schools. These volunteers assist in the classroom, library, and school office. Each school has a volunteer coordinator who works directly with volunteers in the building.

WITHDRAWAL—If your child plans to withdraw from school, please let the school know at least two (2) days in advance. The teacher needs time to average grades and check in all textbooks and library books. When all records are clear, the office will give the student a withdrawal. Please contact the school nurse for your child's immunization and screenings.

SPECIAL PROGRAMS

EXPO PROGRAM—(GIFTED AND TALENTED) A special program is provided for academically talented students in all grades who have demonstrated EXceptional POtential. Teachers who have received extensive training work with the students in developing higher level thinking skills and creative problem solving ability.

PHYSICAL EDUCATION—Physical education instruction is provided in all grades. All students must participate unless they are recovering from an illness or injury. A parent may write a note asking for up to a total of **three (3) days** excused from physical education in a semester. A doctor's note is required for an excuse for more than three days.

SPECIAL EDUCATION—The district offers a continuum of Special Education services for students with disabilities. Please contact your school principal for more information.

Options and Requirements for Providing Assistance to Students Who Have Learning Difficulties or Who Need or May Need Special Education. If a child is experiencing learning difficulties, the parent may contact the Director of Special Education to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other support services that are available to all students.

At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the

district must decide if the evaluation is needed. If evaluation is needed, the parent will be notified and asked to provide consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days from the date the district receives written consent. The district must give a copy of the report to the parent.

If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. Additionally, the notice must inform the parent how to obtain a copy of the *Notice of Procedural Safeguards - Rights of Parents of Students with Disabilities*.

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is: Val Morgan, Director of Special Education, (940) 369-0135.

CHILD FIND—Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) requires that the Denton Independent School District not discriminate on the basis of handicap in any District program or activity. The District will identify, evaluate and provide appropriate public education to students who are handicapped under Section 504, including homeless children. Call the Section 504 Coordinator at 940-369-0000. Child Find can help people up to age 21 with disabilities that have not been identified. Some of the signals are: underachievement, careless errors, disorganization, refusal to do school work, and slow performance. If you notice some of these signs, ask that the student be evaluated for learning disabilities. Call the Special Education Office at 940-369-0000.

STUDENT TUTORIAL PROGRAM—The district offers tutoring services for any student making **less than 75 (or U)** on the report card in **integrated language arts, mathematics, science, or social studies**. A student may also receive tutoring if the regular school work has been changed to meet individual needs. This is a program where students may choose to receive extra help **at least twice a week**. A notice will be enclosed in the report card if a student qualifies for the tutorial program for the next six weeks. Each school will provide more information.

SUMMER SCHOOL—The district offers several summer programs for elementary students. A special four-week, full-day bilingual/ESL program is available for students who are entering kindergarten and first grade. Notes will be sent home in May about summer school registration. Please call the school for more information.

In addition, the district also provides summer school opportunities for both middle school and high school students. For middle school students who fail TAKS, a district funded summer school program is required. Transportation is provided for this program. A tuition based summer school program is offered to students who are unsuccessful with their course work, or for families who desire additional academic time for their students. Neither student transportation nor food service is provided for the fee-based programs. For additional information please contact the middle school campus.

High school summer school programs are offered to students in need of credit retrieval and dropout prevention. In addition, summer TAKS preparation programs may take place to provide

students the needed assistance in these areas. For additional information, please contact the high school campus.

DYSLEXIA PROGRAM—Dyslexia is a specific language-based disorder of constitutional origin characterized by difficulties in single-word decoding, usually reflecting insufficient phonological processing. These difficulties in single-word decoding are often unexpected in relation to the child's age and other cognitive and academic abilities (achievement); they are not the result of generalized developmental disability of sensory impairment. Dyslexia is manifested by variable difficulty with different forms of language, problems in reading, and frequently a lack of proficiency in writing and spelling.

Denton Independent School District offers dyslexia services in English to students in grades 2-8 and in Spanish in grades 2-5 who meet the eligibility criteria. The Alphabetic Phonics program, which uses multisensory techniques to teach the structure of the English or Spanish language, is the intervention model. The small-group instruction is intensive, systematic, sequential and cumulative.

Program instructional components include, but are not limited to:

- Phonological Awareness
- History of the English Language
- Alphabet/Dictionary
- Automaticity of grapheme and phoneme recognition
- Discovery of new graphemes/concepts
- Reading/Reading Comprehension/Fluency
- Spelling
- Handwriting
- Verbal/Written expression
- Listening

Students in the dyslexia program will be given support and appropriate modifications in order to be successful in their academic programs.

READ 180—*READ 180* is an intensive reading intervention program that uses whole-group direct instruction and small-group direct instruction. In addition, *READ 180* software uses an independent reading and whole-group wrap-up to serve students whose reading achievement is below the proficient level. The program directly addresses individual needs through adaptive and instructional software, high-interest literature, and direct instruction in reading, writing, and vocabulary skills. The *READ 180* Software continually adjusts the level of instruction based on student performance. Diagnostic reports and periodic checkpoints alert teachers to students' needs and direct them to resources for individualizing instruction. This program serves reluctant and struggling readers in grades 3 through 12.

READING RECOVERY®/DESCUBRIENDO LA LECTURA (DLL)—Denton ISD offers a short-term intervention for English-speaking or Spanish-speaking first graders who are struggling with the acquisition of literacy skills. In Reading Recovery and Descubriendo La Lectura, individual students receive a half-hour lesson each school day for 12 to 20 weeks with a specially trained Reading Recovery/DLL teacher. As soon as students reach grade-level literacy expectations and demonstrate that they can continue to learn through their own efforts, their lessons are discontinued, and new students begin individual instruction. The

Reading Recovery/DLL teacher also works with small groups of kindergarten, first and second grade student needing supplemental literacy instruction.

STAR—(Strategies That Accelerate Reading) is a reading improvement program that is provided for students in grades 3-5 who are reading below proficient level. It is a small group approach where the teacher uses scientifically-based reading research methods to provide fast-paced lessons to help students accelerate their reading growth.

STUDENT INSURANCE

The district will cooperate in a program to offer low-cost accident insurance for students. Parents shall pay the premium for the coverage if they choose to participate. The district is not responsible for costs of treating injuries and cannot assume liability for any other costs associated with an injury.

CRISIS MANAGEMENT PLAN

The DISD has a Crisis Management Plan which covers a variety of emergency situations. A copy is available in the principal's office. Drills for emergency situations are conducted routinely on all campuses to ensure student safety.

STUDENT CODE OF CONDUCT/DISCIPLINE MANAGEMENT PLAN

A copy of the DISD Student Code of Conduct, Discipline Management Plan, and Electronic Communications and Data Management Policy is enclosed in this booklet. Parents must sign and return the receipt letter within one week of enrollment.

ACADEMIC PLANNING, COLLEGE ADMISSIONS, AND FINANCIAL AID

Students and parents are encouraged to talk with a school counselor, teacher or principal to learn about course offerings, the graduation requirements of various programs, and early graduation procedures. Each spring, students in grades 5 through 11 will be provided information on anticipated course offerings for the next year and other information that will help them make the most of academic and vocational opportunities.

Students who are interested in attending a college, university, or training school or pursuing some other type of advanced education should work closely with their counselor so that they take the high school courses that best prepare them. The counselor can also provide information about entrance examinations and deadlines for application, as well as information about automatic admission to state colleges and universities, financial aid, housing and scholarships.

Students who have financial need according to federal criteria and who complete the Recommended High School Graduation Program may be eligible under the Texas Grant Program for tuition and fees to Texas public universities, community colleges, and technical schools, as well as to private institutions. For information, see the principal or counselor.

DISD HEALTH SERVICES

HEALTH SERVICES - Each school has a full-time registered nurse that provides many health services for students including:

1. Emergency first aid, safety awareness & accident prevention
2. Assessment of individual health concerns, with appropriate nursing intervention and referral
3. Vision screening, hearing screening, and spinal screening required by the state
4. Serving as a health resource for students, parents, and staff, including health counseling individually and classroom education programs

If you have any questions about content, please contact the campus nurse or the director of health services. All content is available on the campus for parental review.

A list of Texas Immunizations, required of all students, can be found on page 23.

MEDICATION POLICY

No employee shall give any student prescription medication, non-prescription medications, herbal substances, or dietary supplements, except as provided below.

ELEMENTARY

All medications, including dietary supplements*, administered at school by school personnel must be accompanied by a doctor's order, including all prescription **and** over-the-counter medicines such as cough drops, vitamin supplements, pain relievers, etc. Medication will not be administered at school unless it is essential to the health of the child and/or the student's ability to function successfully in the classroom. Three-times-a-day or less medications will not be given during the school day unless the doctor's order specifically states it **must** be given during the school day. Doctor's orders are defined as an M.D., Podiatrist, Dentist, or a Nurse Practitioner working under Dr.'s orders. Labels on medicine and parent request form must match.

When an elementary student must take medicine during the school day, it is the responsibility of the parent or legal guardian to administer it. When that is not possible, the parent/guardian may arrange with the principal or his/her designee for school personnel to give the medication. These arrangements must be made **in writing** by completing the MEDICATION ADMINISTRATION REQUEST, which is available in the registration packet and from school office personnel. No medication will be given unless this form accompanies the medication in the original, properly marked container. Any change in the medication requires a new form and a newly labeled container which reflects the change. Parents are responsible for bringing medication to the school themselves. Elementary students may carry inhalers with them if they have specific doctor's written orders to do so. No other medications may be carried with an elementary student. Medication not picked up by parents at the end of the school year will be discarded after parent notification.

*Dietary/herbal supplements are not regulated by the FDA to ensure quality standards, nor have they been tested for safety or effect on school-aged children. The school nurse will administer these preparations on a case by case basis only after careful

consideration with the student's physician, with parental consent and her own agreement to do so in accordance with Board of Nurse Examiners Rules and Regulations 217.11(3) and 217.11 (1a).

SECONDARY

To promote a safe and healthy school environment, and to support the “drug-free” philosophy of Denton ISD, our medication administration practices seek to minimize as much as possible the amount of medicines brought to our campuses each day. This protective attitude regarding medication allows secondary students to bring/take only those medications that are ESSENTIAL to their health and ability to function well and safely at school.

If it is necessary for a student to take medicine during the school day, a parent/ guardian must complete the “Medication Administration Request” for the school nurse to keep on file. The medication label must match the parent permission form.

Middle school students must come to the health room to receive prescription medications, although, with appropriate doctor's orders, they may carry their own inhalers.

High school students may carry and self-administer their own prescription medications; the high school nurses do not administer medicines from the health room, nor are medications stored in the health room. Only the day's dose may be carried to the campus.

Secondary students (middle school and high school), with parent consent, may carry small (limited to a one or two day's supply) amount of non-prescription, over-the-counter medicines such as aspirin/ acetaminophen/ etc., and self-administer according to the directions on the container labeled with his/her name.

ALL MEDICINES BROUGHT TO DENTON ISD CAMPUSES MUST BE IN THE ORIGINAL, PROPERLY LABELED CONTAINER, WITH THE STUDENT'S NAME, REGARDLESS IF IT IS PRESCRIPTION, OVER-THE-COUNTER, SELF-OR OTHER ADMINISTERED.

Herbal preparations, dietary supplements, vitamins, weight reduction, muscle building and performance enhancing aids are not considered essential during school hours/activities and are not allowed to be taken during those times unless administered by a parent. Exceptions to this policy are rare and will be considered only with a physician's order, parental consent and agreement of the school nurse according to Board of Nurse Examiners Rules and Regulations 217.11(3) and 217.11(1a).

Medications (including over the counter and dietary/herbal supplements) may not be shared with other students under ANY circumstances. Any violations of these standards are considered infractions subject to consequences outlined in the Student Code of Conduct/Discipline Management Plan.

Any questions regarding these practices may be directed to the campus nurse, or the Director of Health Services, 369-0280.

FIRST AID / SCHOOL EXCLUSION FOR HEALTH REASONS

In case of serious illness or injury:

1. A parent will be called at once. ***Be sure that the school has the names of both parents and the correct home work, and cell phone numbers at all times. Students must be excluded from school according to state law for signs and symptoms associated with certain contagious diseases. The campus registered nurse will make that decision based on her observation of those signs and symptoms.***
2. If neither parent can be reached, an emergency contact will be made. Please make sure the school has the ***phone number of your doctor and three other names and phone numbers of neighbors or relatives who have agreed to be contacted.***
3. If neither parent nor emergency contacts can be reached, the student will be taken by ambulance to the emergency room written on the health card. The nurse or someone designated by the principal will stay with the student until a responsible adult arrives to be with the student. The parent is responsible for incurred costs.
4. A student may not leave school or be taken home by any school personnel unless an adult has been contacted or will be at home to receive the student. Any exception to this policy will be approved by the principal. School nurses do not provide transportation for ill or injured students.

Student Health and Safety— When Behavior is a Concern

When a student displays behaviors of concern in the school environment, it is the responsibility of Denton ISD to ascertain the nature of the behavior as quickly and objectively as possible, especially in the situation where students may be getting behind the wheel to drive or operating other machinery. There are many reasons why a student might be behaving in an “untoward” manner – lack of sleep, effects of prescription medicine, emotional issues, mental illness, substance abuse or low blood sugar to name a few. Any of these reasons could cause that student and others to be in an unsafe situation if not acknowledged and addressed appropriately.

In Denton ISD, school RNs and administrators are trained to perform objective assessments using the “Untoward Behavior Assessment” form. Parents are always notified if an assessment has been done and what, if any, are the concerns. The assessment is very basic, confidential, and non-invasive, and parents are welcome to have a copy of the assessment if they want one. The purpose of the assessment is always with student safety in mind.

The philosophy, procedure, and form may be viewed on the Denton ISD Health Services website, or may be obtained from any school RN.

TEXAS IMMUNIZATION REQUIREMENTS FOR 2007-2008

Students must present proof of immunization compliance at the time of enrollment according to Texas Administrative Code, Title 25 Health Services, Chapter 97, Subchapter B, Rule 97.63 as indicated below. Doses given up to (and including) 4 days before the birthday will meet the following requirements for school entry. Students must have these vaccines before they may begin school; provisional enrollment and exemptions may be discussed with the nurse.

3 AND 4 YEAR OLDS (HEAD START, EARLY CHILDHOOD AND PRE-K)

- 4 doses DPT
- 3 doses Polio
- 1 dose MMR received on or after the 1st birthday
- 3 doses Hib (one of which must be on or after 12 months) **or**
- 1 dose Hib after 15 months through the age of 4 years, (no Hib required from 5th birthday on)
- 3 doses of Hepatitis B
- 1 doses Varicella on or after the 1st birthday (if child has not had chicken pox)
- 1 dose for Pneumococcus on or after the second birthday if series not completed
- 2 doses of Hepatitis A (first dose given on or after first birthday and 2nd dose no sooner than 6 months after 1st dose)

ELEMENTARY STUDENTS

Kindergarten

- 5 doses DPT, including one received on or after the fourth birthday (unless 4th dose was on or after 4th birthday, then 4 doses)
- 4 doses Polio (unless 3rd dose was on or after 4th birthday, then 3 doses)*
- 2 doses MMR received on or after the 1st birthday and at least 28 days apart
- 3 doses Hepatitis B
- 1 dose Varicella (if child has not had chickenpox)

First Grade

- 5 doses DPT, including one received on or after the fourth birthday (unless 4th dose was on or after 4th birthday, then 4 doses)
- 4 doses Polio, including one received on or after the fourth birthday (unless 3rd dose was on or after 4th birthday, then 3 doses)*
- 2 doses MMR received on or after the 1st birthday and at least 28 days apart
- 3 doses Hepatitis B
- 1 dose Varicella (if child has not had chickenpox)

Second, Third, Fourth, and Fifth Grades

- 3 doses DPT, including one on or after the fourth birthday
- 4 doses Polio including one received on or after the fourth birthday (unless 3rd dose was on or after 4th birthday, then 3 doses)*
- 2 MMR received on or after the 1st birthday and at least 28 days apart
- 3 doses Hepatitis B
- 1 dose Varicella (if child has not had chicken pox)

SECONDARY STUDENTS

Sixth, Seventh, Eighth, Ninth, Tenth, Eleventh and Twelfth Grades

- 3 doses DPT with one dose on or after the 4th birthday (one dose must be within the last 10 years)
- 4 doses Polio (only 3 doses if one dose was given on or after the 4th birthday)*
- 2 doses MMR received on or after the 1st birthday and at least 28 days apart
- 3 doses Hepatitis B
- 1 dose Varicella (if child has not had chicken pox) - 2 doses required if first dose given after age of 13

***If 4 doses of polio vaccine have been documented in any combination of IPV and OPV prior to the 4th birthday, no additional doses are required. Polio vaccine is not required for students 18 years and older.**

Denton ISD Policy FFAA (local): All students entering Denton ISD for the first time who have immigrated from countries outside the United States, with the exception of Canada, Australia, New Zealand, and Western Europe, shall provide or have on file a certification of screening for tuberculosis. This examination shall be made by, or under the direction of, a physician (M.D./D.O./Licensed to practice in the U.S., and must be made not more than 120 days prior to entering district schools. The test must show no disease, or if the student has tested positive for TB, documentation of treatment and a statement of admissibility from a United States health care provider must be provided prior to the student being able to begin classes.

Bacterial Meningitis

State law 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 Texas Department of Health office to ask about meningococcal vaccine. Additional information may also be found at the web sites for the Centers for Disease Control and Prevention, <http://www.cdc.gov>, and the Texas Department of Health, <http://www.tdh.state.tx.us>.

Denton Independent School District 2007-2008 Student Code of Conduct

Statement of Philosophy

We in the Denton Independent School District believe that every student should have the opportunity to learn in a safe, orderly and supportive school environment. One of the most important lessons education should teach is that of self-discipline. Self-discipline is the tendency to behave in ways that are mutually beneficial to oneself and others. While it does not appear as a subject, it underlies and supports the entire educational process. It is the training that develops self-control and character and teaches respect and responsibility. Self-discipline is the key to good conduct and proper consideration for other people; discipline is an essential component of the educative process.

Education in this community represents a significant commitment of human and financial resources. The benefits a student derives from this investment depend very much on the student's attitude toward learning and the student's adherence to high standards of behavior.

The Purpose of the Student Code of Conduct

The purpose of this document is to describe the expectations of the Denton School Board, administrators and staff regarding student conduct. It is the belief of the school District that the rights of all students can be protected only as long as an atmosphere of organization and cooperation exists in the classrooms and at school-related functions. By respecting student rights and encouraging student and parental responsibility, the District seeks the full development of each student's potential.

Our goal is to provide a cooperative school climate that is free of disruptions where students can pursue their studies in a manner most conducive to learning. In an effort to fully inform students and parents of the expectations of the school District, the following board policies and District rules of conduct have been outlined. Parents are urged to contact the teacher and/or principal/designee concerning school discipline questions.

The Student Code of Conduct has been developed in compliance with relevant law. Violation of the statutes, policies, regulations and rules will result in appropriate behavior management methods as outlined under this code. Serious and/or persistent violations of the statute, policies, regulations and rules will ultimately result in a student being subject to increasingly more serious penalties.

STANDARDS FOR STUDENT CONDUCT

Behavior Expectations

Schools must provide an environment in which all students have the opportunity to learn and teachers are allowed to teach. In achieving that goal, each student is expected to:

1. Comply with all rules regarding attendance.
2. Respect the rights of other students to learn and the teachers to teach.
3. Assume responsibility for their own behavior.
4. Demonstrate courtesy and respect for others.
5. Prepare for each class.
6. Take appropriate materials and assignments to class.
7. Be well groomed, dress appropriately, and follow the dress regulations outlined below. The District's over-all policy regarding dress is that a student's dress and grooming shall not lead school officials to believe that such dress or grooming will disrupt, interfere with, or distract from school activities.
8. Obey all campus and classroom rules.
9. Respect the rights and privileges of other students and of teachers and other District staff.
10. Respect personal property and the property of others, including District property and facilities.
11. Cooperate with or assist the school staff in maintaining safety, order, and discipline.
12. Obey rules about conduct on school buses.
13. Follow the Student Code of Conduct.

The District may impose campus or classroom rules in addition to those found in the Student Code of Conduct. These rules may be listed in the campus student handbook or posted in classrooms and may or may not constitute violations of the Student Code of Conduct.

Dress Code

The Denton ISD dress code is established to teach hygiene, instill self-discipline, prevent disruptions, promote safety, and provide an environment for learning. The responsibility for adhering to the dress code begins with the student and parents of the student. Enforcement of the code is the responsibility of the classroom teachers and administrators. The following guidelines are to assist students and parents in selecting appropriate attire (**as determined by campus administration**):

1. All students are to present a clean, well-groomed appearance at school and school activities.
2. The following items have been determined to be unacceptable for wear at school:
 - a. bike pants
 - b. bare midriffs
 - c. halter tops
 - d. tank tops
 - e. see-through apparel

- f. short shorts
- g. mesh/net clothing
- h. short skirts
- i. pajamas
- j. saggy, baggy pants
- k. bandanas
- l. sunglasses
- m. strapless dresses/blouses
- n. chains or accessories which can be used as a weapon (such as collars or bracelets with spikes)
- o. flip-flops (except in high schools, or as determined by campus administration on all campuses), steel-toed shoes (except in identified CTE classes), houseshoes, slippers, or any other footwear deemed inappropriate by campus administration.
- p. any make-up, hair color, unnatural cosmetic contact lenses, or accessories which create a disruption
- q. any headgear other than part of an approved school uniform
- r. tattoos and body art which promote nudity, obscenity, or gang activity must be covered
- s. any display of undergarments
- t. shirts open at the sides (excessively large armholes)

Examples of unacceptable types of dress are:

- u. Ragged or intentionally cut/torn clothing as determined inappropriate by campus principal or designee.
 - v. Garments containing offensive or obscene words or phrases, pictures, symbols, or images.
 - w. Garments which promote or advertise alcohol, tobacco, or other products prohibited at school.
3. All clothing must be sized to fit properly.
 4. Accessories applied to the facial area, tongue, or body such as safety pins to the eye area, studs, or rings through the nose cannot be worn at school.
 5. The principal, in cooperation with the Campus Leadership Team may add detail to the preceding dress code. The details may be gender specific. The Board, at the recommendation of the superintendent, approves campus dress code details.
 6. Campuses may submit proposals concerning school uniforms to the superintendent for submission to the school board for review and approval.
 7. On each campus, the principal will have the final say as to the appropriateness of any dress code question.

School Responsibilities

A student whose behavior shows disrespect for others, including interference with others' access to a public education and a safe environment, will be subject to disciplinary action.

School rules and the authority of the District to administer discipline apply whenever the interest of the school is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.

The District has disciplinary authority over a student:

1. While the student is on the campus, during the regular school day and/or while the student is going to and from school on District transportation.
2. While the student is participating in any activity during the school day on school property.
3. While the student is in attendance at any school-related activity, regardless of time or location.
4. For a school-related misconduct, regardless of time or location.
5. When retaliation against a school employee is involved, either on or off school property.
6. When the student commits a felony, as provided by Texas Education Code 37.006.
7. When criminal mischief is committed on or off school property or at a school-related event.
8. While on any property that the District owns, leases and/or jointly maintains.
9. When the student commits certain offenses within 300 feet of school property as noted on page 28.

In general, discipline will be designed to correct the misconduct and to encourage adherence by all students to fulfill their responsibilities as citizens of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Disciplinary action will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements. Because of these factors, discipline for a particular offense (unless otherwise specified by law) may bring into consideration varying techniques and responses.

A student who violates campus or classroom rules that are not Student Code of Conduct violations may be disciplined by one or more of the discipline management techniques. For these violations, the teacher is not required to make a Student Code of Conduct violation report, and the principal is not required to notify the parent within 24 hours.

Attendance Guidelines and Consequences

Generally, a student who is at least 6 years of age, or who is younger than 6 years of age and has previously been enrolled in first grade and has not yet reached the child's 18th birthday is required to attend school. (TEC 25.085A)

A child is exempt from compulsory school attendance if the child: (TEC 25.086)

1. Attends a private or parochial school
2. Is eligible for Special Education services but cannot be properly served by the district.
3. Has temporary physical or mental condition certified by a physician making the child's attendance infeasible.
4. Is legally expelled and mandatory JJAEP attendance is not required.
5. Is at least 17 years of age and:

- a. Is attending GED classes with parent permission, court order, is residing separate and apart from the parent, or is homeless.
 - b. Has received a high school diploma or GED.
6. Is at least 16 years of age and is attending GED classes if:
 - a. The child is recommended by a public agency with supervision or court order.
 - b. The child is enrolled in Job Corps.

Students may not be given credit for a class unless they are in attendance for at least 90 percent of the days the class meets. Campuses will appoint attendance committees to review circumstances where students have less than 90 percent attendance. (TEC 25.092)

Students violate the 90% attendance rule when they miss more than 4 days or classes in high school (block schedule) or more than 8 days or classes in elementary or middle school in one semester.

Students shall have absences excused for religious holy days including traveling for that purpose, and temporary absences resulting from health care professionals if the student returns to classes the same day of the appointment. If students satisfactorily complete make-up work for these types of excused absences, the day shall be counted as a day of compulsory attendance. Teachers and administrators will determine whether or not other temporary absences are excused. (TEC 25.087) These temporary absences may not be counted as days of compulsory attendance, but may be considered as extenuating circumstances by attendance committees when determining award of class credit in cases of less than 90 percent attendance.

If any parent of a child required to attend school fails to require the student to attend as required by law, a warning letter will be mailed after three (3) voluntary unexcused absences. If the student does not immediately return to compulsory school attendance, the school attendance officer will file a complaint against the parent and/or student in a county court, justice of the peace court, or municipal court after the fourth (4th) voluntary unexcused absence in a four week period or tenth (10th) voluntary unexcused absence in a six month period (TEC 25.093 and Section 51.03(b)(2) of the Family Code). *Since the law addresses absences for "all or part" of a school day, chronic tardies may be referred to the appropriate authorities as unexcused absences.* Fines for thwarting compulsory school attendance and failure to attend school may be as high as \$500 per absence.

For information and/or assistance with attendance concerns contact the Campus Attendance Officer.

GENERAL MISCONDUCT VIOLATIONS

Behavior Violations

Students are prohibited from engaging in the following activities while at school or school-related activities:

1. Truancy – any voluntary unexcused absence for all or part of a school day. Excessive truancy, more than 4 voluntary unexcused absences in a four week period or 10 or more in a six month period, may result in a legal complaint being filed against the parent and/or student.
2. Excessive tardiness – four or more tardies in one semester.
3. Leaving school grounds or school-sponsored events without permission.
4. Violations of the dress code.
5. Violations of the district's policies on sharing prescription or non-prescription medications (including herbal substances).
6. Disobeying school rules about conduct on school buses.
7. Using the district computer network inappropriately.
8. Cheating or copying the work of another or any form of forgery. (See Appendix for Academic Integrity Policy)
9. Posting, selling, circulating, or distributing non-school materials without prior approval.
10. Harassing other individuals by repeated, unwelcome, or offensive slurs, jokes, or other oral, written, graphic, or physical conduct relating to an individual's diversity, including but not limited to actual or perceived race, color, religion, national origin, ability or disability, sex, marital status, sexual orientation, gender identity, socio-economic status, or physical attributes, including these qualities as attributed to members of a student's family, that creates an intimidating, hostile, or offensive educational environment. (See Board Policy FNCL (Local))
11. Bullying – engaging in written or verbal expression or physical conduct that is determined to:
 - A. have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the students person or of damage to the student's property; or
 - B. is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.
12. Making a "hit list" – a list of people targeted to be harmed, using a firearm (Penal Code 46.01(3)), a knife (Penal Code 46.07(7)), or any other object to be used with intent to cause bodily harm.
13. Engaging in conduct that constitutes sexual harassment or sexual abuse whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors. For guidance on what constitutes sexual harassment and sexual abuse, please refer to the Board Policy FNCJ (Local)
14. Engaging in inappropriate physical or sexual contact.
15. Using profanity, lewd, vulgar language, or insulting, obscene gestures.
16. Threatening others by stating one's intention to inflict physical harm upon another person(s) or to inflict damage on a school building.
17. Committing extortion, coercion, or blackmail (obtaining money or another object of value from an unwilling person), or forcing an individual to act through the use of force or threat of force.
18. Unwanted physical striking of another person
19. Throwing objects that can cause bodily injury or property damage.
20. Retaliation against another student or against any school employee.
21. Scuffling.
22. Fighting or inciting a fight.
23. Hazing.
24. Using force, violence or threats to cause disruption during an assembly.
25. Interfering with an authorized activity by seizing control of all or part of a building.
26. Engaging in any misbehavior that gives school officials reasonable cause to believe that such conduct will substantially disrupt the school program or incite violence (such as threats of violence or bodily harm).
27. Interfering with the movement of people at an exit or entrance to District property.
28. Gambling or any form of wagering.
29. Littering, defacing, or damaging school property
30. Damaging or vandalizing property owned by others.
31. Stealing.
32. Committing or assisting in a robbery or theft that does not constitute a felony according to the Texas Penal Code. (Felony robbery or theft offenses are addressed later in the Student Code of Conduct.)
33. Possession or distribution of pornographic materials, including accessing pornographic materials on the Internet.
34. Possessing or using tobacco products.
35. Possessing or using matches or a lighter.
36. Possessing or using a laser-pointer.
37. Using a paging device or cellular telephone during the normal school day. (see Electronic Devices, page 16)
38. Possessing or using pyrotechnic devices including but not limited to such items as fireworks, smoke bombs, ammunition, etc.
39. Possessing any knife, razor, chain or any other object deemed inappropriate by school personnel.
40. Behaving in any way or bringing, possessing or using any item that disrupts the school environment or education process.
41. Repeatedly violating other communicated campus or classroom standards of behavior, which is defined as persistent misbehavior.
42. Failing to comply with directives given by school personnel, which is considered insubordination.
43. Use or possession of skates, roller blades, skateboards, or wheeled shoes at school or school sponsored events.
44. Use or possession of mace, pepper spray, or other aerosol defenses.
45. Violation of use of electronic devices on campus. iPods, MP3 Players, CD players or any other personal electronic devices are not allowed on campus during school hours, as determined by campus administration.

Student Consequences

General misconduct identified on the left will result in application of one or more discipline management techniques listed in this section. State law requires that the violation be reported to the principal or other appropriate administrator who must send notification to the parent or guardian within 24 hours of receiving the report. For this reason, it is imperative that the current address, phone, and emergency contact information be updated as frequently as necessary and as often as possible.

1. Verbal correction.
2. Cooling-off time or "time-out."
3. Seating changes in the classroom.
4. Counseling by teachers, counselors, or administrative personnel.
5. Before or after-school or lunch detention.
6. Parent-teacher conferences.
7. Temporary or permanent confiscation of items that disrupt the educational process, and fees may be required for the return of those items. Denton ISD is not responsible for lost/stolen items that have been confiscated according to District policy.
8. Temporary placement in another classroom.
9. Grade reductions as permitted by Policy FO (Local) for cheating, plagiarism, and late work. (see Appendix, pages *i-iv*)
10. Rewards or demerits.
11. Behavioral contracts.
12. Sending the student to the office or other assigned area, or to in-school suspension.
13. Restitution for damages to property.
14. Denial of Verification of Enrollment form needed for Driver's License Application or renewal.
15. Loss of credit for not meeting the attendance requirements.
16. Possible legal action against students and/or parents for excessive truancy.
17. Withdrawal of privileges, including participation in extra-curricular activities and eligibility for seeking and holding honorary offices.
18. School-assessed and school-administered probation.
19. Suspension.
20. Work study.
21. Disciplinary Alternative Education Placement.
22. Referral to outside agency and/or legal authority for criminal prosecution in addition to disciplinary measures imposed by the District. When a student commits a violation that warrants police referral, the police will determine who will contact the parent.
23. Other strategies and consequences as specified by the Student Code of Conduct.

FORMAL REMOVAL BY TEACHER

Behavior Violations

1. Behavior that has been documented by the teacher to repeatedly interfere with classroom learning.
2. Behavior that is so unruly, disruptive, or abusive that the teacher cannot communicate with other students in the class.

Student Consequences

DISCRETIONARY REMOVAL

General misconduct violations will not necessarily result in the formal removal of the student from class or another placement, but may result in a routine referral, formal removal, or the use of any other discipline management technique.

FORMAL REMOVAL

Formal removal will result if the student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach his or her class or the behavior is so unruly, disruptive, or abusive that the teacher cannot teach.

Any removal of a student by a teacher requires that a Student Code of Conduct violation report be made by the teacher if the student's conduct is a violation of this Code. The principal or appropriate administrator must send a copy of the report to the student's parent or guardian within 24 hours of receiving the teacher's report.

A teacher or administrator may also remove a student from class for an offense for which a student may be suspended and/or placed in a disciplinary Alternative Education Program.

If the violation results in formal removal, the administrator will schedule a conference within three school days with the student's parent, the teacher, and the student. The conference should take place after valid attempts to require attendance have been made.

When a student is removed from the regular classroom and a conference is pending, the administrator may not return the student to the regular classroom.

At the conference, the student is entitled to written or oral notice of the reasons for the removal, an explanation of the basis for the removal, and an opportunity to respond to the reasons for the removal.

Following the conference, the administrator shall order the placement of the student as provided by the Student Code of Conduct.

When a student has been formally removed from class, the administrator may not return the student to the teacher's class without the teacher's consent unless the placement review committee determines that the teacher's class is the best or only alternative available.

Parental questions or complaints regarding disciplinary measures taken should be addressed to the campus administration, as appropriate and in accordance with policy FNG (LOCAL). Pending any appeal, the student shall be assigned the placement determined by the building administrator.

REMOVAL FROM THE REGULAR EDUCATIONAL SETTING SUSPENSION AND/OR PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATIONAL PROGRAM

Behavior Violations

Discretionary Placements

A student **may** be placed in a Disciplinary Alternative Education Program (DAEP) if the student engages in any persistent misconduct or cumulative violations of the Student Code of Conduct as set forth on page 28 of this Code.

The District defines “persistent” and “cumulative” as two or more occurrences.

The Board or an educator **may recommend** placing students in a Disciplinary Alternative Education Program who are found to be:

1. Involved in gang activity, including participating as a member or pledge, or soliciting another person to become a pledge or member of a gang.
2. Involved in a public school fraternity, sorority, or secret society, including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, or secret society.
3. Selling, giving, delivering, possessing, manufacturing, or using any form of drug paraphernalia or look-a-like (simulated) drugs.

A student **may** be placed in a DAEP at the District’s discretion if the superintendent or his designee has a reasonable belief that a student has engaged in conduct away from school which is defined as a felony other than those set out in Title 5 of the Texas Penal Code and determines that the continued presence of the student in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

DAEP placements for the first discretionary placement shall be for 30 school days pending successful completion of the DAEP program. Students placed in DAEP for the second time in one school year shall be placed for 45 school days pending successful completion of the DAEP program. Students placed for a third placement in one school year shall be placed in DAEP for the remainder of the current semester, unless the placement occurs during the last six weeks of a semester, in which case, the placement may extend until the end of the next semester.

Mandatory Placement (TEC 37.006)

A student **shall** be placed in Disciplinary Alternative Education Program if the student commits any of the following offenses on or within 300 feet of school property as measured from any point on the school’s real property boundary line or while attending a school-sponsored or school-related activity on or off school property.

1. Engaging in conduct punishable as a felony.
2. Committing an assault. (Penal Code 22.01(a)1)
3. Making false reports to administrators or law enforcement officials, or making a terroristic threat. (Penal Code 22.07)
4. Selling, giving, delivering, possessing, using, manufacturing or being under the influence of marijuana, a controlled substance, or a dangerous drug.

5. Possessing, using, selling, giving, or being under the influence of an alcoholic beverage; committing a serious act or offense while under the influence of alcohol.
6. Possessing, using or being under the influence of abusable glue or aerosol paint.
7. Behaving in a manner that contains the elements of the offense of public lewdness. (Penal Code 21.07)
8. Behaving in a manner that contains the elements of the offense of indecent exposure. (Penal Code 21.08)
9. Engaging in conduct that contains the elements of the offense of retaliation against any school employee, regardless of where or when the conduct occurs.

In addition, a student **shall** be placed in a Disciplinary Alternative Education Program (DAEP) based on conduct occurring off school property and while the student is not in attendance at a school-sponsored or school-related activity if:

1. The student receives deferred prosecution for conduct defined as a Title 5 Penal Code felony offense.
2. A court or jury finds that the student has engaged in delinquent conduct for conduct defined as a Title 5 Penal Code felony offense.
3. The superintendent or designee has a reasonable belief that the student has engaged in a conduct defined as a Title 5 Penal code offense.
4. A student who is younger than 10 years of age shall be placed in a Disciplinary Alternative Education Program (DAEP) if the student engages in conduct that is expellable for students older than age 10. (These offenses are addressed in the expulsion section of the Student Code of Conduct.)

Emergency placement may be ordered by an appropriate administrator when a student is so unruly, disruptive, or abusive that the student’s presence seriously interferes with a teacher’s ability to communicate effectively with the students in a class, with the ability of the student’s classmates to learn, or with the operation of school or a school-sponsored activity.

DAEP placements for mandatory offenses shall be a minimum of 30 school days up to 180 school days, depending on the severity of the offense and the potential impact on the safety and welfare of students and staff on the home campus as well as the potential disruption of the normal instructional process.

The timing of a student’s return to the home campus from DAEP may be modified in the interest of instructional continuity.

The campus principal shall have the authority to assign a student to DAEP, whether for discretionary or mandatory placement, for a period of less than 30 school days, based on the circumstances surrounding an individual incident, the student’s prior discipline record, or any other extenuating circumstances.

Student Consequences

The building administrator has the final decision in all building-level consequences. DAEP placements may not be appealed beyond the building principal. Administrators will give consideration to the following when making a decision to order suspension, removal to a disciplinary alternative education program, or expulsion:

- A. Self-defense;
- B. Intent or lack of intent at the time the student engaged in the conduct;
- C. A student's disciplinary history;
- D. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

SUSPENSION

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

A student who is to be suspended will be given an informal conference by the principal or appropriate administrator advising the student of the conduct with which he or she is charged and giving the student the opportunity to explain his or her version of the incident.

The duration of a student's suspension, which cannot exceed three school days, will be determined by the appropriate building administrator. Suspensions may not be appealed beyond the building principal.

The use of suspension from school is to be restricted to incidences when the student's presence on campus affects their safety or the safety of others on campus, or incidences of severe disruption where the teacher's ability to teach or the ability of other students to learn is severely hampered by the offending student's presence. Every effort will be made to minimize the amount of time students are suspended from school by utilizing in-school suspension.

Any restrictions on participation in school-sponsored or school-related extracurricular and noncurricular activities will be determined by the principal or other appropriate building administrator.

REMOVAL TO A DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM (DAEP)

The Board delegates to the building administrators the authority to remove a student to a Disciplinary Alternative Education Program. The duration of a student's placement in a DAEP will be determined by the assigning administrator. The principal has the final authority on DAEP placement.

Within three school days of receiving the Student Code of Conduct violation report, the administrator will schedule a conference with the student's parent, other appropriate administrator, and the student. Until a conference can be held, the appropriate administrator may place the student in:

- 1. another appropriate classroom
- 2. in-school suspension
- 3. out-of-school suspension

Student Consequences (cont.)

At the conference, the student is entitled to written or oral notice of the reasons of the removal, an explanation of the basis for removal, and an opportunity to respond to the reasons for removal.

At the end of or following the conference, and whether or not each requested person is in attendance after valid attempts to require attendance are made, the administrator may order the placement as provided by the Student Code of Conduct.

State law does not permit students who are in a Disciplinary Alternative Education program to participate in any school-sponsored or school-related extracurricular and noncurricular activities.

Students placed in DAEP through the end of the regular school year will not be permitted to participate in graduation activities.

If a student placed in a DAEP for an off-campus (more than 300 feet) felony is later found not guilty or charges are dropped, the superintendent or designee shall schedule a review of the placement with the student's parent or guardian. Decisions to continue DAEP placement may be appealed to the Board of Trustees.

In this instance, parental appeals regarding disciplinary measures should be addressed to the central administration level as appropriate and in accordance with Policy FOAB (Legal). Pending any appeal, the student shall be assigned placement at the Disciplinary Alternative Education Program (DAEP) as determined by the administrator. (DAEP placements may not be appealed beyond the building principal except placements for off-campus, non-Title 5 Penal Code violations).

Any student placed in a Disciplinary Alternative Education Program will be provided a review of the student's status, including academic status, by the DAEP Administrator at intervals not to exceed 120 calendar days. In the case of a high school student, the board's designee, with the student's parent or guardian, shall review the student's progress toward meeting the high school graduation requirements and shall establish a specific graduation plan for the student. At the review the student or the student's parent or guardian must be given the opportunity to present arguments for the student's return to the regular classroom or campus.

For placement in a Disciplinary Alternative Education Program to extend beyond the end of the school year, the administration must determine in a subsequent DAEP conference that:

1. The student's presence in the regular classroom or campus presents a danger of physical harm to students or others.
2. The student has engaged in serious misbehavior that violates the Student Code of Conduct.

Serious offenses include, but are not limited to the following:

1. Assault of a teacher or other individual.
2. Retaliation against another student or any school employee.
3. Kidnapping.
4. The use, gift, sale, delivery, or possession of any drug paraphernalia.
5. Vandalism.

6. Robbery or theft.
7. Extortion, coercion, or blackmail.
8. Aggressive, disruptive action or group demonstration that substantially disrupts or materially interferes with school activities.
9. Hazing.
10. Insubordination.
11. Profanity, vulgar language, or obscene gestures directed toward teachers or other school employees.
12. Fighting, committing physical abuse, or threatening physical abuse.
13. Sexual harassment of a student or District employee.
14. Possession of or conspiring to possess any explosive, explosive device, or ammunition.
15. Falsification of records, passes, or other school related documents.
16. Possession or distribution of pornographic materials.
17. Leaving school grounds without permission.
18. Making or assisting in making threats, including threats against individuals and bomb threats.
19. Refusal to accept discipline management techniques proposed by the teacher or principal.
20. Sells, gives, delivers to another person, uses or is under the influence of any amount of marijuana, a controlled substance, a dangerous drug, or alcohol.
21. Conspiracy to sell, give or deliver to another person any amount of marijuana, a controlled substance, a dangerous drug, or alcohol.
22. Conduct containing the elements of an offense relating to abusable glue or aerosol paint or volatile chemicals.
23. Any felony offense occurring on campus or at a school-sponsored or school-related event.

The District defines "persistent" to be two or more violations of the Student Code of Conduct in general or repeated occurrences of the same violation.

Pending any appeal, the decision of the original hearing will be upheld.

If a student moves into the District after having been placed in the DAEP in another school district, the administrator may continue the DAEP placement as per the terms of the other district's order.

Students who are suspended from school, assigned to DAEP, or JJAEP are not to be present on any school district property nor are they to attend any school sponsored event other than their assigned instructional program. Presence on any school campus while suspended or otherwise restricted is considered criminal trespass. Violators will be referred for appropriate legal action.

EXPULSION

Behavior Violations

Discretionary Expulsions

At the District's discretion, a student **may** be expelled for:

1. Conduct containing the elements of criminal mischief under Penal Code Section 28.03, if punishable as a felony whether committed on or off school property or at a school-related event.
2. Assaulting a teacher or school employee.
3. Selling, giving, delivering, possessing, using, manufacturing or being under the influence of marijuana, a controlled substance, or a dangerous drug.
4. Serious or persistent misbehavior while placed in a Disciplinary Alternative Education Program and continuing to violate the District's Student Code of Conduct.
5. Making false reports to administrators or law enforcement officials, or making a terroristic threat. (Penal Code 22.07)

The District has determined that serious offenses include, but are not limited to the offenses listed on page 30.

Mandatory Expulsions

A student **shall** be expelled for any of the following offenses if committed on school property or while attending a school-sponsored or school-related activity on or off school property:

1. Use, exhibition, or possession of the following, under the Texas Penal Code:
 - a. A firearm (Penal Code Section 46.01(3))
 - b. An illegal knife (Penal Code Section 46.01(6))
 - c. A club (Penal Code Section 46.01(1))
 - d. A prohibited weapon (Penal Code Section 46.05)
2. Behavior containing the elements of the following under the Texas Penal Code:
 - a. Aggravated assault (Penal Code Section 22.02), sexual assault (Penal Code Section 22.011), or aggravated sexual assault (Penal Code Section 22.021)
 - b. Arson (Penal Code Section 46.01(1))
 - c. Murder (Penal Code Section 19.02), capital murder (Penal Code Section 19.03), or criminal attempt to commit murder (Penal Code Section 15.01)
 - d. Indecency with a child (Penal Code Section 21.11)
 - e. Aggravated kidnapping (Penal Code Section 20.04)
 - f. Engages in conduct specified by Texas Education Code Section 37.006(a)(3) or (4) if the conduct is punishable as a felony. (Drug related offenses)

A student **shall** be expelled if the student engages in retaliation against a school employee combined with one of the above-listed offenses on or off school property or at a school-related event.

In an emergency, the principal or his designee may order the emergency expulsion of a student, not to exceed ten school days, when people or property are in imminent harm.

Consequences

The Board delegates to the administration the authority to expel students.

The Assistant Superintendent for Academic Programs will schedule a hearing within a reasonable time with the student's parent, building administrator, and the student. The student's parent or guardian will be invited in writing to attend the hearing.

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

- Another appropriate classroom
- In-school suspension
- Out-of-school suspension
- A disciplinary Alternative Education Program

A student facing expulsion will be given appropriate due process as required by the federal constitution. The student is entitled to:

1. The right to be represented by the student's parent/guardian or another adult who is not a District employee who can provide guidance to the student.
2. An opportunity to testify and to present evidence and witnesses in the student's defense.
3. An opportunity to ask questions about the District's evidence.

Not later than the second business day after the hearing, the Board's designee will deliver to the juvenile court a copy of the order expelling the student and information required by Section 52.04 of the Family Code.

The duration of a student's expulsion will be determined by the District on a case by case basis.

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

No District academic credit will be earned for work missed during the period of expulsion [unless the student is enrolled in the District's Disciplinary Alternative Education Program (DAEP) or the Juvenile Justice Alternative Education Program (JJAEP)].

A student who has engaged in delinquent conduct that is an expellable offense and has been found to be an adjudicated delinquent will be ordered to attend the JJAEP from the date of the adjudication. Other students expelled from the district may be referred to the JJAEP.

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

Consequences (cont.)

If a student moves into the District after having been expelled from another school district, the District may continue the expulsion as per the terms of the other district's order.

Parental appeals regarding disciplinary measures taken should be addressed to the central administration level as appropriate and in accordance with Policy FOD (Legal). Pending any appeal, the decision of the original hearing will be upheld.

The building administrator shall inform each teacher of the conduct of a student who has engaged in any violation listed in this section of mandatory expulsions. A teacher shall keep all the information confidential.

When an emergency expulsion occurs, the student will be given verbal notice of the reason for the action. Within a reasonable amount of time, but limited to no more than three days after the emergency expulsion, the student will be given appropriate due process as required under TEC Section 37.009.

A student who is removed for emergency purposes will be released to the student's parent, parent's representatives, medical providers, or law enforcement authorities.

PLACEMENT IN A JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM

The Board of Trustees has entered into a Joint Memorandum of Understanding with the county juvenile board outlining all issues pertinent to the interaction between the juvenile board and the school district in the operation of the Juvenile Justice Alternative Education Program. Details of this relationship are defined in agreements available for public inspection upon request to the Superintendent of Schools.

STUDENTS WITH DISABILITIES

If the IEP (Individual Education Program) of a student with a disability under IDEA contains disciplinary sanctions, including emergency removal, suspensions, and removal to alternative education programs, and those sanctions are not currently being challenged in a court or Special Education administrative appeal, the sanctions implemented in accordance with specifications on the IEP shall be followed without regard to the procedural requirements for emergency removal, suspensions, or removal to alternative education programs.

Note: Students with Disabilities

A student with a disability may be expelled for engaging in conduct that would warrant such action for a non-disabled student only if the ARD committee determines the misconduct is not related to the disabling condition or inappropriate placement.

School personnel may remove a student with a disability who violates a code of student conduct from his/her current educational setting, to an appropriate interim alternative educational setting, another setting, or suspension for not more than 10 school days (to the extent such alternatives are applied to students without disabilities). The decision about the placement will be made by the student's admission, review, and dismissal (ARD) committee.

ZERO TOLERANCE: VIOLENCE PROVISIONS

In an effort to eliminate violence from the Denton Independent School District, the Board of Trustees approved this Zero Tolerance policy for all students age ten (10) and older.

Zero tolerance means that any form of violence, fighting and/or physical altercations, abusive language, and threats among students as defined by the Texas Penal Code will be reported to the local police as a violation of the following penal codes: Disorderly Conduct and Assault.

Penal Code 42.01 Disorderly Conduct

A person commits an offense if he intentionally or knowingly:

- (1) uses abusive, indecent, profane, or vulgar language in a public place, and the language by its very utterance tends to incite an immediate breach of the peace;
- (2) makes an offensive gesture or display in a public place, and the gesture or display tends to incite an immediate breach of the peace;
- (3) creates, by chemical means, a noxious and unreasonable odor in a public place;
- (4) abuses or threatens a person in a public place in an obviously offensive manner.
- (5) makes unreasonable noise in a public place other than a sport shooting range, as defined by Section 250.001, Local Government Code, or in or near a private residence that he has no right to occupy;
- (6) fights with another in a public place.

Penal Code 22.01 Assault

A person commits an offense if the person:

- (1) Intentionally, knowingly, or recklessly causes bodily injury to another,
- (2) Intentionally or knowingly threatens another with imminent bodily injury,
- (3) Intentionally or knowingly causes physical contact with another when the person knows or should reasonably believe that the other will regard the contact as offensive or provocative.

SCHOOL PROCEDURE—In the event of student conduct that violates local policy including violent acts, fighting and/or physical altercations, abusive language, and threats between two or more students, the procedures listed below will be followed:

1. Students are referred to principal or designee who decides whether to report the incident to police.
2. If an incident is not reported, the District's Discipline Management Plan is followed and punishment is administered according to policy (for example, scuffling, profanity, etc. may merit only suspensions).

3. If incident is reported, the following sequence of events will occur:
 - a. Police will be notified according to local policy;
 - b. Parents will be notified by either the administrator or the police and told where the student will be detained;
 - c. Students may be removed from campus by police with possibility of citation and a hearing before the municipal judge within ten (10) days, or if the offense is serious enough, the student may be incarcerated according to state law and will be prosecuted to the fullest extent of the law;
 - d. Students shall be suspended from school for a maximum of three (3) days (42.01,1-5);
 - e. Parents must initiate meeting with the principal during the term of the suspension.
4. Violations for fighting include an immediate three-day suspension from school.
5. Persistent offenses may result in suspension and recommendation for assignment to an Alternative Educational Placement in accordance with state statutes, state regulations, and district policies.
6. Persistent offenses (two or more previous suspensions) for fighting (42.01, 6) will result in DAEP placement.
7. Offenses for assault will result in a 3-day suspension and an DAEP placement (Ch. 37).

Our hope is that the establishment of the above procedure will curtail the frequency of violence of any form at school and will provide all students a safe, threat-free environment which they deserve.

(Adopted by Board of Trustees, March 9, 1993) (Amended, January 27, 1994)

In summary, if your son or daughter is involved in a fight or engages in a physical altercation, abusive language, or threats during school hours, on school property, or during a school-related event, the school principal or designee responsible for discipline will consider the circumstances and the parents will be notified by either the administrator OR the police. Your child will be released into the custody of the police. The police will have the option of citing any student offender(s) with disorderly conduct and/or assault. Parents and/or student offender(s) may be responsible for fines up to (\$500) five hundred dollars.

LOADING/UNLOADING THE BUS

A. PROCEDURES FOR WAITING FOR THE BUS

1. Be at your bus stop five minutes before the scheduled pick-up time.
2. Students will wait next to (but not in) the street, driveway or parking lot.
3. When the bus approaches, form a line and be prepared to load immediately.
4. Stand clear of the bus until it comes to a complete stop.
5. If you miss the bus, go home immediately.
6. Parents/guardians should instruct their children on what procedures to follow if the bus is missed.

B. LOADING THE BUS

1. Scuffling, shoving, hitting or fighting is prohibited on the bus and at designated bus stops. Zero tolerance will be applied. Student must keep all body parts and personal objects from contacting another student.
2. Use the handrail and steps.
3. Go directly to your seat and sit down. The bus will not move until all students are properly seated.
4. Any or all students may be assigned a seat.

C. GETTING OFF THE BUS

1. Stay seated until the bus is completely stopped.
2. Use the handrail and take one step at a time when leaving the bus.
3. Wait for your turn to leave the bus. Pushing and crowding will only slow exiting and may cause an accident.
4. Stay clear of the bus when the engine is running. Do not chase or hang on to the bus at any time.
5. If any article drops or rolls near or under the bus, do not go after it. Go to the door of the bus and ask the driver for help.
6. All students should exit the bus and immediately take several steps away from the bus.
7. It is the parents' responsibility to insure younger students are not left unattended at bus stops.

D. CROSSING THE STREET OR HIGHWAY

1. All students living on the left side of the roadway shall exit the bus and move to a point 10 to 12 feet in front of the right corner of the bus and wait for the driver to signal you that it is safe to cross.
2. Check in both directions and walk directly across the road.
3. Never cross the road behind the bus.
4. CAUTION! Be alert for vehicles that do not stop when the bus is loading or unloading students.
5. Cross all streets at intersections. Obey all traffic signals and signs on your way home.

ACCIDENTS OR EMERGENCIES

1. Follow the driver's directions.
2. If you must leave the bus, stay in a group.
3. The following procedures will be used in an emergency situation.
 - A. The student nearest the door will open the door and assist everyone in exiting.
 - B. Leave the bus in a single file as quickly and quietly as possible.
 - C. Evacuation will start with the seat closest to the door.
 - D. Once outside the bus, follow the driver's directions completely.

EXTRACURRICULAR TRIPS

1. Bus rider rules apply to all school sponsored events.
2. Discipline will be the responsibility of the building principal and the trip sponsor.
3. The bus must return clean when returning from the trip.
4. UIL Participation Rules Apply.

BUS DISCIPLINE PROCEDURES

Bus Discipline Procedures—Riding a school bus that serves this district is a privilege. The driver is recognized as the authority on the bus and has control over daily operations. The following procedures shall be followed when inappropriate behavior occurs on a bus serving a regular route or an extracurricular activity: **PLEASE NOTE: THE SCHOOL BUS IS AN EXTENSION OF THE SCHOOL DAY. ALL RULES AND GUIDELINES IN THE STUDENT CODE OF CONDUCT APPLY ON THE SCHOOL BUS.**

- a. The Assistant Director of Transportation shall be responsible for enforcing discipline on all buses. All transportation personnel are authorized to ensure the department and district discipline management guidelines are followed.
- b. The Assistant Director of Transportation or designee will investigate a student and contact parents by phone or mail if their child is involved in inappropriate behavior. If the consequences dictate a suspension, the parents will be notified by phone or home delivery of the suspension dates. **Parents of suspended bus riders are responsible for their transportation to and from school.**
- c. The bus driver will report misconduct to the Assistant Director of Transportation or designee using a Driver Safety Notice or Bus Safety Report. Copies of the Bus Safety Reports will be sent to the parent, building principal, and placed on file in the Transportation Department office.
- d. Students who violate bus safety rules will receive the following consequences:
 - First Violation – **Warning**—A Bus Safety Report is issued.
 - Second Violation – **Three day Suspension**—A Bus Safety Report is issued.
 - Third Violation – **Five day Suspension**—A Bus Safety Report is issued.
 - Fourth Violation- **Ten day Suspension**—A Bus Safety Report is issued.
 - Fifth Violation – **Thirty day Suspension**—A Bus Safety Report is issued.
 - Sixth Violation – **Indefinite**—Student will be suspended from the bus for the remainder of the school year.

Severe Clause- If a student's conduct seriously jeopardizes the safety of the other students and/or the driver or engages in any illegal activity, a suspension will be immediately placed into effect.

- e. Students who violate the Student Code of Conduct while under the jurisdiction of the Transportation Department will be referred to the appropriate campus administrator for additional assessment of discipline consequences.

Video surveillance may be in operation on your child's bus to help in maintaining a safe and orderly bus. Federal law prohibits the school district from releasing the video to any member of the public except to law enforcement officials (Family Educational Rights and Privacy Act).

DISRUPTION OF TRANSPORTATION

Any student who disrupts the continuation of a bus route and forces the driver to stop the bus due to unsafe or illegal behavior may be guilty of disruption of public transportation. Suspension from the bus and/or fines may result.

Education Code 37.126. Disruption of Transportation

- (a) Except as provided by Section 37.125, a person commits an offense if the person intentionally disrupts, prevents, or interferes with the lawful transportation of children to or from school or an activity sponsored by a school on a vehicle owned or operated by a county or independent school district.
- (b) An offense under this section is a Class C misdemeanor.

PARENTS BOARDING OR STOPPING BUSES

To insure the safety and security of all students on Denton ISD buses, parents may not board the bus at any time. Should you need to discuss an issue with the bus driver, please contact our office at (940) 369-0300. The driver has been instructed not to engage in discussions with parents on route to avoid route delays.

ELECTRONIC COMMUNICATION AND DATA MANAGEMENT DISD ACCEPTABLE USE POLICY

SCOPE

The Denton ISD Acceptable use Policy applies to all users of Denton ISD's Electronic Communications Systems. Users include:

- Denton ISD employees
- Denton ISD students
- Contractors
- Consultants
- Student Teachers
- Temporary workers
- Any third parties that use the system

APPROVED BOARD POLICY [CQ (LOCAL)]

The Superintendent or designee shall implement, monitor, and evaluate electronic media resources for instructional and administrative purposes.

Access to the District's electronic communications system, including the Internet, shall be made available to students and employees in accordance with administrative regulations.

Access to the District's electronic communications system is a privilege, not a right.

All users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the system and shall agree in writing to comply with such regulations and guidelines.

Noncompliance with applicable regulations and guidelines may result in suspension or termination of privileges and other disciplinary action consistent with District Policies. [See DH, FNC, FNCJ, FO, and the Student Code of Conduct] Violations of law may result in criminal prosecution as well as disciplinary action by the District.

The Superintendent or designee shall develop and implement administrative regulations, guidelines, and user agreements, consistent with the purposes and mission of the District and with law and policy governing copyright. [See EFE]

Electronic mail transmissions and other use of the electronic communications system by students and employees shall not be considered confidential and may be monitored at any time by designated District staff.

The District shall not be liable for users' inappropriate use of electronic communication resources or violations of copyright restrictions, users' mistakes or negligence, or costs incurred by users. The District shall not be responsible for ensuring the accuracy or usability of any information found on the Internet.

[CQ (REGULATION)]

Definitions

Electronic communications include any use of Denton ISD's electronic communications system.

Electronic Communications System: The electronic communications system includes:

- Denton ISD Computers
- Denton ISD Personal Digital Assistants (PDAs)
- Denton ISD's internal network (including the wireless network)
- The Internet (when accessed through Denton ISD's system)
- Denton ISD's telecommunications system including telephones
- Denton ISD's voicemail system
- Denton ISD's email system
- Denton ISD's printers
- Denton ISD's fax machines
- Denton ISD's remote access services (RADIUS and VPN)
- Any other electronic communications equipment owned by Denton ISD
- Any third party equipment used on Denton ISD's electronic communications system (including home computers and individual's PDAs when connected to Denton ISD's system)

For the purposes of this document, electronic communications system will be shortened to "system".

Access

The Superintendent or designee will oversee Denton ISD's system. Access to the system is a privilege, not a right:

- The immediate supervisor of the Denton ISD employee must give approval for the Denton ISD employee to have access to Denton ISD's system. If the user is a third party user, the user must submit to a request to the director of their department and the director of the department must give approval for the third party individual to access Denton ISD's system.
- Denton ISD requires that users change their system password on a regularly scheduled basis. Passwords are not to be shared with anyone.
- After schools hours, Denton ISD students have first priority for using Denton ISD's system.
- Any user that is identified as a security risk by a system administrator may be denied access to Denton ISD's system.
- Any user that has violated Denton ISD and/or campus computer-use guidelines may be denied access to Denton ISD's system.
- All DISD systems are monitored.
- The system will be used for administrative and educational purposes consistent with the district's mission and goals. Commercial, for profit use of

the system is strictly prohibited (see Employee Handbook - Use of School Equipment). Limited personal use of Denton ISD's system is permitted.

Training

Denton ISD will provide training to users in proper use of the system and will provide all users with copies of the Denton ISD Acceptable Use Policy. All Denton ISD training for the system will emphasize its ethical use.

Copyrighted Materials

Copyrighted software or data may not be installed on the system without permission from the holder of the copyright. Only the owner of the copyright (or individuals the owner specifically authorizes in writing) may upload copyrighted material to the system.

Posting Practices

Assisted by the Internet Specialist, designated campus personnel will maintain the campus web pages. The campus principal and the Technology Information Officer must approve all requests for new web pages before the web pages can be posted on the system or any third party's electronic communications system. Routine updates do not require the approval of the campus principal or the Technology Information Officer. In order to use student names, pictures, and/or student-generated work on Denton ISD approved web pages, parental consent must be obtained in writing:

- Elementary and Middle School campus pages will not contain individual pictures or last names of students, even with parental consent.
- With parental consent in writing, High School campus pages may contain individual pictures, group pictures, first names, and/or last names of students.
- Written parental consent is obtained as part of the Student Code of conduct.
- Parents have the option to restrict the use of their child's name, picture, and/or work on the signature page in the Student code of Conduct.

Internet Safety

Denton ISD will use technology protection measures to prevent users and students from accessing pornography or other material deemed harmful to minors. Technology Protection Measures are defined as specific technologies that block or filter Internet access to inappropriate content. Inappropriate content is defined as

- Obscene, as defined in section 1460 of title 18, United States Code.
- Child pornography, as defined in section 2256 of title 18, United States Code.

- Harmful to minors (including Websites about violence, racism/hate).
- Disruptive to learning in the classroom (including sites with non-educational games).
- Inappropriate for minors (including websites that contain hacking instructions, Web email, Adware, Spyware, SPAM Internet fraud and scams, and Instant Messenger programs).
- Harmful to the technology protection measure (including Websites with proxy servers that can be used to bypass the filters).
- Illegal (including piracy Websites).
- Personal Webspaces should not identify the users relationship to Denton ISD. Controls on the technology protection measures may be updated daily. Sometimes the controls may prevent access to sites needed for educational or administrative use. If a user needs to access a blocked site, they may submit a HEAT ticket to have the Website reviewed.
- Users will behave in an ethical and legal manner when they use the Internet. They realize that they are entering a global community and their actions reflect on Denton ISD as a whole.
- Students may not give out their address, telephone numbers, passwords, credit card information, or any other personal information on the Internet without express written parental permission.

Responsibilities

The Superintendent will designate a district-level coordinator to

- Disseminate and enforce acceptable use policies and guidelines at the district level.
- Ensure that all users read and sign an agreement to abide by Denton ISD's policies and guidelines regarding use of the system. The central office will file and store the agreements signed by users. Campus personnel will store student signed agreements.
- Monitor activity on the system (as needed).
- Establish a retention schedule for messages on any electronic bulletin board.
- Remove local messages that are inappropriate.
- Set limits for disk utilization and mailbox sizes on Denton ISD's system.

Principals will designate campus-level coordinators to

- Disseminate and enforce acceptable use policies and guidelines at the campus level.
- Ensure that teachers adequately supervise their students and are responsible for their students' use of the system.
- Ensure that teachers who supervise students provide training to students that emphasizes appropriate use of the system.

Individual users

Are responsible for their system account and will use the account properly. Users take full responsibility for their action and will use the Denton ISD system and the Internet for educational purposes only.

- May not use Denton ISD's system for illegal purposes, in support of illegal activities, or for any other activity prohibited by Denton ISD policy.
- May not use another user's system account without written permission from the Denton ISD coordinator. Students may not use another user's system account.
- Must keep their passwords secret. Users may not share their password with another person for any reason. Users may not write their passwords down and tape them to their monitor, tape them underneath their keyboard, or keep them anywhere where another person can see their password.
- Must keep personal use of their email accounts and phones to a minimum. Limited individual messages are acceptable. Users may not forward personal messages to more than 30 other users.
- Must not let personal use of email interfere with their jobs.
- Must properly maintain their email accounts.
- Check email daily.
- Delete email in accordance with established email retention guidelines.
- Back up and archive their email in accordance with district policy.
- May only redistribute copyrighted programs or data only with written permission of the copyright holder or designee. This includes downloading and opening executable files received as an email attachment.
- Must comply with the acceptable use guidelines and policies of any third party systems that they access.
- Users must use the wireless provided by the district and may not use personal wireless network devices.
- Users must not download any software without prior approval from Denton ISD's system manager or designee. The user is responsible for any costs incurred by downloading software.
- Users may not access, attempt to access, download, transmit, store, view, or bring to school any inappropriate content at any time.
- Must report any misuse of the system to the system administrator or appropriate supervisor.
- Users must not delete, copy or modify system files.
- Users may not transfer inappropriate or illegal materials through the Denton ISD Computer system and/or Internet connection.

Users may not bring personal computers or any other equipment that doesn't belong to Denton ISD to the system.

- Must back up their own data. Denton ISD's system administrator recommends backing up essential data in three locations:
 - On your local computer's hard drive
 - On a network drive (your home directory or a common drive)
 - On removable media storage (CD-ROM, floppy disk, USB Flash drive)
- Students need to backup their files on removable media storage because Denton ISD deletes all student files between each school year.

Cyber-Bullying and Harassment

Threatening, harassing, and/or bullying others using electronic means to include the Internet and/or mobile technology is strictly prohibited. This could result in denial of access to school computers and administrative disciplinary actions.

Vandalism and Abuse

Vandalism is activity that intends to harm or destroy any part of the system, another user's data, or any agencies or network connected to the Internet or using any means to possess vandalism tools on network drives, pen drives, removable media, or the local computer. Vandalism includes deliberate attempts to degrade or disrupt system performance. Vandalism includes, but is not limited to,

- Denials of Service (DOS) attacks
 - Distributed Denial of Service (DDoS) attacks
 - Uploading or creating viruses
 - Using keystroke recording systems
 - Loading Spyware or Adware
 - Using port scanners or other tools to do network reconnaissance
 - IP spoofing
 - Man-in-the-Middle attacks
 - Traffic sniffing
 - Using any other tools to hack into or spy on the system
- Vandalism is strictly prohibited and vandals will lose access to the system and must provide restitution for hardware and software costs associated with system restoration.

Vandals may be prosecuted under applicable state and federal laws.

Denton ISD will cooperate fully with local, state, or federal officials in any investigation concerning or relating to vandalism of Denton ISD's system, any other system or any investigation of misuse.

Email Abuse

Attempts to read, delete, copy, or modify the electronic mail of other users or deliberate interference with the ability of other system users to send/receive email is prohibited. Forgery or attempted forgery of email is prohibited.

Plagiarism

Copying any content from the Internet or the system that doesn't belong to the user and claiming that the content is the property of the user is prohibited. Users must cite the source when including content from the Internet or the system.

Third Party Content

Users and parents of students with access to the system should be aware that users and students might access other systems in the global network that may contain inaccurate and/or objectionable material.

Any student or employee who brings prohibited materials into the system is subject to suspension, revocation of access, and is subject to disciplinary action in accordance with the Student Code of Conduct.

Revocation of Access

If any user violates the Acceptable use Policy, Denton ISD may suspend the user's access to the system. Denton ISD will terminate the user's accounts on the date the principal or Denton ISD coordinator receives notice of student withdrawal or revocation of system privileges, or on a future date if specified in the notice.

Disclaimers

System Access: Access to the system is provided on an "as is, available" basis. Denton ISD does not make any warranties with respect to any services provided by the system and about any information or software contained on the system. Denton ISD does not guarantee that the functions or services performed by, or that the information of software contained on the system will meet the user's requirements, or that the system will be uninterrupted or error-free, or that defects will be corrected.

User Information: Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third party individuals in the system belong to the providers and not Denton ISD.

Liability: Denton ISD is not liable for inappropriate use of Denton ISD's system or violations of copyright restrictions, mistakes or negligence caused directly or indirectly by users, or costs that users incur. Denton ISD is not responsible for ensuring the accuracy or usability of any information on the Internet.

APPENDIX



Denton ISD Academic Integrity Policy

Academic integrity is an essential element to the Denton Independent School District's philosophy and practice of promoting academic excellence. For an academic institution to be successful, an honor code and consequences for violating the honor code must be established. Indeed, once the student is in a university, college, or workplace, any form of dishonesty will result in serious penalties, including automatic course failure and expulsion, losing your job, etc. Cheating, dishonesty, and plagiarism will not be tolerated in Denton Independent School District.

Cheating includes, but is not limited to, the following examples:

- Taking, stealing, and/or using an assignment from someone else and submitting it as one's own.
- Allowing another to take and/or use an assignment to submit as his/her own.
- Looking at another's test or essay with or without his consent for the purpose of duplicating that work and submitting it as one's own.
- Representing as one's own the work or words of a parent, sibling, friend, or anyone else.
- Discussing or revealing the contents of a test or quiz with students who have not completed the assessment.
- Unauthorized use of teacher test materials, answer sheets, computer files, or grading programs.
- Using any type of "crib/cliff notes" on your person, an object, or programmed within graphing calculators, palm pilots, cell phones, or other electronic devices without teacher permission.
- Receiving answers for assignments or exams from any unauthorized source.
- Working on assignments with others when not authorized by the instructor.
- Copying from other students during an exam.
- Giving answers to another student for an assignment or exam.

Dishonesty includes, but is not limited to, the following examples:

- Agreeing with other students to commit academic dishonesty.
- Falsification of results from research or laboratory experiments.
- Written or oral presentation of results from research which was never performed.

Plagiarism includes, but is not limited to the following examples:

- Directly quoting or paraphrasing all or part of another's written or spoken words without notes or documentation within the body of a work.
- Presenting an idea, theory, or formula originated by another person as the original work of the person submitting that work.
- Purchasing or receiving in any other manner a term paper or other assignment that is the work of another person and submitting that assignment as the student's own work
- Repeating information, such as statistics or demographics, which is not common knowledge and which was originally compiled by another person.

Plagiarism is defined in *Webster's New International Dictionary of the English Language* as:

"To steal or purloin and pass off as one's own the ideas, words, artistic productions of another; to use without due credit the ideas, expressions or productions of another."

The *MLA Style Manual and Guide to Scholarly Publishing* further defines plagiarism as:

"Forms of plagiarism include the failure to give appropriate acknowledgments when repeating another's wording or particularly apt phrase, paraphrasing another's argument, and presenting another's line of thinking. You may certainly use other person's words and thoughts, but the borrowed material must not appear to be your creation. In your writing, then, you must document everything you borrow; not only direct quotations and paraphrases, but also information and ideas."

Gibaldi, Joseph. *MLA Style Manual and Guide to Scholarly Publishing*. New York: The Modern Language Association of America, 1998.

***Plagiarism.org* indicates:**

"Plagiarism is the improper use of, or failure to give credit to another person's writing, visual or musical representation, or ideas. It can be an act as subtle as inadvertently neglecting to use quotation marks or references when using another source or as blatant as knowingly copying an entire paper, or parts of a paper, and claiming it as your own."

Denton ISD Academic Integrity Policy

Consequences for cheating/plagiarism are as follows:

Offense	Process	Person Responsible	Consequence(s)
1 st	1. Document suspected or observed cheating/dishonesty/plagiarism.	Classroom Teacher	
	2. Conference with student and determine whether or not cheating/plagiarism has occurred.	Classroom Teacher	
	If the teacher concludes that cheating/plagiarism has occurred: 3. Mandatory contact with parent Document the contact Identify consequences administered	Classroom Teacher Campus Administrator	Zero grade for the assignment Possible 1 day in ISSC Place documentation in <i>Academic Integrity Folder</i> within the <i>Discipline Folder</i>
	4. Inform the following campus staff: Academic Instructional Leader (Department Chair) Student's assigned assistant principal Coach(s) – specific to student's involvement Sponsor(s) – specific to student's involvement National Honor Society	Classroom Teacher	
	5. Place documentation in the student's <i>Academic Integrity Folder</i> until the end of the academic school year.	Classroom Teacher	

Denton ISD Academic Integrity Policy

Consequences for cheating/plagiarism are as follows:

Offense	Process	Person Responsible	Consequence(s)
2nd	1. Document suspected or observed cheating/dishonesty/plagiarism.	Classroom Teacher	
	2. Conference with student and determine whether or not cheating/plagiarism has occurred.	Classroom Teacher	
	If the teacher concludes that cheating/plagiarism has occurred: 3. Mandatory contact with parent Document the contact Set up a meeting	Classroom Teacher	
	4. Mandatory meeting; bring copies of Documentation of work in question DISD Academic Integrity Policy	Classroom Teacher Department Chair Parent Student Assistant Principal Counselor	Zero grade for the assignment Possible 2 days in ISSC Possible removal from Pre-AP/AP course in which the offense occurred Documentation in <i>Academic Integrity File</i>
	5. Inform the following campus staff: Coach(s) – specific to student's involvement Sponsor(s) – specific to student's involvement National Honor Society	Classroom Teacher	
	6. Place documentation in the student's <i>Academic Integrity Folder</i> until the end of the academic school year.	Classroom Teacher	

Denton ISD Academic Integrity Policy

Consequences for cheating/plagiarism are as follows:

Offense	Process	Person Responsible	Consequence(s)
3rd	1. Compile evidence of suspected or observed cheating/plagiarism.	Classroom Teacher	
	2. Conference with student and determine whether or not cheating/plagiarism has occurred.	Classroom Teacher	
	If the teacher concludes that cheating/plagiarism has occurred: 3. Mandatory contact with parent Document the contact Set up a meeting	Classroom Teacher	
	4. Mandatory meeting; bring copies of Documentation of work in question, DISD Academic Integrity Policy, and Consequences to be administered	Classroom Teacher Department Chair Parent Student Assistant Principal Counselor	Zero grade for the assignment Suspension Removal from Pre-AP/AP course in which the offense occurred Possible ineligibility for any extra-curricular activities Documentation in <i>Academic Integrity Folder</i>
	5. Inform the following campus staff: Coach(s) – specific to student's involvement Sponsor(s) – specific to student's involvement National Honor Society	Classroom Teacher	
	6. Place documentation in the student's <i>Academic Integrity Folder</i>	Classroom Teacher	

Denton ISD Academic Integrity Policy

This document was compiled based upon the honor codes and definitions of academic integrity from the following:

Academic Integrity: What Every Aggie Needs To Know. Texas A&M University. 25 Oct 1996. 7 Feb 2004. <http://www.chem.tamu.edu/class/fyp/integrty.html>.

Beaconsfield High School Department of English. *Plagiarism Policy*. 24 Nov 2000. 7 Feb 2004. <http://www.novalink.ca/bhs/Plagiarism.html>.

High School in the Community. *High School in the Community Plagiarism Policy*. 7 Feb 2004. http://www.homestead.com/hsonline/files/Plagiarism_Policy.htm.

Oxnard High School English Department. *Plagiarism Policy*. 7 Feb 2004. http://www.ouhisd.k12.ca.us/sites/ohs/depts/engl/plagiarism_policy.htm.

Staples High School. *Academic Integrity Policy: Regarding Plagiarism*. 5 Dec 2001. 7 Feb 2004. <http://shs.westport.k12.ct.us/mjvl/shs/plagiarism.htm#justification>.

Student Press Review. "Mass. High School's Policy Clearly Defines Plagiarism and Consequences." Columbia Scholastic Press Association: Columbia University, 2001. 7 Feb 2004. <http://www.studentpressreview.com/news/2003/01/17/EthicalMatters/Mass-High.Schools.Policy.Clearly.Defines.Plagiarism.And.Consequences-345628.shtml>.

Tipton High School. *Tipton High School: Honor Code*. 7 Feb 2004. <http://www.tcsc.k12.in.us/hs/forms/Adobe%20Forms/honor%20code%20123.pdf>.

Washington Township Public Schools. "Plagiarism." 23 Oct 2003. 7 Feb 2004. <http://www.wtps.org/wths/imc/ProfessionalDevelopment/plagiarism.htm>.

College and University Honor Code Web sites

Baylor University: http://www3.baylor.edu/StudentHandbook/pp_constitution.htm

Texas A&M: <http://www.aggiecorps.org/home/about/aggiecode>

Duke University: <http://www.duke.edu/web/HonorCouncil/links.htm>

Kansas State: <http://www.ksu.edu/honor/>

Rice University: <http://www.ruf.rice.edu/%7Ehonor/>

University of Colorado: http://carbon.cudenver.edu/catalog/2002-2003_pdf/Cat6.pdf

University of Oklahoma: <http://www.ou.edu/provost/pronew/content/integritymenu.html>

University of Texas at Arlington: http://www2.uta.edu/discipline/academic_integrity.htm

Elementary School Grade Calculations
Grades 2-5
All Subjects

Formative Assessments	Summative Assessments	Independent Practice
60%	30%	10%
An ongoing evaluation used to check for student understanding. (may include but are not limited to daily work, some labs, or short quizzes)	An evaluation used to assess student mastery. (may include but are not limited to tests, quizzes, some labs or projects)	Practice on previously taught skills. (may include but are not limited to homework, warm-ups, or journals)

Middle School Grade Calculations

English Language Arts

Course	Daily (may include, but is not limited to class activities and homework)	Quizzes (may include, but is not limited to quizzes, minor tests, minor projects)	Major (may include, but is not limited to major tests, projects, research)
6 th Grade Reading 6 th Grade English 6 th Grade ESL	50%	20%	30%
7 th Grade Reading 7 th Grade English 7 th Grade ESL	40%	25%	35%
8 th Grade Reading 8 th Grade English 8 th Grade ESL	30%	30%	40%

Mathematics

Course	Classwork/Homework (homework, classwork, class participation)	Quizzes	Tests/Projects
7 th Grade Advanced Math 8 th Grade Algebra 1 8 th Grade Geometry	20% minimum of 2 grades per 6 wks	30% minimum of 2 grades per 6 wks	50% minimum of 2 grades per 6 wks
6 th Grade Mathematics 7 th Grade Mathematics 8 th Grade Mathematics	40% minimum of 1 grade per week	20% minimum of 2 grades per 6 wks	40% minimum of 2 grades per 6 wks
	Classwork (including participation)	Tests/Quizzes/Projects	
Mathematics Acceleration 6, 7, 8	60%	40%	

Science

Course	Daily (classwork, homework, quizzes, class participation)	Labs	Majors (Tests/Projects)
6 th Grade Science	33%	33%	34%
7 th Grade Science	35%	30%	35%
8 th Grade Science	30%	30%	40%

Social Studies

Course	Homework/Classwork (classwork, homework, quizzes, class participation)	Tests/Projects
6 th Grade Social Studies	70%	30%
7 th Grade Social Studies	65%	35%
8 th Grade Social Studies	60%	40%

Middle School Grade Calculations

Languages Other Than English

Course	Exams/ Major Projects	Quizzes/ Minor Projects	Communicative Activities (may include, but not limited to listening, speaking, daily work, diarios/journals, ratings, in-class discussions/corrections of homework, skits)	Homework
Spanish 1	25%	25%	40%	10%
Spanish for Spanish Speakers	20%	20%	50%	10%

EXPO (Gifted and Talented Program)

Course	Daily (may include, but is not limited to class activities and homework))	Quizzes (may include, but is not limited to quizzes, minor tests, minor projects)	Majors (may include, but is not limited to major tests, projects, research)
6 th Grade EXPO	50%	20%	30%
7 th Grade EXPO	40%	20%	40%
8 th Grade EXPO	30%	20%	50%

Art, Band, Choir, Orchestra, Theatre Arts

Category	Performance/Product	Fundamentals/Processes/Participation	Skills
Weight	30%	50%	20%
Description	Concerts; Festivals; Completed art works; Portfolios; Written tests; Response/evaluation critiques; Play performances; Research papers; Classroom project presentations; Arts etiquette	Participation; Sight-reading; Scales, Daily warm-ups; Sketchbooks; Materials checks; Vocabulary; Technique exercises for art, drama and music; Posture; Breathing; Hand position; Script writing	Sectionals; Written work; Practice journals; Daily quizzes; Oral tests; Playing/singing tests; Video/Audio-taped performance tests; Classroom performances; Peer evaluations

High School Grade Calculations

Course	Daily (may include, but not limited to class activities, homework, quizzes)	Major (may include, but not limited to major tests, projects, research)
Reading English 1 English 2	50%	50%
English 3 English 4	40%	60%
Literary Genres Creative Writing	50%	50%
Pre-AP English 1 Pre-AP English 2	40%	60%

English Language Arts

Course	Daily	Projects	Tests
ESOL 1 ESOL 2 ESOL 3	60%	20%	20%

Languages Other Than English

Course	Tests/ Major Projects	Quizzes	Classwork and Homework	Notebooks and Participation
ASL 1 ASL 2 ASL 3 ASL 4	30%	20%	40%	10%

Course	Exams Major Projects	Quizzes/ Minor Projects	Communicative Activities (may include, but not limited to listening, speaking, daily work, diarios/journals, ratings, in-class discussions/corrections of homework, skits)	Homework
Spanish 1 Spanish 2 Pre-AP Spanish 2 Spanish 3 Pre-AP Spanish 3 Spanish 4	25%	25%	40%	10%
SSS 1-2 SSS 3	20%	20%	50%	10%

High School Grade Calculations

Course	Tests/ Major Projects	Quizzes Minor Projects	Daily (may include, but not limited to homework classwork, oral component)
Latin 1 Latin 2 Pre-AP Latin 2 Pre-AP Latin 3	50%	25%	25%

Course	Tests/ Major Projects	Quizzes Minor Projects	Essays/ Projects
German 1 German 2 Pre-AP German 2 German 3	40%	40%	20%
Pre-AP German 3	35%	35%	30%

Course	Daily	Major
French 1 French 2 Pre-AP French 2 French 3 Pre-AP French 3 French 4	60%	40%

Mathematics

Course	Homework	Quizzes	Tests/Projects
Algebra 1 Geometry Algebra 2 Pre-Calculus	20%	30%	50%
Pre-AP Geometry Pre-AP Algebra 2 Pre-AP Pre-Calculus	15%	25%	60%

High School Grade Calculations

Science

Course	Homework/Classwork	Labs	Tests/Projects
All Science Courses (including Pre-AP)	25%	25%	50%

Social Studies

Course	Homework/Classwork	Tests/Projects
All Social Studies Courses (except Pre-AP and AP)	40%	60%
Pre-AP Social Studies Courses	30%	70%

Other

Course	No Categories Needed
Journalism Yearbook Newspaper Photojournalism	All grades receive the same weight

Course	Speeches	Tests	Daily
Communication Applications	50%	30%	20%
Public Speaking	All grades receive the same weight		
Debate	All grades receive the same weight		

AP Grade Calculations

English

Course	Daily (may include, but not limited to class activities, homework, quizzes)	Major (may include but not limited to tests, projects, research)
AP English 3	25%	75%
AP English 4	25%	75%

Languages Other Than English

Course	Exams/Major Projects	Quizzes/Minor Projects	Communicative Activities (may include, but not limited to listening, speaking, daily work, diarios/journals, ratings, in-class discussions/corrections of homework, skits)	Homework
AP Spanish 4 AP Spanish 5	25%	25%	40%	10%

Course	Exams/Major Projects	Quizzes/Minor Projects	Daily (may include, but not limited to homework, classwork, oral component)
AP Latin 3 AP Latin 4	50%	25%	25%

Course	Classwork	Quizzes/Minor Projects	Homework
AP German 4	50%	25%	25%

Course	Major	Daily
AP French 4	60%	40%

Mathematics

Course	Major	Minor
AP Statistics	70%	30%
AP Calculus 1 st 6 weeks	50%	50%
2 nd 6 weeks	60%	40%
3 rd 6 weeks	70%	30%
4 th -6 th 6 weeks	80%	20%

Computer Science

Course	Tests	Homework/Quizzes	Program Assignments
AP Computer Science A	20%	30%	50%
AP Computer Science AB	20%	30%	50%

Science

Course	Homework/Classwork	Labs	Tests/Projects
AP Science Courses	15%	25%	60%

Social Studies

Course	Homework/Classwork	Tests/Projects
AP Social Studies Courses	30%	70%



Denton Independent School District

Parent Notification of Texas Student Success Initiative (SSI)

Dear Parent(s):

This letter is to inform you of the grade advancement requirements of the Texas Student Success Initiative (SSI), which was passed by the 76th Texas Legislature in 1999. The purpose of this initiative is to ensure that every student makes the academic progress necessary to show a sufficient understanding of the knowledge and skills taught and tested at each grade level.

The SSI requires that Grade 3 students must meet the passing standard on the Texas Assessment of Knowledge and Skills (TAKS) in reading before they can be promoted to Grade 4. In grade 5 and grade 8, students must meet the passing standard in reading and mathematics for grade advancement. This is in addition to the current requirement that students in the 11th grade must meet the passing standard for the exit level TAKS in English Language Arts, Mathematics, Science and Social Studies in order to receive a high school diploma.

Please note that these testing requirements are part of an overall system of support for student academic achievement. This system includes:

- evaluation of student needs at grades that precede SSI grades and academic support for students who need additional instruction;
- ongoing evaluation of student progress during the school year for SSI grades (currently 3 and 5) with assistance provided to all students with identified academic weaknesses;
- three testing opportunities;
- additional instruction after each test administration for students who do not meet the passing standard;
- a grade placement committee (for grades 3, 5, 8), consisting of the principal, teacher, and parent or guardian, that meets when a student has not met the passing standard after two testing opportunities and that decides the most effective way to support the child's academic success; and
- an instructional plan for every student who has not met the passing standard after three opportunities, regardless of whether the student is retained or, upon parent appeal, is promoted by the grade placement committee.

Most of all, the SSI recognizes and supports the important role parents play in the education of their children. Your child's teacher and campus staff looks forward to working with you to help your child succeed. Throughout the school year, you will receive additional information regarding the SSI. Your child's teacher and school principal would be glad to meet with you to answer any further questions that you might have.

Denton ISD Guidelines for Student Discipline

Behavior Examples General Misconduct <ul style="list-style-type: none"> * Tardies * Truancy * Classroom misbehavior * Dress code violations 	Consequences <ul style="list-style-type: none"> * Verbal Correction * Cooling off or “time-out” * Change student seating * Parent/Teacher conference * Detention/In-school Suspension
Code of Conduct Violations <ul style="list-style-type: none"> * Exhibiting disrespect for authority * Sexual harassment/contact * Verbal abuse of peers * Insubordination * Aggressive, disruptive action which interferes with school activities * Persistent general misconduct violations 	<ul style="list-style-type: none"> * Detention * Parent/Teacher/Administrator conference * School imposed probation * Assigned duties other than classwork * In-school suspension * Suspension from school (up to 3 days for each offense) * Possible assignment to DAEP
Major Code of Conduct Violations <ul style="list-style-type: none"> * Fighting * Vandalism * Theft/Robbery * Extortion/Coercion/Blackmail * Directing profanity/vulgar gestures toward teachers or staff * Persistent Code of Conduct Violations * Off-campus felonies * Possession or use of tobacco products * Gang Activity 	<ul style="list-style-type: none"> * Possible Police Intervention * Suspension from school (up to 3 days for each offense) * Possible assignment to Disciplinary Alternative Education Program (Davis School)
Serious Code of Conduct Violations <ul style="list-style-type: none"> * Assault * Terroristic threats and/or false reports * Possession, use, or being under the influence of any controlled substance or alcohol * Abusable glue or volatile chemicals * Public lewdness/indecent exposure * Retaliation against a school employee (on or off campus) * On-campus felonies 	<ul style="list-style-type: none"> * MANDATORY assignment to Disciplinary Alternative Education Program (Davis School) for minimum of 30 school days * Police Intervention (Zero Tolerance) * Referral to Drug and Violence Prevention Coordinator
Expellable Offenses <ul style="list-style-type: none"> * Persistent, major, or serious violations while in DAEP * Possession of weapons * Violent crimes (Title 5, Penal Code) * Assaulting a school employee * Terroristic threats and/or false reports * Drug violations * Criminal Mischief (felony) 	<ul style="list-style-type: none"> * Assignment to Disciplinary Alternative Education Program for length of time determined at expulsion hearing (Students under 10 yrs. old) * Assignment to Juvenile Justice Alternative Education Program (JJAEP) for length of time determined at expulsion hearing

This chart is intended solely for quick reference in determining consequences for student behavior. Full details regarding student discipline are contained in the Denton ISD Student Code of Conduct and Chapter 37 of the Texas Education Code.

DENTON INDEPENDENT SCHOOL DISTRICT

(940) 369-0000
www.dentonisd.org

2007-2008 School Calendar

1307 N. Locust
Denton, TX 76201

Holidays	S M T W T F S	S M T W T F S	S M T W T F S
Labor Day Sept. 3, 2007	July 2007 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August 2007 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	September 2007 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
Thanksgiving Nov. 21-23, 2007	October 2007 1 2 3 4 <5> 6 7 8 <9 10 11 12> 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 2007 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 2007 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
Winter Break Dec. 21, 2007-Jan. 2, 2008	January 2008 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 <16 17> 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 2008 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	March 2008 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
M. L. King Birthday Jan. 21, 2008	April 2008 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	May 2008 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June 2008 1 2 <3 4> <5> 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
Spring Break Mar. 17-21, 2008	Special Dates		
Holiday/Makeup Days Mar. 24 /Apr. 18, 2008	First Day of School Aug. 28, 2007		
Memorial Day May 26, 2008	GRAND-parents' Day September 14, 2007		
	Teacher Appreciation Week May 5-9, 2008		
	National Volunteer Appreciation Week April 14-18, 2008		
	Last Day of School June 5, 2008		
	Teacher/Staff Development Days: Aug. 21-24; Aug. 27; Oct. 8; Nov. 5; Jan. 18; Feb. 11; June 6		
	Early Release Days: Elementary Schools Oct. 5; Oct. 9-12; June 5 Middle & High Schools Oct. 5; Jan. 16-17; June 3-5		

Graduation Dates

Denton High Graduation 1 p.m. June 6, 2008 (University of North Texas Coliseum)	Guyer High Graduation 4:30 p.m. June 6, 2008 (University of North Texas Coliseum)
Fred Moore High Graduation Fall Graduation 11:30 a.m. December 19, 2007 Fred Moore High School Cafetorium	Ryan High Graduation 8 p.m. June 6, 2008 (University of North Texas Coliseum)
Spring Graduation 11:30 a.m. June 4, 2008 Fred Moore High School Cafetorium	

SCHOOL HOURS

Elementary
8:00 a.m. - 3:00 p.m.
Middle School
8:35 a.m. - 3:35 p.m.
High School
8:50 a.m. - 3:50 p.m.

LEGEND

- ◆ First Year Teacher Academy
- New Staff Orientation
- ▲ Teacher Staff Development
- Holiday
- [] Six Week Period
- * Make-up Day (if needed)
- < > Early Release Days (See dates at left)