

Code of Conduct Changes 2025-2026

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ATTENDANCE

Every child who resides in this District who is as much as six years of age, or who is less than six years of age and has previously been enrolled in first grade, and who has not reached the age of eighteen (18), shall be required to attend a public school in the District.

Regular attendance and punctuality are required of every student. Acceptable excuses for absences and tardies include personal illness, sickness or death in the immediate family, quarantine, weather or road conditions making travel dangerous, required legal business approved in advance by the principal, religious holy days (if, before the absence, the parent, guardian, or person having custody or lawful control of the student submits a written request for the excused absence), a temporary absence resulting from health care professionals if the student commences classes or returns to school on the day of the appointment, or any unusual cause acceptable to the principal or the superintendent. No student is permitted to leave the school campus during school hours without an excuse, in writing or by telephone, from the parent or guardian. These excuses must be approved by the principal or person designated by the principal or District. Once a student arrives on campus before regular school hours, he/she is expected to remain on campus unless permission to leave has been granted by an administrator.

A. Attendance For Credit

Board policy and State law provide that no student shall be given credit for a class or promoted to the next grade if he has not been in attendance at least 90% of the days the class is offered. A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90% of the days the class is offered. A student who has an "excused" absence is not in violation of the compulsory attendance law but can still be denied credit for a class if those excused absences comprise more than 10% of the instructional days offered. Written documentation of a student's absence must be submitted by a parent/guardian within five days after the date of the absence for the absence to be considered to be excused. When a student's attendance drops below 90% of the days the class is offered, the student, parent, or representative may request award credit by submitting a written petition to the appropriate attendance committee. The attendance committee shall review the student's entire attendance record and the reasons for

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absences, and shall determine whether to award credit. Petitions may be filled at any time the student receives notice, but in any event, no later than last day of school. An attendance committee appointed by the Board may give credit if there were extenuating circumstances for the absences.

“Extenuating circumstances” are the following:

1. Board-approved extracurricular activity or public performance subject to limitations in FDD (LEGAL).
2. Required screening, diagnosis, and treatment for Medicaid-eligible students.
3. Documented health care appointment, if the student begins classes or returns to school on the same day as the appointment.
4. Temporary absence resulting from any cause acceptable to the teacher, principal, or Superintendent.
5. Juvenile court proceeding documented by a probation officer.
6. Absence required by state or local welfare authorities.
7. Family emergency or unforeseen or unavoidable instance requiring immediate attention.
8. Approved college visitation.

Absences for which the student has shown extenuating circumstances and completed routine make-up work shall be considered days of attendance for computing the required percentage of days of attendance.

A student may miss a class in a course only thirteen times in a year for participation in extracurricular activities; absences for participation for more than ten days could result in loss of credit.

ATTENDANCE

Regular school attendance is essential for students' success. Absences from class create disruption to students' progress of learning from one day to the next and hinders mastery of intended knowledge and skills. It is important that students and parents make every effort to avoid unnecessary absences.

In order for a student to receive credit for coursework, he/she must present at least 90% of the time for which instruction is provided. To be counted present for the school day, students must be in school at the 10:00am accounting time. Students arriving after 10:00am will be marked absent for the day in grades PK-5. For students in grade 6-12, the 90% standard applies to eligibility for credit in each separate class period.

SCHOOL HOURS, TARDIES, AND EARLY DEPARTURES

Expectation for students to be in attendance for 90% of the instructional day applies to tardies and early departures as well. Below is the instructional bell schedule for BISD Campuses:

BJHS & BHS

7:50 First Bell

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7:55 Tardy Bell

3:35 Dismissal Bell

WE, OBP, OBI

7:55 First Bell

8:00 Tardy Bell

3:35 Dismissal Bell

3 Tardies, 3 Early Departures, or any combination of tardies and/or early departures equates to 1 absence.

CONTENT RECOVERY

Each campus in BISD has practices in place to promote students' ability to recoup instruction that is missed. This may be done through content-recovery programs offered beyond traditional instructional time such as before school, after school, and/or during lunch. Students who are absent will need to make-up missed instruction through content recovery efforts as provided by the campus.

ATTENDANCE COMMITTEES

Each campus in BISD has an Attendance Committee responsible for reviewing and responding to attendance concerns and requirements for content and/or credit recovery. The campus principal is the primary authority responsible for resolving any questions related to the District and state's attendance policies. The principal may convene the attendance committee to contribute to interpretation and action on any concerns or issues that arise related to students' attendance or administration of the campus/district's attendance policies, practices, and expectations.

ATTENDANCE INCENTIVES: FIELD TRIPS & EXEMPTIONS

BISD Campuses serving students in grades PK-8 may provide field trips during the semester and/or at the end of the year that require students to meet specified attendance and disciplinary standards for participation. Specific to attendance, to be eligible for attending Attendance Incentive Field Trips students may not miss more than 3 days of school in the semester during which the trip is taking place. Students with four or more unexcused absences will not be eligible to attend the grade-level specific Attendance Incentive Field Trips.

BHS, serving students in grades 9-12 has an Attendance Incentive Exemption policy that mirrors the attendance expectations outlined for students at our other campuses. To be eligible for exemptions from final exams, students may not have more than two total unexcused absences per class for the

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semester during which the exams are scheduled to take place. Please see the section specific to Exemptions in the BHS Campus Handbook for more information.

RETURNING TO SCHOOL AFTER AN ABSENCE

A student who is absent for any reason, should bring a note, signed by a parent, that describes the reason for the absence within three days of the absence.

Students who are absent for any reason are responsible for making up missed assignments in accordance with the timeframe allotted by the teacher, (at a minimum students have the equivalent of the number of days that were missed to make-up assignments). Students who do not complete missed assignments by the deadline established by the teacher will receive a grade of a zero for the assignment.

EXCUSED AND UNEXCUSED ABSENCES

The Texas Education Code provides guidance on what is considered an “excused” absence. Any absence not included on the list below is considered an unexcused absence. “Excused” absences are limited to:

ALL STUDENTS

- Attendance at a school-sponsored event in which the student is participating (extra-curricular activities)
- Observing a religious holy day (requests related to this must be approved in advance of the absence)
- Attending a required court appearance
- Appearing at governmental office to complete paperwork related to US citizenship
- Participating in a US naturalization oath ceremony
- Serving as an election clerk
- Participating in activities determined by the Dept. of Family & Protective Services if the student is in the conservatorship of the DFPS
- Temporary absence to attend a medical appointment if the student attends school or returns to school on the same day as the appointment and provides a note from the health care provider
- Absence resulting from a serious or life-threatening illness or related treatment that makes the students’ attendance infeasible, if the student or the students’ parent/guardian provides a note from a licensed medical practitioner.
- Absence related to deployment of a student’s parent, step-parent, or legal guardian for active duty of uniformed services;

STUDENTS IN GRADES 6-12

- Playing “Taps” at a military honors funeral held in Texas for a deceased veteran

STUDENTS IN GRADES 9-12

- Maximum of two days during a students’ junior and/or senior year to visit an institution of higher education (see campus principal in advance of an absence related to this reason for verification requirements);

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- A maximum of two days during a students' junior and/or senior year to visit a professional at the professional's workplace for the purpose of determining the students' interest in pursuing a career in the professional's field;
- A student who is 17 or older and is absent to pursue enlistment in a branch of the armed services
- A maximum of one day of school for student who is 15 years of age or older absent to visit a driver's license office to obtain a driver's license or learner license provided that the visit to the driver's license is verified by the district

GENERAL FAQ:

- Anytime a student is absent, he/she should return to school with a note signed by a parent providing the reason for the absence;
- A note from a medical provider is required for an absence to be considered as "excused" unless the absence is related to a student's participation in a school-sponsored extracurricular or co-curricular activity or an activity as otherwise specified in the list provided in Section 25.087 of the Texas Education Code;
- All campuses will have content-recovery mechanisms in place required of students who are absent for any reason;
- Students who do not complete assignments missed during absences may receive a grade of a zero;
- Campuses have standards in place related to Attendance Incentives for field-trips and/or other school related activities and exam exemptions.
 - Students in grades PK-8 may not have more than three unexcused absences per semester to be eligible for attendance at Attendance Incentive Field Trips or Activities;
 - Students in grades 9-12 may not have more than two absences in a class to be eligible for exam exemptions (please see the Exemptions section of the BHS campus handbook for additional criteria)
- 3 Tardies, 3 Early Departures, or any combination of 3 Tardies and/or Early Departures is equivalent to 1 absence.
- If parents have questions or need additional clarity regarding types of absences or types of documentation needed for excused absences, they should consult with the campus principal prior to the absence occurring.

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CELLULAR TELEPHONES/PORTABLE ELECTRONIC OR TELECOMMUNICATION DEVICES Policy FNCY (LEGAL) and (LOCAL)

Telecommunication devices are those that emit an audible signal, vibrate, display a message, or otherwise summon or deliver communication to the possessor. [Telecommunication devices are defined as items such as, but not limited to, cell phones, smartphones, iPhones, Blackberries, electronic readers, and laptops with the capability of sending and receiving messages or information, and any related accessories (including but not limited to wires, headphones, and ear clips)].

Expectations for Students in Grades PK-8

A student shall not display a telecommunication device on school property or while attending a

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school sponsored or school related activity on or off school property, unless otherwise authorized by a school administrator.

If a student displays a telecommunication device or is found to be in possession of a telecommunication device on school grounds or while attending a school related activity on or off school property, the device will be confiscated.

The district shall contact the students' parents. In order for the device to be released to the parent/guardian of the student (or the owner of the device), a \$10.00 administrative fee will be assessed before it will be returned.

Expectations for Students in Grades 9-12

A student shall not use or display a telecommunication device during class or instructional time unless the student is in attendance as an active member of a volunteer firefighting organization or a volunteer emergency medical services organization. A school district employee shall confiscate the device if the student is using the device during class or instructional time. Students in grades 9-12 are only permitted to use their devices, before and after school, during lunch, and during transition time to and from classes.

Expectations for All Students

The district will contact the student's parents. In order for the device to be released to the owner (parent or student), a \$10.00 administrative fee will be assessed before it will be returned.

Refusal to turn in a telecommunication device to the requesting teacher and/or administration will be considered insubordination and may result in disciplinary action, as deemed appropriate by the campus administrator.

Under no circumstances should telecommunication devices be used to take photos/videos/audio in any school facility other than for instructional purposes under the direction of a teacher or at an event open to the public. If an administrator suspects that a device may contain photos/ videos/audio taken at school or inappropriate photos/videos/ audio, the photos/videos/audio will be reviewed in the presence of the student or parent/guardian before the device is returned to the student. Students will be required to delete school-related photos/videos/audio that were taken in violation of these guidelines. Additionally, police will be contacted if an administrator has reason to believe that a photo/video/audio might be a violation of law. Likewise, if an administrator suspects that a telecommunication device was used in violation of these guidelines and/or for cheating, the administrator may review the call history and/or text messages in the presence of the student or parent/guardian prior to the device being returned to the student. Violation of this policy may also result in the device being confiscated. A \$10.00 administrative fee will be assessed each time the phone is confiscated. Continued violation of this policy may result in disciplinary action, as deemed appropriate by the campus administrator.

The responsibility to keep the device secure rests with the individual owner. The School System, or its staff or employees, is not liable for any device stolen or damaged on campus. If a device is stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations. or otherwise summon or deliver communication to the possessor. [Telecommunication devices are defined as items such as, but not limited to, cell phones, smartphones, iPhones, Blackberries, electronic readers, and laptops with the capability of sending and receiving messages or information, and any related accessories (including but not limited to wires, headphones, and ear clips)].