

BISHOP HIGH SCHOOL STUDENT/PARENT HANDBOOK

FOREWORD

The Bishop High School Student/Parent Handbook contains information students and parents are likely to need to ensure a successful school year. Throughout the handbook, the term “parent” means parent, legal guardian, or other person who has agreed to assume school-related responsibility for a student.

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

In case of conflict between Board policy or the *Student Code of Conduct* and any provisions of student handbooks, the provisions of Board policy or the *Student Code of Conduct* that were most recently adopted by the Board are to be followed.

During a few short years in Bishop High School, each student will have the opportunity to develop and achieve high standards of citizenship, self-discipline, fellowship, and scholarship. The father of education in Texas, Mirabeau B. Lamar, said, "The cultivated mind is the guardian genius of democracy." We trust that every student will pursue a cultivated mind and, thus, become a more valuable and informed member of our community, our state, and our nation. We urge all students to take responsibility for accepting the difficult challenge to do their best at all times.

In order to achieve worthwhile goals and to establish a high school record of which to be proud, a person must maintain a good attitude and exert considerable effort. Because the student's high school record will follow the student to college and to work, everyone should try to ensure that this record represents the student's best.

We welcome everyone to Bishop High School, and we pledge to strive to make available the best education for which students are willing to work, in an enjoyable and stimulating school environment.

ALMA MATER

Once again here our school mates assemble;
We fain would lift our hearts in song
To our high school, our dear alma mater,
Let gladness our moments prolong.
We are proud of our lads and our lasses,
Of honors won in days gone by,
So here's a cheer for our own high school,
To Bishop High School, our dear old High.

Chorus:

Here's to our classes
Here's to our lasses
Here's to the lads we adore
Here's to the seniors so mighty
Juniors so mighty
Freshmen and sophomores
Let mirth and gladness
Banish all sadness
And as the days go by
We promise
You'll find us ready
Earnest and steady
Boosting for Bishop High!

FIGHT SONG

Let's win this game.
Go onward, Badgers, go
Never to yield
A victory to the foe
On to the goal
A gain on every play
Let's fight! Fight!
Win this game the same old way!
Let's win this game!
Let's win this game!
Let's win this game!
Hey!

(Repeat first eight lines)

School Mascot: Badger

School Colors: Kelly Green and Gold

RESPONSIBILITIES OF THE SCHOOL COMMUNITY

Each member of the school community must fulfill certain responsibilities if a positive learning environment is to be achieved. A cooperative relationship among administrators, teachers, parents, and students requires that the responsibilities be implemented to the highest degree possible.

Parents have the responsibility to fulfill the following requirements:

- A. Ensure their child's compliance with school attendance requirements and promptly report and explain absences and tardies to the school.
- B. Ensure their child is properly attired at school and school-sponsored activities.
- C. Take an active interest in the overall school program.
- D. Participate in parent-teacher conferences concerning their child's conduct and progress.
- E. Attend parent information meetings.
- F. Discuss report cards and work assignments with their child.
- G. Bring to the attention of school authorities any learning problem or condition which affects their child
- H. Maintain up-to-date home, work, and emergency telephone numbers at the school.
- I. Encourage and support teachers and administrators.
- J. Cooperate with school administrators and teachers in their efforts to achieve and maintain a quality school system.
- K. Provide for the physical and emotional needs of the child.
- L. Ensure their child eats nutritious food.
- M. Strive to prepare the child emotionally and socially to be receptive to learning and discipline.
- N. Make sure their child gets enough sleep.
- O. Keep informed of school policies, administrative decisions, and academic requirements of the school program.
- P. Ensure their child attends at-school tutorials when the student has difficulty with a class.
- Q. Submit a signed statement that they understand and consent to the student code of conduct.
- R. Ensure that their child obeys all school rules.

Students have the responsibility to fulfill the following requirements:

- A. Attend all classes daily and be on time to all classes.
- B. Be prepared for each class with appropriate materials and assignments.
- C. Be properly dressed and well groomed in accordance with District policy.
- D. Exhibit an attitude of respect towards individuals and property, and conduct themselves in a responsible manner.

- E. Refrain from making profane, insulting, threatening or inflammatory remarks, engaging in disruptive conduct, or cheating.
- F. Obey all school rules.
- G. Seek changes in school policies and regulations in an orderly and responsible manner through approved channels.
- H. Express opinions and ideas in a respectful manner.
- I. Attempt to master the essential knowledge and skills of the state and district curricula.
- J. Ask teachers for help and attend tutorials when experiencing difficulty with class work.
- K. Pay required fees and fines.

BOARD OF EDUCATION

Mrs. Dawn Cavanaugh.....President
Mr. Art Alvarez..... Vice President
Mrs. Norma Jean FloresSecretary
Mrs. Gracie Barreto..... Member
Mr. Lee Davila Member
Mr. Joe Diaz..... Member
Mrs. Judy Murdoch..... Member

ADMINISTRATION

Mrs. Christina Gutierrez Superintendent
Dr. Eden Hernandez.....Assistant Superintendent.
Mrs. Carolyn Lee Business Manager
Mr. Ray A. Garza..... Principal
Mrs. Christy Brothers..... Assistant Principal

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General Information

ANNOUNCEMENTS

Announcements pertaining to school activities are made each morning at the end of fourth period. All announcements to be made that day should be in the principal's office by 10:00 a.m. Some announcements which pertain to the afternoon and evening events of that day may be made at the end of the school day. An announcement will not be made during any other period of the day unless an urgent situation arises. The sponsor of the organization requesting the announcement must sign to indicate approval of the announcement. Only designated personnel will make announcements.

ASSEMBLIES

Assemblies may be scheduled during the school day as deemed appropriate by the principal. The announcement of special assemblies will be made as far in advance of the day of the program as is possible and practical.

BACKPACKS AND BOOK BAGS

In order to maintain a safe classroom environment for all students and staff, students who carry backpacks, book bags, or similar items to school must leave those items in their lockers during the school day.

BULLETIN

Each Friday a weekly bulletin is made available to each teacher. This bulletin is also posted on the bulletin board located outside the main high school entrance.

The bulletin is intended to inform students and staff of Bishop High School about scheduled activities. Each student should read the weekly bulletin on Monday morning in order to be informed of events scheduled for the week.

LUNCH

High School lunch will be from: 12:35 p.m. – 1:05 p.m.

- Due to safety reasons, students will no longer be able to leave during lunch (policy beginning the 2007-2008 school year).
- Lunch will be served in the cafeteria and Badger Den. Students who choose to buy a cafeteria tray must **not** take it out of the cafeteria to eat elsewhere. However, food purchased in Badger Den or the cafeteria snack bar may be taken out to eat in the BHS courtyard.
- Students who bring lunches from home may use the cafeteria, Badger Den, or BHS courtyard.

CAFETERIA

The Bishop school cafeteria is located west of the gym. The District participates in the National School Lunch Program and offers nutritionally balanced lunches to high school students and staff members during the regular lunch period. Lunch tickets may be purchased by the week or month.

Free and reduced-price lunches are served to students whose applications have been approved. Information on this program is available from the cafeteria manager, who may be contacted at 584-3591, ext. 226.

CALENDAR

A school calendar of coming events is kept in the high school office. Teachers and organization sponsors post special coming events or activities on this calendar, subject to the approval of the principal. Date preference is usually given to the person who first posts an event for a certain date. A Bishop CISD calendar is located on the back inside cover of this handbook.

CLASS SCHEDULE

The first bell will ring at 7:45 a.m., and a student is tardy if not in the appropriate place at 7:50 a.m. Students are to leave the school grounds when school is dismissed at 3:41 p.m. and should not be on the campus when school is not in session unless attending a school function.

| | | |
|-----------------|---------------|------|
| First Bell | 7:45 | |
| Period 1 | 7:50 - 8:37 | (47) |
| Period 2 | 8:42 - 9:29 | (47) |
| Period 3 | 9:34 - 10:21 | (47) |
| Period 4 | 10:26 - 11:13 | (47) |
| Period 5 | 11:18 - 12:05 | (47) |
| Activity Period | 12:05 - 12:35 | (30) |
| Lunch | 12:35 - 1:05 | (30) |
| Period 6 | 1:10 - 1:57 | (47) |
| Period 7 | 2:02 - 2:49 | (47) |
| Period 8 | 2:54 - 3:41 | (47) |

Homeroom periods will be held on occasion as the need arises.

COMPLAINTS

A student or parent who has a complaint should first take the matter up with the teacher. If the outcome of that discussion is not satisfactory, the student and/or parent who has a complaint regarding possible discrimination on the basis of sex, regarding handicapped students or the District's program for handicapped students, or regarding other matters should contact the high school principal.

If the outcome of that conference is not satisfactory, the student and/or parent may follow the District's complaint procedure (available from the high school principal's office) to carry the complaint to the superintendent and ultimately to the school board.

DIRECTORY INFORMATION

Certain information about District students is considered directory information and will be released to anyone who follows procedures for acquiring it, unless the parent objects in writing to the principal within ten school days after the issuance of this notice. Directory information includes the

following: a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, honors and awards received in school, grade level, enrollment status, most recent previous school attended, and other similar information.

INSTRUCTIONAL TELEVISION

Bishop High School provides the opportunity for its students to view a 12-minute educational program on current events and news items, two minutes of which contain commercial advertising. A parent who prefers that his/her child not view any commercial broadcast at school should notify the principal in writing. An alternative supervised assignment will be made for the student.

LIBRARY

The library is open for use each day before school, during the lunch hour, and for thirty minutes after school for students who wish to read, study, or use reference materials. The library is not intended to be a place of social gathering.

Books and Materials

- Fiction, biography, and short stories may be checked out for two weeks and rechecked once.
- Non-fiction (other than reference material) may be checked out for two weeks and rechecked once.
- Reference material, including all magazines, may be checked out for one class period only.

Fines

A fine of five cents (5¢) will be charged for each day a book is overdue. All material (reference, magazines, pamphlets, etc.) checked out for one class period will have a fine of five cents (5¢) for each period overdue. All damage shall incur a fine. A book that is lost will incur a fine in the amount of the price of the book.

Bishop students may also use the public library located in the Bishop County Building at the corner of East Fifth and South Ash Sts.

LOCKER ASSIGNMENTS

Each student will be assigned a locker at the beginning of the school year. To eliminate confusion in the corridors during the changing of classes, each student will use the locker assigned to him/her unless permission to change is granted from the office.

Lockers should be kept in a neat, orderly manner and are subject to periodic inspection by the principal, assistant principal, or some other designated staff member.

School officials may search a student's locker and seize any illegal materials. Such materials may be used as evidence against the student in disciplinary proceedings. Prior to a locker search, a student shall be notified and given an opportunity to be present at the search. If, however, school authorities have reasonable suspicion that the locker contains materials that pose a threat to the health, welfare,

or safety of students in the school or the school environment, a student's locker may be searched without prior warning.

Built-in combination locks are mounted on each locker for the purpose of providing a safe, secure location in which students may place their books and other school supplies.

A separate combination lock number is given to the student to whom a particular locker is assigned, and the combination lock number should not be given to any other student.

Students are not to mark on the lockers; nor should tape or other items be placed on lockers. Students are responsible for lockers assigned to them and are responsible for paying for damages to those lockers.

SAFETY

In order to be prepared in case of an emergency, school personnel periodically conduct fire and other emergency drills.

In addition, campus staff takes various other precautions toward maintaining a safe and secure school. Most of the school day, all doors except those at the main entrance remain locked to outside traffic. The school welcomes visitors through the main entrance and asks that all visitors check in at the high school office so that office staff can provide them with visitor tags/ribbons to wear.

TELEPHONE

The school phones are to be used only in emergencies. Students are asked not to use the phones for routine business. The telephone number for Bishop High School is **584-2547**. For students and parents who live in the Driscoll and Petronila areas, the number is **387-2338**.

TEXTBOOKS

All textbooks issued for use at Bishop High School are the property of the school or the State of Texas and are designed for use for a period of five years or longer, which necessitates proper care being given each book issued.

The assistant principal or textbook custodian issues textbooks at the beginning of the school year or semester as needed. The bar code or number of each textbook issued each pupil is recorded by the custodian. Textbooks must be returned to the teacher before final tests are taken or grades are issued.

Each student who is issued a textbook is asked to do the following:

1. Print his or her name and year of use inside the front cover **IN INK** in the space provided. Next to the year of use, print the name of his/her teacher.
2. Cover the book immediately, and keep it covered throughout the year.
3. Present the textbook for inspection by the teacher when called for.
4. Pay for any textbook which is lost or misplaced while issued to the student.
5. Return the textbook to the teacher at the end of the course. A lost or damaged book must be paid for at state list prices before another book may be issued from the textbook library.

A textbook not returned or paid for will delay registration for the student in August. Textbook checks

will be made periodically during the school year, and the teacher will check book damage or misuse as well as general care of the book.

Textbooks left on lockers, in the hall, or in the Badger Den are turned in to the office as lost items.

No writing should be done in any textbook unless the student desires to buy the textbook at full purchase price, at which time it becomes his personal property.

A student who has paid for a lost book may receive a refund for that book if it is returned and accounted for through the textbook custodian no later than the last day of the current school year. Students who withdraw during the school year must turn in all issued textbooks to the assistant principal or pay for them before they can be officially withdrawn.

TIME

The master clock at Bishop High School is reset every Monday morning to correspond with the time at Kleberg Bank in Kingsville. The Kleberg Bank telephone recording that provides this information can be heard by dialing (361) 595-1681.

WEATHER PROBLEMS

On the rare occasions that the weather is extremely bad (high water, hurricane, snow, etc.), school will be canceled for that day. Parents and students may listen to the radio for a school news report indicating that school will be closed or call the school for the voice mail recording. The reports will be made at approximately 7:00 a.m. on the days that school will be closed because of bad weather. The following radio stations will issue the news report:

| | |
|-----------------------------------|-------------------|
| Station KMXR | FM Dial No. 93.9 |
| Station KZFM (Z-95) | FM Dial No. 95.5 |
| Station KLHB (The Club) [Spanish] | FM Dial No. 98.3 |
| Station KRYS (K-99) | FM Dial No. 99.1 |
| Station KSAB [Spanish] | FM Dial No. 99.9 |
| Station KNCN (C-101) | FM Dial No. 101.5 |
| Station KOUL | FM Dial No. 103.7 |
| Station KKPN (The Planet) | FM Dial No. 104.5 |

The following television stations will also issue the news report:

| | |
|--------------|------------|
| Station KIII | Channel 3 |
| Station KRIS | Channel 6 |
| Station KZTV | Channel 10 |

Students are to use the covered sidewalks when it is raining. Also, students are to walk on the sidewalks and the paved area when the ground is wet and/or muddy.

Academics

ADVANCED CLASSES

Advanced classes shall have specific criteria for entry of highly motivated students; a differentiated curriculum that includes a wider range and greater depth of subject matter than those of a regular course; emphasis on higher level and critical thinking skills; provision for creative, productive thinking; a stress on cognitive concepts and processes; instructional strategies that accommodate the learning styles of the students involved; and independent, as well as guided, research.

A student has the option of moving into or out of an advanced class (see list on page 17) during the first two weeks of the first semester. The student may also move from an advanced class to a non-advanced section of the same course, if one exists, at the end of the first six-week grading period or at the end of the first semester. When a student moves from an advanced class to a non-advanced class, the grades earned in the advanced class will transfer, without augmentation, to the non-advanced class with the student.

When a student in an advanced class earns a grade below 70 for the first six weeks or the first semester, the student will be moved out of the advanced class and placed in a regular class.

CLASSIFICATION/GRADE PLACEMENT REQUIREMENTS

Ninth Grade -- Freshman

All freshmen entering Bishop High School shall present satisfactory evidence of having completed the eighth grade requirements. (Any deviation from the above placement requirements must be approved by the principal).

Tenth Grade -- Sophomore

To be classified as a sophomore, a student must have completed a minimum of 6 units.

Eleventh Grade -- Junior

To be classified as a junior, a student must have completed a minimum of 12 units.

Twelfth Grade -- Senior

To be classified as a senior, a student must have completed a minimum of 17 units and must be able to qualify for a diploma at the end of the year, including the necessary graduation requirements which may be earned prior to the senior year.

CREDIT OPTIONS

A student who wishes to take advantage of any of the credit options described below must obtain written permission from the high school counselor and from the high school principal prior to enrollment in that option.

Concurrent Enrollment/Dual Credit

A student who is taking a course under the concurrent program may earn dual credit for an approved subject. Dual credit means a student may elect to receive high school credit for an approved subject, as well as college credit.

Correspondence Courses

Students may earn as many as three credits through correspondence courses. A student who registers for a correspondence course must receive written approval from the principal and counselor in advance of taking the correspondence course. Also, a student is not officially enrolled in a correspondence course until the proper registration notice from the college has been received by the principal or counselor.

Credit By Exam (CBE)

With Prior Instruction

A student who has received prior instruction in a course or subject - but failed the course or subject with a grade of no less than 60 - may be permitted by the District to earn credit by passing an examination on the essential knowledge and skills defined for the course or subject. To receive credit, a student must score at least 70 on the examination. The Attendance Review Committee may allow a student with excessive absences to receive credit for a course by passing an examination. However, a student may not use this examination to regain eligibility to participate in extracurricular activities.

Without Prior Instruction

A student will be permitted to take an examination to earn credit for an academic course for which the student has no prior instruction. The dates on which examinations are scheduled during the 2008-2009 school year include:

Dates Scheduled

October 2, 2008

November 6, 2008

December 4, 2008

February 5, 2009

March 5, 2009

April 2, 2009

A student planning to take an examination for acceleration (or the student's parent) must register with the principal no later than 30 days prior to the scheduled testing date. No fee will be charged for an examination for acceleration provided by the District on the published dates. The District will honor a request by a parent to administer, on some other date, a test purchased by the parent from a State Board-approved university.

The District shall give a student in grades 6 - 12 credit for an academic subject (approved by the Texas Education Agency) in which the student has received no prior instruction if the student scores 90 percent or above on a criterion-referenced examination for acceleration for the applicable course. If such credit is given, the District shall enter the examination score on the student's transcript.

Other Credit Options

Students who wish to pursue credit options outside those regularly offered by Bishop High School and not specified in this section, must obtain permission from the high school guidance counselor and the high school principal prior to enrollment in that option.

Programmed Accelerated Education (PACE)

Students who have fallen behind earning graduation credits may apply to the PACE program, which permits them to use computer-based materials in order to earn credits in a limited number of courses. Student admission to the program is based on space available and staff evaluation of the student's need. Students admitted to the program who fail to apply themselves on a consistent basis as instructed by the teacher, who fail to abide by class procedures and rules, or who the teacher refers for discipline issues will be removed from the program. The student will be given a specified amount of time to complete the course work.

Courses offered in P.A.C.E.:

- Algebra 1
- Algebra 2
- English 1
- English 2
- English 3
- English 4
- Geometry
- Health
- Keyboarding
- Mathematical Models with Applications (M.M.A.)
- World Geography Studies
- World History Studies
- US History
- Govt /Eco

EARLY GRADUATION

House Bill 1479, passed by the 74th Texas Legislature in 1995, provides a tuition scholarship of \$1000 to students who:

- have written approval from their parent or parents to participate in the accelerated program;
- complete the requirements for graduation from a public high school in 36 consecutive months or less,
- have attended high school only in Texas,
- are bona fide Texas residents, and
- if attending an independent institution of higher education, have a commitment from the independent institution to provide a matching tuition scholarship.

Check with the counselor for further information.

EXAMINATION PERIODS

Semester exams count one-fifth of the semester grade.

The principal schedules semester examinations, and the office releases the schedule to the teachers and posts it on the bulletin board several days prior to the days of examination. All students will take examinations at the regularly scheduled times unless illness or other emergencies cause a special examination schedule to be established. Students are to remain in their respective classes during the entire exam period.

EXEMPTION POLICY

The criteria listed below govern student exemption from taking semester and final exams:

1. A student may be exempt if:
 - a. The student has a course grade average of at least 90 and no more than three absences; or
 - b. The student has a grade average of at least 80 and no more than two absences; or
 - c. The student has a grade average of at least 75 and no more than one absence.
2. Three tardies will be equal to one absence for exemption status.
3. A student must have no more than three absences second period to be eligible for any exemption.
4. Moreover, students who have been assigned Saturday School, in-school suspension, off campus suspension, or AEP, or who have been expelled will lose exemption status, even though the grade and attendance criteria have been met. A discipline referral from a teacher or any concern regarding a student's citizenship and/or general conduct, whether or not a discipline referral is filed, may result in loss of exemption.
5. A student who fails the last six weeks of a semester will not be exempt.
6. Students who have exemption status will participate appropriately in the exam reviews. Failure to participate appropriately in the exam reviews will result in the loss of exemption status.
7. Students who have exemption status must report to school during the time designated for attendance check. Failure to report for attendance will result in loss of exemption status.
8. A student must be enrolled in Bishop High School the full semester and enrolled in the course for the entire semester in order to qualify for exemption status.

Service Learning/A Product

Some teachers may provide learn-and-serve and/or a product activity. Descriptions of service-learning and a product can be found below.

Service Learning/Product students are held accountable for meeting the school attendance requirements outlined above in numbers one, two, and three. If too many school absences occur, Service Learning/Product students will lose credit for the Service Learning/Product, but will still have the opportunity to regain credit through an appeal to the Campus Attendance Committee.

Service-Learning

Service-learning is a method by which young people learn and develop through active participation in thoughtfully organized service experiences:

- that meet community needs;
- that are coordinated in collaboration with the school and community;
- that are integrated into each young person's academic curriculum;
- that provide structured time for a young person to think, talk, and write about what s/he did and saw during the actual service activity;
- that provide young people with opportunities to use newly acquired academic skill and knowledge in real-life situations in their own communities;
- that enhance what is taught in the school by extending student learning beyond the classroom;
- that help to foster the development of a sense of caring for others.

Product

A product is a single theme project that is the result of the culmination of the knowledge and skills that the student gained from more than one course s/he is currently taking. Completing a product also incorporates the cultivation and use of skills and traits that are important in the workplace, i.e. cooperative and team skills, self-motivation, work ethic, accountability, honesty, and integrity. The completed product must be useful to the community or some other non-profit organization.

A product is done by a group of students as a team. The team will have a lead advisor, who is the teacher from whom the product originates. The lead advisor will meet with the other teachers whose subject will be involved in the product to get their support and approval.

In addition to producing a product, each student will keep an individual journal. The team will keep a journal of the activities and the progress taking place at each meeting of the team. The journal will also contain photos of the product as it progresses. All notes will also be submitted as part of the product.

There are guidelines for the team concerning costs, meetings, journal entries, deadlines, written proposals to each teacher involved, presentation of product, and written closing thoughts on the product.

GIFTED AND TALENTED PROGRAM (G/T)

Any student, parent or teacher may nominate a student for the G/T program. Students must qualify to be admitted to this program.

GRADE POINT AVERAGE

Each student's class rank shall be determined by averaging the weighted grades the student earns in all academic courses. An academic course is defined as a course for which graduation credit is given or allowed. (For example, no graduation credit is awarded for PE/Athletics beyond the first two years, for Office Aide, or for Driver's Education.) Grades earned through summer school, other than in college courses; through Credit by Exam (CBE); or through correspondence courses shall not be used to determine class rank.

When a student transfers from an accredited school, grades from the former school shall be weighted and averaged with grades earned at the District high school, provided they can be accurately determined and provided they derive from courses equivalent to courses offered in appropriate years to Bishop CISD students. Otherwise, only the grades earned in the District high school will be considered.

Grades shall be weighted as follows:

- Grades for designated advanced courses by a factor of 1.1;
- Grades for locally approved courses by a factor of 0.9;
- Grades for all other courses by a factor of 1.0.

GRADES AND GRADING SYSTEM

The school year is divided into two semesters of three six-week periods each. Report cards are issued about 5-6 days following the close of each six-weeks period.

At the end of the third week in each six-weeks period, each teacher will submit to the office a list of students failing that teacher's classes on the date of notice. Teachers will also prepare a failure report for each listed student, indicating time periods for parental conference with the teacher, and this report will be sent to the parents either with the student or via the mail. The report must be signed by a parent and returned to the school.

Some courses which award one full credit require a student to pass the last semester in order to receive any credit for the course. These courses include the core courses: English I-IV, World Geography, World History, United States History, Algebra I, Algebra II, Geometry, Mathematic Models with Applications, Pre-Calculus, Calculus, Integrated Physics and Chemistry, Biology, Chemistry, and Physics.

A student who fails the first semester in any of the above courses may receive credit for the full course if the final yearly average is 70 or above.

EXTENDED-YEAR SUMMER COURSES

A student who has failed English I, II, III, and/or Algebra I with a **67, 68, or 69 average** for the year** may have the opportunity to attend a 60-hour summer credit retrieval program. Students who have earned a passing average for the year, but who did not pass the second semester are also eligible for this program.

Extended-year summer courses **ARE NOT SUMMER SCHOOL CLASSES**. Instead they are remediation courses that are specifically designed to meet the needs of individual students. Students are required to attend all 60 hours of the program in order to earn credit. **Failure to attend the full 60 hours and/or to complete the work required will result in the student's receiving no credit for the course.**

In order to earn credit for the full year in the four core courses (English, Math, Science, and Social Studies), students must earn at least a 70 for the second semester **AND the two semester averages must average out to at least a 70 for the year.

GRADUATION REQUIREMENTS AT BISHOP HIGH SCHOOL

Bishop High School students choose one of three graduation plans toward which to earn credit. For information concerning the various plans, students should contact the principal or counselor.

In order to qualify for graduation, a student must meet the requirements of a graduation plan and pass all sections of the exit-level TAKS, normally taken during the junior year. In order to prepare a student who does not pass one or more sections of the tenth-grade TAKS for the exit-level TAKS, that student will be placed in a TAKS lab during the following school year for each test not passed. A student who does not pass all sections of the exit-level TAKS will be provided the opportunity to attend tutoring during the summer before the summer exit-level TAKS administration. If the student still does not pass the summer administration of the exit-level TAKS, s/he may be placed in a TAKS lab during the senior year for each test not passed. Placement will be determined by a TAKS placement committee.

A student may not be granted more than two state credits toward graduation in physical education or athletics and not more than three credits toward graduation through correspondence courses.

A student who wishes to enroll in a concurrent course at any college or university must obtain written permission from the counselor and principal prior to registering. Only under extenuating circumstances will a student be allowed to register concurrently in a college course that is also offered at Bishop High School. Advanced courses that are not offered at Bishop High School are usually approved on a routine basis.

Graduates of each high school in Texas are awarded the same type of diploma. The Academic Achievement Record (transcript), rather than the diploma, records individual accomplishments, achievements, and courses completed.

**GRADUATION REQUIREMENTS - BISHOP HIGH SCHOOL
HIGH SCHOOL PROGRAM**

Listed here are the **minimum GRADUATION REQUIREMENTS** for Bishop High School

| | Credits | | | | | | |
|---|---------------------------------------|---------------------------------|------------|----------------------------------|---------------------------------------|--------------|----------|
| ENGLISH | 4.0 | | | | | | |
| I, II, III, IV (For recent immigrants, English as a Second Language, ESL 1 and 2 may be substituted for English 1 and 2.) | | | | | | | |
| SOCIAL STUDIES | 2.5 | | | | | | |
| World History Studies <i>or</i> World Geography Studies, U.S. History, U.S. Government | | | | | | | |
| ECONOMICS | 0.5 | | | | | | |
| MATHEMATICS | 3.0 | | | | | | |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Algebra I (Required)</td> <td style="width: 50%;">Geometry I</td> </tr> <tr> <td>Algebra II</td> <td>Mathematical Models with Applications</td> </tr> <tr> <td>Pre-Calculus</td> <td>Calculus</td> </tr> </table> | | Algebra I (Required) | Geometry I | Algebra II | Mathematical Models with Applications | Pre-Calculus | Calculus |
| Algebra I (Required) | Geometry I | | | | | | |
| Algebra II | Mathematical Models with Applications | | | | | | |
| Pre-Calculus | Calculus | | | | | | |
| SCIENCE | 2.0 | | | | | | |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Biology</td> <td style="width: 50%;">AP Biology</td> </tr> <tr> <td>Integrated Physics and Chemistry</td> <td>AP Chemistry</td> </tr> <tr> <td>Chemistry</td> <td>Physics</td> </tr> </table> | | Biology | AP Biology | Integrated Physics and Chemistry | AP Chemistry | Chemistry | Physics |
| Biology | AP Biology | | | | | | |
| Integrated Physics and Chemistry | AP Chemistry | | | | | | |
| Chemistry | Physics | | | | | | |
| COMMUNICATION APPLICATIONS | 0.5 | | | | | | |
| TECHNOLOGY APPLICATIONS | 1.0 | | | | | | |
| Business Computer Information Systems | | | | | | | |
| SCIENCE/SOCIAL STUDIES ELECTIVES | 1.0 | | | | | | |
| ELECTIVES (One Local Credit Permitted) | 8.5 | | | | | | |
| HEALTH EDUCATION | 0.5 | | | | | | |
| PHYSICAL EDUCATION | 1.5 | | | | | | |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Foundations of Personal Fitness</td> <td style="width: 50%;"></td> </tr> <tr> <td>Marching Band</td> <td>Boys & Girls Athletics</td> </tr> </table> | | Foundations of Personal Fitness | | Marching Band | Boys & Girls Athletics | | |
| Foundations of Personal Fitness | | | | | | | |
| Marching Band | Boys & Girls Athletics | | | | | | |
| TOTAL CREDITS REQUIRED | 25.0 | | | | | | |

ALL STUDENTS MUST ENROLL IN EIGHT COURSES.

GRADUATION REQUIREMENTS-BISHOP HIGH SCHOOL
RECOMMENDED TEXAS HIGH SCHOOL PROGRAM
DISTINGUISHED ACHIEVEMENT PROGRAM

| | Recommended | Distinguished |
|---|--------------------|----------------------|
| ENGLISH | 4.0 | 4.0 |
| I, II, III, IV (For recent immigrants, English as a Second Language, ESL 1 and 2, may be substituted for English 1 and 2) | | |
| SOCIAL STUDIES | 3.5 | 3.5 |
| World Geography Studies, World History Studies, U.S. History, U.S. Government | | |
| ECONOMICS | 0.5 | 0.5 |
| MATHEMATICS | 3.0 | 3.0 |
| Algebra I (Required) Algebra II (Required) Geometry (Required) Mathematical Models with Applications Pre-Calculus Calculus | | |
| SCIENCE | 3.0 | 3.0 |
| Biology Integrated Physics and Chemistry Chemistry Physics AP Chemistry AP Biology | | |
| TECHNOLOGY APPLICATION | 1.0 | 1.0 |
| Business Computer Information Systems 1 | | |
| COMMUNICATION APPLICATIONS | 0.5 | 0.5 |
| FINE ARTS | 1.0 | 1.0 |
| Band, stage band, choral music, art, theater arts, theater production | | |
| FOREIGN LANGUAGE | 2.0 | 3.0 |
| The credits must consist of Level I and Level II (and Level III for the DAP) of the same language. | | |
| ELECTIVES (One Local Credit Permitted) | 3.5 | 2.5 |
| courses approved by the State Board of Education for Grades 9-12 (relating to Essential Knowledge and Skills). | | |
| HEALTH EDUCATION | 0.5 | 0.5 |
| PHYSICAL EDUCATION | 1.5 | 1.5 |
| Boys & Girls Athletics Marching Band Foundations of Personal Fitness | | |
| TOTAL CREDITS REQUIRED | | 25 CREDITS |
| ALL STUDENTS MUST ENROLL IN EIGHT COURSES. | | |

Advanced measures for the Distinguished Achievement Program:

In order to qualify for the Distinguished Achievement Program, a student also must achieve a total of four advanced measures. The measures must focus on demonstrated student performance on the college or professional level. Student performance on the advanced measures must be assessed through an external review process.

Students may earn their measures in any combination of the following as long as the total measures equal at least four.

1. Original research/project—**up to 2 measures**
 - Original research projects may not be used for more than two of the four advanced measures.
 - It must either be judged by a panel of professionals in the field that is the focus of the project or conducted under the direction of mentor(s) and reported to an appropriate audience.
 - It must also be related to the required curriculum set forth in 19 TAC§74.1 (relating to Essential Knowledge and Skills).
2. College Board Advanced Placement examinations—**one measure per test taken if the student scores at least a 3 on the examination**
 - Student may complete all four measures by taking four different AP exams and scoring at least 3 on each.
 - Refer to Student Course Pre-Registration bulletin for available AP courses.
3. International Baccalaureate Examination—**one measure if the student scores a four or above**
4. A score on the PSAT that qualifies a student for recognition as a Commended Scholar or higher by the National Merit Scholarship Corporation, as part of the National Hispanic Scholar Program of the College Board, or as part of the National Achievement Scholarship Program for Outstanding Negro Students of the National Merit Scholarship Corporation—**only one measure** regardless of the number of honors received by the student in this category
5. College courses with a grade of 3.0 (B) or higher on courses that count for college academic credit, including tech prep programs.
6. Tech prep courses that count as measures—**one measure per course completed with a final grade of 80 or above**
 - BCIS I
 - BCIS II
 - Preparation for Parenting/Child Development (must complete both semesters)
 - Health Science Technology I
 - Health Science Technology II
 - Health Science Technology III (Pharmacy Aide)
 - Introduction to Health Science Technology/Medical Terminology (must complete both semesters)
 - Marketing Dynamics Career Preparation (only counts as one measure)
 - Principles of Marketing (only counts as ½ measure)

GUIDANCE AND COUNSELING

Guidance and counseling services available to Bishop High School students include career and educational guidance and personal counseling. Students may receive these services in activities or individual counseling sessions.

Educational and Career Guidance

The counselor will assist students and their parents with educational and career planning (i.e., course selection, determination of college requirements, financial aid applications, etc.). College catalogues and scholarship information (including listings and application forms) are available in the guidance office.

Guidance and career exploration activities are planned during the school year to aid students in making educational and career decisions. Some printed career information is available in the guidance office at all times. Information not available will be ordered upon request.

Personal Counseling

Students with perplexing or troublesome problems who feel the need to discuss their difficulties with someone are encouraged to visit the counselor.

Testing

Various tests are administered to students to assist them and their teachers in the evaluation of their academic achievement and performance. The following tests are scheduled during the school year:

| | |
|-------------------|--|
| ACT | <i>American College Test</i> |
| ASVAB | <i>Armed Services Vocational Aptitude Battery</i> |
| PSAT/NMSQT | <i>Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test</i> |
| SAT | <i>Scholastic Aptitude Test</i> |
| TAKS | <i>Texas Assessment of Knowledge and Skills</i> |
| THEA | <i>Texas Higher Education Assessment</i> |

The **ASVAB** is given to all junior students early in the spring of the junior year and is useful in career planning.

The **PSAT/NMSQT** is recommended for all students planning to attend a college or university. All students are eligible to take either the **ACT** (American College Test) or the **SAT** (Scholastic Aptitude Test). Application forms for both of the college entrance examinations (ACT and SAT) are on file in the guidance office.

Students should check with the counselor to determine which college entrance examination they will need to take to satisfy admission requirements of the college they plan to attend. Students planning to attend college should take their college entrance exams as soon as possible during the fall of their senior year if they have not taken them during their junior year.

Students that might be considered for scholarships on the basis of their **athletic** abilities should take the tests before November if possible.

HONOR GRADUATES

The student having the highest weighted academic grade average will be named the valedictorian, and the student having the second highest weighted grade average will be named salutatorian.

To be eligible for valedictorian or salutatorian honors, a student must earn credit in a minimum of five (5) academic courses per year. An academic course is defined as a course for which graduation credit is given or allowed.

Students who transfer from other accredited schools will be eligible for valedictorian and salutatorian honors provided they have attended Bishop High School for a minimum of two years. Grades from the former school will be weighted and averaged with grades earned at Bishop High School provided they can be accurately determined and provided they derive from courses equivalent to courses offered in appropriate years to Bishop CISD students; otherwise, only work done in Bishop High School will be considered.

All graduates whose four-year academic average is 90 or above will be considered honor graduates and will be recognized at the commencement exercises. To determine the honor graduates of the graduating class each year, a system of grade weighting is applied to each student's semester grades. Each semester grade is used to determine the four-year average with exception of the final semester. The final semester grade will be established by averaging the fourth and fifth six-week grades.

A weight factor of 1.1 is applied in each of the following courses:

- | | |
|---------------------------|--|
| All Pre-AP and AP English | Pre-AP World Geography Studies |
| | Pre-AP World History Studies |
| Pre-AP Algebra 1 | AP United States History |
| Pre-AP Geometry | AP United States Government |
| Pre-AP Algebra 2 | AP Macroeconomics |
| PreCalculus | |
| AP Calculus AB | AP Spanish |
| | |
| Pre-AP Biology | Computer Science |
| AP Biology | |
| Pre-AP Chemistry | AP Studio Art - Drawing |
| AP Chemistry | AP Studio Art - Portfolio |
| | |
| Physics | Concurrent College Course (includes Dual Credit Course) |

A weight factor of .9 is applied to the following courses:

TAKS Labs (Language Arts, Math, Science and Social Studies)
Special Education Resource classes

A weight factor of 1.0 is applied to all courses not listed in the above two groups.

In determining four- year grade averages for students, the grade from a two- or three-credit course will be figured as if it represented a one-credit course.

Credits for Pre-AP/AP or advanced courses transferred from other accredited schools will be weighted by a 1.1 factor only if Bishop High School offers the same courses in appropriate years to Bishop CISD students.

Students will receive no credit toward graduation for the following classes: Student Aide and Driver Education.

MAKE-UP TESTS

Make-up tests and examinations will be taken at the convenience of the teacher.

RECOMMENDED COURSES FOR COLLEGE-BOUND STUDENTS

The State Board of Education recommends that students take the following courses if they plan to attend college after graduating from high school: English I-IV, Algebra I and II, Geometry, foreign language through proficiency level III, Integrated Physics and Chemistry, Biology, Chemistry, World History Studies, World Geography Studies, United States History, United States Government, and Economics with emphasis on the free enterprise system and its benefits. Other courses recommended for college bound students include those of equal or greater levels of difficulty selected from the courses listed in Chapter 75, Subchapter D.

SPECIAL PROGRAMS

The District provides special programs for handicapped, gifted and talented, and bilingual students. If a student is experiencing learning difficulties, the parent may contact the person listed below to learn about the District's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other 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 of the date the District receives the written consent. The District must provide 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 of a referral for evaluation for special education is Dr. Norma Ramirez, 584-3591.

Students or parents with questions about any programs for students experiencing learning difficulties should contact the high school principal's office; the coordinator of each program can answer questions about eligibility requirements and programs and services offered in the District or by other organizations.

**Options and Requirements
For Providing Assistance to Students Who Have Learning Difficulties or
Who Need or May Need Special Education**

If a child is experiencing learning difficulties, the parent may contact the person listed below to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other academic or behavior support services that are available to all students.

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 informed written consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days of the date the district receives the written consent. The district must give a copy of the report to the parent.

If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of 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:

Contact Person: _____ Dr. Norma Ramirez _____

Phone Number: _____ (361) 584-3591 Ext. 237 _____

TUTORIALS

Any student who is failing a course or who is in need of help or remediation is to obtain help (tutoring) from the teacher. Teachers may be available for tutoring on four afternoons, after 3:45 p.m., Monday through Thursday, during a regular week. Students are to check with the respective teachers for specific days and times. Teachers may also be available for tutoring at designated times in the morning before school.

It is strongly advised that a student obtain help long before s/he begins having difficulty with a subject.

Attendance

ABSENCES

According to Texas law, a student between the ages of six and eighteen must attend school. Regular attendance is of vital importance to all students. Much of the work missed in class can never be made up completely. Absences also cause our school system to lose some financial support from state funds since some state funding used to operate Texas schools is based on average daily attendance.

Causes for absence will be given the following identifications:

1. *Excused Absences*

Personal illness, or death in the family, quarantine, medical and dental appointments, impassable roads and school-sponsored events are considered as excused absences. Any other excuse, including those for “School Business” days, must be secured from the high school administration in advance of the absence. Teachers must permit students to make up work missed during an excused absence. Students shall turn in make-up work at a time designated by the teacher, or loss of credit for that work will occur.

A “School Business” or “S.B.” day is an absence a student takes in order to participate in a Board-approved extracurricular activity or public performance that is under the direction of a member of the District’s professional staff or of an adjunct staff member who has a bachelor’s degree and is eligible for participation in TRS. An absence approved as a “School Business” day does not count against a student’s final examination exemption status or against the requirement that a student attend 90% of the days a class meets.

Seniors may use no more than two “School Business” days for college visits—**only one per semester**, providing the student’s visit is coordinated by a member of the District’s professional staff or by an adjunct staff member who has a bachelor’s degree and is eligible for participation in TRS. Seniors must have prior approval from the principal for a college day if it is to count as an SB. Arrangements must be made with the principal well in advance of the college visit(s).

Students shall be permitted as many as twelve (12) school days per school year to participate in school-sponsored extracurricular activities (approved “school business” or “S.B.”). If a student advances beyond the first level of a competitive event, absences the student accrues as a result of continued competition and advancement in the same event shall not be counted against the student’s 12-day limit.

2. *Unexcused Absences*

School administrators will determine whether or not an absence is excused. The most common reasons for unexcused absences include being out of town, needed at home, business errand, trip, or work. Students may be limited to a maximum grade of 70 for assignments and tests missed because of an unexcused absence.

3. **Truancy**

Truancy is being absent from school without the consent of parents and the school principal. Skipping class for a single period is also truancy. Students may be limited to a maximum grade of 70 for assignments and tests missed because of truancy.

A parent or guardian must contact the high school office by writing a note or personally appearing at the high school office and explaining the absence for any school day or portion of a school day that a student is absent from classes if the student is to be considered for an excused absence. If the cause of absence is one specified for excused absence (noted above), the student will be excused.

If the parent does not inform the high school office by a written note within 3 days of the absence, the absence will be classified as an unexcused absence, regardless of the cause of absence. If the parent writes a note for a reason other than those specified for excused absences, the absence will be classified as an unexcused absence. ***Excuses are to be written and turned in to the office the day the student returns from an absence or the day after. Students will be marked unexcused if the office has not received an excuse one day after the absence.***

Signed notes from doctors or dentists will be accepted in lieu of a parental note. For an extended illness of the student, a parent need not write a note each day, but indication must be made that the illness is of an extended nature when the note is turned in to the office.

Students will report directly to the office after an absence. **A student must obtain an admission slip from the office (excused or unexcused) and present it to the teacher for readmission to class.**

COMMUNICABLE DISEASES/CONDITIONS

To protect children from contagious illnesses, students infected with certain diseases are not allowed to attend school while contagious. Parents of a student with a communicable or contagious disease should phone the school nurse or principal so that other students who have been exposed to the disease can be alerted. These diseases include:

| | | |
|------------------------|------------------------------|---------------------------------|
| Amebiasis | Hepatitis, Viral (A,B, or C) | Rubella (German Measles), |
| Campylobacteriosis | Impetigo | including congenital |
| Chickenpox | Infectious mononucleosis | Salmonellosis, including |
| Common cold with fever | Influenza | typhoid fever |
| Fifth disease | Measles | Scabies |
| (Erythema Infectiosum) | Meningitis, Bacterial | Shigellosis |
| Gastroenteritis, Viral | Mumps | Streptococcal disease, invasive |

Giardiasis
Head Lice (Pediculosis)

Pinkeye (Conjunctivitis)
Ringworm of the scalp

Tuberculosis, Pulmonary
Whooping Cough (Pertussis)

OTHER DISEASES

Diabetes

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

CREDIT FOR COURSE WORK (90% Attendance Rule)

The Texas Legislature requires that students be in attendance at least 90% of the days that a class is offered in order to receive credit for the class. The statute directs the local board of trustees to address the following:

Under the rule, the attendance committee may hear cases in which a student's attendance falls below 90% of the semester and a petition by the student or the student's parent, legal guardian, or other person having lawful control pursuant to an order of a court has been filed and may review other cases at local option. The hearing may be a review of student attendance records before the committee, with the student, his/her parent, or other appropriate representatives, such as case worker or substance abuse counselor, or another process established in policy by the district.

If a student has an absence that the district recognizes as an extenuating circumstance and if the student satisfactorily makes up missed work, the student shall be considered in attendance for purposes of computing compulsory attendance under the Texas Education Code and for driver's license eligibility under Texas Revised Civil Statutes.

For absences evaluated by the attendance committee, the committee may impose conditions on the receipt of credit, such as requiring the student to fulfill the following requirements:

1. Complete additional assignments, as specified by the committee.
2. Satisfy time-on-task requirements before and/or after school.
3. Attend tutorial sessions as scheduled.
4. Attend Saturday classes.
5. Maintain the attendance standards for the rest of the semester.
6. Take an examination to earn credit.

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

LEAVING CAMPUS DURING SCHOOL DAY:

At any time during the school day, a student who leaves the school campus for any reason must sign the dismissal board in the office and indicate the time of departure and the reason for departure. ***The parent must sign his/her student out personally in the high school office before a student will be allowed to leave the campus.*** If the student leaves school without the parent's signature and/or without signing the dismissal board, that student will be considered truant from school. If s/he returns during the school day, the student must report to the office before returning to classes.

TARDIES

For the purpose of utilizing all class time, the student must be in the classroom when the tardy bell rings, and s/he must be seated when the tardy bell rings if the teacher so stipulates. ***If the student is tardy, the teacher is to admit the student and post the tardy on the daily reporting system.*** The student will sign the tardy list and receive one noon detention. Students who are excessively or consistently tardy will be subject to other disciplinary action. A student assigned to a sixth noon detention will, instead, serve a day in in-school suspension (ISS). In addition, three tardies will constitute one absence for the purpose of determining exemption status for semester examinations.

Organizations and Student Recognition

AWARDS

To comply with UIL rules, each student at BHS may earn one major award which may be awarded no earlier than the fall semester of her/his junior year. Awards will be given for successful participation in football, basketball, volleyball, baseball, cross country, track, softball, tennis, golf, band, choral music, one-act-play, academic events, and various other activities involving competition. All awards must meet the standards set by UIL.

The principal and sponsor of the activity will determine the type of award and the recipient of that award. The basis for awards shall include eligibility, citizenship, academic standing, and faithful and continuous participation in the activity. Students deficient in any area may be excluded from receiving an award. Awards may be ordered as soon as a group or person has fulfilled the requirements.

Contested situations involving any individual or group shall be decided by an Awards Council composed of the superintendent, principal, assistant principal, and directors of the activities concerned with the awards.

Members of the senior class are selected to receive the following honor awards which are made during the school year:

American Legion Award

This is presented to one boy and to one girl at the end of the school year. The recipients must have exhibited outstanding qualities of leadership, scholarship, honor, courage, and service.

Ag Boosters Scholarship

This award is presented to four individuals every year.

Melly Avelar Scholarship Fund

This fund is in memory of Melly Avelar which awards one scholarship every year.

Ronnie Bull and Lady Badger Awards

These awards are presented to one male and one female athlete, usually seniors, but one who may also be a junior or a sophomore. It was established by Bishop citizens who wish to honor outstanding athletes that perpetuate the standards set by Ronnie Bull. The awardee must have participated in at least two UIL sporting events.

Hardin Study Club

This scholarship is awarded to an individual who is dependable and has a desire for improvement by continuing their education.

Klassy Klowns Scholarship

This scholarship is awarded to one individual every year.

Lillian Effie Luehrs' Scholarship Fund

This fund awards scholarships to two recipients for one full year of schooling, and is available to

other Bishop residents every year.

Lions Club Award

The Bishop Lions Club presents a symbolic award to the valedictorian and salutatorian of the senior class each year.

Olga Paul Scholarship Fund

This scholarship fund awards one four-year scholarship to assist a student with college expenses toward a degree in the field of teaching.

Fidel & Rebecca Rodriguez Family Scholarship

This scholarship is awarded to two seniors that are in the top 25% of their graduating class.

Jimmie Ruth Piquet

This scholarship awards two scholarships to students and/or other Bishop residents attending college to assist them with college expenses.

Bishop Super S Food Store

This scholarship awards one scholarship every year to a Bishop student.

The Myrtle Wakeland Roper/Leola Garrett Classes of 1942-1947 Alumni

This scholarship, awarded to one senior entering the teaching profession, was created to honor two former Bishop High School teachers of long tenure and high regard, Mrs. Myrle Roper & Mrs. Leola T. Garrett.

Other awards

The following is a list of other scholarships that are awarded each year:

- A.D. Willbern Family
- Bishop Chamber of Commerce Junior Citizen of the Year
- Robert C. Boyd
- Marion Luna Brem Teen Parent
- Ford Salute to Education
- Kingsville Isaac Gilbert Chapter Daughters of the American Revolution
- Kingsville Tri-city Retired Teachers
- Mirabeau B. Lamar Lodge
- Nueces County Junior Livestock Show
- Nueces County Area Go Texan
- Nueces County Electric Co-op
- Rotary Club of Kingsville
- Soroptomist International of Kingsville Academic
- Noe Truan
- Wal-Mart Supercenter

Periodically, other students who have displayed outstanding service to the school and fellow students

in various fields are honored during special awards programs and sports banquets. Awards may be given in athletics, music, and academic fields.

BUSINESS PROFESSIONALS OF AMERICA (BPA)

BPA is an organization for business students enrolled in a business or vocational office education class. Its purpose is to develop leadership and a better understanding of office occupations. Competitive events for office-related skills are held at regional, state, and national levels.

CHEERLEADERS

In the spring of each year, a three-judge panel selects ten (10) students to serve as varsity cheerleaders and six students to serve as junior varsity cheerleaders at athletic contests and other events during the following school year. Candidates for cheerleader must meet local, UIL, and State Board of Education eligibility requirements, as well as high standards of leadership, citizenship, character and academic achievement. The cheerleader sponsor(s) supervise all cheerleader activities. Further information is available in the *Cheerleader Constitution and Tryout Procedures Manual*.

DISTRIBUTIVE EDUCATION CLUBS OF AMERICA (DECA)

The eligibility requirement for membership in DECA is participation in D.E. Pre-Lab and Distributive Education 1. The DECA club is organized to allow the students to use knowledge they have accumulated from their D.E. class work. A good parliamentary oriented meeting is strived for in DECA.

DRUM MAJOR

Each year tryouts are held for selection of the Badger Band drum major. Candidates try out before a panel of judges and are selected in accordance with UIL requirements. This tryout is held in the spring, and each candidate must be an active member of the Badger Band at that time.

ELECTION OF CLASS OFFICERS

Each of the four classes will organize for the purpose of conducting class business. A student announces her/his candidacy for a class office by notifying class sponsors. The elections are conducted through the use of secret ballots in the respective homerooms. Only students who are on track on the 4-year graduation plan are eligible to run for office.

The following regulations are to be observed:

1. Candidates and elected officers shall meet local, UIL, and SBOE eligibility requirements.
2. The officer list shall include:
 - a. President
 - b. Vice-President
 - c. Secretary
 - d. Treasurer
 - e. Reporter
3. All officers should be elected by majority vote.
4. Standard rules of parliamentary procedure shall be observed at all class meetings.

ELECTIONS AND HONORS

All elections which concern the entire student body are planned and conducted by the Student Council. All candidates in school-wide elections must have been enrolled as full-time students the entire previous school year and must be in good standing. Winners of these elections/honors must be students who have exhibited high standards of leadership, citizenship, character, discipline, and academic achievement. They must also meet local, UIL, and SBOE eligibility requirements. Only students who are on track on the 4-year graduation plan are eligible to run for these honors/elections. Balloting in school-wide elections will be conducted at specified polling places in the high school building under the supervision of the Student Council sponsor(s). Polling times will be announced in advance of election dates.

A student will have to report to a polling station during the designated voting time. Results of the elections will be made known as soon as possible following the balloting.

School-wide elections will be conducted to elect the following:

1. *Student Council Officers*
2. *Homecoming Queen, King & Princess*
3. *Mr. & Miss BHS*
4. *Senior Superlatives*

Student Council Officers

Candidates must meet the requirements as specified in the Student Council constitution, must have earned the correct number of credits the previous semester, and must currently be passing all courses based on State Board of Education rules. Seniors will not participate in this particular election.

Homecoming King, Queen, & Princesses

Candidates must have earned the proper number of credits during the semester prior to election and must be passing all subjects based on State Board of Education rules. The elected Homecoming King/Queen may keep the crown presented to him/her, provided that s/he pay half the cost of the crown, which is payable to the Student Council activity fund. Only sophomores, juniors, and seniors will participate in the election of the Homecoming King, Queen, and Princesses.

Homecoming Duchesses

Duchesses for the various organizations must meet all eligibility requirements as set forth by the State Board of Education and be senior girls. They must be members in good standing in the organization they are representing both the current year and the entire previous school year (with the exception of DECA).

The following clubs may have one duchess to represent them at Homecoming:

| | | | |
|------------------------|---------------------|-----------------|---------------------------|
| <i>Senior Class</i> | <i>Band</i> | <i>DECA.</i> | <i>Journalism</i> |
| <i>Junior Class</i> | <i>BPA</i> | <i>4-H Club</i> | <i>NHS</i> |
| <i>Sophomore Class</i> | <i>Cheerleaders</i> | <i>FCCLA</i> | <i>Spanish Club</i> |
| <i>Freshmen Class</i> | <i>Chess</i> | <i>FFA</i> | <i>Speech & Drama</i> |
| <i>Athletic Club</i> | <i>Choir</i> | <i>HOSA</i> | <i>Student Council</i> |

Mr. & Miss BHS

Candidates for Mr. & Miss BHS shall be members of the Senior class. They must be passing all

subjects based on State Board of Education rules. The boy and the girl elected Mr. & Miss BHS shall not be candidates in the Senior Class favorite election.

Senior Superlatives

Senior candidates must be passing all subjects. A student may only be named to two honors. If one student has the highest number of votes in two or more superlative elections, s/he will be awarded the superlative honors for which s/he has the highest number of votes. Superlative honors include Best All-Around, Most Athletic, Most Attractive, Friendliest, Most Likely to Succeed, Most Talented, Wittiest. Candidates for Best All-Around, Most Likely to Succeed, Most Talented, & Mr. & Miss BHS must have been in at least six (6) extra-curricular activities at Bishop High School. Results of the election will be announced at the Junior-Senior prom.

Class Favorites (Underclassmen)

A boy and a girl class favorite election shall be held in each class following the selection of Mr. and Miss BHS and senior superlatives. Students elected class favorites must be passing all subjects.

Mascot

The mascot must meet local, UIL, and State Board of Education requirements.

BHS Who's Who

Each year a minimum of eight students are selected to membership in *BHS Who's Who* by the faculty.

This selection, which is made near the end of the school year, is based on the following requirements:

1. Nominees must be members of either the junior or senior class.
2. Nominees must have displayed outstanding qualities of leadership, scholastic attainment, good sportsmanship, and sense of devotion to the school program and the community.

Pictures of the students selected appear in a special section of *THE BADGER* yearbook.

EXTRACURRICULAR ACTIVITIES

Membership in one or more extracurricular activities is encouraged, but the number of clubs with which a pupil is associated shall be determined by his or her scholastic standing. A pupil will be asked to withdraw from any organization when it becomes apparent that the activity is detrimental to his scholastic program.

The State Board of Education by rule shall limit participation in a practice for extracurricular activities during the school day and the school week. The rules shall, to the extent possible, preserve the school day for academic activities without interruption for extracurricular activities. In scheduling those activities and practices, a district must comply with the rules of the Board.

A student, other than a handicapped student, enrolled in a school district in the state shall be suspended from participation in any extracurricular activity sponsored or sanctioned by the school

district during the grade reporting period after a grade reporting period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class. The campus principal may remove this suspension if the class is an identified AP or Pre-AP or advanced class and the grade is not lower than 64. A student may not be suspended during the period in which school is recessed for the summer or for any other holiday of at least a full calendar week or during the initial grade reporting period of a regular school term on the basis of grades received in the final grade reporting period of the preceding regular school term. In order to be eligible during the first grade reporting period, a student must have earned at least five credits toward graduation the previous school year.

Each BHS organization must have a school sponsor, and the sponsor must attend all of the organization's functions and practices.

Participation in the various clubs and organizations requires that students meet all UIL, SBOE, local, and Texas Education Agency regulations relative to, but not limited to, eligibility, attendance, and practice or meeting time. Organizational sponsors shall provide specific information to participants. Refer to the section "University Interscholastic League Activities and Eligibility Rules" for additional details.

FAMILY, CAREER, AND COMMUNITY LEADERS OF AMERICA (FCCLA)

This group of students must be or have been enrolled in the home economics department the previous year. Regular meetings are held once each month, with executive meetings held with officers and sponsors in attendance.

FELLOWSHIP OF CHRISTIAN ATHLETES (FCA)

Students gather to explore the Christian lifestyle, with guest speakers helping to motivate and guide members.

FLAG CORPS

Tryouts are held for selection of the Flag Corps during the spring of each year. The candidates try out before a panel of judges and are selected on the basis of performance. Candidates must be eligible according to UIL eligibility rules. A senior Flag Corps member who participates in Flag Corps for three (3) years is eligible to receive a jacket award. A senior Flag Corps member who participates in Flag Corps less than three (3) years is eligible to receive a letter award.

In order to receive credit for being in the Flag Corps, a student must stay in band or transfer into physical education at the end of football season.

FUNDRAISING

School-sponsored organizations may be permitted to have certain types of fundraising activities subject to approval of the teacher sponsor and principal. Approval of the fundraising activity is to be obtained from the sponsor and the principal before the actual fundraising begins.

FUTURE FARMERS OF AMERICA (FFA)

FFA is an organization for students who are studying any one of many agricultural careers and

technology. FFA provides opportunities for students to practice what they learn in the classroom and use those skills in real life situations. By practicing in chapter activities, students will develop their leadership skills and have an opportunity to meet new people and learn about new places.

HEALTH OCCUPATIONS STUDENTS OF AMERICA (HOSA)

HOSA is an organization for students interested in careers in the health professions. It helps prepare a student for a career by teaching leadership, teamwork, and career skills. Students will participate in competition to learn more about job skills. Membership is open to all students in Bishop High School, regardless of whether or not they are enrolled in the Health Science Technology program.

LETTER JACKETS

Although a student may earn a letter for participation in a school activity any time during her/his high school career, the student may be awarded a letter jacket no earlier than the first semester of his/her junior year of high school.

NATIONAL FORENSICS LEAGUE (NFL)

The National Forensic League is an honor society that promotes the interests of interscholastic debate, oratory and public speaking by encouraging a spirit of fellowship and by conferring upon deserving candidates a worthy badge of distinction.

To be eligible a student must participate in high school speech activities to the extent of qualifying for the degree of merit and must rank scholastically in the upper two-thirds of her/his class. The National Forensic League is the only speech organization that holds a national competition.

NATIONAL HONOR SOCIETY (NHS)

The object of this chapter shall be to promote worthy leadership, to encourage the development of character, to stimulate a desire to render service, and to create an enthusiasm for scholarship. These four areas include, but are not limited to, the following indicators.

The student who exercises **leadership**

- is resourceful in proposing new problems, applying principles, and making suggestions
- demonstrates initiative in promoting school activities
- exercises positive influence on peers in upholding school ideals
- contributes ideas that improve the civic life of the school
- is able to delegate responsibilities
- exemplifies positive attitudes
- inspires positive behavior in others
- demonstrates academic initiative
- successfully holds school offices or positions of responsibility, conducts business effectively and efficiently, demonstrates reliability and dependability
- is a leader in the classroom, at work, and in other school and community activities.
- is thoroughly dependable in any responsibility accepted
- is willing to uphold scholarship and maintain a loyal school attitude

The student who manifests **character**

- takes criticism willingly and accepts recommendations graciously

- consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability)
- upholds principles of morality and ethics
- cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- demonstrates the highest standards of honesty and reliability
- regularly shows courtesy, concern and respect for others
- observes instructions and rules and is punctual and faithful both inside and outside the classroom
- have powers of concentration, self-discipline, and sustained attention as shown by perseverance and application to studies
- manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others
- actively helps rid the school of bad influences or environment

The student who **serves**

- volunteers and provides dependable and well organized assistance, is gladly available, and is willing to sacrifice to offer assistance
- works well with others and is willing to take on difficult or inconspicuous responsibilities
- cheerfully and enthusiastically renders any requested service to the school
- is willing to represent the class or school in inter-class and inter-scholastic competition
- does committee and staff work without complaint
- participates in some activity outside school, (i.e. Girl Scouts; Boy Scouts; church groups; volunteer services for the elderly, poor or disadvantaged)
- mentors persons in the community or students at other schools
- shows courtesy by assisting visitors, teachers, and students

The student who exemplifies **scholarship***

- demonstrates academic initiative
- demonstrates reliability and dependability
- is a leader in the classroom
- is willing to uphold scholarship
- has powers of concentration, self-discipline, and sustained attention as shown by perseverance and application to studies
- manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others
- mentors persons in the community or students at other schools

***The indicators of this criterion overlap the other three; true scholarship cannot exist without leadership, service and character.**

Selection Guidelines - The Bishop High School Faculty Council has designated the following procedure for NHS selection:

1. A student must be a member of the sophomore, junior or senior class.
2. A student must have a cumulative grade average of at least 90 on a 100-point scale.

3. Once a student has met the first two criteria, the NHS sponsor will notify the student that s/he is eligible for consideration and provide the student with the *Student Activity Information Form*, which the student is to return by the designated date.
4. The NHS sponsor will also provide each faculty member with an evaluation form for each eligible student; the additional data from this form will aid the Faculty Council in the selection process. A student must be recommended by a minimum of five (5) faculty members in order to be considered for induction.
5. The Faculty Council will evaluate all data submitted by both the student and faculty members before making a selection. If the Council has questions regarding any of the data submitted by either a student or a faculty member, the NHS sponsor will confidentially investigate the questions and reconvene the Council. At this point, the Council will evaluate each student. A student will be selected if a majority of the Council votes in favor of that student's induction.
6. Once the Faculty Council has made a selection, the NHS sponsor will notify the principal of the candidates selected.
7. After the principal has approved the selection, the students and their parents will be notified of the results of the Faculty Council's decision and selected students will be provided induction information.

Membership- This honor is bestowed upon a student based on outstanding leadership, character, service and scholarship.

Once selected*, members have the responsibility to

- continue to demonstrate the qualities of leadership, character, service and scholarship
- attend monthly meetings
- complete one group service project per year
- complete one individual service project per year

*** If a student resigns or is removed for any reason, that student is never again eligible for membership or its benefits.**

Dismissal - Students may be dismissed from the NHS for failing to comply with rules and regulations

Unless immediate dismissal is warranted, members who fall below the standards that comprised the basis for their selection shall be addressed according to the following steps:

1. Private counseling by the NHS sponsor, who will also meet with the parent(s) or guardian(s) regarding the student's lack of compliance; the sponsor will give specific information to both student and parent about how the student can regain compliance.
2. Issuance of a written warning, which will also be sent home to parents, that s/he is not in compliance; in this communication, the sponsor will provide written information detailing how the student can regain compliance;
3. Referral to the Faculty Council for lack of compliance; the Council will meet, review the data, and, if warranted, issue to both the student and parent a warning that the student will be dismissed if the student fails to regain compliance within the council's

assigned time lines;

4. Dismissal from the NHS.

Members who have been notified of impending dismissal have the right to a hearing before the Faculty Council. Any member who has been dismissed may appeal the decision of the Faculty Council according to the Bishop CISD rules for disciplinary appeals.

SPEECH AND DRAMA CLUB

This club is composed of those students who wish to encourage dramatic arts among the students at Bishop High School, to develop a taste and appreciation for the theater, and, finally, to promote the cultural values developed through dramatic training. The club is open to all students and meets regularly once a month.

STUDENT COUNCIL

This group is composed of the elected Student Council officers and representatives from the activity period who are chosen at the beginning of the school year from among the eligible members of the activity period group. All candidates must have been enrolled as full-time students the entire previous school year and must be in good standing. Members must be students who have exhibited high standards of leadership, citizenship, character, discipline, and academic achievement. They must also meet local, UIL, and SBOE eligibility requirements. Students may be dismissed from the organization for non-compliance with organization rules/policies.

The purpose of the Student Council is to promote good citizenship and understanding at BHS and to represent the entire student body in matters pertaining to the betterment of the school. The policies formed and suggested by the Council are subject to approval by the principal.

UNIVERSITY INTERSCHOLASTIC LEAGUE (UIL) ACTIVITIES AND ELIGIBILITY RULES

Bishop High School students are encouraged to participate in some event which is sponsored by the University Interscholastic League. Students from our school will compete with those from other schools of District 32-AA, Region IV.

Events which will be included in UIL contests this year are cross country, football, basketball, track and field events, golf, baseball, softball, tennis, volleyball, spelling, ready writing, informative speaking, prose reading, poetry interpretation, persuasive speaking, cross - examination and Lincoln-Douglas debate, one-act play, accounting, calculator applications, computer applications, computer science, current issues and events, literary criticism, journalism (editorial, feature, headline and news writing), mathematics, number sense, ready writing, science (biology, chemistry and physics), social studies, spelling and vocabulary, and others as added.

UIL music competition events include choral and instrumental solos, ensembles, and concert and sight reading contests, as well as marching for the band.

All UIL, State Board of Education, Texas Education Agency, and/or local rules shall be strictly

observed for participation in any contest.

In order to be eligible for participation, a contestant must not be 19 years of age on or before September 1 preceding the contest.

A student may participate in UIL activities during a normal program of high school courses over a period of four consecutive calendar years after the student first enrolls in the ninth grade.

A student in grades 9-12 may participate in extracurricular activities at the beginning of a school year only if the student has earned the cumulative number of credits in state-approved courses indicated:

- Beginning of the ninth grade year (first year in high school)-should have been promoted from the eighth grade to the ninth grade.
- Beginning of the tenth grade year (second year in high school)-should have earned at least five credits toward graduation.
- Beginning of the eleventh grade year (third year in high school)-should have earned at least ten credits toward graduation or five credits during the previous twelve months.
- Beginning of the twelfth grade year (fourth year in high school)-should have earned at least fifteen credits or five credits during the previous twelve months.

Students who do not have enough credits to participate in extracurricular activities at the beginning of the school year are ineligible for the entire first six weeks of the school year.

In order to be eligible to participate in an extracurricular activity for a six-week period following the first six-week period of a school year, a student must have passed all courses for the previous six-week period. A student who fails a course for a six-week period shall be ineligible for participation in any extracurricular activity except practice until regaining eligibility at the three-week or six-week eligibility period.

A student regains eligibility seven calendar days after the three-school week evaluation period if the student is passing all courses on the last day of the three-school-week period. A student's work is evaluated from the first class day of the new grading period to the end of the three-school-week evaluation period. If the student has a passing grade of at least 70 in all classes for work done since the end of the grading period, the student regains eligibility seven calendar days later at the time the regular school day ends.

Key Points Relating to No Pass - No Play Eligibility

The school week is defined as beginning at 12:01 a.m. on the first instructional day of the calendar week and ending at the close of instruction on the last instructional day of the calendar week (excluding holidays).

Ineligible students must wait seven calendar days after a three-week evaluation period and the six-week grading period to regain eligibility. Students may regain eligibility an unlimited number of times throughout the school year.

If a grading period or three-week evaluation period ends on the last day prior to a school holiday of one calendar week or more, the student loses or regains eligibility seven calendar days later at the time the regular school day ends. In this case, the seven calendar day grace period to lose eligibility and the seven calendar day waiting period to regain eligibility begins the first day that classes resume. An incomplete grade at the end of a six-weeks report will be treated as a failing grade until the incomplete work has been turned in and the student passes the class in which the incomplete grade has occurred.

Students who pass all courses for the six-week grading period remain eligible throughout the next grading period.

A contestant in an athletic event must be an amateur and must never have participated in a college event.

A student should be in attendance at least one-half of the school day on which the contest is held.

All students will fulfill the UIL, SBOE, TEA and/or local rules. Each contest sponsor has a copy of the UIL Constitution and Contest Rules book. The principal and contest sponsor should be contacted for details relating to eligibility or other aspects relating to UIL and other competitive events.

The school district shall not schedule or permit students to participate in any school-related or sanctioned activity on or off campus that would require or permit a student to be absent from class in any course more than twelve times during the 180-day school year for a full-year course. Exceptions may be made if student eligibility for the activity is based on previous competition.

All UIL-sponsored activities are sanctioned as school-related activities and, therefore, come under the provisions of State Board Rule. The governing boards at the highest state level of any other organization requiring student participation which causes a student to miss a class during the school day must request approval, in writing, from the commissioner of education. If the commissioner of education does not grant approval, the absence incurred by a student will be considered unexcused. If a student is involved in extracurricular activities other than a UIL activity and a conflict occurs concerning participation in competition, the UIL competition has priority. If conflicts occur between several UIL events, and one is a district or post-district level event, the district or post-district level event shall have priority over an invitational competitive event. Also, if conflicts occur when a student is to compete in two UIL events, and the sponsors cannot agree upon a solution, the principal will decide in which event the student will compete.

YEARBOOK STAFF

The Yearbook Staff is an organization whose purpose is to design and produce the BADGER yearbook. To be a member of the Yearbook Staff, students must be enrolled in journalism.

Discipline

OVERVIEW

A goal of the Bishop CISD educational program is to encourage independence and responsibility, which are characteristic of the mature person. An orderly, controlled atmosphere is essential if learning is to take place.

Each campus within the District shall maintain an environment that shall encourage the student to behave in a manner so that s/he can learn and so that other students can learn. Each school shall teach good behavior, responsibility, and appropriate dress as a part of its educational program. The schools shall promote good behavior through the staff's attempt to provide leadership and guidance in matters of propriety, appropriate dress, good conduct, self control, respect for the property of the school and its occupants, and appreciation and respect for the rights and privileges of others.

The District has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school on district transportation;
2. During lunch periods;
3. Within 300 feet of school property;
4. While the student is in attendance at any school-related activity, regardless of time or location;
5. For any school-related misconduct, regardless of time or location;
6. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
7. When the student commits a felony, as provided by Texas Education Code 37.006;
8. When criminal mischief is committed on or off school property or at a school-related event.

Teachers are responsible for discipline in their respective classrooms, on the school grounds and at school activities. Much of the discipline is in the hands of the individual teacher; however, teachers at any time may refer a discipline case to the office of the principal. The campus principal shall take the necessary action in administering the appropriate disciplinary action.

All discipline cases referred to the office of the principal will be accompanied by written ***REFERRAL*** on a form provided by the office. Disciplinary action appropriate to the situation will be taken, and the disciplinary action taken is reported to the referring teacher in written form on the Disciplinary Notice. A copy of the Discipline Notice is also sent to the parents.

DEFINITIONS CONCERNING DISCIPLINE

The following words and terms, when used in the *Student/Parent Handbook* and the *Code of Conduct Handbook* shall have the following meanings:

1. Assault: Intentionally, knowingly, or recklessly causing bodily injury to another person; intentionally or knowingly threatening another with imminent bodily injury; or intentionally or knowingly causing physical contact with another when the student knows or should reasonably believe that the other will regard the contact as offensive or provocative.
2. Class disruption: Any behavior, including tardiness, which violates the rules of a particular classroom and interferes with the teacher's opportunity to present material or with the other students' opportunity to concentrate on material or their assignments.
3. Disciplinary Alternative Education Program (DAEP): A school located away from the main campus that serves students who are removed from the main campus for disciplinary reasons. Refer to the *Student Code of Conduct* for specific reasons that will result in DAEP placement.
4. Discipline management techniques: Any action which is intended to promote proper behavior and/or discourage misconduct other than expulsion or removal to an alternative education program, including, but not limited to, student-teacher conferences, suspension of extracurricular activities, detention, etc.
5. Expulsion: The total deprivation of educational services for disciplinary reasons. Refer to the *Student Code of Conduct* for detailed explanations of the types of offenses that may result in expulsion.
6. In-school suspension (ISS) program: A setting to which students who commit disciplinary infractions that warrants removal from the classroom is assigned for not more than three days per occurrence. Refer to the *Student Code of Conduct* for detailed explanations of the types of offenses that may result in assignment to ISS.
7. Parents: Includes single parent, legal guardian or person in lawful control.
8. Proceeding: Any hearing required by law which may result in a student's expulsion or removal to an alternative education program.
9. School property: Any property owned by the school district or over which the school district or its personnel exert lawful authority, including property visited by students in connection with a school-sponsored activity, such as a field trip or extracurricular activity.
10. Serious offense: An offense committed on or within 300 feet of school property or at a school-sponsored or school-related activity that results in suspension, assignment to ISS, assignment to AEP, or expulsion.
11. Suspension: A deprivation of educational services for disciplinary reasons for a period not to exceed six school days in a semester. A district may adopt a policy to provide students with assignments during the period of suspension. Such a policy shall not interfere with a teacher's ability to instruct the remaining students in that class.
12. Terroristic threat: A threat to commit any offense involving violence to any person or property with the intent to:
 - a. cause a reaction of any type to this threat by an official or volunteer agency organized to deal with emergencies;
 - b. place any person in fear of imminent serious bodily injury; or
 - c. prevents or interrupts the occupation or use of a building; room; place of assembly; place to which the public has access; place of employment or occupation; aircraft, automobile or other form of conveyance; or other public place; or
 - d. causes impairment or interruption of public communications, public transportation, public water, gas, or power supply, or other public service.

The Student Code of Conduct is a separate handbook on student discipline. Each student and his or her parent will receive one copy of the Code and shall keep the copy as long as the student is enrolled at Bishop High School. Please refer to the Code of Conduct for additional, specific information concerning student discipline. In case of conflict between the Student Code of Conduct and the Student/Parent Handbook, the Student Code of Conduct will prevail. The Student Code of Conduct is adopted by the District's Board of Trustees and has the force of policy.

DETENTION

Detention is held daily during the lunch period. Students will be assigned to noon detention hall for a variety of reasons, including but not limited to, the following: failure to report to after-school detention, failure to stay in for teachers, tardies, excessive absence, and other reasons determined by the principals.

Students assigned to noon detention hall will report directly to the detention room when the noon dismissal bell rings. Students will eat lunch in the detention room while they study. All students will eat a meal from the cafeteria or a meal brought from home. If a student intends to have a meal from the cafeteria, s/he must order it in advance at the high school office. No outside food will be allowed for students who have been assigned to noon detention. All students will take books and materials to study during noon detention. Students must remain quiet and attentive during the entire period. A discipline problem in detention hall or failure to report to detention hall will result in additional disciplinary action.

DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM (DAEP)

Certain behavior violations will result in referral to an administrator. The disciplinary action taken will depend on the offense, frequency, previous actions and severity of the violations. Serious offenses are not limited to the ones indicated in the *Student Code of Conduct*. Students who are in violation of the District's communicated standards of student conduct will be assigned to a Disciplinary Alternative Education Program (DAEP). Some examples of offenses that will result in DAEP placement include, but shall not be limited to, the following:

- a. Committing an assault under Penal code 22.01(a) (1);
- b. Making a terroristic threat;
- c. Making a false alarm or report (pulling a fire alarm or calling in a bomb threat);
- d. Selling, giving, or delivering to another person, possessing or using or being under the influence of marijuana, a controlled substance; or a dangerous drug;
- e. Selling, giving, or delivering to another person an alcoholic beverage; committing a serious act or offense while under the influence of alcohol;
- f. Possessing, using, or being under the influence of an alcoholic beverage;

- g. Exhibiting behavior that contains the elements of an offense relating to abusable glue or aerosol paint or relating to volatile chemicals;
- h. Exhibiting behavior that contains the elements of the offense of public lewdness;
- I. Exhibiting behavior that contains the elements of the offense of indecent exposure;
- j. Committing a felony whether on or off school property;
- k. Retaliating against any school employee, when not combined with another offense, either on or off school property;
- l. Being involved in gang activity, whether it be as a member, pledge, or soliciting another person to become a pledge or member of a gang;
- m. Being involved in a public school fraternity, sorority, or secret society, whether it is as a member, pledge or member of a public school, fraternity, sorority, or secret society;
- n. Committing criminal mischief if punishable as a felony, whether on or off school property, or at a school-related activity;
- o. Possessing or using a knife of any kind or any object, such as knuckles, that can cause bodily harm;
- p. Other as determined necessary;
- q. Other serious offenses listed in the *Student Code of Conduct*.

Placement in the DAEP will normally be for a minimum of six-weeks (30 days). While assigned to the DAEP, students are prohibited from participating in or attending any extracurricular activity. In addition, students may not enter, at any hour, any Bishop CISD property except the Alternative Learning Center, where DAEP students are assigned.

Any additional referrals from the main campus will result in a student's reassignment to the district's DAEP or assignment to the Juvenile Justice AEP, depending on the seriousness of the offense. If the conduct occurs during the final six-weeks reporting period of a semester, the removal may extend beyond the end of that semester.

Students will be suspended if inappropriate behavior continues while assigned to DAEP. Students who are suspended will, upon their return, continue the original disciplinary assignment to the DAEP. All suspension and unsuccessful days will be made up and only successful days will count towards completion of disciplinary assignment.

Students who cause behavior problems in the DAEP may be referred to the juvenile justice system.

Student behavior and performance will be evaluated continuously by the respective DAEP personnel. Tracking instruments will be used to review student progress on a daily basis.

EXPULSION

The Texas Administrative Code and District policy require expulsion for some offenses and permit discretionary expulsions for others. Examples of offenses that require expulsion include, but shall not be limited to, the following:

- a. Using, exhibiting or possessing

- a firearm
- an illegal knife
- a club
- b. Engaging in conduct containing the elements of the offense of
 - aggravated assault
 - arson
 - indecent with a child
 - other “offenses against the person” under Title 5 of the Penal Code
 - behavior punishable as a felony that involves the selling, giving, or delivering to another person, possessing, using, or being under the influence of marijuana, a controlled substance, a dangerous drug, or alcohol; or committing a serious act or offense while under the influence of alcohol.
 - retaliation against a school employee combined with one of the above-listed offenses on or off school property or at a school-related activity.

IN-SCHOOL SUSPENSION (ISS)

Students found guilty of conduct that would warrant such disciplinary action may be placed in an in-school suspension program at the discretion of the appropriate school official, who should determine the length of such assignment. Reasons for sending a student to the in-school suspension center include, but shall not be limited to, the following:

- a. Insubordination and disrespect in a classroom, on school grounds, or at any school function
- b. Fighting (depends on place, degree, and nature)
- c. Truancy
- d. Use of tobacco on school grounds
- e. Use of obscene or abusive language (non-directed)
- f. Vandalism of personal or school property
- g. Extensive violation of minor policies
- h. Failure to attend after-school or noon detention hall
- I. Theft at school
- j. Others as determined by principal or policy

Rules and guidelines for In-School Suspension

1. In-school suspension begins at 8:00 and ends at 3:30 p.m.
2. The student must take all books, paper, pencils, and pens which will be needed for the day, as s/he will not be permitted to go his/her locker during the school day.
3. Each student will be assigned a seat, and s/he is not to change or leave her/his seat unless it is approved by the teacher.
4. There will be no talking, whispering, passing of notes or other forms of communication.
5. Students are to spend all time studying or doing assigned work while they are in the suspension center. In the event a student completes all work assigned, additional work may be assigned.
6. Restroom breaks will be determined by the ISS teacher.

7. Students may purchase lunch at the cafeteria or take lunch with them.
8. Students assigned to in-school suspension will be served lunch in the ISS room.
9. A student assigned to in-school suspension is not to attend any school-sponsored function or activity until the suspension has been completed.
10. No magazines, newspapers, or paperback books (unless assigned) are permitted.
11. A class admittance slip will be issued only after all requirements of in-school suspension have been satisfied.
12. All lessons will be completed and will be turned in to the appropriate teacher before a student may return to regular classes.
13. Any infraction of the above rules or any other irresponsible behavior will result in additional disciplinary action being added to the original assignment.
14. Students who are absent from school on days of assignments to in-school suspension must make up the missed days in suspension even when the absence is excused.

SATURDAY SCHOOL

At the discretion of the principal, a student may be assigned to Saturday School in lieu of ISS. A student assigned to Saturday School will report at 8:00 a.m. and stay until 12 noon. During the first two hours, students will work on classroom assignments, and during the second two hours, they will perform school/community service.

SUSPENSION

At the discretion of the principal, a student may be sent home and suspended from school, sometimes to await assignment to DAEP. Offenses that may result in suspension include, but shall not be limited to, the following:

1. Engaging in verbal abuse (name calling, derogatory statements) or gestures related to race, national origin, or disability
2. Directing profanity, vulgarity or obscene gesture toward other students (directed)
3. Gambling
4. Engaging in conduct that constitutes sexual harassment when the conduct is by word or gesture
5. Possession or distribution of pornographic materials
6. Scuffling or fighting
7. Repeat office referrals of any combination of offenses, i.e. involving behavior that has not changed as a result of previous office referrals (the student may be suspended pending a DAEP placement.)
8. Mandatory DAEP offenses (The student may be suspended pending a DAEP placement.)

Law, Policy and Other Rules

ALCOHOL

The possession of any intoxicating beverage for consumption, sale, or distribution while on the grounds or in a building of any school in the District or while entering or inside any enclosure, field, or stadium where an athletic event sponsored or participated in by a school in the District is being held constitutes a violation of school rules and state law and classified as a Class C misdemeanor.

BUS RULES AND REGULATIONS

Safety and Behavior Code for Bus Riders

The District makes school bus transportation available to all students living two or more miles from school. This service is provided at no cost to students. Information about bus routes may be obtained by calling the Transportation Office at 584-7039.

Permission for any pupil to ride in a bus is conditioned on his/her good behavior and observance of the following rules and regulations. Any pupil who violates any of the rules will be reported to the school principals. Students can be denied the privilege of riding a bus to and from school.

1. Be on time at the bus stop. Avoid running to catch the bus because you may slip and fall under the vehicle. While waiting for the bus, stay clear of the roadway to avoid being hit by passing cars.
2. Do not struggle or scuffle over who is going to be the first one on or off the bus.
3. Wait for the bus to come to a complete halt before trying to board, and if you must cross the road, wait for your driver to signal you across with his/her hand. Always cross at least 10 feet in front of the bus.
4. When necessary, there will be at least three persons in a seat, and the practice of saving seats for students getting on at other stops will not be allowed.
5. After boarding the bus, you must remain in your seat until the bus reaches your designated stop. Please don't ask your driver to let you off at such places as a store, job, etc. All extra stops must be cleared in advance with the principal.
6. Please use handrails when getting on or off the bus. Be extra careful when the weather is wet or icy, as steps can become very slippery.
7. Treat bus equipment as you would the furniture in your home. Any damage to bus seats, windows, etc. must be paid for by students responsible for the damage.
8. Keep the aisles clear of items such as musical instruments, etc. If you carry personal items on the bus with you, please hold them in your lap or store them under the seat.
9. ***At no time should a student put hands, head, or other body parts out the window.***
10. Don't be loud or boisterous on the bus. Excessive noise can distract the driver and could result in a serious accident.
11. Be absolutely quiet at all railroad crossings. Your driver stops at railroad crossings to listen for oncoming trains. Your talking could drown out all warning signals.

12. Do not throw paper or other objects out bus windows. This could obstruct the view of an oncoming vehicle and result in an accident or cause the driver to have to stop very suddenly, causing injury to passengers.
13. There should be no eating or drinking on the bus without the expressed consent of the supervisors or driver. Loose papers or food on the floor may cause a slipping hazard.
14. A driver has the responsibility to correct any student on the bus for improper conduct. This includes improper language, use of tobacco, and unnecessary noise.
15. ***Drivers have the authority given by the School Board to enforce all bus rules. Any student refusing to obey these rules will be reported to school principals and may lose his/her bus riding privilege.***
16. Remember, your driver is only human, so greet him/her cheerfully each time you board the bus and give her/him the same respect you would your teacher.

Responsibilities of Bus Drivers, Principals and Parents

1. The bus driver will be responsible for the conduct of students on his/her bus. All infractions are to be reported to the school principal.
2. It will be the responsibility of the principal to work with bus drivers on discipline infractions and suspensions of school bus privileges.
3. Bus drivers will submit daily written discipline reports. If there were problems, the driver will so state. The report will be given to the appropriate principal for his/her action. The principal will develop a discipline notice, if needed, and send a copy to the student's parents. The notice will include possible disciplinary action at present or in the future.
4. Reinstatement of riding privileges will be handled through the school principal.
5. It also is the responsibility of the principals to discuss the "Safety and Behavior Code for Bus Riders" with students and to be sure each student and his/her parents receive a copy of the code.
6. It is the parents' responsibility to discuss with their children/child the provisions of the "Safety and Behavior Code for Bus Riders" and to support the drivers and the school principals.
7. ***Parents must assume responsibility for the behavior of their children while their children are riding the bus. If permission to ride the bus is revoked, the parent must provide transportation to and from school for the child/children until such time as reinstatement may be made.***

Extracurricular/Field Trips and Sponsor Responsibilities

School sponsors who utilize the school buses for organizational activities are to be familiar with the "Safety Behavior Code for Bus Riders" and to observe the following:

Submit requisitions for transportation at least one week in advance of the date that the bus is to be used.

Inform the students of the respective organizations of the "Safety and Behavior Code for Bus Riders."

Enforce the "Safety and Behavior Code for the Bus Riders."

After an activity is over, have the students board the bus as soon as possible and avoid delayed departures. The sponsor is to use judgment in departure too soon after the completion of an event, as crowd control procedures and safety are paramount over immediate departures.

Appoint a clean-up committee to sweep the bus and supervise the clean-up after each trip.

Other information and procedures will be provided by the principal and the central office as the need arises.

CHEATING

Any student who is found to have cheat notes or who is caught cheating will receive a "0" for that work. A student who assists another student to obtain answers is guilty of cheating and will also receive a "0" for that particular assignment. Any student involved in cheating is also subject to further disciplinary action.

DRESS AND GROOMING

The District's dress code is established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority. Students should be dressed and groomed in a manner that is clean and neat and that will not be a health or safety hazard to themselves or others.

The District prohibits any clothing or grooming that in the principal's and/or designee(s) judgment may reasonably be expected to cause disruption of or interference with normal school operations. The District prohibits pictures, emblems, or writings that are lewd, offensive, vulgar, or obscene or that advertises or depicts tobacco products, alcoholic beverages, drugs, or any other substance prohibited under policy FNCF (L) or any recognizable symbol of gang, satanic, or any other cult affiliation. The student and parent may determine the student's personal dress and grooming standards provided they comply with these general guidelines and the District's dress code for students in the student handbook.

If it is determined that a student's grooming violates the dress code, the student shall be given an opportunity to correct the problem at school. If not corrected, the student shall be assigned to in-school suspension for the remainder of the day or until the problem is corrected. A student whose clothing violates the dress code may be assigned to in-school suspension either for the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school. Repeated offenses may result in more serious disciplinary action. Appropriate discipline procedures shall be followed in all cases.

The principal, in cooperation with the sponsor, coach, or other person in charge of an extracurricular activity, may regulate (make more stringent) the dress and grooming of students who participate in the activity. Students who violate these standards may be removed or excluded from the activity for a period determined by the principal or sponsor and may be subject to other disciplinary action.

The following shall apply to dress and grooming

Cleanliness, neatness and good taste are standards of appropriate dress. Any apparel or unusual accessory that school officials have reason to believe would disrupt normal activities is unacceptable. Appropriate undergarments are to be worn and worn properly. Any extremes that may create health or safety hazard are not allowed.

The following guidelines are to be observed during school hours.

Pants (pertaining to both male and female students)

1. Students may wear slim, regular or relaxed-fit pants (Capri, crop pants, and flared boot cut are allowed). Extreme Baggy pants are not permitted.
(When pulled to the side, pants must not extend more than six (6) inches from the leg.)
No tight-fitting pants are permitted; fabrics such as spandex, Lycra blends, etc. are not permitted.
2. Boys may only wear full-length pants (except as noted below). Girls may only wear full-length or Capri-length pants, as well as dresses and skirts of the prescribed length (except as noted below). Pants may not be so long that they touch the ground.
3. Pants must be neatly hemmed.
4. Split leg seams may not be worn if they cause the pants to touch the ground, if the split seams rise above the bottoms of the kneecaps, or if the seam is not hemmed.
5. Students may wear neither pants nor other clothing with holes (skin showing) or torn seams.
6. All pants, shorts, and jeans will be worn at the waist in the size appropriate for the student.
7. Students may not wear sagging, oversized, wide-legged pants; wind suits; warm-ups; pajama bottoms; stretch pants; or tight-fitting pants.
8. Students may wear shorts made of khaki or denim that are no shorter than the bottoms of the kneecaps all the way around the leg when the student is standing.
9. Students may not wear oversized or wide-legged shorts, tight-fitting shorts, or shorts shorter than the bottom of the kneecap all the way around the leg when the student is standing.

Shirts and Blouses

1. Shirts and blouses must be buttoned except at the collar.
2. Shirts and blouses must have some sort of sleeve and must be size appropriate. Sleeve openings must not reveal undergarments or chest area.
3. Boys' shirts with tails (*i.e.* not cut even all the way around) must be worn inside the trousers.
4. Any shirt worn inside the trousers must be tucked in all the way around.
5. Shirts and blouses may not extend below the fingertips in length.
6. Girls' blouses, square-cut shirts of reasonable length, and jerseys may be worn outside the trousers.
7. Baggy shirts and blouses are not allowed.
8. Muscle shirts and blouses are not allowed.
9. Sweatshirts and other shirts with hoods attached are allowed; however, the hood may not cover the head.

10. Blouses, shirts, or other tops that have any form of back or front exposure that reveal undergarments (for example, sun dresses) may not be worn.
11. Blouses, shirts, or other tops made of sheer fabric through which anything underneath is visible may only be worn over tops consistent with the dress code and through which nothing is visible.
12. No midriff may be exposed under any circumstances. (No skin between the manubrium and the bottom of the skirt or pants may be exposed while standing, sitting, bending over, raising a hand, etc.)

Gym wear is permitted only during the athletic periods.

Skirts and Dresses

1. Skirts must be worn at the waist. Dresses and skirts may be no shorter than 2 5/8 inches (the width of a dollar bill) above the top of the kneecap when the student is standing and must be of consistent length around the legs.
2. Slits on dresses and skirts may rise no higher than 2 5/8 inches (the width of a dollar bill) above the top of the kneecap at any point around the legs.
3. Any attire designed for formal or evening wear is not appropriate for school.
4. Sundresses or other attire that have any back or front exposure are not to be worn to school.

Footwear

1. Shoes must be worn at all times and laces must not touch the walking surface.
2. Students may not wear footwear with steel toes or any other noise-making devices.
3. Slides and flip flops must have bands across the top of the foot of no less than one (1) inch width.
4. Any student entering a shop area, a science lab area, the auditorium stage area, the weight room, or any other potentially hazardous area must wear shoes that cover and protect the entire foot. Slides, flip flops and sandals may not be worn in potentially hazardous areas.
5. No House Shoes.

Headgear

1. No caps, hats, hairnets, sweatbands, bandannas, sunglasses or other head coverings may be worn **indoors** (classroom, cafeteria, halls, gym badger den and auditorium).

Hair

1. Moustaches, beards, goatees or other facial hair may not be worn.
2. Sideburns may be no wider than one (1) inch and no lower than one-half (1/2) inch below the earlobes, and they must be neatly trimmed.
3. Unusual hairstyles (those that create a class distraction or disruption) and unnatural hair coloring (pink, green, etc.) are not permitted.
4. A boy's hair may not extend below the top of the collar of a regular shirt when the head is

tilted forward to a point where the chin rests on the chest and the hair hangs naturally (unsupported by rubber bands, etc.)

5. A boy's hair should not extend below the earlobe or eyebrows when hanging naturally without hair accessories.
6. A girl's hair should not extend below her eyebrows.
7. Hair must be clean, combed and neatly trimmed.

Coats and Jackets

1. Trench style coats and dusters are not permitted.
2. No blankets.

The following items may not be worn at school or at school-related functions:

1. Clothing or emblems with skulls, blood, depictions of violence, or suggestions of the occult, sex, and/or violence;
2. Clothing or emblems exhibiting offensive, obscene, or suggestive pictures, symbols, or language;
3. Clothing or emblems exhibiting language, pictures, or symbols that suggest, allude to, advertise, or depict tobacco products, alcoholic beverages, drugs, or any controlled substance;
4. Gang-related clothing or clothing exhibiting gang-related language, pictures, or symbols;
5. Clothing exhibiting any language, picture, or symbol negatively associated with any race, ethnic group, religion, gender, or nationality;
6. Chains wider than one-eighth (1/8) inch or with links or beads larger than one-eighth (1/8) inch in diameter;
7. Spikes, gauges, barbells, spacers, etc.
8. Leg bands;
9. Visible jewelry that requires body piercing; (Girls may wear earrings or ear studs.)
10. Visible tattoos;
11. Extremes in make-up. (Teachers will determine if make-up becomes a distraction or disruption.)
12. NO mouth jewelry (piercing, grills, etc.).

Any of the dress and grooming rules may be suspended by individual principals. For example, a student with a leg cast may be permitted to wear split pants to accommodate the cast.

ELECTRONIC EQUIPMENT

Students should not have radios, hand-held game devices, iPod's, MP3, CDs, CD players, laser pointers, paging devices, or other similar equipment in school. Students may not use these items in any capacity or have them visible during the school day. Any student caught using his/her electronic device on school grounds during the school day will have it picked up and taken to the office, where it will remain in the campus vault until the end of the school week. **Electronic devices will only be released to parents/guardians on Fridays between the hours of 12:30 p.m. and 3:30 p.m.**

CELL PHONES

Students will ***not be allowed*** to bring cell phones to school effective the 2008-2009 school year. If students are caught with a cell phone, it will be picked up and will be returned to the parents at mid-term if the phone is picked up before Christmas Break or at the end of the school year if the cell phone is picked up between January and the end of the school year. ***Regardless of circumstances, no exceptions will be made.***

However, students will be allowed to carry their cell phones on out-of-town school trips. Parents/guardians may bring their child's cell phone to school and personally give their child the phone right before boarding the school bus for the out-of-town trip. For trips that board behind the gated area by the gym, the school bus will be parked by the gate so that parents can deliver their child's phone to them there.

School offices will not be used as a cell phone delivery service. Students will be allowed to use the school phone to contact their parents for needs they may have.

If a cell phone is picked up, the student will also face other disciplinary consequences according to the District's Student Code of Conduct.

HALL PASSES

Pupils leaving a classroom or homeroom must receive permission from the teacher in charge and carry a corridor pass signed by the teacher. Hall traffic should be kept to only the very necessary minimum to eliminate disturbances which might be created for classes in session.

HARASSMENT

Harassment on the Basis of Race, Color, Religion, National Origin, or Disability

Students must not engage in harassment behaviors motivated by race, color, religion, national origin, or disability directed toward another student.

Students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

The District encourages parental and student support in its efforts to address and prevent harassment in any form in the public schools. Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with a teacher, counselor, principal or designee, or the superintendent.

A student who believes s/he has been harassed by another student or by a District employee is encouraged to report the incident to the principal. The allegations will be investigated and addressed. A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense and the *Student Code of Conduct*. The student or a parent may appeal the decision of the principal regarding the outcome of the investigation in accordance with policy **FNG (LOCAL)**. See also policy **FNCL**.

Sexual Harassment/Sexual Abuse

The District encourages parental and student support in its efforts to address and prevent sexual harassment and sexual abuse in the public schools. Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with a teacher, counselor, principal or designee, or Norma Ramirez, who serves as the District Title IX coordinator for students.

Students must not engage in unwanted and unwelcome verbal or physical conduct of a sexual nature directed toward another student or a District employee. This prohibition applies whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors. All students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense and the *Student Code of Conduct*.

The District will notify the parents of all students involved in sexual harassment by student(s) when the allegations are not minor, and will notify parents of any incident of sexual harassment or sexual abuse by an employee. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.

A complaint alleging sexual harassment by another student or sexual harassment or sexual abuse by a staff member may be presented by a student and/or parent in a conference with the principal or designee or with the Title IX coordinator. The parent or other advisor may accompany the student throughout the complaint process. The first conference with the student ordinarily will be held by a person who is the same gender as the student. The conference will be scheduled and held as soon as possible, but no later than seven calendar days from receipt of the complaint. The principal (principal's designee) or Title IX coordinator will conduct an appropriate investigation, which ordinarily will be completed within seven calendar days of the conference. The student and/or parent will be informed if extenuating circumstances delay completion of the investigation.

The student will not be required to present a complaint to a person who is the subject of the complaint.

If the resolution of the complaint by the principal (principal's designee) or Title IX coordinator is not satisfactory to the student or parent, the student or parent may, within seven calendar days, request a conference with the Superintendent or designee. Prior to or at this conference, the student and/or parent must submit the complaint in writing and must include (1) a complete statement of the complaint, (2) any evidence supporting the complaint, (3) a statement about how the matter should be resolved, (4) the student's and/or parent's signature, and the date of the conference with the principal, the principal's designee, or the Title IX coordinator.

If the resolution by the Superintendent or designee is not satisfactory, the student and/or parent may present the complaint to the Board at the next regular meeting. Information on the procedure for addressing the Board can be obtained from any campus office or the Superintendent's office.

For more information about parent and student rights, you may request a copy of the District's Notice of Parent and Student Rights found at FNCJ (EXHIBIT) in the District's Policy Manual.

HAZING/INITIATION

Hazing includes any willful act done by a student, either individually or with others, to another student for the purpose of subjecting the other student to indignity, humiliation, intimidation, physical abuse or threats of abuse, social or other ostracism, shame, or disgrace.

No student shall engage in any form of hazing, nor shall any student encourage or assist any other person in hazing. Students, who engage in hazing, either individually or in concert with other students, shall be subject to disciplinary action, including suspension if the circumstances warrant.

Bullying

Bullying is any intentional written, verbal, or physical act against another individual as a show of power. The parent has the right to request to transfer a child that has been the subject to bullying.

HEALTH

The nurses and other staff of Bishop CISD want each student to have an equal opportunity in the classroom. **Healthy students learn better.** The state of Texas requires certain screenings, immunizations, and exclusions from school. The state also mandates that schools inform parents of certain diseases and their characteristics. The following information describes the health procedures in Bishop CISD.

Asthma Medications at School

A student with asthma is entitled to possess and self-administer prescription asthma medicine while on school property or at a school-related event or activity if:

1. The prescription asthma medicine has been prescribed for the student as indicated by the prescription label on the medicine;
2. The self-administration is done in compliance with the prescription or written instructions from the student's physician or other health care provider; and
3. A parent of the student provides to the school:
 - a. A written authorization signed by the parent for the student to self-administer prescription asthma medicine while on school property, or at a school-related event or activity, and
 - b. A written statement from the student's physician or other licensed health care provider that states:
 - (1) that the student has asthma and is capable of self-administering the prescription asthma medicine;
 - (2) the name and the purpose of the medication;
 - (3) the prescribed dosage for the medicine;
 - (4) the times at which or circumstances under which the medicine may be administered; and
 - (5) the period for which the medicine is prescribed.

The physician's statement must be kept on file by the school nurse at the school the student attends.

Forms involving asthma medication are available from each school nurse.

Communicable Diseases

To protect others from contagious illnesses, students with certain diseases are not permitted to attend school while contagious. Parents of a student with a communicable or contagious disease should contact the school nurse or principal so that other students who have been exposed to the disease can be alerted. These disease include: Amebiasis, Campylobacteriosis, Chicken Pox (varicella), Common cold with fever, Fifth disease, Gastroenteritis (Viral), Giardiasis, Head lice (Pediculosis), Hepatitis (Viral A), Impetigo, Infectious mononucleosis, Influenza, Measles (Rubella), Meningitis (Bacterial), Mumps, Conjunctivitis (Pinkeye), Ringworm of the scalp, Rubella (German Measles) including congenital, Salmonellosis (including typhoid fever), Scabies, Shigellosis, Streptococcal disease (invasive), Tuberculosis, and Whooping Cough (Pertussis).

Children should remain fever free (without medication) for 24 hours before returning to school. A student should not be medicated for nausea, vomiting or diarrhea and then sent to school.

Immunizations

In order to enroll in school in the state of Texas, it is necessary for all students to be immunized against certain diseases. These diseases include Diphtheria, Tetanus, Poliomyelitis, Rubella (German measles), Rubella (red measles), Varicella (chicken pox), Mumps, Hepatitis B, and Haemophilus influenza type B (Hib). **Hepatitis A is required for children in Nueces County born on or after 2 September 1992.**

A guide for immunizations by age follows:

1. Children 15 months of age but not yet five years:
 - a. Polio: three doses;
 - b. DTP/DTaP: four doses;
 - c. MMR: one dose of MMR received on or after the first birthday;
 - d. HibCV: one dose; and
 - e. Varicella: one dose; and
 - f. Hepatitis A: one dose of hepatitis A vaccine administered on or within 30 days of their second birthday for children two years of age but not yet three. Children three years of age but not yet four are required to have 2 doses by 1 August 2004

2. Children five years of age and over:
 - a. Polio: three doses;
 - b. DTP/DTaP: four doses including one on or after their fourth birthday, with a booster ten years afterwards;
 - c. MMR: two doses including one received after their first birthday, the second one received before their 12th birthday;

- d. Hepatitis B: three doses;
- e. Hepatitis A: two doses for children in Nueces County born after 2 September 1992 (all children in third grade or below)
- f. Varicella: one dose on or after their first birthday or proof of disease;

Each student must have a completed, up-to-date shot record on file in the nurse’s office or present a certificate or statement which stipulates that for medical or religious reasons the student will not be immunized. For high school students, this includes a DT booster within the last ten years, a polio booster since age four, and Rubella after January 1, 1968, and after the first birthday. Most students are complete upon entering school except for the DT booster, which is needed every ten years.

Immunization notices are sent each spring in the student’s last report card envelope stating which shots, if any, are needed for the following year. These shot records are then due in the office on the first day of school. At that time a report will be sent to Austin stating all students entering for the first time are expected to have their shot records in the office within one month of entry into the school. *Failure to have the records in by November 1 or within one month of entry into school can result in the student’s not being able to attend school until these records are turned in and approved by the school nurse.*

Medication at School

The school must have a completed copy of the **EMERGENCY INFORMATION AND PROCEDURE** form on file for each student. The form lists the name of the family doctor, any allergies, and emergency telephone numbers. Parents should update information on this form as necessary.

A student who must take prescription medicine during the school day must deliver to the high school office a written request from his/her parent and the medicine, in its **original** container, properly labeled with the student’s name. **Students are not allowed to have any medication or drugs in their possession on campus.**

The written request must be dated and signed by the parent and include:

- 1. the student’s name;
- 2. the name of the medicine;
- 3. the time the medicine is to be administered.
- 4. the amount of the medication to be administered at each designated time; and
- 5. the number of days the medication is to be administered.

Office personnel will either give the medicine at the proper times or give the student permission to take the medication as directed.

Screenings

The following screenings are completed annually in the designated grades.

SCREENING
Vision

GRADES
PK, K, 1, 3, 5, & 7

| | |
|--|---------------------|
| Hearing | PK, K, 1, 3, 5, & 7 |
| Height and weight | PK through grade 12 |
| Scoliosis (evaluation of back) | 6 & 9 |
| Ancanthosis (determines insulin intolerance) | 1, 3, 5, & 7 |

A parent or student who has questions about any screening or who wants to request a screening should contact a school nurse. As a result of the screenings, some children may be referred to a physician. The parent should follow up on the referral and return the referral form to the school after the visit with the doctor.

HEALTH INFORMATION

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 strains of bacterial meningitis, they are used only in special circumstances. These include when there is a disease outbreak in a community or 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?

You 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>.

Reye's Syndrome

Reye's syndrome is a very serious disease that you should know about. Some people develop Reye's Syndrome as they are getting over a viral illness, such as the flu or chicken pox. Reye's Syndrome usually affects people from infancy through young adulthood; however, no age group is immune. Although Reye's generally occurs when someone is recovering from a viral illness, it can develop 3 to 5 days after the onset of the illness. Its main targets are the liver and the brain, it is noncontagious, and too often is misdiagnosed as encephalitis, meningitis, diabetes, poisoning, drug overdose or sudden infant death.

Early diagnosis is crucial. An individual should be watched during the next 2 to 3 weeks following a viral illness for these symptoms, usually occurring in this order:

- Relentless or continuous vomiting
- Listlessness (loss of pep and energy with little interest in their environment)
- Drowsiness (excessive sleepiness)
- Personality change (such as irritability, slurred speech, sensitivity to touch)
- Disorientation or confusion (unable to identify whereabouts, family members, or answer questions)
- Combativeness (striking out at those trying to help them)
- Delirium, convulsions, or loss of consciousness

Reye's Syndrome should be suspected in anyone who vomits repeatedly. Phone your doctor immediately if these symptoms develop. Voice your concern about Reye's Syndrome. If your physician is unavailable, take the person to an Emergency Room promptly. Two liver function tests (SGOT, SGPT) can be done to determine the possibility of Reye's Syndrome. There is a 90%

chance of recovery when the syndrome is treated in its earliest stages by physicians and nurses experienced in the treatment of Reye's.

Studies have shown that using aspirin or aspirin-containing medications to treat the symptoms of viral illnesses increases the chance of developing Reye's Syndrome. If you or a member of your family has a viral illness, **do not use aspirin or aspirin-containing medications**. In fact, you should consult your physician before you take any drugs to treat the flu or chicken pox, particularly aspirin or anti-nausea medicines. Antinausea medicines may mask the symptoms of Reye's Syndrome.

The national Reye's Syndrome Foundation (NRSF), the U.S. Surgeon-General, the Food and Drug Administration, and the Centers for Disease Control recommended that aspirin and combination products containing aspirin not be taken by **anyone under 19 years of age during fever-causing illnesses**. Aspirin is a part of the salicylate family of medicines. Another name for aspirin is acetylsalicylate; some drug labels may use the words acetylsalicylate, acetylsalicylic acid, salicylic acid, salicylate, etc., instead of the word aspirin. Currently, there is no conclusive data as to whether other forms of salicylates are associated with the development of Reye's Syndrome. Until further research has answered this question, the NRSF recommends that products containing any of these substances not be taken during episodes of viral infections.

The NRSF is a nonprofit, tax-exempt organization with affiliates located in 43 states. The NRSF has pioneered the movement to disseminate knowledge about the disease in an effort to aid in early diagnosis and also provides funds for research into the cause, cure, care, treatment, and prevention of Reye's Syndrome.

For additional information, contact:

National Reye's Syndrome Foundation
P.O. Box 829, Bryan, Ohio 43506-0829
1-800-233-7393 or 419-636-2679
Fax: 419-636-3366

West Nile Virus (WNV)

WHERE HAS IT BEEN AND WHERE IS IT GOING?

West Nile Virus (WNV) is commonly found in Africa, Eastern Europe, West Asia, and the Middle East. It was first detected in the United States in 1999 when there was an outbreak in New York. By mid-June of 2002, it had traveled westward to Texas. Since then it has been reported in mosquitoes, birds, (such as blue jays and crows), horses, and humans in Texas. There has also been a continued westward movement of the virus.

WHAT ARE THE SYMPTOMS OF WEST NILE VIRUS?

Most people infected with WNV have no symptoms. A minority develops meningitis or encephalitis, which can be fatal. Symptoms include fever, weakness, headache, and altered mental status. Skin rash, lymphadenopathy, conjunctivitis, abdominal pain, cough, dyspnea, and diarrhea may also be present.

CAN IT BE TREATED?

There is no specific treatment for WNV infection. In a serious case, a person may have to be hospitalized and given supportive treatment along with good nursing care.

HOW IS IT SPREAD?

West Nile Virus is spread by the bite of an infected mosquito. There is no recorded proof of it being passed from person-to-person, animal-to-animal, or animal-to-person.

CAN ANIMALS BE INFECTED WITH WNV?

Yes. However, the only domestic animals that appear to be harmfully affected by WNV are equines, such as horses. Wild birds can also develop severe signs of the disease and may die.

HOW SHOULD SCHOOL DECIDE ON PROTOCOLS PERTAINING TO WNV?

In areas where mosquitoes may be infected, very few mosquitoes will actually be carriers of the virus. Additionally, only a very small percentage of people bitten by infected mosquitoes show symptoms of any disease. The virus is transmitted in multiple species of mosquitoes. Depending on the species, some mosquitoes feed at night while others feed during the day. Decisions on protocols for addressing prevention of WNV in schools fall under local jurisdiction; that is to say, school districts must set their own policies.

HOW CAN CHANCES OF GETTING INFECTED BE REDUCED?

A few good general prevention tips for WNV and other types of mosquito-borne encephalitis include:

- ✓ Wear long-sleeved shirts and long pants whenever you are outdoors.
- ✓ Apply insect repellents, such as products containing DEET, sparingly to exposed skin. Repellents may bother the eyes and mouth, so try not to apply them to the hands of children. Do not allow young children to apply repellents. Do not apply products containing DEET on children less than two (2) years of age.
- ✓ Spray clothing with insect repellents, as mosquitoes may bite through thin clothing.
- ✓ Whenever you use an insect repellent, read and follow the directions for use that are printed on the product label. The Environmental Protection Agency (EPA) has concluded that, as long as consumers follow label directions and take proper precautions, insect repellents containing DEET do not present a health concern since exposure to DEET is expected to be brief.
- ✓ It does not appear that a person can get WNV from handling live or dead infected birds; however, use gloves or double plastic bags when handling any dead animals, including birds.
- ✓ Make sure open windows have screens on them and the screens are in good repair.
- ✓ To minimize mosquito-breeding sites, remove containers of any size that allows water to collect or change the water in them daily. Cover trashcans and remove trash.

REFERENCES:

Additional information on WNV can be found at the Texas Department of Health Zoonosis Control Division's website at: www.tdh.state.tx.us/zoonosis/diseases/Arboviral/westnile/westnile.asp

Information on mosquito repellents is available at:

<http://www.epa.gov/opp00001/citizens/deet.htm>

www.acponline.org/journals/annals/01jun98/mosquito.htm

<http://www.deet.com/>

LAW ENFORCEMENT

Questioning of Students

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

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

Students Taken Into Custody

State law requires the District to permit a student to be taken into legal custody.

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

Before a student is delivered to a law enforcement officer or other legally authorized person, the principal will verify the officer's identity and, to the best of his or her ability, will verify the official's authority to take custody of the student.

The principal will immediately notify the Superintendent and will ordinarily attempt to notify the parent unless the officer or other authorized person raises what the principal considers to be a valid objection to notifying the parents. Since the principal does not have the authority to prevent or delay a custody action, notification will most likely be after the fact.

Notification of Law Violations

The District is also required by state law to notify:

- All instructional and support personnel who have responsibility for supervising a student who has been arrested or referred to the juvenile court for any felony offense or for certain misdemeanors.
- All instructional and support personnel who have regular contact with a student who has been convicted or adjudicated of delinquent conduct for any felony offense or certain misdemeanors.

NON-DISCRIMINATION POLICY

The Bishop Consolidated Independent School District functions under a policy of nondiscrimination

for reasons of race, creed, sex, or national origin.

Furthermore, the Superintendent of Schools shall be designated as the person responsible for enforcing the above policy and receiving complaints arising from any suspected noncompliance.

Persons making complaints of discrimination should start them at the lowest level. For instance, a student should initiate his complaint with a teacher. If the complaint is not settled at the first level, it should then be channeled to the principal, then to the superintendent, and then to the school board. Employees in other departments should report their complaints to their immediate supervisors, and if satisfactory action is not taken, they may be appealed to the superintendent and, finally, to the school board.

All appeals to the superintendent should be in writing. This written statement should fully detail the alleged discriminating act or actions.

Appeals to the school board should be in writing. Such appeals shall be heard by the board within fourteen (14) days. The decision of the school board shall be final. The appropriate report forms are available in the principal's office.

Bishop Consolidated Independent School District offers vocational programs in marketing and distributive education, office education, homemaking, accounting and microcomputer applications.

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

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

For information about your rights or grievance procedures, contact the Title IX and Section 504 Coordinator, Norma Ramirez, at 719 E. Sixth Street, Bishop, Texas 78343, or telephone number (512) 584-3591. You may also contact the Office for Civil Rights.

PARKING AND DRIVING

1. Before school and during the school day, all students will park their vehicles in the student parking lot (east of the main building) **only**. Students are not to park in faculty, handicapped, or central office spaces. Also, students are not to park in the Methodist Church parking areas or behind the school near the gyms, band hall, industrial arts building, or any area inside the gate.
2. Park properly; avoid blocking other vehicles, parking at unusual angles, etc.
3. Students may park in front of the school for scheduled after-school activities.
4. Do not cruise; find a spot and park your cars properly.
5. Leave the car and parking area immediately after arrival and enter the campus and remain on campus. Loitering is not permitted.
6. Students must have permission forms signed by their parents or guardian in order to drive

- their vehicles during the school day. The lunch period is part of the school day.
7. Always drive safely.
 8. Restrict speed to 10-15 miles per hour in the school zone. Avoid fast starts and stops and tire squeals.
 9. Close the car windows and lock the car.
 10. Do not allow anyone else to use your car in any manner while at school.
 11. Stay away from the cars and parking lot during the day.
 12. Parking is at owner's risk, and the school is not responsible for any damage or accident that occurs.
 14. Full-time supervision of the parking areas is not provided.
 15. Automobiles and other forms of transport may be searched for just cause.
 16. Battery jumps or other forms of assistance are not provided by the school.
 17. Infractions involving any of the school parking regulations will result in disciplinary action.

PARTIES

Parties will not be held at school during school hours. Several sponsored dances and parties will be scheduled at times and dates approved by sponsors and the principal.

PASSING PERIOD

Students are expected to keep to their right while walking in the halls during the change of classes. There should be no running in the halls; nor should there be loud talking, yelling, or other excessive noises.

PUBLIC DISPLAYS OF AFFECTION

Students are not to display affection while at school, on school grounds, or at school-sponsored activities.

PUBLIC SCHOOL LAWS SET BY THE TEXAS LEGISLATURE

Intoxicating Beverages at Athletic Events of Public Schools

It shall be unlawful for any person or persons to bring or carry into any enclosure, field, or stadium where athletic events, sponsored and participated in by the public schools of this State, and are being held, any intoxicating beverage or to have any intoxicating beverages in his possession while in or on said enclosure, field or stadium.

Provided that if any officer of this State sees any person or persons violating the terms of this Act, he shall immediately seize such intoxicating beverage and shall within reasonable time hereafter deliver same to the County or District Attorney who shall hold same as evidence until the trial of the accused party and shall thereafter dispose of same.

Regulatory Fireworks Law

Be it further enacted, that it shall be unlawful to offer for retail sale or to sell any fireworks to children under the age of ten (10) years or to any intoxicated or irresponsible person.

It shall be unlawful to explode or ignite fireworks within six hundred (600) feet of any church, hospital, asylum, public school, or within one hundred (100) feet of where fireworks are stored, sold, or offered for sale.

No person shall ignite or discharge any permissible articles of fireworks within or throw the same from a motor vehicle, nor shall any person place or throw any ignited article of fireworks into or at such a motor vehicle.

Be it further enacted, that any individual, firm, partnership, or corporation that violates any provision of this Act shall be guilty of misdemeanor, and upon conviction shall be punished by a fine of not more than One Thousand Dollars (\$1,000), in the discretion of the court or jury.

Loitering Law

Be It Enacted By The Legislature of The State of Texas:

Section 1. That Section 4.23 of the Texas Education Code, Chapter 889, Acts of the Regular Session of the 61st Legislature, is hereby amended to read hereafter as follows:

"S 4.23. Loitering on School Property.

- "a. Any person loitering upon school property after being warned to leave by the person in charge shall be guilty of a misdemeanor and upon conviction shall be fined not less than \$25.00 or more than \$200.00.
- "b. School property for the purpose of this Act shall include the grounds of any public school and any ground or buildings used for school sponsored assemblies or for activities."

Disruption Law

Be It Enacted By The Legislature of The State of Texas:

Section 1. Any person who, on school property or on public property within five hundred (500) feet of school property, shall alone or in concert with others willfully disrupt the conduct of classes or other school activities shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine not to exceed \$200.

Section 2. Definitions.

- a. "School property" as used herein shall include public school campuses or school grounds upon which any public school is located and any grounds or buildings used by a school for assemblies or activities.
- b. "Public property" as used herein shall include any street, highway, alley, public park, or sidewalk.
- c. Conduct which disrupts the educational activities of a school includes:
 - (1) Emission by any means of noise of an intensity which prevents or hinders classroom instruction.
 - (2) Enticement or attempted enticement of students from attending classes or other school activities which students are required to attend.
 - (3) Prevention or attempted prevention of students from attending classes

or other school activities which students are required to attend.

Section 3. The provision of this Act shall be cumulative of existing law, and should any portion hereof be found to be in conflict with any provisions of existing law, the provisions hereof shall prevail.

SEARCHES

Cars and lockers may be searched for alcohol, drugs or weapons in accordance with board policy.

SMOKING AND TOBACCO

Students are not to have tobacco in any form in their possession while on school grounds during school hours or while participating in any school-related activity. No smoking or use of other forms of tobacco by students will be permitted at any time on the school campus or at any school-sponsored activity. Neither matches nor lighters are permitted on school grounds or at any school activity on or off school grounds.

Students who are in violation of this policy are subject to disciplinary action.

STUDENT RECORDS - RIGHTS & PRIVACY ACT BY THE UNITED STATES CONGRESS

The Family Education Rights & Privacy Act, as passed by the United States Congress, provides the properly qualified individual's access to a student's school records. The law provides the parent, legal guardian, other properly qualified person, or "eligible student" certain rights relative to a student's records. An eligible student is one who has reached the age of 18 or is attending an institution of post-secondary education. Only material pertaining to the individual student concerned may be inspected.

Access to the education record of a student shall, upon request by the properly qualified person, be granted within a reasonable period of time, not to exceed forty-five (45) days. This law does not apply to records made and kept by one person, such as a counselor, teacher, or other staff member, which are not shared with any other person.

The parent of a student shall upon request be provided an opportunity for a hearing to challenge the content of the student's educational records. The hearing will ensure that the records are not inaccurate or misleading; provide the opportunity to correct or delete inaccurate, misleading, or inappropriate data contained in the records; and insert into the records a written explanation by the parent regarding the content of the records.

Personally identifiable information from the student's record, including directory information, may be released without permission to the following:

1. School officials, including teachers who have a legitimate educational interest;
2. Officials of other schools or school systems in which the student seeks or intends to enroll, upon condition that the student's parents be notified of the transfer and the rights granted under the law;
3. Authorized representatives of certain agencies who require access to student records

in connection with the audit and evaluation or enforcement of legal requirements which relate to federally supported programs;

4. Personnel involved with a student's application for or receipt of financial aid;
5. State or local officials by whom such information is required;
6. Organizations conducting studies for educational agencies for the purpose of developing, validating, or administering tests, administering student aid programs, and improving instruction. Such studies must be conducted so that personal identification of students and parents will not be revealed to persons other than authorized personnel;
7. Accrediting organizations which require information for purposes of accreditation;
8. Parents of a dependent student;
9. Appropriate persons who, in an emergency, must have such information in order to protect the health and safety of the student or other persons.

Written consent must be obtained from the student's parent in order for personally identifiable information in educational records to be released to any agency other than those listed above. Such information may also be released in compliance with a judicial order or subpoena.

A record is to be maintained of individuals (other than local school officials) or agencies which have requested or obtained access to a student's records.

A school may release without parent's consent the following directory information: student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, awards received, and the most recent school attended by the student.

The school shall give notice of the categories of information designated as directory information. Parents are allowed a reasonable period of time to inform the district that any or all of the directory information may not be released without the parent's prior consent.

VANDALISM

Students who damage property or who cause property to be damaged will be responsible for paying for such damage that might occur. Also, charges may be filed against the student and/or parent for any vandalism or damage. Students shall be subject to suspension for willful destruction of school property.

VISITORS

BHS students are not to bring visitors to school during school hours. Before an individual will be allowed to visit during school hours, approval from the principal shall be obtained at least one day in advance.

WEAPONS

Students are not to bring to school or have in their possession any pocket knife or similar cutting object. Students are not to bring or have in their possession any item that could be used as a weapon. See the *Student Code of Conduct* for detailed disciplinary action concerning pocket knives.

THIS SCHOOL PERIODICALLY APPLIES PESTICIDES.
INFORMATION CONCERNING THESE APPLICATIONS
MAY BE OBTAINED FROM
CHARLIE FAREK, MAINTENANCE DIRECTOR,
AT (361) 584-7039.