This handbook is not a substitute for the official School Board Policy. District policies and procedures may change at any time. These changes shall supersede any handbook provisions that are not compatible with the change.

For more information, refer to the online Fort Worth ISD Board Policy Manual, Bulletin Number One, or contact the Elementary School Leadership Department.

Link to Policy and Planning Department Policy Manuals, Updates and Resources
District Mission and Leadership

Fort Worth ISD Mission
Preparing ALL Students for Success in College, Career and Community Leadership

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Tobi Jackson, District 2 – First Vice President
Anael Luebanos, District 8 – Second Vice President
Quinton Phillips, District 3 – Board Secretary

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Dr. Kent P. Scribner, Ph.D.

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Elsie Schiro

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Art Cavazos

Chief of Policy & Planning
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Vicki Burris

Chief of Elementary Schools
Dr. Raúl Peña

Chief of Human Capital Management
Cynthia Rincón

Chief of Secondary Schools
Dr. Cherie Washington

Senior Communications Officer
Barbara Griffith
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MISSION STATEMENT

North Hi Mount ensures that our students are prepared for today’s global society by providing rigorous, meaningful instruction, in a safe, supportive and positive environment.

NHM GOALS

We, the staff and the parents, work together to help our students:

1. **Work Hard** to get smarter.
2. Be students of **Integrity** who are the best behaved in Texas at school, at home, and in the community.
3. Embrace diversity, and treat all individuals with **respect**.
4. Develop **Leadership** skills to positively impact their lives and community.
Dear Students and Parents:

We, the faculty and staff of North Hi Mount, want to welcome you to the 2019-2020 school year! Teachers and other school staff members want this year to be an especially good one for each child. For this to happen, we will all work together...ONE TRIBE!

- In an effort to minimize paper waste, the North Hi Mount Student Handbook is located on our school website, [http://www.fwisd.org/NorthHiMount](http://www.fwisd.org/NorthHiMount)

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

We thank you in advance for your cooperation regarding the education and safety of your child.

Sincerely,

Myrna Blanchard, Principal
Elizabeth Kelz, Assistant Principal
NORTH HIL MOUNT ELEMENTARY
PARENT, TEACHER, STUDENT COMPACT

Our commitment is to partner with parents and community to empower each child to achieve his or her highest potential, and to become a lifelong learner and a responsible citizen. Together we foster high expectations and promote positive attitudes to achieve excellence in a safe and nurturing environment.

AS A TEACHER, I WILL STRIVE TO:

- Respect and value each child and his or her family.
- Provide a safe and caring environment that promotes active learning, and a caring atmosphere.
- Maintain open lines of communication with students and parents.
- Seek ways to involve parents in the school program.
- Demonstrate professional behavior and a positive attitude.
- Maintain and foster high standards of academic achievement and positive behavior.
- Help children to resolve conflicts in positive, nonviolent ways.
- Inform parents of the individual achievement levels of students.
- Provide quality teaching and leadership.

Teacher signature ________________________________

AS A PARENT/GUARDIAN, I WILL STRIVE TO:

- Communicate positive information regarding teachers, principals, and other campus personnel when discussing school with my son or daughter.
- See that my child attends school regularly and is on time.
- Attend parent-teacher conferences.
- Be an active participant in my child’s learning and school activities.
- Provide adequate rest, food, and medical attention so that my child is ready to learn.
- Spend time each day with my child reading, writing, listening, or just talking.
- Help my child resolve conflicts in positive, non-violent ways.
- Sign and return all papers that require a parent or guardian’s signature.

Parent/Guardian signature _________________________

AS A STUDENT, I WILL STRIVE TO:

- Have a positive attitude toward self, others, school, and learning.
- Always try to do my best in my work and my behavior.
- Come to school prepared with my homework and supplies.
- Attend school regularly and arrive on time.
- Accept responsibility for my own actions.
- Respect the differences in others, their families, and staff.
- Work to resolve conflicts in positive, non-violent ways.
- Comply with school rules.
- Respect the personal rights and property of others.

Student signature ________________________________
SECTION I – IMPORTANT INFORMATION FOR PARENTS

YOUR INVOLVEMENT AS A PARENT

Children are most successful in their education when there is a strong partnership between home and school, a partnership that thrives on communication. Your involvement in this partnership may include:

- Encouraging your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
- Becoming familiar with all of your child’s school activities and with the academic programs, including special programs, offered in the District.
- Monitoring your child’s academic progress and contact teachers as needed.
- Attending scheduled conferences and requesting additional conferences as needed.
- Becoming a school volunteer.
- Participating in campus parent organizations. Our parent organization is: Parent Teacher Association (PTA).
- Offering to serve as a parent representative on the District-level or campus-level planning committees assisting in the development of educational goals and plans to improve student achievement.
- Attending Board meetings to learn more about District operations. Board meetings are held on the second and fourth Tuesday of each month, unless otherwise provided by the Board.

GRADING GUIDELINES

A student must be present at least eleven days in a six-week reporting period in order to receive grades for the current six weeks. Prekindergarten and Kindergarten reports to parents are also sent home every reporting period and do not consist of numerical grades.

Grade reports for grade levels one through five are based on the following numerical breakdown:

<table>
<thead>
<tr>
<th>Grade Range</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>Outstanding Progress</td>
</tr>
<tr>
<td>80-89</td>
<td>Good Progress</td>
</tr>
<tr>
<td>70-79</td>
<td>Satisfactory Progress</td>
</tr>
<tr>
<td>Below 70</td>
<td>Failing</td>
</tr>
</tbody>
</table>
MEDICINE AT SCHOOL

- Certification by the physician or dentist that the medication is necessary is required in order for the student to have access to it at school. In the absence of such necessity as certified by the physician or dentist, no medication of any kind shall be administered to any student.
- Medication brought to school must be in a labeled container and delivered to the school nurse. It will be kept in a locked cabinet.

STUDENT OR PARENT CONCERNS

- Usually student or parent concerns can be addressed simply—by a phone call or a conference with the teacher. In the event you feel there is not a resolution with the teacher or a particular situation, please feel free to contact the front office.

STUDENT RECORDS

- Both federal and state laws safeguard student records from unauthorized inspection or use and provide parents and “eligible” students certain rights. For purposes of student records, an “eligible” student is one who is 18 years or older.
- The law specifies that certain general information about FWISD students is considered “directory information” and will be released to anyone who follows procedures for requesting it. That information includes:
  - A student’s name, address, telephone number, and date and place of birth.
  - The student’s photograph, participation in officially recognized activities and sports, and weight and height of members of athletic teams.
  - The student’s dates of attendance, grade level, enrollment status, honors and awards received in school, and most recent school previously attended.
- The parent or an eligible student may prevent release of any or all directory information regarding a student. This objection can be completed online or as a written notice to the principal within ten school days after the parent has been provided this notice.
- Virtually all information pertaining to student performance, including grades, test results, and disciplinary records, is considered confidential educational records. Release is restricted to:
  - The parents—whether married, separated, or divorced—unless parental rights have been legally terminated and if the school is given a copy of the court order terminating these rights.
  - District staff members who have what federal law defines as a “legitimate educational interest” in a student’s records.
  - Various governmental agencies or in response to a subpoena or court order.
  - A school to which a student transfers or in which he or she subsequently enrolls.
TELECOMMUNICATION OR ELECTRONIC DEVICES

- Telecommunications devices will include Wireless, mobile, or portable telephones, pagers, and any other device that allows two-way communication by means of radio waves. Electronic devices will include portable music players, such as iPods, MP3 players, and earpieces. Handheld gaming devices, such as Gameboys and PSP’s, and other similar devices that may be used to store, record, or play auditory and/or visual information.
- Students may possess telecommunication devices while on school property or while attending school sponsored or school-related activities on or off school property. However, such devices must not be visible and must remain off during the instructional day. It is encouraged that telecommunication devices are turned in to the front office and picked up at the end of the school day.
- The possession of telecommunications or electronic devices by students on school property or while attending school-sponsored or school-related events is a privilege, not a right. A campus administrator, in the exercise of reasonable discretion in response to student misbehavior, abuse of the privilege, or other reasonable cause, may deny or revoke the privilege of possessing a telecommunications or electronic device.

TESTING

In order for students to do their best on any test, they must be comfortable and alert. Parents are encouraged to be aware of their child’s schedule and to assure that the child comes to school every day—but especially on test days—after:

- A good night’s sleep;
- A good breakfast; and
- Dressing for the weather or for the temperature inside the testing center.

State Assessment STAAR

In addition to routine testing and other measures of achievement, students at certain grade levels will take state assessment tests in the following subjects:

- Mathematics, annually in grades 3–5 without the aid of technology
- Reading, annually in grades 3–5
- Writing, including spelling and grammar, in grade 4
- Science in grade 5
- Test results will be reported to students and parents; parents may review any assessment test that has been given to their child.
RELEASE OF STUDENTS FROM SCHOOL

Early Dismissals
- Early dismissal of students is discouraged because students miss valuable instruction. However, for those occasions when an early dismissal is unavoidable, students must be dismissed from the office. Students will not be released directly from class without a dismissal from the office, and students will not be released to anyone whose name is not on the student’s emergency card. **Early dismissals will not be granted from 2:30-3:05.**
- A student who becomes ill during the school day should, with the teacher’s permission, report to the school nurse. The nurse will decide whether the student should be sent home and will notify the student’s parent.

Withdrawal from School
A student under 18 may be withdrawn from school only by a parent. The school needs notice from the parent at least **one working day in advance** so that records and documents may be prepared. The parent from the front office may obtain a withdrawal form.

SECTION II -- CURRICULUM-RELATED INFORMATION

Daily Schedule:
7:20 a.m. Cafeteria opens for breakfast
7:30 a.m. Office opens
7:30 a.m. Bus arrives
7:40 a.m. Teachers begin picking students up in the auditorium
7:45 a.m. Warning tardy bell (students are seated in the classroom)
7:50 a.m. Tardy bell/ Daily Announcements
8:05 a.m. Instruction begins
2:15 p.m. PRE-K dismissal
3:05 p.m. Kindergarten through 5th grades dismissal
3:10 p.m. Teacher day ends
3:30 p.m. Office closes

Late Arrival to School
The warning tardy bell rings at 7:45 a.m. each day. Students are recorded as tardy if they arrive on campus after 7:50 a.m. All late students should be escorted to the main office by an adult. For the safety of your children, late students should not report to the office alone. **A parent must accompany the students that are tardy.**
COMPUTER RESOURCES
To prepare students for an increasingly computerized society, the district has made a substantial investment in computer technology for instructional purposes. Use of these resources is restricted to students working under a teacher’s supervision and for approved purposes only. Students and their parents were asked to sign this agreement during online registration regarding use of these resources; violations of this agreement may result in withdrawal of privileges and other disciplinary action.

COUNSELING
The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues. The counselor may also make available information about community resources to address these concerns. You can reach our school counselor by calling 817-815-1500.

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

These activities may (depending on semester & teacher sponsor availability) include:
- Garden Club
- Running Club
- Art Club
- Student Council
- Safety Patrol
- Honor Choir
- Ballet
- UIL
- Chess Club
- Talent Show
- Battle of the Books
- Literary Society
- Spanish Club
- Violin Club
HOMEWORK
Student homework should facilitate mastery of new skills and allow for independent practice. Please contact your teacher about classroom homework guidelines.

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

TEXTBOOKS
State-approved textbooks are provided free of charge for each subject or class. A student who is issued a damaged book should report the damage to the teacher immediately.

SECTION III -- OTHER GENERAL INFORMATION AND REQUIREMENTS
Topics in this section of the handbook contain important information regarding school operations and requirements.

ATTENDANCE
Regular school attendance is essential for the student to make the most of his or her education—to benefit from teacher-led activities, to build each day’s learning on that of the previous day, and to grow as an individual. Absences from class may result in serious disruption of a student’s mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences. Two state laws that apply to public schools are compulsory attendance laws and attendance for course credit and include the following policies for unexcused absences:

- The school will generate a letter of notification to the parent(s) on the third unexcused absence.
- The school will request a warning letter from the Attendance Control Office be sent on the fifth unexcused absence. A copy of the letter will be kept on file.
- The school will file a request for court action on the tenth unexcused absence within a six-month period. This request will be filed on the fifth unexcused absence following the warning letter.
- Once the school requests that court action be taken by the Attendance Control Office, no changes can be made to alter the status of that student’s attendance profile.
If your child is absent or tardy, please send a note to let us know the reason and we may excuse reasonable absences or tardies. Some of the acceptable reasons for your child to miss part of the day are a doctor’s appointment, family emergency, or an acceptable reason that you have discussed with the principal prior to the absence or tardy. Unexcused absences and tardies will result from unacceptable reasons such as personal transportation issues, and not waking up on time or excessive emergencies.

Truancy may also result in assessment of penalties by a court of law against both the student and his or her parents. A complaint against the parent may be filed in the appropriate court if the student:

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

**TARDIES and ABSENCES:**

- Consistent student attendance at the elementary school level is crucial to the educational development of young students. FWISD has found that punctuality has become a major problem. Some young students are either not arriving on time to school or leaving early from school without a valid reason. The Fort Worth Independent School District has included school tardiness into the school truancy program. The current compulsory attendance law Texas Education Code Sec. 25.085 COMPULSORY SCHOOL ATTENDANCE states that a child who is required to attend school under this section shall attend school each school day for the entire period the program of instruction is provided. Consistent tardiness or absences seriously impede the instructional opportunities of students.

Notices will be sent:

- When a student accumulates 3 or more unexcused absences, the school will generate a letter to inform you about the recurrent situation.
- When a student accumulates 6 or more unexcused absences, a letter from the Tarrant County District Attorney's Office (a warning letter) will be sent.
- At 10 or more unexcused absences, a letter from the Tarrant County District Attorney's Office will be sent requesting a personal meeting with the parent at the child's school. This meeting will address the attendance problem and to devise a plan for student attendance and academic success.
- The last resort will be court action. This will occur at a total of 20 unexcused absences. Court action will be on the last ten unexcused tardies /absences from the date of the DA warning letter that was issued to the parent/guardian.

Please be mindful that the district will be monitoring both excused and unexcused absences. Please continue to turn in your doctor's notes.
PLEAS NOTE:

- Parent/guardians can only be charged with Parent Contributing to Non-Attendance if a written warning was issued to them.
- Family Emergencies will be limited to three per year. After three family emergencies, students will begin accumulating unexcused absences for any notes that are related to family emergencies.
- The principal may excuse up to (3) days of absence per semester at the parent’s request in writing for emergencies, sickness, or educational trips.

Make-up Work

- For any class missed, the teacher may assign the student make-up work based on the instructional objectives for the subject or course, and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject requirements.
- A student will ordinarily have one day for each day’s absence (excused and unexcused) to make up work missed. A student who has an unexcused absence will be encouraged to make up work missed; a 10-point penalty will be applied. (Board Policy EIAB Local)

CONDUCT

In order for students to take advantage of available learning opportunities and to be productive members of our campus community, each student is expected to:

- Demonstrate courtesy—even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet district or campus standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of other students, teachers, and other District staff.
- Respect the property of others, including District property and facilities.
- Cooperate with or assist the school staff in maintaining safety, order, and discipline.
- Avoid violations of the Student Code of Conduct.
Applicability of School Rules
To achieve the best possible learning environment for all our students, the Student Code of Conduct and other campus rules of behavior will apply whenever the interest of the district is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities. The district has disciplinary authority over a student:

- During the regular school day and while a student is going to and from school on district transportation.
- Within 300 feet of school property.
- While a student is in attendance at any school-related activity, regardless of time or location.
- When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location.
- When a student commits a felony, as described by Texas Education Code 37.006.
- When criminal mischief is committed on or off school property or at a school-related event.

Personal Equipment
- Playground equipment is supplied by the school district, and personal equipment such as footballs, baseballs, etc. should not be brought to school. The school cannot be responsible for lost or damaged items. Any disciplinary action involving personal equipment will be in accordance with the Student Code of Conduct.
DRESS AND GROOMING

The district’s dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student’s personal dress and grooming standards, provided that they comply with the dress code approved by the school board.

<table>
<thead>
<tr>
<th>Clothing Item</th>
<th>Acceptable</th>
<th>Unacceptable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shirts, Blouses, Sweaters and</td>
<td><strong>Style:</strong> Collared (polo or oxford) turtlenecks, sweaters or sweatshirts;</td>
<td>• No t-shirts are allowed on days other than:</td>
</tr>
<tr>
<td>Sweatshirts</td>
<td>short or long sleeves; tucked into bottoms</td>
<td>NHM HOUSE Days which are the first day of the week and</td>
</tr>
<tr>
<td></td>
<td><strong>Color:</strong> Navy, White, and NHM Spirit Colors which are royal blue &amp; yellow</td>
<td>College/NHM Spirit Days which are on Fridays.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• No logos larger than 1.5” square except school logos</td>
</tr>
<tr>
<td>Pants, Skirts, Shorts, Skorts,</td>
<td><strong>Style:</strong> All bottoms must be hemmed or cuffed; belt must be worn with</td>
<td>• Blue jeans must be free of embellishments &amp; must not have holes</td>
</tr>
<tr>
<td>Capris and Jumpers</td>
<td>bottoms that have belt loops</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*shorts, skorts and skirts should be no shorter than three inches above the</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*top of the knee</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Color:</strong> Navy, black, khaki and blue jeans</td>
<td></td>
</tr>
<tr>
<td>Additional Items</td>
<td><strong>Shoes:</strong> Athletic shoes, loafers, dress shoes or other closed-toe shoes,</td>
<td>• No patterned socks, tights or hosiery</td>
</tr>
<tr>
<td></td>
<td>open toe/open heel shoes are allowed; shoelaces must be white or match shoe</td>
<td>• Colored shoelaces other than those listed as acceptable</td>
</tr>
<tr>
<td></td>
<td>color</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Belts:</strong> Belts must be solid color; fabric or leather; buckle no larger</td>
<td></td>
</tr>
<tr>
<td></td>
<td>than two inches</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Socks:</strong> Socks, tights or hosiery must be solid color</td>
<td></td>
</tr>
</tbody>
</table>
FIELD TRIPS
- Any parents wishing to attend field trips with their school age children may do so. Please submit a volunteer from to the office for clearance through FWISD at least (3) working days before a field trip. The volunteer form is completed online at https://www.fwisd.org/domain/181. Please see the campus family communications liaison with questions.

IMMUNIZATION
- A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student will not be immunized. The immunizations required are: diphtheria, rubella (measles), rubella, mumps, tetanus, Haemophilus influenza type B (Hib), poliomyelitis, hepatitis A, hepatitis B, and varicella (chicken pox). Please contact our school nurse if you have any questions.

EMERGENCY MEDICAL TREATMENT AND INFORMATION
- If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school will need to have written parental consent to obtain emergency medical treatment and information about allergies to medications, etc. Therefore, parents are asked each year to complete an emergency care consent form online during registration. Parents should keep emergency care information up-to-date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the school nurse to update any information.

EMERGENCY SCHOOL-CLOSING INFORMATION
- An emergency closing form was filled out online when students registered. In addition, NHM feels the need to obtain paper copy information from parents in the event that an emergency occurs and our computer system is down. Each student will receive an emergency contact form for parents/guardians to complete and return. It is very important that parents return this form to the school as soon as possible. This form advises the school personnel how your child will go home in the event of an emergency closing. If emergency instructions are not available, then the student will be sent home in the regular manner.

SCHOOL FACILITIES
- 7:30 a.m. – 3:30 P.M. are the normal working hours for school operation. Office staff members are available before or after these times with an appointment. Please call the main office to schedule appointments outside of regular business hours.
- Unless the teacher or sponsor overseeing the activity gives permission, a student will not be permitted to go to another area of the building or campus. After dismissal of school in the afternoon, and unless involved in an activity under the supervision of a teacher, students must leave campus immediately.

Library
- The library is a learning laboratory with books, computers, magazines, and other materials available for classroom assignments, projects, and reading or listening pleasure. Visits to the library before or after
• school must be with a parent or guardian. Also, please be mindful that Mondays are reserved for Staff Faculty Meetings in the library and various campus events may limit access before or after school. Wednesday mornings are reserved for Read2Win.

TRANSPORTATION

School Sponsored
• Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event.
• Due to safety and district policies, a verbal permission to attend field trips cannot be accepted. Please contact the office for a field trip form if you need one.

Buses
• Students are expected to assist district staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding school buses, students are held to behavioral standards established in this handbook and the Student Code of Conduct. Students must:
  • Follow the driver’s directions at all times.
  • Enter and leave the bus in an orderly manner at the designated bus stop nearest home.
  • Keep feet, books, band instrument cases, and other objects out of the aisle.
  • Not deface the bus or its equipment.
  • Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus.
  • Wait for the driver’s signal upon leaving the bus and before crossing in front of the bus.
  • Misconduct will be addressed in accordance with the Student Code of Conduct; bus-riding privileges may be suspended.

VISITORS TO THE SCHOOL

• For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the front office and obtain a Visitor sticker. All visitors will be checked in using a valid Driver’s License or state issued I.D.
• Parents/guardians may visit classrooms on a limited basis with prior approval from the principal. Approved visits will be limited to 45 minutes.
• Lunch visitors must register in the office also. Parent/Guardian tables are designated in the cafeteria for visitors. Due to safety regulations, parents/guardians are only permitted to bring lunch and sit with their student.
**Nondiscrimination policy**

The Fort Worth Independent School District does not discriminate on the basis of race, color, religion, national origin, sex, disability, sexual orientation, age, gender identity and expression, military/veteran status, in its programs and activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

**Title IX Coordinator**  
Rufino Mendoza, Director, Employee Relations  
100 N University Dr., NW 130-I, Fort Worth, TX 76107  
817-814-2790

**ADA/ Section 504 Coordinator**  
June Davis, Director of Special Programs  
100 N University Dr., NW 250, Fort Worth, TX 76107  
817-814-2878

**Title VII Coordinator**  
Carla Kaufman, Senior Officer, Employee and Organizational Support  
100 N University Dr., SW 206, Fort Worth, TX 76107  
817-814-2710
Notice of Section 504

It is the policy of the Fort Worth Independent School District to provide a free appropriate public education to all students who reside in the district without regard to handicapping condition. Inquiries concerning application of this policy may be referred to the school counselor, teacher, and/or principal, or you may contact June Davis, coordinator of Section 504 responsibilities at 100 N. University Drive or call (817) 871-2801.

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: Claire Coy
Phone Number: 817-815-1521
APPENDIX I
ACKNOWLEDGMENT FORM

My child and I have downloaded the North Hi Mount Student Handbook for 2019-2020. I understand that the handbook contains information that my child and I may need during the school year and that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the FWISD student code of conduct.

Print name of student: ________________________________________________

Signature of student: ________________________________________________

Print name of parent/guardian __________________________________________

Signature of parent/guardian: __________________________________________

Date: __________________________________________________________________