

SOUTH HILLS HIGH SCHOOL

STUDENT HANDBOOK 2018 - 2019

ADMINISTRATIVE STAFF

Rodrigo Durbin	Principal
Amanda Bradley	Assistant Principal
Dale Daniel	Assistant Principal
Meesha Jones	Assistant Principal
Jennifer Kleiber	Assistant Principal
Michael Mihalik	Assistant Principal

GUIDANCE & COUNSELING STAFF

Ricardo Garcia	Counselor – 9 th Grade (A-K)
Jamila Smith (Team Lead)	Counselor – 9 th Grade (L-Z)
Sandra Saenz	Counselor – 10 th Grade (A-L)
Angela Crump	Counselor – 10 th Grade (M-Z)
John Leos	Counselor – 11 th Grade (A-K)
Keisha Edwards	Counselor – 11 th Grade (L-Z)
Michele Lowen	Counselor – 12 th Grade (A-K)
Salvador Loera	Counselor – 12 th Grade (L-Z)
San Juanita Islas	Counselor - Acceleration
Cinda Andrews	College and Career Coordinator
Angela Sanchez	Crisis Interventionist
Yvonne Mendoza	Crisis Interventionist
Shaun Freeman	Stay in School Coordinator

Main Office	817-814-7000
Fax	817-814-7050

Address	South Hills High School 6101 McCart Avenue Fort Worth, TX 76133
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NOTICE OF SECTION 504: It is the policy of the Fort Worth Independent School District to provide a free and appropriate public education to all students who reside in the district without regard to handicapping conditions. Inquires concerning application of this policy may be referred to the school counselor, teacher, and/or principal, or you may contact the district Coordinator of Section 504.

NOTICE: The contents of this student handbook have been compiled for your reference. All students are responsible for being aware of and complying with the information and directives included. Please familiarize yourself with this handbook and retain it for references. The Student Handbook is subject to change and updating board policy.

SOUTH HILLS HIGH SCHOOL

Motto

"Every student by face, by name, by family...to graduation and beyond!"

Vision

South Hills High School is a premier high school committed to upholding academic and personal excellence.

Mission

South Hills High School educates and prepares its students for success in college, career, and community.

Core Values

Teamwork
Relationships
School Pride

Alma Mater

Hail South Hills High School,
Silver, Black and White;
Reaching toward our future
Led by stars of light.

True friends beside us,
Standing proud and tall are we.
Hail, South Hills High School,
Here we sing our praise to Thee;
All hail South Hills High School,
Loyalty our Legacy!

Fight Song

Fight! On-ward, dear south Hills High!
Your sons and daughters never say, Die!
Send a rumbling cheer on high
Shake down the thunder from the sky!
What though the odds be great or small?
Our South Hills High will win over all!
While the loyal Scorpions cheer you onward to Victory!

School Colors

Silver, Black and White

School Mascot

Scorpion

STUDENT HANDBOOK

2018 - 2019

The goals of South Hills High School are: #1 Create a culture of student ownership through high expectations and high support; #2 Create a culture of college readiness through the consistent delivery of engaging and rigorous instruction; and #3 Create a culture of positive relationships by engaging all stakeholders as valued partners. These goals can only be achieved in a cooperative school climate free from disruptions that hinder and interfere with the educational process. The South Hills High School faculty and staff will strive to achieve a working balance between rights and responsibilities which foster a positive school climate where there is mutual respect and an opportunity for students to develop to their fullest potential.

STUDENT RESPONSIBILITIES

BE ON TIME...BE PREPARED...BE RESPECTFUL...BE RESPONSIBLE

1. Attend school daily except when ill or lawfully excused, and be on time to all classes.
2. Follow the rules and regulations established by the teacher, the school, and the district.
3. Follow school policies and procedures concerning appropriate behavior and dress.
4. Cooperate with all lawful and reasonable directives issued by school personnel.
5. Be prepared for each class with assigned work and appropriate materials.
6. Pursue mastery of the essential knowledge and skills as prescribed by the district and state.
7. Establish an effective working relationship with peers, parents, and school personnel.
8. Show respect for others and their property.
9. Refrain from making profane, insulting, threatening, or inflammatory remarks or gestures.
10. Express ideas and opinions in a respectful and courteous manner.
11. Strive toward self-discipline, setting individual goals and utilizing good work habits.

ATTENDANCE

Attendance is taken and reported each class period. By state law, students must be in attendance a **minimum of 90% of the total school days each semester** to be eligible to earn credit. Students are expected to make up excessive absences; failure to make up absences will result in denial of credit if the number of absences exceeds that allowed by law.

For each semester of the 2018-2019 school year:

Students will be **denied credit** for any class period with

- 9 OR MORE 1ST SEMESTER **Excused and Unexcused** ABSENCES; and/or
- 10 OR MORE 2ND SEMEMSTER **Excused and Unexcused** ABSENCES.

Absences that count toward the 90% Rule: ALL EXCUSED ABSENCES & UNEXCUSED ABSENCES.

EXCUSED ABSENCES include: <ul style="list-style-type: none">• ARM – Armed Forces• COL – College Visit• ED – Period Attendance, Early Dismissal• ELE – Election Clerk• EX1 – Parent Note• EX2 – Doctor Note• EXC – Excused Absence• HBA – Homebound Absent• MKP – Period Attendance, Make-Up• SUS – Out of School Suspension	UNEXCUSED ABSENCES include: <ul style="list-style-type: none">• CUT – Truant• UNX – unexcused or unverified<ul style="list-style-type: none">○ Example of unexcused absences include: Aptitude and achievement testing by outside agencies; non-school instruction such as private lessons; or, ski trips and vacations.• A – Absence (Code used by teachers)
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All absences shall be considered in determining whether a student has attended the required percentage of days.

ABSENCES: A parent should call the Attendance Office (817-814-7005) when a student is absent. All absences are recorded as unexcused except those documented by a doctor/dentist statement giving specific dates of care/appointment, a court appearance confirmed by the notice to report, suspension, attendance at a funeral, (travel to out of town funerals will be limited to one day travel each way), and an approved note from parents. Notes must be received within seven calendar days to get approval. ALL NOTES RECEIVED AFTER SEVEN CALENDAR DAYS will be filed, but WILL NOT BE EXCUSED. Three parent notes will be allowed per semester; all others must be accompanied by a doctor's note which should include the student's name and ID number, date(s) of absence, reason for absence, parent's signature, and a phone number where the parent can be reached for confirmation.

EXCESSIVE ABSENCES RESULTING IN DENIAL OF CREDIT: As stated above, a student will be denied credit for a class if the **Excused and Unexcused** absences exceed eight for that class during the first semester and nine during the second semester. In order for a student to be ELIGIBLE to recover credit due to attendance, students MUST be in attendance of that class for a minimum of 75% of the school days in that semester. For the 2018-2019 school year, a student may attempt to recover credit due to attendance if the student has NO MORE THAN 21 unexcused absences in that class for the first semester and 24 unexcused absences in that class for the second semester. Students will be given an opportunity each semester to recover **Excused and Unexcused** absences exceeding nine but not more than the number prescribed in each semester.

PETITION: In some situations, extenuating circumstances occur and the excessive absences cannot be made up during the semester in which they were recorded. **Excused and Unexcused** absences may be petitioned to the Attendance Review Committee. Petitions must be submitted on a petition form which is available in the attendance office. Petitions must be submitted to the committee no later than the third week of the six weeks following the semester in which the excessive absences occurred.

TARDINESS: Students are expected to be on time for all classes. If a student is late and has a note, the student is to take the note and then proceed directly to class. If the student does not have a note, the tardiness will be documented by the teacher-of-record in the classroom.

Student tardiness is reported by six-week period and by class.

1. Students sign tardy log in classroom with time of arrival.
2. Teacher marks student tardy in focus.
3. Student is notified of consequences and receives detention pass*, if applicable.

Tardy 1- Sign Teacher's Tardy Log

Tardy 2- Sign Teacher's Tardy Log

Tardy 3- Detention with Teacher: Before/After School or Lunch

Tardy 4- Detention with Teacher: Before/After School or Lunch and Teacher to Parent Contact

Tardy 5- Discipline Referral Administrator to Parent Contact

Tardy 6+ Saturday School

Failure to attend teacher assigned tardy detention:

1st Offense- Assigned additional day of teacher's detention

2nd Offense- Discipline Referral (Failure to attend)

Tardy calculation begins anew each six-week period.

EARLY DISMISSALS: A student will not be dismissed to anyone other than the parent/guardian or other emergency contact (as listed on the student's current emergency card on file) without proper identification. Students will not be released to anyone that is not listed on the student's current emergency card. The latest time for students to receive an early dismissal from school is 3:15 p.m. Students who become ill during the school day should report to the nurse with a pass from the teacher. Students who leave campus without authorization (including emergencies) or fail to return from lunch without school authorization will be considered truant and subject to discipline and truancy action. **Early Dismissals DO count for the 90% Rule.**

DURING DISTRICT OR STATE TESTING (FINAL EXAMS, STAAR EOC, TELPAS etc.), EARLY DISMISSALS WILL ONLY BE PERMITTED IN AN EXTREME EMERGENCY AS AUTHORIZED, ONLY BY AN ADMINISTRATOR. All appointments should be scheduled around district and state testing in order to provide the best opportunity for students to be successful.

MAKEUP WORK: A student should make up assigned work within the allotted time (one day for each day's absence). It is the student's responsibility to make arrangements for makeup work. Students should refer to the Assignment Corner/Board in each class and make arrangements with their teacher to make up tests before or after school. Students will receive a course outline from teachers which will summarize specific class make-up policies. Pre-AP and AP make-up policies will also be distributed by the teacher.

BEHAVIOR AND DISCIPLINE

Self-discipline is most effective and students are to assume responsibility for their behavior. When student behavior is not acceptable, necessary action will be taken. Students with multiple disciplinary violations will be referred to a campus counseling program.

The following matrix is a guide to be used by administrators when providing students with consequences for their behavior. Administrators will take all matters of extenuation, mitigation and defense into consideration when administering behavioral consequences.

SHHS INFRACTION DISCIPLINE CONSEQUENCES

Action	1st	2nd	3rd	4th	5th
Arson	COC	COC	COC	COC	COC
Anti-Bullying and Anti-Harassment Contract Violation	S1 PConf	S2 PConf	OCI	OCI	OCI
Bus disturbances	PC	BS1Day	BS1W	BS3W	BSR
Committing an assault (P22.01 (a)(1))	COC	COC	COC	COC	COC
Confiscated items: Portable music players, such as iPods, MP3 players, etc.; Handheld gaming devices, such as Gameboys and PSPs; and other similar devices that may be used to store, record, or play auditory and/or visual information; earbuds, headphones, or other listening devices	TA Parent Pickup	TA Parent Pickup	TA Parent Pickup	TA Parent Pickup	TA Parent Pickup
Confiscated items: Wireless, mobile, or portable telephones; Pagers; Any other device that allows two-way communication by means of radio waves	TA \$15	TA \$15	TA \$15 Parent Pickup	TA \$15 Parent Pickup	TA \$15 Parent Pickup
Cutting Class or Skipping	LD 2	IHS1	IHS3	IHS3	IHS3
Cutting in lunch line or failure to clean your eating area	Moved to end of line and help clean cafeteria	Moved to end of line and help clean cafeteria	Moved to end of line and help clean cafeteria	Moved to end of line and help clean cafeteria	Moved to end of line and help clean cafeteria
Detention: Teacher assigned, failed to attend	LD 2 Teacher Detention 1	IHS 1	IHS 1	IHS 3	IHS 3
Dress code violations / Violations after the fifth offense will be OCI	CONF	IHS1	IHS2	IHS3	S1

Engaging in conduct punishable as a felony	COC	COC	COC	COC	COC
Engaging in threatening behavior and/or facing off or bucking up.	IHS3	S3	OCI	COC	COC
Extortion/coercion: Defined as threatening others for gain	COC	COC	COC	COC	COC
Failure to report to the AP Office when instructed by any district personnel	S1	S2	S3	OCI	COC
Failure to stop, walking/running away from district personnel and/or failing to give name when asked, etc.	IHS3	S1 PConf	S3	OCI	OCI
Fighting and/or encouraging, promoting, or inciting violence. COC on first fight if it causes a major disruption to the school environment or unsafe conditions. Subject to police citation.	S3 C	S3 + OCI PConf	S3 + OCI OR COC	COC	COC
Forgery and/or falsification of any school document: Ex – but not limited to, adding a student's name to pass, signing a teacher's name to a pass, etc	IHS3	S3 PConf	OCI	COC	COC
Gambling or any form of wagering	IHS3	OCI	COC	COC	COC
Gang Graffiti/Vandalism >\$250	COC	COC	COC	COC	COC
Graffiti/Vandalism <\$250	OCI	COC	COC	COC	COC
Hazing/Bullying/ Harassment/Sexual Harassment	S3 C	OCI C	OCI C	OCI-COC C	COC
Horseplay, play fighting, running in the halls, classrooms, and/or cafeteria	IHS1-3	IHS1-3	S1	S2	S3
Illegal entry to school building (no citation/no damage)	OCI	OCI	COC	COC	COC
Inappropriate use of district computer/internet that violates FWISD code of conduct, policies, rules and agreements, and/or that is brought to the campus causing a disruption	IHS1-3 OR OCI	OCI OR COC	COC	COC	COC
Insubordination in IHS	Repeat Day or S1	S2	S3	OCI	COC
Insubordination: Refusing to do as asked, blatant disrespect.	IHSPD-3	IHS3 PConf	S3	OCI	COC
Interfering/obstructing school affairs/investigations such as not cooperating, misleading, false report	S1-3	OCI	OCI	COC	COC
Involvement/association in a gang activity and/or public school fraternity, sorority, or secret society. (TEC37.121).	COC	COC	COC	COC	COC
Leaving class without permission (walking out, leaving early, etc.):	IHS1	IHS3	S1	S2-3	OCI
Loitering in an unauthorized area before, during or after school.	IHS1	IHS2-3	S1	S2	S3
Making a terrorist threat or other deadly conduct (P22.07).	COC	COC	COC	COC	COC
Marijuana – Possession, using, selling, giving, delivering or being under the influence of Marijuana. (No Arrest)	OCI PConf	OCI	OCI	COC	COC

Misuse of a pass: This includes, but is not limited to, going to a place other than that specified on the pass, taking too much time on the pass, or causing disruptions to other classes while on a pass.	LD PC	IHS1	IHS2 PConf	IHS3 PConf	S3 PConf
Mooning/Urinating	OCI	OCI	COC	COC	COC
Attempting to leave or being off campus - 9 th grade	IHS1 PC	IHS2 PConf	S1	S2	OCI
Off campus - anyone who transports 9 th or 10 th graders off campus	TA ID	IHS2 TA ID	S1 TA ID	S2 TA ID	OCI TA ID
Parking Violations: ex: no permit or parking in reserved spot (Revoke=no parking privileges)	Warning letter on car	TOW	TOW	TOW	TOW
Possessing any chain, chained wallet, chained choker, beads, spikes, bandanna, hair net, dew rag, or colored shoe strings	TA PC	TA PConf	TA IHS2	TA IHS3	TA S1-3
Possessing any laser-pointer, knife<5.5", club, or other item that could be used as a weapon	TA IHS3	TA OCI PConf	TA OCI	TA OCI	TA COC
Possessing, smoking, or using tobacco products on campus or at any supervised school activity. (Tobacco products, including lighters, matches, and flints will be confiscated.)	S2 C TA	S3 TA	S3 PConf TA	OCI TA	OCI TA
Possessing, smoking, or using electronic/vapor cigarettes on campus or at any school function	S2 C TA	S3 C TA	S3 PConf TA	OCI TA	OCI TA
Possessing, using, selling, giving, delivering or being under the influence of an alcoholic beverage (AB1.04)	OCI TA	OCI TA	COC TA	COC TA	COC TA
Profanity (General) - Conversational	IHSPD-3	IHS3 C	S1 C	S2 C	S3 C
Profanity (Directed at an employee in an abusive manner)	COC	COC	COC	COC	COC
Profanity (Directed at a student in an abusive manner)	IHS1	IHS3	S3	OCI	COC
Public displays of affection	PC	IHS1	IHS2	S1	S2
Reckless and/or dangerous behavior. i.e. Walking in Street and not using Crosswalks,	S1	S3	OCI	OCI	COC
Refusal to give confiscated item to school personnel	S-2	S-3	OCI	OCI	OCI
Retaliation against any school employee, regardless of where or when the conduct occurs (P36.06)	COC	COC	COC	COC	COC
Selling, giving, delivering, possessing, manufacturing, or using any form of drug paraphernalia (Except when citation is issued.)	OCI	OCI	COC	COC	COC
Sexual assault: Sexual aggression against another	COC	COC	COC	COC	COC
State Testing Violations – such as but not limited to cell phones, electronic devices, any type of incident/violation report	TA S1-3	TA OCI	TA OCI	TA COC	TA COC

Theft, possession, and/or sale of private or school property. <\$250	OCI	OCI	COC	COC	COC
Throwing, propelling, or projecting objects	IHS1	S1	S3	OCI	COC
Racial Slurs, and/or derogatory racial statements (written, digital or verbal)	OCI	OCI	COC	COC	COC
Vulgar comments, vulgar gestures and/or drawings	IHS3- OCI	OCI	COC	COC	COC
Weapon possession	COC	COC	COC	COC	COC
Wearing, sunglasses, comb or grillz in the building. – also considered a dress code violation and will have dress code violation consequences	TA	TA PC	TA PICK UP AT END OF YEAR	TA PICK UP AT END OF YEAR	TA PICK UP AT END OF YEAR

CODE KEY:

BS	Bus Suspension	LD	Lunch Detention in the AP Office
C	Referral to Stay-in School Coordinator or Counselor/Interventionist	OCI	On-Campus Intervention
COC	Central Office Conference (Third Party Hearing)	PC	Parent Contact
CONF	Conference with Student	PConf	Parent Conference
ID	Student Identification Card Taken	PD	Period or Periods
IHS	In-House Suspension	S	Out of School Suspension
		TA	Take Away
		TOW	Vehicle Towed at Owner Expense

Alternative Consequence Program

On a trial basis South Hills High School will conduct an Alternative Consequence Program. Students may be assigned to this program at the direction of their parent or at the request of the student if contact with the parent cannot be immediately completed.

The program will allow a student to attend one day of afterschool detention with an assigned teacher from 3:45 pm to 5:15 pm on Tuesdays and Thursdays. One day of afterschool detention will replace one day of in house suspension. Once assigned to the afterschool detention, failure to attend, being tardy for the program or any misconduct while in attendance will result in the student being released from the program and assigned to in house suspension to complete their consequence. The resulting in house suspension will be served beginning the next school day.

SHHS DRESS CODE

South Hills High School believes that proper etiquette and good grooming are a definite part of the educational process. Students must wear neat, clean, appropriate clothing to school, practices, and all school functions. Any extreme in clothing, hair, cosmetics, jewelry, or appearance that may disrupt the normal operations of the school’s learning environment will not be allowed. Students are expected to be in dress code when they arrive at school, beginning with the first day of school.

Students must adhere to the following standard of dress guidelines:

- Cut-off shorts and “short” shorts (greater than 3 inches from the top of the kneecap) are prohibited.
- No spandex gym wear
- Clothing may not have any holes, tears or cuts above the mid-thigh. Holes that expose any part of the undergarments are inappropriate.
- Clothing may not be see-through. Sheer tops must be worn over a t-shirt/tank; undergarments such as underwear or bras cannot be visible
- Dresses, shorts, skirts and skorts (including any slits) shall be no shorter than three inches above the top of the knee – in the front and back - while standing.
- No sleepwear, pajamas, or flannel drawstring pants can be worn to school. NO visible drawstrings.

- No sports bras should ever be exposed. An outer covering is required at all times.
- No spaghetti straps or strapless tops/dresses permitted; jackets/sweaters must be worn over sleeveless or strapless tops/dresses.
- Acceptable outerwear shall include sweatshirts or sweaters that are worn over standard dress.
- Student's hair will be clean, neat and reasonably styled so as not to cause health or safety hazards or a disruption of the educational process.
- No midriff shirts or blouses that leave the abdomen or back exposed, halter tops, tube tops, tank tops, tops with spaghetti straps, excessively low cut tops, and see-through shirts. All shirts must completely cover the top of the shoulder, the abdomen and the back.
- There should be no hats or any type of head covering worn in the building. Hats, do rags, hair nets, and sweatbands will be confiscated. Except for verified religious clothing.
- Apparel that was designed to be worn under other clothing will not be permitted as outer clothing. NO leggings, jeggings, or tights may be worn as outerwear. Leggings, jeggings, or tights may only be worn with an appropriate length short/skirt/dress over them.
- Pictures, emblems, or writings on clothing that are lewd, offensive, vulgar, or obscene, or advertise, depict, or represent tobacco product, alcoholic beverages, drugs or any other substance prohibited by FWISD policies will not be permitted.
- Wearing apparel or personal items with symbols that are gang related, or attire that can be considered gang related will not be permitted. Bandanas, do-rags, colored beads, colored shoe strings, towels, jewelry, insignias, or any item worn hanging from the body that would indicate gang affiliation will be confiscated and disciplinary action will be taken.
- Oversized clothing or pants that cause underclothes to be exposed will not be permitted. Pants or shorts should not ride below the hips. No sagging pants. Clothing shall be of the correct size for the student.
- No chains, body piercings, spiked jewelry or accessories **that could be classified as dangerous or as a weapon** may be worn or brought to school.
- No house shoes, or aquatic shoes are permitted
- No combs, sunglasses, and grillz may be worn.
- Clothing that is considered too revealing or inappropriate for school will not be permitted

For dress code violation consequences, see "Infraction Discipline Consequences". The school administration reserves the right to determine if attire is a distraction to the educational environment.

BUS TRANSPORTATION

Riding the school bus is a privilege, not a right. Any discipline problems on the bus may result in suspension of the student from riding the bus. Juniors and seniors who do not have seven classes may not return to school to ride the bus home.

CARE OF SCHOOL PROPERTY

Students are responsible for the proper care of all books, supplies, and furniture provided by the school. Students who lose or disfigure property, break windows, or does other damage to school property or equipment will be required to pay for the damage done, or replace the item, and are subject to disciplinary action.

LAPTOP USER AGREEMENT

A laptop will be loaned to the student named in this document under the following conditions:

- o This student laptop loan agreement, which is signed by the parent/guardian, student and staff member of the school, will be kept on file at the school.
- o Use of this equipment is for educational purposes. Any purpose other than educational may result in loss of privileges.
- o The District does not permit unethical use of the Internet, email, or any other media. Violation of this policy may result in the loss of laptop loan privileges and disciplinary action by the school.
- o The configuration of the hardware equipment and all accompanying software may not be altered, nor can software be copied to or from the computer, or installed on the computer under any circumstances.
- o Parents/guardians accept financial responsibility for costs related to damage due to purposeful action or gross negligence. Purposeful action means to act intentionally or with intent to perform a particular act, to act in a particular manner for a specific reason, aim or design, or a resolution to use a certain means to reach an end.

Gross negligence is defined as lack of any care or an extreme departure from what a reasonably careful person would do in the same situation to prevent harm to the property. The replacement cost of the laptop is \$616.75, the replacement cost of the battery is \$89.99, and the AC adapter replacement cost is \$44.99.

o Financial obligations must not be ignored. For more information, refer to care of instructional materials in student manual.

o The District will provide a padded laptop bag. The laptop must be carried in the case at all times when not in use.

o The laptop, which is the property of Fort Worth ISD, and all laptop accessories, must be returned prior to the end of the school year, or in the event of school change or early withdrawal.

o The District has provided students with a "Digital Citizenship Orientation" and information for parents, including how to care for the device and how to responsibly use technology.

o I have read the Acceptable Use of Electronic Communications System and the Electronic Services Overview for Students.

CELL PHONES AND ALL OTHER ELECTRONIC/LISTENING DEVICES

South Hills High School will follow Fort Worth ISD Board Policy regarding student use of cell phones and all other electronic devices. Campus administration has chosen to follow option three of Board Policy FNCE (LOCAL) which states: A campus administrator and campus instructors may, in the exercise of reasonable discretion, allow students to use telecommunications or electronic devices for instructional purposes during the instructional day.

Discretionary use may include:

- a. Use of a calculator of any type for required coursework;
- b. Use of a camera for curricular or school-sponsored extracurricular activities, such as the yearbook or school newspaper pictures; or
- c. Use of a cell phone for Internet access to conduct research or as a dictionary or thesaurus to query the definition or synonym of a word.

TESTING: Under all options, students will not be permitted to possess telecommunications or electronic devices on their persons during testing periods, unless specifically allowed to do so by the instructor or a school administrator, or by the student's individualized education program (IEP) or behavioral improvement plan (BIP).

Students may be required to demonstrate before test administration that no such devices are in their possession or available for their use in violation of this regulation, the Student Code of Conduct, or state or federal law.

With the permission of their teacher, students **will be permitted** to wear or use any type of listening devices during the instructional day.

Violations of the telecommunications or electronic device policy will result in confiscation. Confiscated cell phones or two-way devices must be picked up at the end of the school day after a \$15 administrative fee is paid. [see FNCE (Legal)] All other confiscated items not subject to the \$15 administrative fee must be picked up in the discipline office.

The "instructional day" includes all passing periods and runs from 8:30 a.m. – 3:35 p.m.

CREDITS BY GRADE LEVEL

Classification of students will be determined at the beginning of the school year as follows:

<u>Grade Level Classification</u>	<u>Required Credits Earned</u>
9 (Freshman)	0 – 5.5
10 (Sophomore)	6 – 11.5
11 (Junior)	12 – 18.5
12 (Senior)	19 +

DELIVERIES

In order to protect instructional time, gifts for students should NOT be delivered to school. Any gifts will be held in the Attendance Office until the end of the school day. Lunch money and personal items should be brought to the main office for delivery. **UBER Eats or other commercial food deliveries are not permitted.**

HALL PASSES

Students are expected to come to class with the necessary materials. It is anticipated that passes will not be issued except in cases of dire necessity. Students in the hall during class time without appropriate passes will be subject to disciplinary action. Students will routinely be asked to present passes and ID cards. No hall passes will be issued during lock downs. No students will be allowed to leave class the first 10 minutes or the last 10 minutes of each class period.

ID CARDS

All students will have their student ID **VISIBLE** and on their person at all times, this includes UIL and school sponsored events. Students will be issued one student identification card. ID cards will be necessary for "off campus lunch", admission to various school activities, lunch access, internet access, library privileges, and hall passes. Students are expected to present their ID to any school personnel when requested. Replacement ID cards are \$3.00. Failure to comply with these rules will result in disciplinary action. If a student owes a fee, fine, or textbook, then that student will not be allowed off campus for lunch until all are cleared.

LOCK DOWN

LOCK DOWN: Occasionally it may be necessary as a safety measure to clear the halls and contain all students and staff in classrooms for an entire class period or an extended period of time. This will be done as needed through a lock down procedure. This practice promotes a safe and orderly campus and prepares students and staff to respond to an emergency if one should occur. Students who do not follow lock down procedures will be subject to disciplinary procedures. Please make sure all directions are followed to help expedite these procedures and maintain a safe environment.

LOCKERS

Each student will be assigned a locker for his/her use only; it should be secured with a combination lock. No key locks will be allowed. Students should not place, keep, or maintain any article or material in the school-owned locker which would lead school officials to reasonably believe that it would cause a substantial disruption on school property or at any school-sponsored function. Student lockers are school district property and subject to random inspection at any time and for any purpose by administrative authorities. Any prohibited materials or articles uncovered in an administrative inspection may be confiscated.

LUNCH PASSES/CAFETERIA GUIDELINE

Meal prices are \$.75 for breakfast and \$2.50 for lunch. (Snacks are also available for purchase.) Prices are subject to change by the district without prior notice. Students must reapply for free or reduced-lunches each school year. Forms are available in the cafeteria or online at www.fwisd.org. Students may only charge up to \$7.50 before being denied cafeteria purchases. Students must pay any outstanding cafeteria charges.

All sophomores, juniors and seniors qualify for off-campus lunch privileges. This is a privilege not a right and can be revoked at any time the administration deems necessary. Students must present their ID card which signifies the grade classification in order to leave campus. Freshmen may not leave campus at lunch. Drivers of cars will be responsible to ensure that all passengers are eligible to leave the campus for lunch and that all passengers have student ID's in their possession. Failure to comply with this stipulation may result in loss of off campus lunch privilege. The student must maintain good conduct in all public establishments, keep all laws, and stay away from any other school campuses.

Students with persistent tardiness from lunch or class cuts will lose off campus lunch privileges for a period as deemed by the assistant principal.

Students eating on campus will remain in cafeteria area or attend classroom tutorials. All 10th, 11th and 12th grade students who leave campus at lunch must enjoy their food off campus. Foods purchased elsewhere will not be allowed on campus at any time. Students who abuse off-campus lunch privileges or leave campus without administrative approval or who are late to class may have their off-campus lunch privileges revoked.

MEDICATION POLICY

The school nurse does not administer non-prescription medication to students at school. The nurse administers prescribed medication only if authorized in writing by a physician together with the parent's or guardian's signature. All medications are to be presented to the nurse as the student reports to school. A specific FWISD form is utilized and is available from the nurse. Parent/guardians should provide the nurse with only one week's supply of medication in a pharmacy labeled container. Students are not authorized to carry or distribute, administer their own medication - prescription or non-prescription. Non-prescription medications include, but are not limited to, aspirin, Tylenol, and allergy medication. Violation of this rule will result in disciplinary action. Refrigerated medication may not be administered at school.

PARENT PORTAL

South Hills High School is inviting parents to sign up for the Parent Portal. The Parent Portal is an exciting opportunity for parents to become more involved in their child's education through the convenience of the internet.

The Parent Portal is a part of Focus, the FWISD student information system. Through this website parents may log on and view grades (which will be updated by teachers weekly) for each class, as well as attendance records. Parents will be able to set alerts so Connects can email them if a student's grades or attendance fall below criteria they set themselves. The Portal will also contain school and District announcements, as well as teacher contact information. There will be a computer set aside on campus for parents that do not have regular access to the internet.

Please call the school for more information about the Parent Portal.

PARKING

The south parking lot, near Walgreens, is designated for student parking and student pick-up and drop-off. All parking permits must be permanently affixed to the windshield. Applications for parking permits are available from the Registrar's office. The permit costs \$20.00. Replacement permits are also \$20.00. South Hills High School is not responsible for automobiles parked on the campus parking lots. Speed limit is not to exceed 5 MPH. Cars must be parked in a marked space (between two white lines) in the proper manner facing forward. Cars not parked properly or without a parking permit are subject to being towed, and students are subject to disciplinary action. For students with two vehicles, a decal must be purchased for each vehicle. **DECALS CANNOT BE TRANSFERRED BETWEEN VEHICLES.** The playing of loud music is prohibited. Parking permits can be revoked by administrators for not following rules. The student parking lots are subject to random searches throughout the year. Students who bring prohibited items to school in their vehicle are subject to disciplinary action. Students will NOT be issued a parking permit if any fees, fines, or textbooks are owed.

VEHICLES PARKED IN THE PARKING LOT ADJACENT TO WALGREENS MUST BE REMOVED FROM THE INTERIOR PARKING AREA TO ALLOW THE BAND TO PRACTICE NO LATER THAN 3:45 PM. VEHICLES MAY PARK IN THE PERIMETER PARKING AREAS.

SENIOR PARKING:

The parking area in front of portables 1-6 is designated as Senior Parking. The permit to park in this area is \$30.00. A separate form must be completed and spaces will be assigned in this area. Painting of parking spaces are permitted. A senior class sponsor or administrator must approve the design and final product.

PERSONAL ITEMS

Students are strongly discouraged from bringing large amounts of money or expensive personal belongings to school. Students are not allowed to bring the following items to school: skateboards, walkie-talkies, fireworks, guns, knives, or any other nuisance articles. Any item that has the potential of distracting other students or interfering with instruction is prohibited. Nuisance items will be confiscated and returned to parent only. Students, who violate the cell phone policy for the first time, shall have their cell phone confiscated. A \$15 fine will be assessed and the communication device can be picked up at the end of the regular school day. Cell phone pick-up hours will be from 3:45-4:00 daily. If there is continuous violations the cell phone policy, the cell phone will be turned over to the student affairs office. The school cannot accept responsibility for the loss or theft of any personal items brought to school, including cell phones and other electronic devices. This includes items that have been confiscated.

CALCULATION OF SIX-WEEKS AVERAGES

All grades will be computed and calculated using the standards in the Fort Worth ISD Secondary Guide to Grade Reporting.

REPORT CARDS AND PROGRESS REPORTS

Report cards are issued each six weeks. Progress reports are issued the fourth week of each six weeks grading period. Progress reports are issued to all students. The student will sign for the receipt of the progress report. It is the student's responsibility to have the progress report signed by a parent and returned to the issuing teacher. *It is the parent's responsibility to call the counseling office to request a conference with teachers and/or an administrator, if the report card or progress report is not brought home by the student.* Progress reports and report cards are issued on the following dates:

Progress Reports

September 12
October 17
December 6

January 30
March 27
May 9

Report Cards

October 10
November 14
January 16

March 6
April 24
June 12

SCHEDULE CHANGE REQUESTS

A student/parent who requests to drop a course at the beginning of a new term, for any reason, has ten (10) instructional days to do so without penalty. After ten instructional days beginning a new term, it is too late to drop a course and enroll in a different course without penalty. Only the principal can grant permission to drop a course after ten days.

All requests for schedule changes must be made prior to the end of the ten day window.

TELEPHONES

The office and classroom telephones are business phones. Parents should not call the school to leave messages for students except in the event of an emergency.

TEXTBOOKS

Students must possess an ID to check out textbooks. Students are responsible for the care and returning of all textbooks assigned. Lost or damaged textbooks will be charged to the student. If a textbook is turned in after the billing date, only one-half the money will be refunded. (Refund policy is subject to change without notice.)

VISITORS

All visits must have an educational purpose and not disrupt the learning environment. All visitors must first report to the main office to sign in and obtain a visitor's pass. Parent/guardian visits to classrooms during

instructional time are permitted with permission from an administrator and with prior notification to the teacher. All parent requested visitation appointments and meetings with a teacher must be scheduled at least 24-hours in advance. Parents are encouraged to visit with teachers and administrators about their child on a regular basis.

WITHDRAWALS

Only the parent or legal guardian that enrolled a student may withdraw that student. Parents/Guardians must present a valid ID to the attendance office in order to begin the withdrawal process. All withdrawals must begin before 3:00 p.m. in order to be processed before the end of the working day. Parents may withdraw their student between 8:00 a.m. and 3:00 p.m. on any school day.

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: Margaret Withers @ Tel#: 817-814-7027

Opciones y requisitos para proporcionar ayuda a los estudiantes que tienen dificultades en el aprendizaje que necesitan pueden necesitar educación especial.

Si un niño está experimentando dificultades en el aprendizaje, el padre puede comunicarse con la persona mencionada más abajo para enterarse sobre el sistema de estudios de diagnóstico y de recomendación de la educación general del distrito para los servicios de apoyo. Este sistema conecta a los estudiantes con una variedad de opciones de apoyo, incluyendo la recomendación para una evaluación para educación especial. Los estudiantes que tienen dificultades en el aula normal deben ser considerados para tutoría, servicios compensatorios y otros servicios de apoyo, académicos de comportamiento, disponibles para todos los estudiantes.

En cualquier momento, un padre tiene derecho a solicitar una evaluación para los servicios de educación especial. Dentro de un periodo de tiempo razonable, el distrito debe decidir si la evaluación es necesaria. Si la evaluación es necesaria, el padre será notificado y se le pedirá que de consentimiento informado por escrito para la evaluación. El distrito debe completar la evaluación y el informe dentro de los 60 días de calendario desde la fecha en que el distrito reciba el consentimiento por escrito. El distrito debe darle una copia del informe al padre.

Si el distrito determina que la evaluación no es necesaria, el distrito proporcionara al padre una notificación por escrito que explica el motivo por el cual el niño no será evaluado. Esta notificación por escrito incluirá información que le explica al padre los derechos que tiene si no está de acuerdo con el distrito. Además, la notificación debe informarle al padre la manera de obtener una copia de la *Notificación de las Salvaguardas del Procedimiento -Derecho de los Padres de Estudiantes con Discapacidades*.

La persona designada con quien puede comunicarse en relación a las opciones que tiene un niño que experimenta dificultades en el aprendizaje o para una recomendación para la evaluación para educación especial es: Margaret Withers @ Tel#: 817-814-7027

Non-Discrimination Clause

It is the policy of Fort Worth Independent School District not to discriminate on the basis of race, color, religion, gender, gender identity, national origin, age, sexual orientation or disability in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Rufino Mendoza, Title IX coordinator
Director, Employee Relations
100 North University Drive
Fort Worth, TX 76107
817.814.2790

June Davis, ADA/Section 504 Coordinator
Director of Special Programs
100 North University Drive
Fort Worth, TX 76107
817.814.2878

Aviso de no discriminación

El Distrito Escolar Independiente de Fort Worth no discrimina por motivos de raza, color, religión, origen nacional, sexo, incapacidad, orientación sexual o edad en sus programas y actividades. Las siguientes personas fueron designadas para encargarse de las consultas relacionadas a las normas de no discriminación:

Rufino Mendoza, coordinador de Título IX
Director de relaciones con el personal
100 North University Drive
Fort Worth, TX 76107
817.814.2790

June Davis, coordinadora de ADA/Sección 504
Directora de programas especiales
100 North University Drive
Fort Worth, TX 76107
817.814.2878

1. Fort Worth Independent School District offers career and technical education programs in Business Education, Agriculture Science, Marketing Education, Family Consumer Sciences, Technology Education, Trade and Industrial Education, and Health Science Technology. Admission to these programs is based on interest and aptitude, age appropriateness, and class space available.
2. It is the policy of Fort Worth Independent School District not to discriminate on the basis race, color, religion, gender, gender identity, national origin, age, sexual orientation or disability in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.
3. It is the policy of Fort Worth Independent School District not to discriminate on the basis of race, color, religion, gender, gender identity, national origin, age, sexual orientation or disability in its employment practices as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of

the Education Amendments of 1972; the Age Discrimination Act of 1975, as amended; and Section 504 of the Rehabilitation Act of 1973, as amended.

4. Fort Worth Independent School District will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

For information about your rights or grievance procedures, contact the Title IX Coordinator: Rufino Mendoza, Title IX Coordinator, at 100 N. University Dr, Fort Worth TX, 76107, 817.814.2790, and/or the Section 504 Coordinator, June Davis, Section 504 Coordinator, at 100 N. University Dr, Fort Worth TX, 76107, 817.814.2878.

South Hills High School

Dear Parent/Guardian:

The District is required to release certain information about students to any organization that request it unless the parent, guardian, or student tells us not to release the information.

Under the *Elementary and Secondary Education Act of 1965 (ESEA) sec.9528 (a)(2)* as amended by the No Child Left Behind Act of 2001 (NCLB), and provisions of the Family Education Rights and Privacy Act (FERPA) along with Texas Senate Bill 256 (SB 256) student directory information will be released by the district unless a parent object in writing within ten (10) days after the issuance of this notice.

Directory information for Armed Forces recruiters and institutions of higher learning is considered to be:

- the student's name, address and telephone number Directory information for other general purposes includes, but is not limited to the following items: name, address, telephone number, date and place of birth, weight and height of athlete, photographs, participation **in** officially recognized activities and sports, and dates of attendance, awards received **in** school and most recent previous school attended.

If you, as the parent or guardian of a minor student, object to the release of directory information, please fill out the attached form and send it to the school within ten (10) days of this notice. No response is required unless you refuse to allow this information to be made public.

Disclaimer: Under the Family Educational Rights and Privacy Act (FERPA) parents and eligible students have the right to inspect and review education records within 45 days of the day the school receives a request for access.

Request for Non-disclosure of Student Information

Please check which student information is **not** to be released:

- information to the Armed Forces Recruiters
 information to institutions of higher learning
 directory information for other general purposes

I, _____ hereby exercise my right to refuse to allow student directory information
(Parent Name)

to be released concerning my child, _____ a current student at
(Student Name)

(Campus Name)

Signed by:

Signature/Date _____

Print Name _____

Address _____

City/State/Zip Code _____

***Please return to your child's homeroom teacher within ten (10) days.**

South Hills High School

Estimado padre/guardian:

El distrito debe hacer publica cierta informacion sobre estudiantes a cualquier organizacion que 10 requiera a no ser que el padre, guardian o estudiante nos diga que no hagamos publica la informacion.

Bajo el Acto *Acto de educacion primaria y secundaria de 1965 (ESEA) sec.9528 (a)(2)* enmendado por el Acto Ningun nino se queda atras de 2001 (NCLB), Y provisiones del Acto de los derechos de educacion y privacidad familiar (FERPA) junto con la legislatura del senado de Texas 256 (SB 256) el distrito publicara la informacion de directorio de estudiantes a no ser que un padre se oponga por escrito dentro de diez (10) dias de la publicacion de este aviso. La informacion de directorio a reclutadores de las fuerzas armadas e instituciones de educacion superior se considera ser:

- nombre del estudiante, direccion y numero telefonico La informacion de directorio con otros propositos generals incluye, pero no se limita a 10 siguiente:
- nombre, direccion y numero telefonico, fecha y lugar de nacimiento,
- peso y altura del deportista, fotografias, participacion en actividades oficialmente reconocidas y deportes y
- fechas de asistencia, premios recibidos en la escuela y mas reciente escuela a la que asistio

Si usted, como padre o guardian de un estudiante menor de edad, se opone a la publicacion de informacion de directorio, por favor nene el siguiente formulario y envielo a la escuela dentro de diez (10) dias de este aviso. No se necesita respuesta a no ser que usted rehuse permitir que esta informacion se publique.

Solicitud para que no se publique informacion sobre estudiante.

Por favor marque cual informacion sobre el estudiante no se debe publicar:

- informacion a reclutadores de las fuerzas armadas
- informacion a instituciones de educacion superior
- informacion de directorio para otros propositos

Yo, _____ , por la presente, uso mi derecho de rehusar a que se publique
(Nombre de padre)

informacion de directorio sobre mi hijo, _____ .
(nombre del estudiante)

actualmente estudiante en _____ .
(nombre de la escuela)

Firmado por:

Firma/Fecha _____

Nombre impreso _____

Direccion _____

Ciudad/Estado/Zona postal _____

***Por favor devolver al maestro del salon base de su hijo dentro de diez (10) dias.**

Notice of Intent to Provide Human Sexuality Instruction

Dear Parent or Guardian of a High School Student:

If your child is enrolled in a Fort Worth Independent School District (FWISD) high school health class, the curriculum for this class includes a unit on human sexuality. Both the FWISD Board of Education and the district's School Health Advisory Council endorse this Texas standards-based curriculum. The district's School Health Advisory Council, comprised of parents, community and staff members, is appointed by the Board of Education to assist in ensuring that local community values are reflected in the District's health education instruction. The School Health Advisory Council meets four times a year, and its meetings are open to the public.

Section 28.004 of the Texas Education Code requires that sexuality instruction in Texas schools "present abstinence from sexual activity as the preferred choice of behavior in relationship to all sexual activity for unmarried persons of school age" and "devote more attention to abstinence from sexual behavior than to any other behavior." The content for this instruction is provided by the state-adopted textbook, Lifetime HEALTH, which is published by Holt, Rinehart, and Winston. The State of Texas adopted the above textbook as being compliant with this law.

A summary of the basic content of this course includes:

- Reproduction, Pregnancy, and Development
 - Fetal development from conception, through pregnancy and birth
 - Importance of pre-natal care and proper nutrition
 - Harmful effects of alcohol, tobacco and other substances
 - Effects of health behaviors on body systems
 - Significance of body changes during adolescence
- Building Responsible Relationships
 - Refusal skills and avoidance of unsafe situations
 - Benefits of abstinence for emotional health, pregnancy and STD prevention
 - Analyze behavior in a dating relationship that will enhance the dignity, respect and responsibility relating to marriage
- Risks of Adolescent Sexual Activity
 - Examine the effects of health behaviors on body systems
 - Importance of early detection and heeding warning signs to seek health care
 - Benefits of abstinence for emotional health, pregnancy and STD prevention, emphasizing that abstinence is the only 100% effective way to prevent pregnancy and STD's
 - Analyze the dynamics of family roles and responsibilities relating to health behavior
- Prevention Strategies
 - Strategies related to the prevention of communicable and non-communicable diseases
 - Benefits of abstinence for emotional health, pregnancy and STD prevention
 - Effectiveness and ineffectiveness of barrier protection and other contraceptive methods including the prevention of sexually transmitted diseases (STD's), keeping in mind the effectiveness of remaining abstinent until marriage

Instruction for the sexuality unit of our health course will be provided by FWISD certified health teachers. These teachers have been provided specific training to ensure that the personal matter of human sexuality be addressed in a professional and sensitive manner. If you wish to review the materials used in this course in advance of this instruction, we encourage you to do so. Please contact the school principal or health teacher to make such arrangements.

By state law, if you do not want your child to receive the instruction in this unit, you may request that your child be excused from health classes during that time. If you select this option, send the completed form entitled "Request to Withhold Child from Sexuality Instruction" at the bottom of this letter to your child's school as soon as possible. Your child's health teacher will assign alternative lessons or activities and arrange a place for your child to complete the work outside of the room in which human sexuality instruction occurs. Your child will not be subject to any

disciplinary action, academic penalty or any other sanction *as* a result of this action. If we do not receive a signed copy of the form, your child will be expected to participate in this unit of the health curriculum.

Parents and guardians also have the opportunity to be involved in the development of the curriculum used in human sexuality instruction. The district's School Health Advisory Council is appointed by the Board of Education to assist in ensuring that local community values are reflected in the District's health education instruction. Please call Ms. Georgi Roberts if you are interested in further information regarding the School Health Advisory Council,

If you have questions, please contact the school's principal, your child's teacher, or Ms Georgi Roberts, the Director of Health and Physical Education. Ms Roberts' phone number is 817-814-2595.

Fort Worth Independent School District Request to Withhold Child from High School Sexuality Instruction

For your child to be excused from the unit of instruction on human sexuality, this form must be received by the principal prior to September 6, 2013.

I request that my child, _____, be excused from the state-approved comprehensive sexuality education unit. I understand that my child will be expected to complete alternative assignments provided by his or her health teacher. My child attends South Hills High School.

Date

Print Name

Signature

Send this form to your child's principal.

Aviso de intencien de proporcionar Enserlanza sobre la Sexualidad Humana

Estimado padre o guardian de estudiante de escuela secundaria:

Si su hijota esti inscrito en una clue de Salud en aria escuela secundaria del Distrito Escolar Independiente de Fort Worth (FWISD), el curricula pare esta clase incluye una unidad sobre la sexualidad humana. Tanto la Junta de Educaciton de FWISD come el Consejo asesor de salud escolar del distrito apoyan este plan de estudio basedº en los estandares de Texas. El Consejo asesor de salud escolar del distrito, compuesto por padres, miembros de la comunidad v personal docente es designedº por la Junta de EducaciOn pan ayudar a asegurar que los valores de la comunidad local esten reflejados en la instruccioN academica de salud del distrito. El consejo asesor de salud escolar se mime cuatro veces al alto y sus retmiones ester) abiertas al pablico.

La seed& 28.004 del COdigo de Educacitm de Texas requiere que la instruccioN sobre sexualidad en las escuelas de Texas "presente la abstinencia de actividad sexual coma la eleccien de conducta preferida en relacioN a toda actividad sexual para personas solteras de edad escolar" y "que se dedique mas atencien a la abstinencia de comportamiento sexual que a cualquier otro comportamiento." El contenido de esta instruccioN se proporciona mediante el libm de texto adoptado par el estado, Lifetime HEALTH, el cual es publicado per la compafila Holt, Rinehart, and Winston. El estado de Texas adopt6 el libro antes mencionado conforme a los requisitos de esta ley.

Un resumen del contenido basicº de este curso incluye:

- ReproducciOn, embarazo y desarrollo
 - Desertºllo fetal desde la conception, a lo largo del embarazo y el nacimiento
 - Importancia del cuidado pre-natal y nutrici6n adecuada
 - Efectos daiiinos del alcohol, el tabaco y otras sustancias
 - Efectos de comportamientos de salud en los sistetnas del cuerpo
 - hnportancia de los cambios del cuerpo durante la adolescencia
- Desarrollo de relaciones responsables
 - Destrezas para rechazar y evitar situaciones inseguras
 - Beneficios de la abstinencia para la salud emocional, el embarazo y la prevencien de enfermedades transmitidas sexualmente (STD)
 - Analizar el comportamiento de las relaciones de parejas que aumentara la dignidad, el re,speto y la responsabilidad respecto al matrimonio.
- Riesgos de la actividad sexual en la adolescencia
 - Examiner los efectos de comportamientos de salud en los sistemas del cuerpo
 - Importancia de la detenciOn temprana y prestar atenciOn a las senales de peligro pan buscar cuidado medico
 - Beneficios de la abstinencia para la salud emocional, el embarazo y la prevenciOn de STD, enfatizando que la abstinencia es la Unica manera 100% efectiva para prevenir el embarazo y las enfermedades transmitidas sexualmente
 - Analizar las dinamicas de los papeles y las responsabilidades familiares respecto al comportamiento de salud
- Estrategias para la prevenciOn
 - Estrategias relacionadas a la prevencien de enfermedades contagiosas y no contagiosas
 - Beneficios de la abstinencia para la salmi emocional, el embarazo y la prevenciOn de STD
 - Efectividad e inefectividad de protectores y otros mOtodos anticonceptivos incluyendo la prevenciOn de enfermedades transmitidas sexualmente(STD), teniendo en cuenta la efectividad de permanecer abstinentes hasta el matrimonio.

La instruccioN de la unidad sobre sexualidad de nuestro curso de salud seri proporcionada por maestros de salud certificados del FWISD. A estos maestros se les ha proporcionado entrenamiento especifico pan asegtuar que el tema personal de la sexualidad humana sea tratado de manera profesional y delicada. Si desea, puede revisar el material utilizado en este curso antes de la instruccioN

comunicandose con el director de la escuela o maestro de salud para ponerse de acuerdo.

Según la ley estatal, si usted no desea que su hijo/a sea instruido en esta unidad, puede solicitar que su hijo/a esté exento de las clases de salud durante ese tiempo. Si escoge esta opción, envíe el documento llenado "Solicitud de rechazo a la Instrucción de Sexualidad" adjunto a esta carta a la escuela de su hijo/a lo más pronto posible. El maestro de salud de su hijo/a le asignará lecciones o actividades alternativas y dispondrá de un lugar para que él/ella complete el trabajo fuera del salón de clase en el que se imparte la instrucción sobre la sexualidad humana. Su hijo/a no estará sujeto a ninguna acción disciplinaria, castigo académico o cualquier otra sanción como resultado de esta acción. Si no recibimos una copia firmada del documento, su hijo/a tomará parte en esta unidad del plan de estudio de salud.

Los padres y guardianes también tienen la oportunidad de participar en el desarrollo del plan de estudio utilizado en la instrucción sobre la sexualidad humana. El consejo asesor de salud escolar del distrito es designado por la Junta Directiva para ayudar a asegurar que los valores de la comunidad local estén reflejados en la instrucción académica de salud del distrito. Favor de comunicarse con Georgi Roberts para más información respecto al Consejo asesor de salud escolar.

Si tiene preguntas, comuníquese con el director de la escuela, el maestro de su hijo/a o con Georgi Roberts, Directora de Salud y Educación Física. El número de teléfono de la Srta. Roberts es el 817-814-2595.

Distrito Escolar Independiente de Fort Worth Solicitud de rechazo a la Instrucción de Sexualidad en la escuela secundaria

Para que su hijo/a esté exento de la unidad de instrucción sobre sexualidad humana, el director debe recibir este documento antes del 6 de septiembre del 2013.

Solicito que mi hijo/a, _____ este exento de la unidad educativa detallada sobre la sexualidad aprobada por el estado. Entiendo que a mi hijo/a se le requerirá completar trabajos alternos proporcionados por su maestro de salud. Mi hijo/a asiste a la escuela South Hills High School.

Fecha

Nombre

Firma

Favor de enviar este documento al director de la escuela de su hijo/a.

TRUANCY AND COURT ACTION

Dear Parent/Guardian and Student:

Welcome to the 2018 - 2019 school year. FWISD hopes that everyone had an enjoyable summer. There are some important issues that FWISD wants you to be aware of regarding truancy.

What is Truancy and how will FWISD handle truancy issues?

Individuals between the ages of 6 to 18 or those individuals enrolled in a pre-kindergarten or kindergarten program must attend school for the entire time courses are offered, if a student misses 10 or more days or parts of days within a six-month period during the same school year, without a valid excuse, **the student is truant**. If the student misses 3 or more days or parts of days within a four-week period, without a valid excuse, the student is truant. This student can and will be prosecuted for Failure to Attend School (Texas Education Code 25.094). The parent/guardian of a truant student can also be prosecuted, after receiving a warning, for Parent Contributing to Non-Attendance (Texas Education Code 25.093). These cases are prosecuted in the City of Fort Worth Municipal Court. The parent/guardian must take the necessary measures to make sure that the student is regularly attending school. You may contact your child's school attendance office to ensure that your child has regular attendance.

Parents and students are responsible for making sure that **written** excuses for absences are submitted to the student's school attendance office. This must be done within 7 calendar days of the absence to ensure that an absence is not marked as unexcused. Also, a student must have a legitimate excuse for arriving late or leaving early from school. The school attendance office must be notified, in writing, with a valid reason for the tardy or early dismissal. If a student becomes a truant, the parent/guardian will be notified in writing about the truancy and may be required to attend future meetings regarding the truant student.

FWISD wants your student to be successful. You can help by making sure that your student is regularly attending school. Best wishes for a successful school year.

Estimado padre/guardián y estudiante:

Bienvenidos al año escolar 2018 - 2019. El FWISD espera que todos hayan tenido un verano agradable. Existen algunos asuntos importantes sobre el ausentismo escolar que el FWISD desea que ustedes conozcan.

¿Qué es el ausentismo escolar y cómo hará frente el FWISD a este problema?

Las personas entre las edades de 6 y 18 años o aquellas personas inscritas en un programa de prekindergarten o kindergarten deben asistir a la escuela durante el total del tiempo en que se ofrezcan los cursos de estudio. Si un estudiante está ausente 10 o más días o parte de días dentro de un período de seis meses durante el mismo año escolar sin una excusa válida **el estudiante es un truhán**. Si el estudiante está ausente 3 o más días o parte de días dentro de un período de cuatro semanas el estudiante es un truhán. Este estudiante puede y será procesado por incumplimiento de asistencia a la escuela (Código de educación de Texas 25.093) Estos casos se procesan en la corte municipal de la ciudad de Fort Worth. El padre o guardián debe tomar las medidas necesarias para asegurar que el estudiante asista regularmente a la escuela. Usted puede contactar la oficina de asistencia de su hijo para asegurarse de que éste asiste regularmente a la escuela.

Los padres y estudiantes son responsables por asegurarse de que se presenten **por escrito** las excusas por ausencias a la oficina de asistencia de la escuela del estudiante. Esto se debe hacer dentro de 7 días de la ausencia para asegurar que la ausencia no se marque como injustificada. También, el estudiante debe tener una excusa legítima para llegar tarde o salir temprano de la escuela. La oficina de asistencia de la escuela debe ser notificada por escrito por la tardanza o salida más temprano. Si el estudiante se convierte en truhán, se le notificará a los padres/guardián por escrito y puede ser que tengan que asistir a futuras reuniones sobre el estudiante truhán.

El FWISD quiere que su hijo tenga éxito. Usted puede ayudarnos asegurándose de que éste asista regularmente a la escuela. Nuestros mejores deseos de un exitoso año escolar.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG (LOCAL)
Updated: 12/22/2014

COMPLAINTS In this policy, the terms “complaint” and “grievance” shall have the same meaning.

OTHER COMPLAINT PROCESSES Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process:

1. Complaints alleging discrimination or harassment based on race, color, gender, gender identity and expression, national origin, disability, religion, or sexual orientation shall be submitted in accordance with FFH.
2. Complaints concerning dating violence shall be submitted in accordance with FFH.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with FFH.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
7. Complaints concerning any final decisions of the gifted and talented selection committee regarding selection for or exit from the gifted program shall be submitted in accordance with EHBB.
8. Complaints concerning identification, evaluation, or educational placement of a student with a disability within the scope of Section 504 shall be submitted in accordance with FB and the procedural safeguards handbook.
9. Complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability within the scope of the Individuals with Disabilities Education Act shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
10. Complaints concerning instructional materials shall be submitted in accordance with EFA.
11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.
12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

NOTICE TO STUDENTS AND PARENTS The District shall inform students and parents of this policy through appropriate District publications.

GUIDING PRINCIPLES The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other campus administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

FORMAL PROCESS A student or parent may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

FREEDOM FROM RETALIATION Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

GENERAL PROVISIONS Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including e-mail and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

SCHEDULING CONFERENCES The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a student or parent fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the student’s or parent’s absence.

RESPONSE At Levels One and Two, “response” shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the student’s or parent’s e-mail address of record, or sent by U.S. Mail to the student’s or parent’s mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

DAYS “Days” shall mean District business days. In calculating time lines under this policy, the day a document is filed is “day zero.” The following business day is “day one.”

REPRESENTATIVE “Representative” shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three days’ notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District’s counsel. The District may be represented by counsel at any level of the process.

CONSOLIDATING COMPLAINTS Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

UNTIMELY FILINGS All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

COSTS INCURRED Each party shall pay its own costs incurred in the course of the complaint.

COMPLAINT AND APPEAL FORMS Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the student or parent does not have copies of these documents, copies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the student or parent unless the student or parent did not know the documents existed before the Level One conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiled is within the designated time for filing.

LEVEL ONE Complaint forms must be filed:

1. Within 15 days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

In most circumstances, students and parents shall file Level One complaints with the campus principal.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the student or parent within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

LEVEL TWO If the student or parent did not receive the relief requested at Level One or if the time for a response has expired, the student or parent may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the student or parent at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

LEVEL THREE If the student or parent did not receive the relief requested at Level Two or if the time for a response has expired, the student or parent may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The student or parent may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the student or parent notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

Note: For searches of personal telecommunications devices or other personal electronic devices, see FNF.

PERSONAL TELECOMMUNICATIONS DEVICES An authorized District employee may confiscate a personal telecommunications device, including a mobile telephone, used in violation of applicable District and campus rules.

INSTRUCTIONAL USE A campus instructor and an administrator may, in the exercise of reasonable discretion, allow a student to use electronic devices for instructional purposes during the instructional day, so long as the use does not disturb the classroom instruction.

PROCEDURE FOLLOWING CONFISCATION A campus administrator must notify the parent or guardian within two school days that the telecommunications device has been confiscated and explain how the device may be reclaimed.

To reclaim a telecommunications device, a high school student, a parent, or a guardian shall:

1. Present in person at the campus, during posted school hours, written proof of ownership and a photo ID;
2. Complete a form acknowledging return of the device; and
3. Pay a \$15 fee for each device.

In accordance with FNCE(LEGAL), the District shall charge an administrative fee of \$15 for the release of a confiscated personal telecommunications device. The fee, in cash or by money order, shall be accepted by the local campus to cover administrative costs for processing the confiscated device.

If a personal telecommunications device is not retrieved, the District shall dispose of the device after providing notice required by law.

OTHER ELECTRONIC DEVICES Guidelines regarding other personal electronic devices shall be addressed in the student handbook.

DEFINITIONS The following definitions will be used for purposes of this regulation:

2. "Telecommunications device" will include:
 - a. Wireless, mobile, or portable telephones;
 - b. Pagers; and
 - c. Any other device that allows two-way communication by means of radio waves.
3. "Electronic device" will include:
 - a. Portable music players, such as iPods, MP3 players, and Walkmans;
 - b. Handheld gaming devices, such as Gameboys and PSPs; and
 - c. Other similar devices that may be used to store, record, or play auditory and/or visual information.

CAMPUS ADMINISTRATOR CHOICE A campus administrator will have the authority to determine the appropriate use of telecommunications or electronic devices by students on campus and while attending school-sponsored or school-related activities on or off school property, provided that such determinations are clearly communicated to students prior to enforcement. A campus administrator may choose one of the following options:

4. Students will be prohibited from possessing telecommunications or electronic devices while on school property or while attending school-sponsored or school-related activities on or off school property;
5. Students may possess telecommunications or electronic 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; or
6. A campus administrator and campus instructors may, in the exercise of reasonable discretion, allow students to use telecommunications or electronic devices for instructional purposes during the instructional day.

Discretionary use may include:

- a. Use of a calculator of any type for required coursework;
- b. Use of a camera for curricular or school-sponsored extracurricular activities, such as the yearbook or school newspaper pictures; or
- c. Use of a cell phone for Internet access to conduct research or as a dictionary or thesaurus to query the definition or synonym of a word.

TESTING Under all options, students will not be permitted to possess telecommunications or electronic devices on their persons during testing periods, unless specifically allowed to do so by the instructor or a school administrator, or by the student's individualized education program (IEP) or behavioral improvement plan (BIP).

Students may be required to demonstrate before test administration that no such devices are in their possession or available for their use in violation of this regulation, the Student Code of Conduct, or state or federal law.

POSSESSION PRIVILEGES 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.

SOUTH HILLS HIGH SCHOOL BELL SCHEDULE 2018-2019

REGULAR

FIRST LUNCH

Period 1	8:25 – 9:10
Period 2	9:15 – 10:00
Period 3	10:05 – 10:50
Lunch	10:55 – 11:30
Period 4	11:35 – 12:20
Period 5	12:25 – 1:10
Period 6	1:15 – 2:00
Period 7	2:05 – 2:50
Period 8	2:55 – 3:40

Buildings A, B, C, E
Portables 1-24

SECOND LUNCH

Period 1	8:25 – 9:05
Period 2	9:10 – 9:15
Period 3	9:55 – 10:50
Period 4	10:55 – 11:40
Lunch	11:45 – 12:20
Period 5	12:25 – 1:10
Period 6	1:15 – 2:00
Period 7	2:05 – 2:50
Period 8	2:55 – 3:40

Building D, G, Athletics,
Gyms, Auditoriums
Portables 25-34

ACTIVITY

FIRST LUNCH

Period 1	8:25 – 9:05
Period 2	9:10 – 9:50
Period 3	9:55 – 10:35
Lunch	10:40 – 11:15
Period 4	11:20 – 12:00
Period 5	12:05 – 12:45
Period 6	12:50 – 1:30
Period 7	1:35 – 2:15
Period 8	2:20 – 3:00
Activity	3:00 – 3:40

Buildings A, B, C, E
Portables 1-24

SECOND LUNCH

Period 1	8:25 – 9:05
Period 2	9:10 – 9:50
Period 3	9:55 – 10:35
Period 4	10:40 – 11:15
Lunch	11:20 – 12:00
Period 5	12:05 – 12:45
Period 6	12:50 – 1:30
Period 7	1:35 – 2:15
Period 8	2:20 – 3:00
Activity	3:00 – 3:40

Building D, G, Athletics,
Gyms, Auditoriums
Portables 25-34