

Bellville Junior High School



Learners Today. Leaders Tomorrow.

Student Handbook 2020 - 2021

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Si tiene preguntas o necesita asistencia en traducir este documento,
por favor llame a la escuela al (979) 865-5966.

August, 2020

Dear Students and Parents:

Welcome to the 2020-2021 school year! At BJHS we take great pride in being a BRAHMA and encourage you to become an active participant in your school and to support it in any way possible. The staff of BJHS is dedicated to providing our students with the best possible education in an environment that is safe and conducive to learning for all students. Education is a team effort, and at Bellville Junior High we believe that students, parents, teachers, and other staff members all working together will make this a successful school year! Parent and family involvement in education is essential to the educational growth and achievement of each one of our students. At Bellville Junior High we want to work with parents and families to establish partnerships that support student's learning and improve the performance of our school.

The Bellville Junior High School Student Handbook is designed to provide a resource for some of the basic information that students and families will need during the school year. Please be aware that it is not a complete statement of all policies, procedures, or rules that may be applicable in a given circumstance. In an effort to make it easier to use, the handbook is divided into general alphabetized sections. Please be aware that the term "the student's parent" is used to refer to the parent, legal guardian, or any other person who has agreed to assume school-related responsibility for a student.

Both students and parents must be familiar with the Bellville ISD Student Code of Conduct, required by state law and intended to promote school safety and an atmosphere for learning. That document is a separate document which is available in the Principal's office or on the BISD website by clicking on the following link: [BISD Student Code of Conduct](#).

The student handbook is designed to be in harmony with board policy and the Student Code of Conduct. Please be aware that the student 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 the website, newsletters, and other communications. In case of conflict between board policy or the Student Code of Conduct and any provisions of student handbooks, the provisions of board policy or the Student Code of Conduct that were most recently adopted by the board are to be followed.

We encourage parents to review the entire student handbook with their children and keep it as a reference during this school year. If you or your child have questions about any of the material in this handbook, please contact a teacher, a counselor, the assistant principal, or the principal. The **Parental and Student Acknowledgement Form** is part of the online enrollment process. If we can be of service or help you at any time during the year, please do not hesitate to come by or call us at (979) 865-5966.

Sincerely,

Daniel Symm, Principal
Bellville Junior High School

BELLVILLE JUNIOR HIGH SCHOOL MISSION STATEMENT

Bellville Junior High School strives to educate students through high expectations, parental and community involvement combined with a positive educational environment that fosters active learning so that they may be productive and moral citizens for a changing world.

ACADEMIC ACHIEVEMENT IN REGARDS TO PROMOTION, RETENTION, AND PLACEMENT

In grades 6-8 promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based upon course level, grade-level standards (essential knowledge and skills) for all subject areas; a grade of 70 or above in english language arts and reading, mathematics, science and social studies is required for promotion to the next grade level.

The parent or guardian of each student who has not successfully completed a subject or course for any semester shall be notified by the District as soon as practical of any summer program available in the District that may permit the student to successfully complete the failed subject or courses.

In addition, eighth grade students will be required to pass the Mathematics and Reading portions of the State of Texas Assessments of Academic Readiness (STAAR), if the student is enrolled in a public Texas school any day between January 1 and the date of the first administration of the STAAR. In order to be promoted to grade 9, students enrolled in grade 8 must perform satisfactorily on the mathematics and reading sections of the grade 8 assessment in English.

Parents of a student in grades 6-8 who does not perform satisfactorily on his or her exams will be notified that their child will participate in special instructional programs designed to improve performance. The student may be required to participate in this instruction before or after normal school hours or outside the normal school year.

A student in grade 8 will have two additional opportunities to take a failed assessment. If a student fails a second time, a grade placement committee, consisting of the principal or designee, the teacher, and the student's parent, will determine the additional special instruction the student will receive. After a third failed attempt, the student will be retained; however, the parent can appeal this decision to the committee. In order for the student to be promoted, based on standards previously established by the district, the decision of the committee must be unanimous and the student must complete additional special instruction before beginning the next grade level. Whether the student is retained or promoted, an educational plan for the student will be designed to enable the student to perform at grade level by the end of the next school year. [See policies at EIE.]

If a student in grade 8 is enrolled in Algebra I which is a course that earns high school credit and for which an end-of-course (EOC) assessment will be administered, the student will not be subject to the promotion requirements described above for the relevant grade 8 assessment. However, for federal accountability purposes, the student may be required to take both the grade level assessment and EOC assessment.

ACCIDENT INSURANCE

Soon after the school year begins, parents will have the opportunity to purchase low-cost accident insurance that would help meet medical expenses in the event of injury to their child.

ACCOMMODATIONS FOR CHILDREN OF MILITARY FAMILIES

Children of military families will be provided flexibility regarding certain district requirements, including:

- Immunization requirements.
- Grade level, course, or educational program placement.
- Eligibility requirements for participation in extracurricular activities.
- Graduation requirements.

In addition, absences related to a student visiting with his or her parent, including a stepparent or legal guardian, who has been called to active duty for, is on leave from, or is returning from a deployment of at least four months will be excused by the district. The district will permit no more than five excused absences per year for this purpose. For the absence to be excused, the absence must occur no earlier than the 60th day before deployment or no later than the 30th day after the parent's return from deployment.

Additional information may be found at <http://www.tea.state.tx.us/index2.aspx?id=7995>

ADVANCED CLASSES/PRE-AP

BJHS will offer Pre-AP 6th Grade Math, Pre-AP 7th Grade Math, 8th Grade Algebra I for High School Credit, as well as Pre-AP ELAR for 6th, 7th, and 8th Grade, Pre-AP Science for 6th, 7th, and 8th grade, and Pre-AP Social Studies for 6th, 7th, and 8th grade.

Standards

- Students who are enrolled in a Pre-AP course must maintain an average of 70 or above.
- A failing six week course grade will result in automatic removal to the equivalent regular course.
- Pre-AP courses are not subject to the district/campus Reteach Policy.
- Students who do not meet passing standard on STAAR are not eligible for a Pre-AP course in that core area.

Students who do not meet qualification criteria may appeal to the campus Pre-AP Committee to be considered for enrollment.

Qualifications

Pre-AP 6th and 7th Grade Math *Students must meet 2 out of the 3 criteria below.

- Student has a Gifted and Talented (GT) Label and is a current GT student (not on furlough).
- Student earned a 90 or above on the final grade for the preceding math class.
- Student earned Masters Grade Level on the preceding state assessment.

Algebra I (High School Credit) *Students must meet 3 out of the 4 criteria below.

- Student has a Gifted and Talented (GT) Label and is a current GT student (not on furlough).
- Student earned a 90 or above on the final grade for the preceding math class.
- Student earned Masters Grade Level on the preceding state assessment.
- Student earned an above average aptitude through performance on the Algebra Prognosis Exam.

Pre-AP 6th, 7th, and 8th Grade English Language Arts and Reading *Students must meet 2 out of the 3 criteria below.

- Student has a Gifted and Talented (GT) Label and is a current GT student (not on furlough).
- Student earned a 90 or above on the final grade for the preceding English class.
- Student earned Masters Grade Level on the preceding state assessment.

Pre-AP 6th, 7th, and 8th Grade Science *Students must meet 2 out of the 3 criteria below.

- Student has a Gifted and Talented (GT) Label and is a current GT student (not on furlough).
- Student earned a 90 or above on the final grade for the preceding science class.
- Student earned Masters Grade Level on the preceding state assessment.

Pre-AP 6th, 7th, and 8th Grade Social Studies *Students must meet 1 out of the 2 criteria below.

- Student has a Gifted and Talented (GT) Label and is a current GT student (not on furlough).
- Student earned a 90 or above on the final grade for the preceding social studies class.

AIDING STUDENTS WHO HAVE LEARNING DIFFICULTIES OR WHO NEED SPECIAL EDUCATION OR SECTION 504 SERVICES

For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools must consider tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based on Response to Intervention (RtI). The implementation of RtI has the potential to have a positive impact on the ability of districts and charter schools to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine if the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

Special Education Referrals:

If a parent makes a written request for an initial evaluation for special education services to the director of special education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the Notice of Procedural Safeguards. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

Please note that a request for a special education evaluation may be made verbally and does not need to be in writing. Districts and charter schools must still comply with all federal prior written notice and procedural safeguard requirements and the requirements for identifying, locating, and evaluating children who are suspected of being a child with a disability and in need of special education. However, a verbal request does not require the district or charter school to respond within the 15-school-day timeline.

If the district or charter school decides to evaluate the student, it must complete the student's initial evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district or charter school must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school in a companion document titled Parent's Guide to the Admission, Review, and Dismissal Process.

Contact Person for Special Education Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is:

Contact Person: Dr. Megan Pape

Phone Number: 979-865-7012

Section 504 Referrals:

Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

Contact Person for Section 504 Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Contact Person: Dr. Megan Pape

Phone Number: 979-865-7012

The following websites provide information to those who are seeking information and resources specific to students with disabilities and their families:

- Texas Project First at <http://texasprojectfirst.org>
- Partners Resource Network at <http://www.partnerstx.org>

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is the Director of Special Education at 979-865-7021.

Students with Physical or Mental Impairments Protected Under Section 504

A child determined to have a physical or mental impairment that substantially limits a major life activity, as defined by law, and who does not otherwise qualify for special education services, may qualify for protections under Section 504 of the Rehabilitation Act. Section 504 is a federal law designed to prohibit discrimination against individuals with disabilities. When an evaluation is requested, a committee will be

formed to determine if the child is in need of services and supports under Section 504 to receive a free appropriate public education (FAPE), as this is defined in federal law. Please contact the counselor's office regarding any additional information or a referral under Section 504.

ASBESTOS MANAGEMENT PLAN

The district works diligently to maintain compliance with federal and state law governing asbestos in school buildings. A copy of the district's Asbestos Management Plan is available in the superintendent's office. If you have any questions or would like to examine the district's plan in more detail, please contact the district's designated asbestos coordinator at (979) 865-3133.

ATTENDANCE

Students are expected to be present and punctual for all classes throughout the year. It is impossible to keep up with the progress of classes if students develop a pattern of non-attendance.

In order to account for all students enrolled in school, it is important that specific procedures be followed by parents and students. The following sections are included in an effort to reduce the confusion as to what constitutes the various types of absences and the procedures to follow when you are absent.

ATTENDANCE FOR CREDIT

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 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. Attendance incentives will be given throughout the year to encourage and promote school attendance.

State Law requires:

To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75% but fewer than 90% of the days the class is offered may receive credit for the class if he or she completes a plan, approved by the principal that allows the student to fulfill the instructional requirements for the class. If a student is involved in a criminal or juvenile court proceeding, the approval of the judge presiding over the case will also be required before the student receives credit for the class.

A student in grades 6-8 will be required to attend any assigned accelerated instruction program, which may occur before or after school or during the summer, if the student does not meet the passing standards on the state assessment for his or her grade level and applicable subject area.

If a student attends less than 75% of the days a class is offered or has not completed the plan approved by the principal, then the student will be referred to the attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit, if appropriate. In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- All absences, whether excused or unexcused, will be considered in determining whether a student has attended the required percentage of days. If makeup work is completed, absences for the reasons listed below for exemptions to the compulsory attendance requirement.
- A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district.

- In reaching a decision about a student’s absences, the committee will attempt to ensure that it is in the best interest of the student.
- The committee will consider the acceptability and authenticity of documented reasons for the student’s absences.
- The committee will consider whether the absences were for reasons over which the student or the student’s parent could exercise any control.
- The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent will be given the opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit.

The student or parent may appeal the committee’s decision to the board of trustees by filing a written request with the superintendent in accordance with policy FNG(LOCAL).

School employees must investigate and report violations of the state compulsory attendance law. A student absent without permission from school or from required tutorials will be considered in violation of the compulsory attendance law and subject to disciplinary action.

A court of law may also impose penalties against both the student and his or her parents if a school-aged student is deliberately not attending school. A complaint against the parent may be filed in court if the student:

- Is absent without excuse from school on ten or more days or parts of days within a six-month period in the same school year, or
- Is absent without excuse on three or more days or parts of days within a four-week period.

For a student younger than 12 years of age, the student’s parent could be charged with an offense based on the student’s failure to attend school. If a student age 12 through 17 violates the compulsory attendance law, both the parent and student could be charged with an offense.

The actual number of days a student must attend in order to receive credit will depend on whether the class is for a full semester or for a full year. If credit is lost, the attendance committee will decide how the student may regain credit. The student or parent may appeal the committee's decision to the District's Board of Trustees by filing a written request with the Superintendent.

State law allows exemption to the compulsory attendance requirement for several types of absences if the student makes up all the work. These include the following activities and events: religious holy days; required court appearances; activities relating to obtaining United States citizenship; service as an election clerk; and documented health care appointments, including students diagnosed with autism spectrum disorders.

TYPES OF ABSENCES

Excused Absences may be granted only for the following reasons; (1) personal illness, (extended illnesses may require a doctor’s note), (2) emergencies such as serious illness or death in the immediate family, (3) weather conditions severe enough to make travel hazardous, (4) observance of religious holy days, if

request in writing is made to the principal prior to the initial absence, (5) extenuating circumstances as designated by BISD board policy.

Unexcused Absences are given to students who miss school without a school authorized reason.

Truancy is when a student willfully misses school without parent's knowledge. The student will be subject to disciplinary action. Truancy is marked as an unexcused absence.

Extra-Curricular Absences are recorded for students who miss class due to school sanctioned, or state approved activities. These absences are recorded but do not count against a student provided they do not exceed ten per year for a full-year course, or five per semester for a one-semester course.

STEPS TO FOLLOW WHEN ABSENT

1. Have parent/ guardian write an excuse detailing: student name, the date, reason for absence, dates absent, and the signature of the parent/guardian.
2. Present the note to the office immediately upon arrival at school.
3. Be sure to request work from teacher for each day of class you missed. It is the student's responsibility to initiate the effort to do make-up work.

Failure to bring a note signed by the parent/ guardian will result in the absence being recorded as unexcused.

BACKPACKS/BOOKBAGS

We continue to encourage use of the clear/mesh backpacks for safety reasons. Student backpacks are to be secured in the student's locker for the duration of the school day.

BULLYING

Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic methods, or physical conduct against another student on school property, at a school-sponsored or -related activity, or in a district operated vehicle, and the behavior:

- Results in harm to the student or the student's property,
- Places a student in reasonable fear of physical harm or of damage to the student's property, or
- Is so severe, persistent, and pervasive that it creates an intimidating, threatening, or abusive educational environment.

This conduct is considered bullying if it exploits an imbalance of power between the student perpetrator(s) and the student victim and if it interferes with a student's education or substantially disrupts the operation of the school.

Bullying is prohibited by the district and could include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor-spreading, or ostracism. In some cases, bullying can occur through electronic methods, called "cyberbullying."

If a student believes that he or she has experienced bullying or has witnessed bullying of another student, it is important for the student or parent to notify a teacher, counselor, principal, or another district employee as soon as possible to obtain assistance and intervention. The administration will investigate any allegations of bullying or other related misconduct.

If the results of an investigation indicate that bullying has occurred, the administration will take appropriate disciplinary action. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying. The district will also contact the parents of the victim and of the student who was found to have engaged in the bullying. Available counseling options will be provided to these individuals, as well as to any students who have been identified as witnesses to the bullying.

Any retaliation against a student who reports an incident of bullying is prohibited.

Upon recommendation of the administrator the board may, in response to an identified case of bullying, decide to transfer a student found to have engaged in bullying to another classroom at the campus. In consultation with the student's parent, the student may also be transferred to another campus in the district. The parent of a student who has been determined by the district to be a victim of bullying may request that his or her child be transferred to another classroom or campus within the district. A copy of the district's policy is available in the principal's office, superintendent's office, and on the district's Web site.

A student or parent who is dissatisfied with the outcome of an investigation may appeal through policy FNG(LOCAL).

CAFETERIA SERVICES

Nutritious, well-balanced meals are provided in our school cafeteria. The price for breakfast and lunch is set by the district and is subject to change each year. Each student will have an account in which they deposit money for their breakfasts and lunches. The current cost for student breakfast is \$1.25 and lunch is \$2.60.

The School Nutrition Department of BISD implemented an innovative online service for payments and account balance information called *Lunch Money Now*. This program will permit parents to check a student's balance, view the student's purchase history and make deposits to the student's lunch money account using a credit card. Parents are also able to subscribe for email warnings when their child's account dips below a certain amount. The credit card deposits are made using a secure transaction site and are typically available within the hour of the transaction during the regular school day. Parents can make multiple deposits using the same credit card transaction. There is a \$2.50 convenience fee per transaction which is paid to the processor and not BISD.

To access your student's account you will need:

- the district student ID number
- the last four digits of the student's social security number
- the child's birthday.

You can gain access to Lunch Money Now via the BISD website www.bellvilleisd.org and click the *Lunch Money Now* logo link. If you have any questions, please contact the Food Service Director at (979) 865-7017.

Free and Reduced Price Meals

The District participates in the National School Lunch Program and offers free and reduced price meals based on a student's financial need or household situation. Information may be obtained from the BISD Food Service Director. Enrollment is available online. Parents will be notified if their child qualifies for this program. Participating students will be offered the same meal options as their peers and will not be treated differently from their peers. If you have any questions, please contact the Food Service Director at (979) 865-7017.

Texas Public School Nutrition Policy

The Texas Department of Agriculture issued the Texas Public School Nutrition Policy, which was effective beginning August 1, 2004. These nutrition guidelines are a result of a collaborative effort among parents, school administrators, health professionals and members of the food industry to promote a healthier environment in Texas schools and help ensure a healthier future for Texas children. All Texas schools participating in the federal child nutrition programs must comply with the nutrition policies. (For additional information, visit www.squaremeals.org).

CELL PHONES/PERSONAL TELECOMMUNICATION DEVICES

The Junior High campus will not be participating in BYOD (Bring your Own Device). The campus will provide devices for all instructional technology that will be used during the school day.

The use of cell phones or any device capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or school-sponsored event. Violations of this nature will be subject to disciplinary action as deemed appropriate by campus administration.

Student cell phones should be turned off and left in the student's locker during the school day.

If a student uses a telecommunications device without authorization during the school day or if a device disrupts instruction, the device will be confiscated. In order for the device to be released to the owner, a \$15.00 administrative fee will be assessed before it will be returned. The student's parent may pick up the confiscated telecommunications device from the principal's office. The district is not responsible for any damaged, lost, or stolen electronic device.

CHEERLEADER ELIGIBILITY REQUIREMENTS

Any student wishing to try out for cheerleader must have a 70 or better overall average for each course through the current grading period in which tryouts are held. All candidates running for cheerleader must not have been guilty of more than one major disciplinary infraction during the current school year. This includes IBS or suspension.

Students trying out for cheerleader must have participated at least one year in the Pep Squad unless the student was not enrolled with Bellville ISD during the football season. Age requirements as specified in the U.I.L. Handbook will be followed for eligibility to participate in the cheering squad. U.I.L. eligibility requirements will be applicable in regard to academic progress.

A cheerleader must maintain satisfactory or above in conduct in all subjects in order to participate. If this standard is not maintained, the cheerleader will be put on probation for a minimum of two weeks and it will continue until the behavior improves. A cheerleader represents BJHS. The cheerleader should not be a discipline problem at school or outside of school. If a problem occurs, it will be left to the discretion of the principal and sponsor as to what action will be taken. It is possible for a cheerleader to be removed from the squad.

Cheerleaders will be elected by secret ballot and judges during the spring semester for the following year. The secret ballot will be worth a total of 30%, and the judges' ballot will comprise 70% of the total score.

If at the end of the school year, during which a cheerleader has been elected, the cheerleader does not meet the academic requirements to be promoted to the next grade level, the cheerleader will forfeit this position as cheerleader. The next highest-ranking candidate, for that grade level, will replace them for the upcoming school year.

In order for a cheerleader to be able to participate in game activities, the cheerleader must be present for the entire school day on the day of the game.

CITIZENSHIP AND CONDUCT

Students of Bellville Junior High School are expected to maintain high standards of citizenship and conduct themselves in a manner that will bring credit to themselves and their community. Some of the factors involved include respect for fellow citizens, respect for property of others, obedience of rules and regulations, and respect for authority.

As required by law, the board has adopted a Student Code of Conduct that prohibits certain behaviors and defines standards of acceptable behavior—both on and off campus as well as on district vehicles—and consequences for violation of these standards. The district has disciplinary authority over a student in accordance with the Student Code of Conduct. Students and parents should be familiar with the standards set out in the Student Code of Conduct, as well as campus and classroom rules. During any periods of instruction during the summer months, the Student Handbook and Student Code of Conduct in place for the year immediately preceding the summer period shall apply, unless the district amends either or both documents for the purposes of summer instruction.

CITIZENSHIP AND SPORTSMANSHIP

Students of BJHS are expected to show the highest characteristics of citizenship and sportsmanship at all times and in all places involving any school-sponsored activities.

COMPLAINTS BY STUDENTS/PARENTS

Usually student or parent complaints or concerns may be addressed simply--by a phone call or conference with the teacher. For those complaints and concerns that cannot be so easily handled, the District has adopted a standard complaint policy. In general, a parent or student should first raise the complaint with the teacher and then the campus principal. If unresolved, a written complaint and a request for a conference should be sent to the Superintendent. If still unresolved, the District provides for the complaint to be presented to the Board of Trustees, members of the community elected to set policy and priorities for the District. Should a parent or student feel a need to file a formal complaint, the parent or student should file a district complaint for within the timelines established in policy FNG (LOCAL), available on the district's website at <https://pol.tasb.org/Home/Index/143>.

Some complaints require different procedures. Any campus office or the Superintendent's office can provide information regarding specific complaint processes for the following:

- ◆ Discrimination on the basis of gender.
- ◆ Bullying, harassment, or the creation of “hit lists”.
- ◆ Sexual abuse or sexual harassment of a student.
- ◆ Loss of credit on the basis of attendance.
- ◆ Teacher removal of a student for disciplinary reasons.
- ◆ Expulsion of a student.
- ◆ Identification, evaluation, or educational placement of a student with a disability.
- ◆ Instructional materials.
- ◆ On-campus distribution of non-school materials to students.
- ◆ Complaints against District Peace Officers.

For additional information, also see the Bellville ISD Student Code of Conduct.

CONDUCT GRADES

In addition to the academic achievement grade in each subject, the student also earns a citizenship or conduct grade. This gives the student and the parents an indication of the progress he is making toward

the final goal of our public school, which is a worthwhile citizenship. This will be indicated on the student's report card each six weeks.

E – Excellent; S – Satisfactory; N - Needs Improvement; U - Unsatisfactory

CORRIDOR (HALL) PASSES

Any student needing to be in the hall at any time during school hours, other than a regular class break, must have a corridor passes. This pass should be signed by the teacher of the class from which the student left.

COUNSELING SERVICES

A Guidance Counselor is on duty at BJHS. The counselor will help provide the services that will give each individual student the opportunity to achieve success within the limits of his abilities.

Individual counseling will be available to every student by faculty referral or by student request for academic, social, or personal problems. Any student may make an appointment with a counselor. This can be done by making the request through any BJ HS staff member or teacher.

CREDIT BY EXAM WITHOUT PRIOR INSTRUCTION

The District shall give a student in grades 6-12 credit for an academic subject in which the student has received no prior instruction if the student scores 90 percent or above on a criterion-referenced examination for acceleration for the applicable course. See policy EHDC (Local).

The parent or guardian must write a letter to the campus principal at least 30 days prior to the testing window to register for credit by exam testing. The exact dates will be posted on the district website or contact the campus counselor for more information.

DATING VIOLENCE/DISCRIMINATION/HARASSMENT/RETALIATION

The district believes that all students learn best in an environment free from dating violence, discrimination, harassment, and retaliation and that their welfare is best served when they are free from this prohibited conduct while attending school. Students are expected to treat other students and district employees with courtesy and respect, to avoid behaviors known to be offensive, and to stop those behaviors when asked or told to stop. District employees are expected to treat students with courtesy and respect.

Dating Violence

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense. This type of conduct is considered harassment if the conduct is so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance.

Examples of dating violence against a student may include, but are not limited to, physical or sexual assaults; name-calling; put-downs; threats to hurt the student, the student's family members, or members of the student's household; destroying property belonging to the student; threats to commit suicide or homicide if the student ends the relationship; threats to harm a student's current dating partner; attempts to isolate the student from friends or family; stalking; or encouraging others to engage in these behaviors.

Discrimination

Discrimination is defined as any conduct directed at a student on the basis of race, color, religion, gender, national origin, disability, or any other basis prohibited by law, that negatively affects the student.

Harassment

Harassment, in general terms, is conduct so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; or substantially interferes with the student's academic performance.

Examples of harassment may include, but are not limited to, offensive or derogatory language directed at a person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

Sexual Harassment and Gender-Based Harassment

Sexual harassment and gender-based harassment of a student by an employee, volunteer, or another student are prohibited. Examples of sexual harassment may include, but not be limited to, touching private body parts or coercing physical contact that is sexual in nature; sexual advances; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

Gender-based harassment includes harassment based on a student's gender, expression by the student of stereotypical characteristics associated with the student's gender, or the student's failure to conform to stereotypical behavior related to gender. Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include, but not limited to, offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

Retaliation

Retaliation against a person who makes a good faith report of discrimination or harassment, including dating violence, is prohibited. A person who makes a false claim or offers false statements or refuses to cooperate with a district investigation, however, may be subject to appropriate discipline. Retaliation against a person who is participating in an investigation of alleged discrimination or harassment is also prohibited. Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

Reporting Procedures

Any student who believes he or she has experienced dating violence, discrimination, harassment, or retaliation should immediately report the problem to a teacher, counselor, principal, or other district employee. The report may be made by the student's parent. See policy FFH(LOCAL) for the appropriate districts officials to whom to make a report.

Investigation of Report

To the extent possible, the district will respect the privacy of the student; however, limited disclosures may be necessary to conduct a thorough investigation and to comply with law. Allegations of prohibited conduct, which includes dating violence, discrimination, harassment, and retaliation, will be promptly investigated. The district will notify the parents of any student alleged to have experienced prohibited conduct by an adult associated with the district.

In the event prohibited conduct involves another student, the district will notify the parents of the student alleged to have experienced the prohibited conduct when the allegations, if proven, would constitute a violation as defined by policy. If the district's investigation indicates that prohibited conduct occurred, appropriate disciplinary or corrective action will be taken to address the conduct. The district may take disciplinary action even if the conduct that is the subject of the complaint was not unlawful.

All involved parties will be notified of the outcome of the district investigation within the parameters and limits allowed under the Federal Educational Records and Privacy Act (FERPA).

A student or parent who is dissatisfied with the outcome of the investigation may appeal in accordance with policy FNG(LOCAL).

DELIVERIES

Except in emergencies, delivery of messages or packages to students will not be allowed during instructional time. A parent may leave a message or a package, such as a forgotten lunch, for the student to pick up from the front office during a passing period or lunch.

DESIGNATED STUDENT AREAS

Before School: Upon arrival at school, students will enter the building and go directly to the cafeteria and remain until the first bell rings.

After School: Upon dismissal from school, all students riding buses home will report to the cafeteria where they will remain seated until their bus arrives.

All students being picked up by private transportation will proceed to the outside pick-up area in the front of the school.

Students must report to the designated areas immediately after the last class of the day. Students entering or leaving the building must use only the doors on the north and west sides of the building.

DISRUPTIONS

Disruption of classes or any school activities by a student or others is prohibited and is subject to disciplinary action and/or referral for criminal prosecution. **We must ask that parents remain out of the classroom hallways during the school day. Parents are required to sign in at the office every time they come to the school for safety purposes.**

In order to protect student safety and sustain an educational program free from disruption, state law permits the District to take action against any person-student or non-student-who:

- Interferes with the movement of people in an exit, an entrance, or a hallway of a District building without authorization from an administrator.
- Interferes with an authorized activity by seizing control of all or part of a building.
- Uses force, violence, or threats in an attempt to prevent participation in an authorized assembly.

- Uses force, violence, or threats to cause disruption during an assembly.
- Interferes with the movement of people at an exit or an entrance to District property.
- Uses force, violence, or threats in an attempt to prevent people from entering or leaving District property without authorization from an administrator.
- Disrupts classes while on District property or on public property that is 500 feet of District property. Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending, a required class activity; entering a classroom without authorization, and disrupting the activity with profane language or misconduct.
- Interferes with transportation of students in District vehicles.

DISTRIBUTION OF SCHOOL MATERIALS

Publications prepared by and for the school may be posted or distributed only with the prior approval of the principal from the sponsor or teacher. Such items may include school posters, brochures, flyers, etc. All school publications are under the supervision of the teacher, sponsor, and principal. A school yearbook will be available for students to purchase.

Non-School Materials...from students

Written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials may not be sold, circulated, or distributed on any school campus by a student or a non-student without the prior approval of the Superintendent. Materials displayed without authorization will be removed. If the material is not approved within two school days of the time it was submitted, it should be considered disapproved. Disapprovals may be appealed by submitting the disapproved material to the Superintendent; material not approved by the Superintendent within three days is considered disapproved. This disapproval may be appealed to the Board at its next regular meeting when the student or non-student will have a reasonable period of time to present his or her viewpoint. Any student who posts, sells, circulates, or distributes material without prior approval will be subject to disciplinary action.

Non-School Materials...from others

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the district or by a district-affiliated school-support organization will not be sold, circulated, distributed, or posted on any district premises by any district employee or by persons or groups not associated with the district, except as permitted by policy GKD [Local]. To be considered for distribution, any non-school material must meet the limitations on content established in the policy, include the name of the sponsoring person or organization, and be submitted to the Superintendent for prior review. The Superintendent will approve or reject the materials within two school days of the time the materials are received. The requestor may appeal a rejection in accordance with the appropriate district complaint policy. [See policies at DGBA, or GF.]

DRILLS

Students, teachers, and other district employees will participate in drills of emergency procedures such as fire drills, severe weather drills and lock-down drills. When the alarm is sounded or announcement given from the office, students should follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner. Drills will be practiced throughout the school year to prepare in the event of an emergency. Safety of all students and staff members is our number one priority. Drills and Emergency events should always be taken seriously.

DRUGS AND ALCOHOL

REASON FOR POLICY

Because the use of drugs, alcohol, and other chemicals among young people has become a major problem in our country and because the use and availability of these substances on school campuses interfere with the educational process, this policy is being implemented. The policy is designed to help eradicate the influence of drugs, alcohol, and other chemicals within the school environment. It is designed to act as punishment, deterrent, and protection for the students.

WHEN AND WHERE APPLICABLE

This policy applies to any student who is on school property, who is in attendance at school or at a school sponsored activity or whose conduct at any time or in any place interferes with, obstructs, or endangers the missions or operations of the school district or the safety or welfare of students or district employees.

PROHIBITED ACTIVITIES

It shall be against school policy for any student:

1. To sell, supply, give, or attempt to sell, supply, or give to any person any of the substances listed in this policy or what the student represents or believes to be any of the substances listed in this policy.
2. To possess, procure or purchase, to attempt to possess, procure or purchase, to be under the influence of (legal intoxication not required), or to use or consume or attempt to use or consume, the substances listed in this policy or what the student believes is any of the substances in this policy.

Any student found in violation of the offenses listed below will be disciplined according to District Code of Conduct.

1. Alcohol or any alcoholic beverage.
2. Any controlled substance or dangerous drug as defined by the Controlled Substances Act, Article 4476-15, Vernon's Revised Civil Statutes of Texas, or as defined by Section 812, Schedules I-V, of Title 21, United States Code, Section 801, et seq., including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant.
3. Any abuse able glue or aerosol paints as defined by Article 15, 4476-15 or any other chemical substance, including but not limited to lighter fluid and reproduction fluid, for inhalation.
4. Any prescription or non-prescription drug, medicine, vitamin or other chemical (including, but not limited to aspirin, other pain relievers, stimulants, diet pills, multiple or other type vitamins, pep pills, "no-doze" pills, cough medicines and syrups, cold medicines, laxatives, stomach or digestive remedies, depressants and sleeping pills).

AUTHORIZED USE

Any student whose parent or guardian requests that he or she be given any prescription or non-prescription medicine, drug, or vitamin shall follow the procedures of Policy FFAC, FFAC (LOCAL) which requires that the school nurse dispense such medicine, drug, or vitamin to the student.

ELMER HATTON CHAPTER OF THE NATIONAL JUNIOR HONOR SOCIETY

The purpose of the National Junior Honor Society is to promote scholarship, develop character, encourage good citizenship, leadership, and to stimulate a desire to render service. It is a service organization, and its members will be involved in many types of activities throughout the school year.

Membership is limited to eighth grade students; students are selected and inducted at the end of their seventh grade year. Student selection is based on outstanding scholarship with consideration given to character, leadership, service, and citizenship. Once members have been selected, they have the responsibility to continue to demonstrate these qualities. The following criteria will also be used to determine acceptance into NJHS:

1. Overall cumulative numerical average of 93 or above for the 1st through 5th six weeks in English Language Arts, Math, History and Science. (Students in Pre-AP courses will receive an unwritten 5 point credit for those classes.)
2. Students with N's or U's in any class during any 6-week period during the seventh grade year are not eligible for consideration for selection into the NJHS.
3. All NJHS candidates must not have been guilty of more than one major disciplinary infraction during the current school year. This includes IBS or suspension.
4. Demonstrate a degree of leadership and participation in the classroom, school activities, and the community.

Students must meet all qualifications to ensure selection to the NJHS at Bellville Junior High. To maintain eligibility in NJHS, students must adhere to all requirements in maintaining the standards of outstanding scholarship, leadership, service, character, and citizenship.

EMERGENCY MEDICAL TREATMENT

Parents shall complete emergency care information each year, which makes provisions for parental consent for school officials to obtain medical treatment for the student, as provided by law. Parents are also requested to supply other information that could be required in case of an emergency. Parents should update this information during the year as the need arises. Please provide all necessary phone numbers, as these are critical in an emergency situation. The school district shall not be responsible for the costs resulting from emergency medical treatment or assume liability for any other costs associated with an injury.

EXTRA-CURRICULAR ELIGIBILITY REQUIREMENTS

A student participating in University Interscholastic League (U.I.L.) will be suspended from participation after a grading period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class. This suspension continues for three weeks. The grades will be subsequently reviewed at the end of each three-week period; the suspension will be removed if the student's grade is equal to or greater than the equivalent of 70.

Ineligible students may practice or rehearse but may not participate in any competitive activity.

Students involved in UIL athletic activities and their parents can access the UIL Parent Information Manual at <https://www.uiltexas.org/athletics/manuals>; a hard copy can be provided by the coach or sponsor of the activity on request. To report a complaint of alleged noncompliance with required safety training or an alleged violation of safety rules required by law and the UIL, please contact the curriculum division of the Texas Education Agency at (512) 463-9581 or curriculum@tea.state.tx.us.

FEES

Materials that are part of the basic educational program are provided without charge to students. Students are expected to provide their own supplies of pencils, paper, erasers, and notebooks, and may be required to pay certain other fees or deposits, including:

1. The materials for a class project the student will keep.
2. Personal physical education and athletic equipment and apparel.
3. Voluntary purchases of pictures, publications, etc.
4. Student accident insurance and insurance on school-owned instruments.
5. Fees for damaged library books and school-owned equipment, textbooks, etc.

FOUNDATION GRADUATION PROGRAM

Every student in a Texas public school who enters grade 9 in the 2014–15 school year and thereafter will graduate under a new program called the “foundation graduation program.” Within the foundation graduation program are “endorsements,” which are paths of interest that include Science, Technology, Engineering, and Mathematics (STEM); Business and Industry; Public Services; Arts and Humanities; and Multidisciplinary Studies. Endorsements earned by a student will be noted on the student’s transcript and diploma. The foundation graduation program also involves the term “distinguished level of achievement,” which reflects the completion of at least one endorsement and Algebra II as one of the required advanced mathematics credits. A personal graduation plan will be completed for each high school student, which will be completed with all current eighth graders. State law and rules prohibit a student from graduating solely under the foundation graduation program without an endorsement unless, after the student’s sophomore year, the student and student’s parent are advised of the specific benefits of graduating with an endorsement and submit written permission to the school counselor for the student to graduate without an endorsement. A student who anticipates graduating under the foundation graduation program without an endorsement and who wishes to attend a four-year university or college after graduation must carefully consider whether this will satisfy the admission requirements of the student’s desired college or university.

Graduating under the foundation graduation program will also provide opportunities to earn “performance acknowledgments” that will be acknowledged on a student’s diploma and transcript. Performance acknowledgments are available for outstanding performance in bilingualism and biliteracy; in a dual credit course; on an AP or IB exam; on the PSAT, ACT-Aspire, SAT, or ACT exam, which are national exams; or for earning a nationally or internationally recognized license or certificate. The criteria for earning these performance acknowledgments are prescribed by state rules, and the school counselor can provide more information about these acknowledgments.

A student enrolled in high school prior to the 2014–15 school year has the option of graduating under the foundation graduation program rather than the programs identified above that would otherwise be applicable to that student. See the school counselor for additional information.

GANG-FREE ZONES

Certain criminal offenses, including those involving organized criminal activity such as gang-related crimes, will be enhanced to the next highest category of offense if they are committed in a gang-free zone. For purposes of the district, a gang-free zone includes a school bus and a location in, on, or within 1,000 feet of any district-owned or leased property or campus playground.

GENERAL INSTRUCTIONS AND REGULATIONS MAIN OFFICE

The principal's office is the main office of BJHS and is open from 7:30-4:30 each day. All school business should be handled during these hours.

Any student needing to conduct business should ask to speak with the school secretary and she will make the necessary arrangements.

Students should make an effort to conduct office business before or after school or during their lunch period.

GRADE LEVEL COURSE REQUIREMENTS

SIXTH GRADE

Required subjects: English Language Arts and Reading, Mathematics, Science, Social Studies, Exploring Pathways - Technology, and Physical Education. Students are allowed a choice of a Fine Art Elective of Beginning Art, Beginning Band, or Beginning Theater Arts. Students may also be able choose an additional elective of Project Lead The Way, Outdoor Education, Beginning Art, or Beginning Theater Arts.

SEVENTH GRADE

Required subjects: English Language Arts and Reading, Mathematics, Science, Texas History, Social and Emotional Well Being (non-athletics), and Physical Education or Athletics/Social and Emotional Well Being. Students will select one Exploring Pathways course of Engineer/Robotics, Education, Entrepreneurship, Construction, or Health Science. Students may also be able to choose from one of these electives: Beginning Band, 7th Grade Band, Beginning Art, Advanced Art, 7th/8th Grade Theater Arts, Outdoor Education, Technology – Coding, or Journalism/Yearbook.

EIGHTH GRADE

Required subjects: English Language Arts and Reading, Mathematics, Science, U.S. History, Physical Education or Athletics/Personal Health and Wellness. Students will select one Exploring Pathways course of Engineer/Robotics, Education, Entrepreneurship, Construction, or Health Science. Students may also be able to choose from one of these electives: Beginning Band, 8th Grade Band, Beginning Art, Advanced Art, 7th/8th Grade Theater Arts, Outdoor Education, Technology – Coding, Journalism/Yearbook, an additional Exploring Pathway course, or Student Aide.

GRADES

Grades earned by the student will be indicated in numerical form. Students scoring below 70 during a grading period are considered to be failing in that subject. The grading scale at BJHS, per guidelines, adopted by the State Board of Education, is as follows:

A = 90-100; B = 80-89; C = 70-79; F = Below 70.

For more information on grading and reporting, please refer to the BISD Instructional Grading and Reporting Guidelines.

GROOMING AND DRESS

The development of acceptable standards of personal appearance is considered to be a most important function of the Bellville schools. In keeping with this objective, the necessity of encouraging desirable dress and grooming habits is evident.

Changing trends in fashion necessitate periodic revisions in the District's dress code. However, extreme styles shall be recognized as being inappropriate for school Wear.

Students are responsible for following the dress code. Students who do not adhere to the dress code will be dealt with according to the District Code of Conduct. See District Code of Conduct for specific dress code guidelines.

GUM CHEWING

In order to promote and maintain the cleanliness and appearance of the Bellville Junior High School building, there will be **NO GUM CHEWING ALLOWED**. Appropriate disciplinary measures will be taken for those in violation of this campus-wide regulation. This campus policy will be strictly enforced.

HAZING

Hazing is defined as intentional, knowing, or reckless act occurring on or off campus directed against a student that endangers mental or physical health or the safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include other students.

Hazing will not be tolerated by the district. If an incident of hazing occurs, disciplinary consequences will be handled in accordance with the Student Code of Conduct. It is a criminal offense if a person engages in hazing; solicits, encourages, directs, aids, or attempts to aid another in hazing; or has firsthand knowledge of an incident of hazing being planned or having occurred and fails to report this to an administrator or counselor.

HONOR ROLL PROGRAM

The staff at BJHS feels it is very important to recognize those students who have demonstrated outstanding achievements in their academics. At the conclusion of each six weeks grading period, those students who earned all A's, all A's and one B, or all A's and two B's, will have earned the privilege of making the Honor Roll for that six weeks. Please refer to the grading scale for information concerning letter grade/numerical equivalents.

BELLVILLE ISD HEALTH POLICIES

MEDICINE AT SCHOOL

District employees will not give a student prescription medication, nonprescription medication, herbal substances, anabolic steroids, or dietary supplements, with the following exceptions:

Only authorized employees, in accordance with policies at FFAC, may administer:

- Prescription medication, in the original, properly labeled container provided by the parent/guardian, along with a written request including name of student, name of medication, dosage, date, and parent/guardian signature. Medication will not be administered differently than the label specifies without a new prescription or written documentation from the physician.
- Nonprescription medication, in the original, properly labeled container, provided by the parent/guardian along with a written request including name of student, name of drug, dosage, date, and parent/guardian signature. Medication will be administered based on the manufacturer's recommendations for age and/or weight. **Note:** Insect repellent is considered a nonprescription medication.
- Herbal or dietary supplements provided by the parent only if required by the student's individualized education program (IEP) or Section 504 plan for a student with disabilities.

The district does not accept or administer medications that contain narcotics for the safety of the student(s) and in compliance with the district drug abuse policy. If a student has been prescribed medication in this category for pain, cough etc., they are asked to remain at home until they are able to replace the medication with an over-the counter product or a non-narcotic prescription medication while at school for symptom control.

In certain emergency situations, the district will maintain and administer to a student nonprescription medication, but only:

- In accordance with the guidelines developed with the district's medical advisors; and
- When the parent has previously provided written consent for emergency treatment on the district's registration form.

All medications are to be kept in the nurse's office. Medications will be kept in a locked cabinet.

When dispensing medications, the qualified district employee administering the medication(s) will keep records indicating the date, time, dosage and will initial and provide his/her signature.

At the end of the school year, all medication must be picked up from the school clinic by the last day of school. Any medication left at the school will be disposed.

Students violating this procedure will be subject to disciplinary action under the district's drug abuse policy.

CONTAGIOUS DISEASES/ CONDITIONS

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. If a parent suspects that his or her child has a contagious disease, the parent should contact the school nurse or principal so that other students who might have been exposed to the disease can be alerted.

The school nurse can provide information from the Department of State Health Services regarding these diseases.

Students that present to the nurse with symptoms of a possible contagious nature or with a temperature of 100 degrees or higher will be sent home.

The district requests that students not return to school until they have been symptom free and fever free (less than 100 degrees) for 24 hours without a fever reducing medication such as Tylenol or Ibuprofen.

The student may be required to present a note from their doctor stating that they have been examined and released before they will be allowed to return to school.

IMMUNIZATION

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical reasons or reasons of conscience, including a religious belief, the student will not be immunized. For exemptions based on reasons of conscience, only official forms issued by the Texas Department of State Health Services (DSHS), Immunization Branch, can be honored by the district. This form may be obtained by Writing the DSHS Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347; or online at <https://corequest.dshs.texas.gov>. The form must be notarized and submitted to the principal or school nurse within 90 days of notarization. If the parent is seeking an exemption for more than one student in the family, a separate form must be provided for each student. Exemptions have to be renewed every two years.

The immunizations required are: diphtheria, rubeola (measles), rubella (German measles), mumps, tetanus, pertussis, poliomyelitis (polio), hepatitis A, hepatitis B, and varicella (chicken pox), and Pneumococcal for Pre K.

All students entering seventh grade will be required to have a Tdap (Td) booster, meningococcal and a second varicella dose. The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by the Department of State Health Services. Proof of immunization may be established by personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a U.S. licensed physician stating that, in the doctor's opinion, the immunization required poses a significant risk to the health and well-being of the student or member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition. [For further information, see policy FFAB(LEGAL) and the Department of State Health Services Web

ASTHMA/ALLERGIC REACTION

A student with asthma or severe allergic reaction (anaphylaxis) may be permitted to possess and use prescribed asthma or anaphylaxis medication at school or school-related events only if he or she has written authorization from his or her parent and a physician or other licensed health-care provider. The student must also demonstrate to his or her physician or health-care provider and the school nurse the ability to use the prescribed medication, including any device required to administer the medication.

If the student has been prescribed asthma or anaphylaxis medication for use during the school day, the student and parents should discuss this with the school nurse or principal.

Parents are required to provide the school nurse yearly with the students' individual health asthma management plan. See school nurse for forms.

DIABETES

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

FOOD ALLERGY

The district requests to be notified when a student has been diagnosed with a food allergy, especially those allergies that could result in dangerous or possibly life-threatening reactions either by inhalation, ingestion, or skin contact with the particular food. It is important to disclose food to which the student is allergic, as well as the nature of the allergic reaction. Please contact the school nurse or campus principal if your child has a known food allergy or as soon as possible after any diagnosis of a food allergy.

PSYCHOTROPIC DRUGS

A psychotropic drug is a substance used in the diagnosis, treatment, or prevention of a disease or as a component of a medication. It is intended to have an altering effect on perception, emotion, or behavior and is commonly described as a mood or behavior-altering substance.

Teachers and other district employees may discuss a student's academic progress or behavior with the student's parents or another employee as appropriate; however, they are not permitted to recommend use of psychotropic drugs. A district employee who is a registered nurse, an advanced nurse practitioner, a physician, or a certified or credentialed mental health professional can recommend that a student be evaluated by an appropriate medical practitioner, if appropriate. [For further information, see policies at FFAC.]

STEROIDS

State law prohibits students from possessing, dispensing, delivering, or administering an anabolic steroid. Anabolic steroids are for medical use only, and only a physician can prescribe use.

Body building, muscle enhancement, or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a healthy student is not a valid medical use and is a criminal offense.

Students participating in UIL athletic competition may be subject to random steroid testing. More information on the UIL testing program may be found on the UIL website at http://www.uil.utexas.edu/athletics/health/steroid_information.html.

INJURY/RESTRICTION POLICY

Temporary Restriction from Participation in Physical Education

Students who are temporarily restricted from participation in physical education will remain in the class and shall continue to learn the concepts of the lessons but not actively participate in the skill demonstration.

If a student requires physical restrictions or supportive equipment such as crutches, supportive braces, or ace bandage, a written note from the parent is required indicating the restriction(s) and time frame of restriction.

The request will be honored for three (3) days. If more than 3 days is required, a note must be presented to the nurse.

Once released by the doctor, written authorization to return to normal activity level is required.

Please present all notes to the nurse. The nurse will inform appropriate teachers and coaches.

Students in athletics should refer to the athletic policy.

LICE POLICY

Students found to have live lice will be sent home for treatment and removal of nits. Parents must treat the lice with an approved lice killing treatment.

The student may return to school after treatment is completed and all live lice have been removed.

Once the student has been sent home, they are to report to the nurse with a parent or legal guardian for re-assessment before returning to the classroom.

The district does not adhere to a no-nits policy but does reserve the right not to allow the student(s) back in the classroom if there is not adequate evidence that the situation is being addressed and monitored.

PREGNANT STUDENTS

Students who become pregnant are to report their condition to the school nurse, counselor, or principal. Pregnancy Related Services (PRS) are support services a pregnant student receives to help her adjust and stay in school during the prenatal and postpartum periods. These services are provided:

- While the student is still attending classes on her assigned campus
- When the pregnancy prevents the student from attending her regular classes
- During the postpartum period

Pregnancy Related Services (PRS) include:

- Documentation of parent and physician contact
- Communication with parents as to specific services provided
- School nurse having regular contact with student to record statistics (i.e. blood pressure, weight) and for counseling on health issues
- Academic counseling
- Compensatory Education Home Instruction (CEHI) during any prenatal confinement period that is documented as a medical necessity by a medical practitioner licensed to practice in the United States as well as during the postpartum confinement period
- One final follow up visit with the school nurse within 3 days of student's return to school after delivery to complete documentation and withdraw the student from PRS

OTHER HEALTH-RELATED MATTERS

Bacterial Meningitis

State law specifically requires the district to provide the following information:

What is meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is most common and the least serious. Bacterial meningitis is the most common form of serious bacterial infection with the potential for serious, long-term complications. It is an uncommon disease, but requires urgent treatment with antibiotics to prevent permanent damage or death.

What are the symptoms?

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms. Children (over 1 year old) and adults with meningitis may have a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains, and drowsiness or confusion. In both children and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body.

The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results.

How serious is bacterial meningitis?

If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases it can be fatal or a person may be left with a permanent disability.

How is bacterial meningitis spread?

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body. They are spread when people exchange saliva (such as by kissing, sharing drinking containers, utensils, or cigarettes).

The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks, or even months. The bacteria rarely overcome the body's immune system and cause meningitis or another serious illness.

How can bacterial meningitis be prevented?

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

While there are vaccines for some other strains of bacterial meningitis, they are used only in special circumstances. These include when there is a disease outbreak in a community or for people traveling to a country where there is a high risk of getting the disease. Also, a vaccine is recommended by some groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and effective (85-90 percent). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within seven to ten days after the vaccine is given and lasts for up to five years.

What should you do if you think you or a friend might have bacterial meningitis?

You should seek prompt medical attention.

Where can you get more information?

Your school nurse, family doctor, and the staff at your local or regional health department are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Department of State Health Services office to ask about a meningococcal vaccine. Additional information may also be found at the Web sites for the Centers for Disease Control and Prevention, <http://www.edc.gov>, and the Department of State Health Services, <http://www.dshs.state.tx.us/>.

Physical Activity for Students in Elementary and Middle School

In accordance with policies at EHAB, EHAC, [and FFA], the district will ensure that students in middle or junior high school shall engage in 30 minutes of moderate or vigorous physical activity per day for at least four semesters OR at least 225 minutes of moderate or vigorous physical activity within a two-week period for at least four semesters.

For additional information on the district's junior high school student physical activity requirements, please see the principal.

Physical Examinations/Health Screenings

A student who wishes to participate in, or continue participation in, the district's athletics program governed by the UIL must submit certification from a health-care provider authorized under UIL rules that the student has been examined and is physically able to participate in the athletic program.

Physical Fitness Assessment

Annually, the district will conduct a physical fitness assessment of students in grades 3—12 who are enrolled in a physical education course or a course for which physical education credit is awarded. At the end of the school year parents may request the results of the assessment.

School Health Advisory Council

During the preceding school year, the district's School Health Advisory Council held meetings. Additional information regarding the district's School Health Advisory Council is available from the Superintendent. [See also policies at BDF and EHAA.]

Vending Machines

The district has adopted policies and implemented procedures to comply with state and federal food service guidelines for restricting student access to vending machines. For more information regarding these policies and guidelines see the campus principal or the Food Service Director. [See policies at CO and FFA.]

Pest Management Plan

The district applies only pest control products that comply with state and federal guidelines. Except in an emergency, signs will be posted 48 hours before application. Parents who want to be notified of the times and types of applications prior to pesticide application inside their child's school assignment area may contact the head Building Operator at 979-865-3133.

INAPPROPRIATE ITEMS AT SCHOOL

Whistles, radios, mp3 players, iPods, cameras or any other electronic devices are inappropriate items at school. Also, water guns, and any type of "toy" will serve no useful purpose at school and will not be allowed at school. Students bringing such items to school will have them collected and turned in to the principal's office.

LAW ENFORCEMENT AGENCIES

QUESTIONING OF STUDENTS

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

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

STUDENTS TAKEN INTO CUSTODY

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

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

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

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

NOTIFICATION OF LAW VIOLATIONS

The District is also required by state law to notify:

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

LOCKERS

Each student will be issued a combination locker. **The combination is to be kept confidential** by the student. Under no circumstances is the student to change lockers or use in any way a locker not assigned to them. Students are not allowed to share a locker with **anyone else**.

Students are expected to keep their lockers locked, neat and clean. Students are responsible for the contents of their locker.

LOST AND FOUND

The "Lost and Found" articles are kept in the main foyer/office area and students having lost personal or school materials should check there to see if the materials have been turned in to the lost and found area.

Any items "found" on the school campus are to be immediately turned in to the main office. Possession of stolen rather than lost items may result in severe disciplinary action.

MAKE-UP WORK

It is the responsibility of the student to make arrangements with each teacher for the purposes of making up missed schoolwork. Students are allowed one day of make-up work for each day of absence. On the second consecutive day of absence, parents are encouraged to call the office by 10:30 a.m. to get their assignments.

MOTORIZED VEHICLES AT SCHOOL

Motorcycles, motor scooters, automobiles, etc. are not allowed to be brought to school by any Junior High student.

NONDISCRIMINATION

In its efforts to promote nondiscrimination, and as required by law, Bellville ISD does not discriminate on the basis of race, religion, color, national origin, gender, sex, disability, age, or any other basis prohibited by law, in providing education services, activities, and programs. The Superintendent: Nicole Poenitzsch, 518 S. Mathews, Bellville, TX 77418, 979-865-3133, has been designated to coordinate compliance with these legal requirements.

PICTURES/VIDEOS

Student's pictures will be taken during the day for publication in the Bellville newspaper for news items. Video pictures may be taken for demonstration of lessons or discipline purposes. If parents do not want to have pictures or videos taken of their child, please write a letter stating that you do not want your child's picture to be taken. If we do not have a letter on file stating that you do not want your child's picture taken or your child to be part of a video we will assume you give us permission to film your child or to take their picture.

State law, however, permits the school to make a video or voice recording without parental permission for the following circumstances:

- When it is to be used for school safety;
- When it relates to classroom instruction or a co-curricular or extracurricular activity; or
- When it relates to media coverage of the school.

Pictures will be taken in the fall for the school yearbook. If you want to purchase a package, the company will send home order information. Spring individual pictures are also taken and will be available as well as pictures for athletic events.

PARENT AND FAMILY ENGAGEMENT

Education succeeds best when there is a strong partnership between home and school that thrives on communication. Parents are partners with teachers, administrators, and the Board, and are encouraged to:

1. Review the Student Handbook with your child prior to signing and returning to the school the written statement that you understand and consent to the responsibilities outlined in the Student Handbook and District Code of Conduct.
2. Encourage your child to put a high priority on education and to commit to making the most of the educational opportunities provided by the school.
3. Become familiar with the academic program offered in the District and feel free to ask the principal any questions, including concerns about placement, assignment, or early graduation.
4. Attend Board meetings to learn more about ongoing operations of the District.
5. Exercise your right to review teaching materials, textbooks, and other aids, and to examine tests that have been administered to your child.
6. Be aware of your right to temporarily remove your child an instructional activity that conflicts with your religious or moral beliefs. However, such a removal cannot be for the purpose of avoiding a test and may not prevent the student from attending for an entire semester. Further, such removal does not exempt the student from satisfying grade level or graduation requirements as determined by the school and by the Texas Education Agency.
7. Review your child's school records when needed. Monitor your child's progress; contact teachers as needed.
8. Become a school volunteer. For further information, contact the school office.
9. Participate in campus parent organizations. The activities are varied, ranging from band boosters to campus and district committees that assist the Board of Trustees in formulating educational goals and objectives for campuses and the District.

PERMISSION TO LEAVE SCHOOL

If a student becomes ill and wishes to go home, he must obtain permission from the nurse or principal along with parent consent. If, for any reason other than illness a student wishes to leave school, he must have his parent or guardian write a request for permission to leave school stating the exact time that the student is to be dismissed and explanation of the reason for the absence. At no time may a student leave the campus during the school day without first obtaining permission from the office. Any student who has received permission to leave the campus must come to the main and check out at the time he leaves.

Students who leave campus during the day for any reason must adhere to Steps To Follow When Absent (on page 3) in order to be readmitted to class.

PLEDGES OF ALLEGIANCE

Texas law requires students to recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag each school day. Parents may submit a written request to the principal to excuse their child from reciting a pledge.

A minute of silence will follow recitation of the pledges. The student may choose to reflect, pray, meditate, or engage in any other silent activity so long as the silent activity does not interfere with or distract others.

State law requires students in grade 3-12 to recite a portion of the Declaration of Independence during Celebrate Freedom Week (the week of September 17th). Parents may submit a written request that their child be excused from this recitation if applicable.

PROTECTION OF STUDENT RIGHTS

The school will notify parents of the right to inspect all instructional materials to be used in connection with a survey, analysis, or evaluation as part of a federally funded program. Notice will be sent home before such a survey, analysis, or evaluation is administered, and parent consent (or student consent of 18 or older) will be requested if information regarding any of the following is part of the survey, analysis, or evaluation:

- Political affiliations.
- Mental and psychological problems potentially embarrassing to the student or family.
- Sexual behavior and attitudes.
- Illegal, anti-social, self-incriminating, and demeaning behavior. Critical appraisals of other individuals with whom the student or the student's family has close family relationship.
- Legally recognized privileged or analogous relationships, such as lawyers, physicians, and ministers.
- Income, other than as required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

REPORT CARDS AND PROGRESS REPORTS

Students will receive an academic achievement and conduct grade at the conclusion of each grading period. One report card is given to the student for all classes. The report card is to be taken home to the parents to be signed and returned to school the next day, in accordance with State law.

Deficiency or Progress Reports will be sent home to parents of all students who are not making satisfactory progress during each grading period.

SAFETY

Student safety on campus or at school-related events is a high priority of the District. Although the District has implemented safety procedures, the cooperation of students is essential to ensure school safety. Students should:

- Avoid conduct that is likely to put the student or other students at risk.
- Follow the Student Code of Conduct and any additional rules for behavior and safety set by the principal or teachers, and bus drivers.
- Remain alert to and promptly report safety hazards, such as intruders on campus.
- Know emergency evacuation routes and signals.
- Follow immediately the instructions of teachers, bus drivers, and other district employees who are overseeing the welfare of students.

SCHOOL BUS CONDUCT

Students being transported in school owned vehicles shall comply with the Student Code of Conduct. Any student who fails to comply with that code or established rules of conduct while on school transportation may be denied transportation privileges and shall be subject to disciplinary action. Disciplinary sanctions and changes in transportation for a handicapped student shall be made in accordance with the provisions of the student's Individual Education Plan (IEP).

SCHOOL CLOSING INFORMATION

In case of an emergency closing of schools, the District-wide *School Messenger* phone notification system will notify parents and guardians via the phone numbers provided on the student identification registration card. Please notify the school of phone number changes in order to continue to receive these notices. Parents and students are also encouraged to listen to KTEX, 106.1 FM or KWHI 1280 AM on the radio; or listen to Channel 2, 11, and 13 on the Houston TV stations for information about the Bellville Independent School District. The Superintendent will determine when schools will be closed for emergency weather or other factors, which may be dangerous.

SCHOOL DAY

The first bell to release students to class is at 7:52. School begins and the tardy bell rings at 8:00. School is dismissed at 3:33.

SCHOOL PROPERTY

Students of BJHS take pride in the care of their building and equipment.

Abuses of school property will result in disciplinary action against those involved. Any student who destroys any school property will be held responsible for the damage and will be required to repair or pay for the damage, as well as being subject to disciplinary measures.

SCHOOL-SPONSORED FIELD TRIPS

The district periodically takes students on field trips for educational purposes.

A parent must provide permission for a student to participate in a field trip.

The district may ask the parent to provide information about a student's medical provider and insurance coverage, and may also ask the parent to sign a waiver allowing for emergency medical treatment in the case of a student accident or illness during the field trip.

The district may require a fee for student participation in a field trip to cover expenses such as transportation, admission, and meals; however, a student will not be denied participation because of financial need.

SEARCH AND SEIZURE

District Property

Desks, lockers, district-provided technology, and similar items are the property of the district and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice. Students have no expectation of privacy in district property.

Students are responsible for any item—found in district property provided to the student—that is prohibited by law, district policy, or the Student Code of Conduct.

Searches in General

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, district officials may occasionally conduct searches.

District officials may conduct searches of students, their belongings, and their vehicles in accordance with law and district policy. Searches of students will be conducted without discrimination, based on, for example, reasonable suspicion, voluntary consent, or pursuant to district policy providing for suspicionless security procedures, including the use of metal detectors.

In accordance with the Student Code of Conduct, students are responsible for prohibited items found in their possession, including items in their personal belongings or in vehicles parked on district property. If there is reasonable suspicion to believe that searching a student's person, belongings, or vehicle will reveal evidence of a violation of the Student Code of Conduct, a district official may conduct a search in accordance with law and district regulations.

Metal Detectors

To maintain a safe and disciplined learning environment, the district reserves the right to subject students to metal detector searches when entering a district campus and at off-campus, school-sponsored activities.

Trained Dogs

The district will use trained dogs to screen for concealed, prohibited items, including drugs and alcohol. Screenings conducted by trained dogs will not be announced in advance. The dogs will not be used with students, but students may be asked to leave personal belongings in an area that is going to be screened, such as a classroom, a locker, or a vehicle. If a dog alerts to an item or an area, it may be searched by district officials.

Telecommunications and Other Electronic Devices

Use of district-owned equipment and its network systems is not private and will be monitored by the district. [See policy CQ for more information.]

Any searches of personal telecommunications or other personal electronic devices will be conducted in accordance with law, and the device may be confiscated to perform a lawful search. A confiscated device may be turned over to law enforcement to determine whether a crime has been committed.

[See policy FNF(LEGAL) and TECHNOLOGY on page 35 for more information.]

SEXUAL HARASSMENT/SEXUAL ABUSE

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

Unwanted and un-welcomed conduct of a sexual nature--words, gestures or any other sexual conduct, including requests for sexual favors--directed toward another student or a District employee is unacceptable.

As a parent, it is important for you to be aware of warning signs that could indicate a child may have been or is being sexually abused. Sexual Abuse in the Texas Family Code is defined as any sexual conduct harmful to a child's mental, emotional, or physical welfare as well as a failure to make a reasonable effort to prevent sexual conduct with a child. A person who compels or encourages a child to engage in sexual conduct commits abuse. It is illegal to make or possess child pornography or to display such material to a child. Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

Possible physical warning signs of sexual abuse could be difficulty sitting or walking, pain in the genital areas, and claims of stomachaches and headaches. Behavioral indicators may include verbal references or pretend games of sexual activity between adults and children, fear of being alone with adults of a particular gender, or sexually suggestive behavior. Emotional warning signs to be aware of include withdrawal, depression, sleeping and eating disorders, and problems in school.

As a parent, if your child is a victim of sexual abuse, the campus counselor or principal will provide information regarding counseling options for you and your child available in your area. The Texas Department of Family and Protective Services (TDFPS) also manages early intervention counseling programs. To find out what services may be available in your county, see http://www.dfps.state.tx.us/Prevention_and_Early_Intervention/Programs_Available_In_Your_County/default.asp.

The following Web sites might help you become more aware of child sexual abuse:

<http://www.childwelfare.gov/pubs/factsheets/whatiscan.pdf>

<http://kidshealth.org/en/parents/child-abuse.html>

<http://www.taasa.org/member/resources-2/>

Reports may be made to:

The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (1-800-252-5400 or on the Web at <http://www.txabusehotline.org>).

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

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

SPECIAL PROGRAMS

The district provides special programs for gifted/talented students, homeless students, bilingual students, migrant students, students with limited English proficiency or who are English learners, students diagnosed with dyslexia, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements and programs and services offered in the District or by other organizations. A student or parent with questions about these programs should contact the school counselor.

STUDENT CONDUCT/DISCIPLINE

Students who violate the Bellville I.S.D. Student Code of Conduct shall be subject to disciplinary action. The district's disciplinary options include using one or more discipline management techniques, I.B.S. (In Building Suspension), removal to an alternative education program, suspension, and expulsion. Disciplinary measures are applied in accordance with the Bellville ISD Disciplinary Management Program as determined by the nature of the offense. Each student will receive a copy of the discipline management plan at the beginning of each year. More information can be provided by contacting the principal's office.

STUDENT COUNCIL

The purpose of this student organization is to help promote in each student at BJHS a desire for good citizenship based on democratic processes.

While there are many important objectives of the Student Council, the opportunity to actively participate in one's student government, as well as representing one's peers, is a valuable experience to be gained in learning about the democratic process.

STUDENT COUNCIL REQUIREMENTS:

QUALIFICATIONS FOR OFFICERS

1. All candidates for officers must have at least a 70 in each class each grading period, during the current year. Once elected:
 - a. The President and Vice President shall have and maintain an average of 85 and have no grade lower than a 75 in each subject at all times. They shall have and shall maintain at all times no less than a satisfactory grade in conduct in each subject each six weeks throughout their entire terms in office.
 - b. All other officers must maintain an average of 80 with no grade lower than a 75 in each subject at all time. They shall have and maintain no less than a satisfactory grade in conduct in each subject for each grading period throughout their entire terms in office.
2. All candidates running for officer must not have been guilty of more than one major disciplinary infraction during the current school year. This includes IBS or suspension.

CANDIDATE FOR CLASS REPRESENTATIVE

- a. Eight (8) from each class.
- b. Once elected, candidates must maintain at least a 75 in each class each six weeks.
- c. All candidates running for representative must not have been guilty of more than one major disciplinary infraction during the current school year. This includes IBS or suspension.

STUDENT RECORDS

The Bellville Independent School District maintains general education records required by law. A student's school records are private and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the district until the student withdraws or graduates. This record moves with the student from school to school.

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is a minor or a dependent for tax purposes, as do students who are 18 years of age or older. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order terminating these rights.

The principal is custodian of all records for currently enrolled students at the assigned school. The Superintendent is the custodian of all records for students who have withdrawn or graduated. Records may be reviewed during regular school hours. The record custodian or designee will respond to reasonable requests for explanation and interpretation of the records. The address of the Superintendent's office is 518 South Mathews, Bellville, Texas 77418. The physical address of the principal's office is 1305 South Tesch, Bellville, Texas 77418.

Parents of a minor or a student who is a dependent for tax purposes, the student (if 18 or older), and school officials with legitimate educational interests are the only persons who have general access to a student's records. "School officials with legitimate educational interests" include any employees, agents or Trustees of the District, cooperatives, or contractual placement facilities, as well as their attorneys and consultants, who are:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or a handicapped student's individual education plan;
3. Compiling statistical data; or
4. Investigating or evaluating programs.

STUDENT RIGHT TO PRAY

The school recognizes a student's right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt the instructional or other activities of the school. The school will not require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

SUBSTANCE ABUSE PREVENTION AND INTERVENTION

If you are worried that your child may be using or is in danger of experimenting, using, or abusing illegal drugs or other prohibited substances, please contact the school counselor. The school counselor can provide you with a list of community resources that may be of assistance to you. The TDSHS maintains information regarding children's mental health and substance abuse intervention services on its website: [Mental Health and Substance Abuse](#).

SUICIDE AWARENESS

The district is committed to partnering with parents to support the healthy mental, emotional, and behavioral development of its students. If you are concerned about your child, please access <http://www.texasuicideprevention.org> or contact the school counselor for more information related to suicide prevention services available in your area.

TARDY POLICY

The focus of our tardy policy deals directly with the student's responsibility for promptness to their classes. Students must also understand that their tardiness to class interrupts and infringes on the teacher's instructional time.

A cumulative record of tardies is kept each grading period. Excessive tardies will result in conferencing with the assistant principal, notifying parents, and students may be assigned to detention or given another appropriate consequence.

TECHNOLOGY

Computer Resources

To prepare students for an increasingly technological society, the District has made a substantial investment in the use of district-owned technology resources for instructional purposes; specific resources may be issued individually to students. Use of these technological resources, which include the district's network systems and use of district equipment, is restricted to students working under a teacher's supervision and for approved purposes only. Students and parents will be given a copy of the District's *Acceptable Use Policy*.

Students who abuse the computers or do not follow the *Acceptable Use Policy* as specified in the Bellville ISD Student Code of Conduct Handbook will lose the privilege of using a computer. Abuse and misuse of the computers will result in disciplinary actions as specified in the Bellville ISD Discipline Handbook. The complete District Acceptable Use Policy is located in the Student Code of Conduct Handbook.

Unacceptable and Inappropriate Use of Technology Resources

Students are prohibited from sending, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal. This prohibition applies to conduct off school property, whether the equipment used to send such messages is district-owned or personally owned, if it results in a substantial disruption to the educational environment. Any person taking, disseminating, transferring, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as "sexting," will be disciplined in accordance with the Student Code of Conduct and may, in certain circumstances, be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student, we encourage you to review with your child <http://beforeyoutext.com>, a state-developed program that addresses the consequences of engaging in inappropriate behavior using technology.

If you **do not want** to allow your child access to the Bellville ISD computer network and the Internet, you need to send a note to your campus office. You need to state in the note that you do not want your child to participate in the electronic educational resources that Bellville ISD provides through the Internet.

Students and parents should be aware that electronic communications--e-mail--using District computers are not private and may be monitored by District staff.

Computer Access

Only students who have been authorized by the District and who are under direct supervision of designated District employees are permitted to use a District computer or to access any local network or

outside telecommunications resources such as the Internet. Students are expected to observe network etiquette by being polite and using appropriate language. Students are prohibited from pretending to be someone else; transmitting obscene messages or pictures; revealing personal addresses or telephone numbers-either their own or another person's; or using the network in a way that would disrupt use by others.

Students who want to use computers in the library must have special computer passes stating their assignments as well as the signature of the teacher making the assignments. This rule does not apply when a teacher accompanies an entire class to the computer lab to work on a project.

TEXTBOOKS, ELECTRONIC TEXTBOOKS, TECHNOLOGICAL EQUIPMENT, AND OTHER INSTRUCTIONAL MATERIALS

Textbooks and other district-approved instructional materials are provided to students free of charge for each subject or class. Any books must be covered by the student, as directed by the teacher, and treated with care. Electronic textbooks and technological equipment may also be provided to students, depending on the course and course objectives. A student who is issued a damaged item should report the damaged item to the teacher. Any student failing to return an item in acceptable condition loses the right to free textbooks and technological equipment until the item is returned or the damage paid for by the parent; however, the student will be provided the necessary instructional resources and equipment for use at school during the school day.

TOBACCO PROHIBITED

Students are prohibited from possessing or using any type of tobacco product, including electronic cigarettes or any other electronic vaporizing device, while on school property at any time or while attending an off campus school-related activity.

The district and its staff strictly enforce prohibitions against the use of all tobacco products, including electronic cigarettes or any other electronic vaporizing device, by students and others on school property and at school-sponsored and school-related activities. [See the Student Code of Conduct and policies at FNCD and GKA.]

TWIRLER ELIGIBILITY REQUIREMENTS

1. All students trying out must have completed the 6th grade band.
2. All students trying out must be in the 7th or 8th grade.
3. All students trying out must meet the extracurricular academic requirements set forth by state law. For more information, refer to the extracurricular eligibility requirements in this handbook.
4. Twirlers are an extra part of the band. Therefore, all twirlers selected must also fulfill all the band requirements in order to participate.
5. Twirling practices will be scheduled twice a week for one hour each. Attendance at practices is mandatory.

VANDALISM

The taxpayers of the community have made a sustained financial commitment for the construction and upkeep of school facilities. To ensure that school facilities can serve those for whom they are intended – both this year and in the coming years – littering, defacing, or damaging school property is not tolerated. Students will be required to pay for the damages they cause and will be subject to criminal proceedings as well as disciplinary consequences in accordance with the Student Code of Conduct.

VIDEOS OF STUDENTS

For safety purposes, video/audio equipment will be used to monitor student behavior on buses (and in common areas on campus). Students will not be told when the equipment is being used. The principal will review the video routinely and document student misconduct.

Discipline will be in accordance with the Student Code of Conduct. A parent who wants to view a video following discipline of that parent's child may request access in accordance with policy FL in the District's policy manual.

In accordance with state law, a parent of a student who receives special education services, a staff member (as this term is defined by law), a principal or assistant principal, or the board may make a written request for the district to place video and audio recording equipment in certain self-contained special education classrooms. The district will provide notice to before placing a video camera in a classroom or other setting in which your child receives special education services. For more information or to request the installation and operation of this equipment, speak with the principal or the Executive Director for Administration, who the district has designated to coordinate the implementation of and compliance with this law.

VISITORS

Parents are always welcome to visit the school at any time. All visitors upon entering the building must check in at the main office. All visitors, parents, and substitutes are required to wear name identification tags.

WEAPONS ON SCHOOL CAMPUS

Anything that may be construed or interpreted as being dangerous to students or other persons is expressly prohibited from the BJHS campus. Any student in violation of this rule may be expelled for the balance of the year in accordance with the procedures required for expulsion.

WITHDRAWALS

When a student under age 18 withdraws from school, the parent or guardian must submit a written request to the principal, specifying the reasons for withdrawal and the final day the student will be in attendance. Withdrawal forms are available from the principal's office.

A student who is age 18 or older, who is married, or who has been declared by a court to be an emancipated minor may withdraw without parental signature.

Please provide the school at least three days' notice of withdrawal so that records and documents may be prepared.

Students withdrawing from Bellville Junior High School must clear textbook records with each teacher and turn in any supplies issued. Textbooks and all other debts to the school must be cleared before records may be forwarded to another school. The parent/ guardian must initiate the request for withdrawal.

ACKNOWLEDGMENT FORM

(Hard Copy Request Only)

Bellville Junior High Student Handbook

My child and I acknowledge that the Bellville Junior High Student Handbook and the District Student Code of Conduct for 2020–2021 are online on the school’s website at <http://bjhs.bellvilleisd.org/home> under the School Resources tab. We have read the documents and understand that the handbook contains information that my child and I may need during the school year and acknowledge that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Code of Conduct.

Print name of student: _____

Signature of student: _____

Signature of parent: _____

Date: _____

Check if applicable to your family:

We would like to receive a hard copy of the BJHS Student Handbook.

*****Please complete this form and return it to the BJHS Front Office.*****