

ANGLETON INDEPENDENT SCHOOL DISTRICT

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Pat Montgomery, Ed.D.	Executive Director of Instruction	849-8594
Scott McLean	Executive Director of Operations	849-8594
Stan Lindner	Director of Human Resources	848-8368
Pam Wood	Director of Academic Services	849-8594
Kalean Bowie	Director of Student Services	849-8594
Deborah Northrup	Director of Elementary Education	849-8594
Mark Comneck	Director of Secondary Education	849-8594
Steve Davis	Director of Transportation	864-8706
Glynis Ramsey	Director of Food Service	849-6193
Rudy Santos	Director of Maintenance	864-8740

SCHOOLS

<u>CAMPUS</u>	<u>PRINCIPAL</u>	<u>TELEPHONE</u>
Angleton High School 1201 Henderson Road	Gordon Smith	849-8206
Angleton Intermediate School 1800 Downing Road	Roy Gardner	849-4318
Angleton Middle School 1001 West Mulberry	Lisa Davis	848-8990
Early Childhood Campus 429 East Locust Street	Annette Jones	849-1226
Northside Elementary School 1000 Ridgecrest Drive	Lenda Robinson	849-6189
Southside Elementary School 1200 Park Lane	Jerry Crowell	849-5245
Westside Elementary School 300 Walker Street	Sidney Hamilton	849-6288
Rancho Isabella Elementary 100 Corral Loop	Robin Braun	849-2418
Frontier Elementary 5200 Airline	Ron Redden	849-8241
Marshall Education Center 300 Parrish Street	Carol Hebert	864-8702
Juvenile Justice Alternative Education Program	Belinda Gaines	864-1210

INTRODUCTION

This handbook has been prepared to inform students, parents, and other community members of the policies and procedures of the schools in the Angleton School District. Please read the contents carefully. Keep this handbook in a convenient location to use as a reference when needed. We hope this information will serve as a useful and informative reference in maintaining the excellent relationship that exists between our schools and its community. No student handbook could hope to foresee every possible situation. The handbook is designed to be in harmony with federal and state laws, board policy and campus procedures. Please be aware that the handbook is updated annually while policy adoption and revision is an ongoing process. Changes in policy will be communicated by newsletters and other communications to students and parents. *These changes will supersede the provisions found in this handbook and made obsolete by newly adopted policy.*

Angleton Independent School District does not discriminate on the basis of race, religion, color, national origin, sex, disability by denying access to the benefits of District services, programs, or activities. Dr. Pat Montgomery and Kolean Bowie have been designated to coordinate compliance with the non-discrimination requirements of Title IX. Kolean Bowie has been designated to coordinate compliance with the non-discrimination requirements of Section 504 of the Rehabilitation Act of 1973. Angleton Independent School District does not discriminate on the basis of disability by denying access to the benefits of District services, programs, or activities. To request information about the applicability of Title II of the Americans with Disabilities Act (ADA), interested persons should contact Kolean Bowie.

The McKinney-Vento Homeless Assistance Act (Subtitle B-Education for Homeless Children and Youth), reauthorized in January 2002, ensures educational rights and protections for children and youth experiencing homelessness. Services to homeless children are required by Local Educational Agencies in the No Child Left Behind Act, and are primarily found under the requirements of the McKinney-Vento Homeless Education Assistance Act of 2002 (TitleX, Part C No Child Left Behind Act) and under Title I. All schools within the Angleton Independent School District shall ensure that public notice of the educational rights of students in homeless situations is disseminated where children and youth receive services under the McKinney-Vento Homeless Education Act.

This school periodically applies pesticides. Information concerning these applications may be obtained from Rudy Santos at (979) 864-8740.

STUDENT RECORDS

Under the Family Education Right and Privacy Act (FERPA), 1974, 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 records custodian or designee will respond to reasonable request for explanation and interpretation of the records.

Parents of a minor or of 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 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.

Certain other officials from various governmental agencies may have limited access to the records. The District forwards a student's records without prior consent on request of a school in which a student seeks or intends to enroll. Parental consent is required to release the records to anyone else. When the student reaches 18 years of age, the right to consent to release of records transfers to the student.

FERPA does allow the school to disclose directory-type information such as a student's name, address, telephone number, date and place of birth, honors and awards and dates of attendance. Parents who do not wish such information to be released must notify the school within one week of the student's enrollment.

Si necesita asistencia o una traducción, por favor llame a la escuela de su hijo o hija al 849-8206.

TABLE OF CONTENTS

AISSD Board of Education	1
Introduction	2
Student Records	2
Table of Contents.....	3
School Calendar	4
Angleton High School Administrative Staff	5
Bell Schedule	5
Attendance	6
Curriculum.....	8
General Information	10
Student Services.....	16
Recognition of Student Achievement.....	16
Student Transportation	17
Clubs and Organizations.....	18
Special Procedures and Services.....	19
Transportation Information.....	20
Health Information.....	22
Excerpts of Commonly Referenced Policies.....	25
Special Programs.....	29
Asbestos Hazard Emergency Response Act.....	30

Student Code of Conduct

ANGLETON ISD 2006-2007 CALENDAR

JULY 2006						
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TEACHER IN-SERVICE & WORK DAYS	
Aug. 2	New Teacher Orientation
Aug. 3,4	Teacher In-service
Aug. 7	Teacher Work Day
Oct. 20	Teacher In-service
Jan. 2	Teacher Work Day
Jan. 3	Teacher In-service
May 26	Teacher Work Day

GRADING PERIODS	
1 st Semester	Aug. 8 – Dec. 15
1 st 6-weeks	Aug. 8 – Sept. 15
2 nd 6-weeks	Sept. 18 – Oct. 27
3 rd 6-weeks	Oct. 30 – Dec. 15
2 nd Semester	Jan. 4 – May 24
4 th 6-weeks	Jan. 4 – Feb. 16
5 th 6-weeks	Feb. 19 – Apr. 5
6 th 6-weeks	Apr. 10 – May 24

ECC uses Modified Grade Period

Graduation May 25, 2007

OPEN HOUSE DATES		
Aug. 7	Meet the Teacher	
ECC		4:00 – 5:30
Elementary Schools		5:00 – 6:30
Aug. 17	ECC	6:00 – 7:30
Aug. 23	AMS – 5 th	5:30 – 6:30
Aug. 23	AMS – 6 th	7:00 – 8:00
Aug. 25	AIS	6:30 – 8:00
Sept. 14	Northside	6:00 – 7:30
Sept.	AHS	6:00 – 7:30
Sept.12	Rancho	6:00 – 7:30
Sept. 11	Frontier	6:00 – 7:30
Sept. 19	Southside	6:00 – 7:30
Sept. 14	Westside	6:00 – 7:30
Sept. 15	JJAEP	2:30 – 4:30
Mar. 2	ECC	6:00 – 7:30

BAD WEATHER MAKE-UP DAYS
Jan. 15, 2007 Apr. 9, 2007

EARLY DISMISSAL DAYS
School dismisses 1 hour early on:
December 15, 2006 May 24, 2007

LEGEND	
\New Teacher Orientation
● In-service
◆ Teacher Work Day
(..... Beginning of Six Week Cycle
)End of Six Week Cycle
X Holiday
* Early Dismissal
[]Bad Weather Day

JANUARY 2007						
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ADMINISTRATIVE STAFF

Gordon Smith	Principal
Dean Blair	Assistant Principal
Dennis Chaloupka	Assistant Principal
Elizabeth Comeaux.....	Assistant Principal
Herbert Mays.....	Assistant Principal
Bobby Adamson.....	Counselor
Page Friudenbergt	Counselor
Jimmie Johnson	Counselor
Lisa Koonce	Counselor
Marsha Wiley	Principal's Secretary
Ruby Spencer	Assistant Principals' Secretary
Trecia Byrd.....	Bookkeeper
Susan Holesovsky	Counselors' Secretary
Pauline Romero	Registrar
Jeri Rhodes.....	Computer Assistant
Felicia Plummer	Attendance Assistant
Sharon Holesovsky.....	Attendance Assistant

BELL SCHEDULE

1st Period	8:05 – 8:55
Advisory	9:01 – 9:21
2nd Period	9:21 – 10:11
3rd Period	10:17 – 11:07
4th Period	11:13 – 12:03
5th Period	12:09 – 1:33
A Lunch	12:03 – 12:33
B Lunch	12:33 – 1:03
C Lunch	1:03 – 1:33
6th Period	1:39 – 2:29
7th Period	2:35 – 3:25

Dear Parent and Student:

As we begin a new school year, we have the opportunity to set new goals for ourselves. Ralph Waldo Emerson once wrote that “nothing great was ever done without enthusiasm.” We hope that you develop your plans and work toward achieving your goals with great enthusiasm. The teachers and staff at Angleton High School are dedicated to helping you set and achieve your goals.

Today’s society demands a high school diploma for economic survival in this high-tech world. It is your work that determines how much and how well you learn. When you work to you fullest capacity, you can attain the knowledge and skills that will enable you to create your future and control your destiny. If you do not, you will have your future chosen by others. Take responsibility for your life, apply your gifts and talents, work with dedication and self-discipline. Have high expectations for yourself and convert every challenge into an opportunity.

We have high hopes for you and your future.

<i>Gordon Smith</i> <i>Principal</i>	<i>Dean Blair</i> <i>Assistant Principal</i>	<i>Dennis Chaloupka</i> <i>Assistant Principal</i>	<i>Elizabeth Comeaux</i> <i>Assistant Principal</i>	<i>Herbert Mays</i> <i>Assistant Principal</i>
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WHAT TO DO IN CASE:

1. **YOU ARE HURT OR ILL:** Go to the attendance office for permission to leave school or for a permit to go to the clinic located in the office.
2. **YOU HAVE BEEN ABSENT:** Go to the attendance table in the commons between 7:30 and 8:00 a.m. and turn in your note and get an admit slip.
3. **YOU ARE TARDY AND MISS A CLASS OR PART OF A CLASS:** Go to the assistant principal's office and get a tardy and/or an admit.
4. **YOU NEED TO LEAVE SCHOOL:** Go to the attendance office with a note from your parent or guardian before 8:00 a.m.
5. **YOU HAVE LOST A BOOK:** Pay for it in the bookkeeper's office and get a new one.
6. **YOU HAVE FOUND AN ARTICLE OR LOST ONE:** Go to the Lost and Found in the attendance office. *Remember: if you find an item, you **must** turn it in. Failure to do so will be construed as stealing.*
7. **YOU NEED AN ANNOUNCEMENT MADE:** Get your sponsor's signature of approval and give to the principal's secretary.
8. **YOU WANT ADVICE ABOUT COLLEGE, SCHOLARDHIPS, SCHEDULES, PERSONAL PROBLEMS:** Go to the counselors' offices.
9. **YOU WANT A TRANSCRIPT OF YOUR CREDITS:** Go to the counselor's office.
10. **YOU WANT TO WITHDRAW FROM SCHOOL:** Bring a parent/guardian and go to the counselors' office.
11. **YOU CHANGE YOUR ADDRESS, TELEPHONE, MARITAL STATUS or GUARDIANSHIP:** Go to the counselors' office and give the information to the secretary.
12. **YOU HAVE A PROBLEM WITH ANOTHER STUDENT:** See your grade-level principal or counselor immediately and/or sign up for peer mediation.
13. **YOU LOSE YOUR STUDENT I.D.:** Report to the front office bookkeeper to pay for a replacement identification card. You will be issued a receipt to take to room C407 to obtain your new I.D.

ATTENDANCE

COMPULSORY ATTENDANCE LAWS

Students are required to attend school until they become 18 years of age. (Texas Education Code 25.085)

NONCOMPLIANCE OF COMPULSORY ATTENDANCE LAW

If a parent or guardian fails to require a child to attend school for school periods as required by law, school officials will warn, in writing, the parent or guardian that attendance is immediately required. If the parent or guardian fails to comply, the parent and the student will be required to appear before a campus and/or district hearing committee. If the student continues to miss school, school officials will file a complaint against the student in the local justice court. Each day the child remains out of school after the warning has been given may constitute a separate offense. (Texas Education Code 25.093)

90 PERCENT RULE

A student may not be given credit for a class unless the student is in attendance for at least 90 percent of the days the class is offered. Exceptions will be made in the case of extenuating circumstances. (Texas Education Code 25.092)

DRIVER'S LICENSE REQUIREMENT

In order to license a driver under the age of 18 years, the DPS must have verification from the school that the person has attended school for at least 90 percent of the days in the fall or spring semester preceding the date of application, or is enrolled in a program to prepare persons to pass the high school equivalency exam. The law also requires the annual renewal of a driver's license for persons under 18 years of age. The requirements of the bill must be met at each renewal. (Title 116, Article 6687b, Sec. 7) Parents have the responsibility for seeing that these laws are observed and will, therefore, be notified when their son/daughter is absent whenever such notification is possible, unless the reason for the absence is known.

ABSENCE CLASSIFICATIONS

There will be instances when a student cannot attend school; therefore, the following regulations will govern attendance and absences (*please note that if a student misses more than 15 minutes of class, he/she will be considered absent for that period*):

- A. EXCUSED ABSENCES -- The reasons for excused absences are:
1. illness of the student,
 2. death in the immediate family,
 3. serious family emergencies,
 4. representation of the school by the student,
 5. **prior** approval by one of the principals; **notification does not guarantee approval**,
 6. a medical appointment; as per Senate Bill 1 (1995), a student may be excused for temporary absence resulting from health care professionals if the student begins classes or returns to school on the same day of the appointment; if the student satisfactorily completes all make-up work, the student shall be recorded as being present; the student must provide a doctor's statement showing the date and time of the medical appointment on the letterhead of the medical facility.
- B. UNEXCUSED ABSENCES -- The reasons for unexcused absences are:
1. the student, parents or guardians choosing for the student to miss classes for reasons other than those outlined above,
 2. a student attending only part of his classes and/or not checking in and/or checking out in the attendance office,
 3. a student leaving class early without permission,
 4. any student who is married or living away from his parents or guardian must call the grade-level principal prior to or on the day of absence to receive an excused absence.
- Work missed due to an unexcused absence may be made up for a grade no higher than a 70.**
- C. REQUESTED -- If a student has an anticipated absence, it is necessary that the student understand clearly that **prior** arrangements are to be made for make-up work and any tests scheduled during the anticipated absence. Failure of the pupil to carry out the terms of the arrangement made with his/her teacher will result in forfeiting the right to make up the work. *This includes missing school for a school activity.* Grade-level principals will handle requested absences.
- D. TRUANCY -- An absence without approval of school officials or parents is considered truancy. Student will receive a zero for all work missed.

READMISSION PROCEDURE AFTER ABSENCE

1. Students must present a note to the attendance assistant which contains the following:
 - A. student's full name,
 - B. date of absence in full, i.e., Friday, August 11, 2000.
 - C. reason for absence
 - D. parent/guardian signature
 - E. home and work phone number
 - F. student grade level
2. If a student forgets to bring a note, the absence is listed as unexcused. The student has **48 hours (two school days)** to bring a note; otherwise, the absence will remain unexcused. Students are NOT to miss class time to clear an unexcused absence. This is to be done before or after school. Please remember that unexcused absences will affect a student's eligibility for exemptions from semester exams. *If a student does not have an admit to enter class, the teacher will send him to get an admit **and** a tardy slip.*
3. Any student entering school after school begins must check in through the attendance office

CHECK IN -- CHECK OUT PROCEDURE

If a student becomes ill and wishes to go home, permission must be obtained from an assistant principal. If, for any reason besides illness, a student wishes to leave school, a note from the parent or guardian must be presented to the grade-level principal *before 8:00 a.m.* stating the exact time the student is to be dismissed.

After permission has been given, the student will be given a written admit to report to the attendance office to check out of school at the time requested. Students must sign in at the attendance office upon returning to school. Students arriving at school after their classes have begun must sign in at the attendance office. **FAILURE TO CHECK IN OR OUT IN THE ATTENDANCE OFFICE WILL RESULT IN UNEXCUSED ABSENCES FOR CLASSES MISSED IN ADDITION TO OTHER DISCIPLINARY ACTION AS ASSIGNED BY THE GRADE-LEVEL ASSISTANT PRINCIPAL.**

Please note: only those individuals whose names are on the emergency card will be allowed to check a student out of school.

CURRICULUM

The curriculum is the whole course of study which a student takes in high school. Students make their course selections during the spring of the year. Because classes are formed and the master schedule is created based on the selections of the students, **changes in course selections will not be made after May 31.**

Each February the student receives a curriculum handbook which lists all courses available along with eligibility criteria for each. Students and parents should carefully plan the next year's course selections before the student registers.

SUMMER SCHOOL CREDIT

Summer school courses are offered at Angleton High School according to demand. Students may gain credit for course work by attending and successfully completing summer school. There is a tuition fee for non-remedial courses. Summer school grades will not be used in computing class rankings.

CORRESPONDENCE COURSES

All high school students are eligible to take correspondence courses and earn credit toward graduation. Prior to enrollment in correspondence courses, students must make written request to the principal through the counselor for approval to enroll in the course. Students will not be awarded credit toward graduation if approval was not granted prior to enrollment. Grades earned in correspondence courses will not be used in computing class rankings. Seniors who are enrolled in correspondence courses to earn units required for graduation must complete the course and submit the grade for recording at least 14 days prior to the graduation date in order to be eligible for graduation at the end of the term.

Correspondence courses may be taken at TEA-approved universities only. It is the student's responsibility to complete all work in a timely manner. School personnel are not responsible for monitoring a student's progress in correspondence courses.

CREDIT BY EXAM

WITH PRIOR INSTRUCTION

A student who has received prior instruction in a course or subject but failed the course or subject may be permitted by the District to earn credit by passing a district examination on the essential knowledge and skills defined for the course or subject. To receive credit, a student must score at least 70 on the examination. The attendance review committee may also allow a student with excessive absences to receive credit for a course by passing an examination. A student may NOT use this examination to regain eligibility to participate in extracurricular activities.

WITHOUT PRIOR INSTRUCTION

A student will be permitted to take a district examination to earn credit for an academic course for which the student has no prior instruction if the student scores at least 90 on the examination. If a parent requests an alternative examination, the district may administer and recognize results of a test purchased by the parent or student from Texas Tech University or the University of Texas at Austin. The dates for the administration of the Credit By Exam will be announced each semester.

DUAL ENROLLMENT

Credit may be obtained for both high school and college through a joint enrollment arrangement between Angleton High School, Alvin Community College and Brazosport College. It is limited to TEA-approved courses.

The student must have prior approval of the principal and counselor to be eligible to enroll in the college course. The grades from the college **will be** counted in computing rank-in-class and other academic honors. A senior student may not take more than two college credit courses per semester and they count toward the six courses per semester required by district policy. Letter grades from Alvin Community College will be recorded as follows: A+ = 98, A = 95, A- = 90, B+ = 88, B = 85, B- = 80, C+ = 78, C = 75, C-/D = 70. **Students must be passing the college courses in order to be eligible for extracurricular activities.** A list of courses permitted under dual enrollment may be secured from the counselors.

CONCURRENT ENROLLMENT

Concurrent credit courses are those offered by Brazosport College and Alvin Community College which the principal approves for local credit only. Other policies governing it are the same as for dual enrollment.

CLASS REQUIREMENTS

Freshmen, Sophomores, Juniors must enroll in **seven** subjects. *Freshmen and sophomores* may NOT leave campus at any time during the school day including the lunch period. *Juniors* may leave during lunch if they have a signed parent permission form on file. **Seniors** must enroll in **five** subjects. Seniors may leave campus if they have an independent study period and have an off-campus permission form signed by their parents which is on file in the attendance office.

GRADE SCALE

The grade scale used at Angleton High School is:

A	Excellent	90 – 100
B	Good	80 – 89
C	Average	70 – 79
F	Failing	Below 70 (no credit)

CONDUCT GRADE SCALE

The conduct grade scale used at Angleton High School is:

E	Excellent
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

GRADING CRITERIA

During the first and fourth six-weeks grading periods, the teacher will record a grade of 50 for any average that is lower than 50. During the other four grading periods AND on the semester exam, the teacher will record the grade actually made by the student. In order to receive credit for a course for the semester, a student's overall average must be at least a 70.

GRADUATION EXPENSES

The school cannot predict nor can it assume responsibility for the performance of a student in his course work. It is the student's responsibility to determine status relative to graduation. Invitations, rings, cap and gown fees, pictures, and other graduation expenses incurred by a senior will not guarantee graduation from high school. Senior rings are ordered in October of the junior year with delivery before Christmas holidays. Caps and gowns are ordered in January of the senior year. The money is due at the time students place their orders. Invitations are also ordered in January of the senior year. Students who choose to take part in the graduation exercises will be required to wear appropriate dress as designated by the campus administrators and to exhibit proper etiquette. Students who refuse to follow the guidelines from the administration will not be allowed to participate in the baccalaureate and/or commencement exercises.

SEMESTER EXAMINATIONS

Semester exams for the 2005-2006 school year will be on the following dates:

First Semester:	Thursday, December 14	Periods 1, 3, 5, 7
	Friday, December 15	Periods 2, 4, 6
Second Semester:	Wednesday, May 23	Periods 1, 3, 5, 7
	Thursday, May 24	Periods 2, 4, 6

Semester exams are an important part of the curriculum; therefore, there will be no deviation from the announced test schedule. Permission to take an exam at a time other than the specified time will not be granted. **If a student misses a scheduled semester exam without an acceptable excuse, the test may not be made up and the grade is a zero.** The semester exam grade is counted as 20 percent of the semester grade.

Students may be exempted from certain semester exams on the basis of grade average, conduct and attendance. The criteria necessary for exemption is as follows (please note that every 3 tardies to 1 class will constitute an absence when considering exemptions):

- three EXCUSED absences, no U or N in conduct, no assignment to GSC and a grade of 90 – 100,
- two EXCUSED absences, no U or N in conduct, no assignment to GSC and a grade average of 80 – 89, or
- 0 absences, no U or N in conduct, no assignment to GSC and a grade average of 75 – 79.

Freshmen may be exempt from **three** exams, sophomores may be exempt from **four** exams, juniors may be exempt from **five** exams and seniors may be exempt from all exams. All students must attend classes during third and fourth periods each day.

GRADE REPORTS

Students will be given grade reports every six weeks, one week following the end of the six-weeks grading period. Students will also be given a progress report in each class mid-way through the grading period. Parents are urged to contact the teacher if there is a question about a student's progress; it is wise to schedule a conference to discuss this as early in the six weeks as possible. **Report cards and records will be withheld at the end of the semester if the student has any unpaid obligations to the school.**

GENERAL INFORMATION

AFTER-SCHOOL ACTIVITIES

Reasons exist for students to return to school buildings after school hours for special sessions related to school work such as play rehearsals, club meetings, athletic practices, and special study groups. Such activities are considered to be part of regular school work and students are expected to comply with all rules set forth for daytime behavior.

Students should remain in the area where their activity is taking place and are not permitted to wander about the building or campus during such after-school sessions. Teachers are given full authority over students' conduct in the buildings, on school premises during all after-school work sessions, athletic events and school-sponsored activities and will report all improper conduct of students to proper school authorities.

BUILDING AND HALLS

The commons is open to students at 7:00 a.m. The library opens at 7:30 a.m. and the remainder of the building is open at 7:55 a.m. **If you need to see a teacher or enter other parts of the building before 7:55 a.m., you must obtain a pass from the teacher or a principal.**

Students are not to loiter or stand in the halls between classes because this hampers traffic flow and creates bottlenecks and safety problems. During class time, students are not to be in the halls without a hall permit. Failure to comply will result in disciplinary action.

CELL PHONES AND PAGING DEVICES: The following guidelines must be followed for any student who brings a cell phone or paging device to school. These guidelines are also part of the AISD Student Code of Conduct (Policy FNCE).

- Cell phones/paging devices must be turned OFF until after 3:26 each day, and then they must be used outside the building. They may not be in the "silence" or "vibrate" mode.
- Cell phones/paging devices must be kept in a pocket, purse, or locker during the school day.
- Any parent/student contact during the school day must be through the office, not on the cell phone.
- Students should never loan their cell phones to other students.

Violation of these guidelines will result in the cell phone/paging device being confiscated and kept in the assistant principals' office. Only an adult on the student's emergency card will be allowed to pick up the cell phone/paging device from an assistant principal.

CHANGE OF ADDRESS AND TELEPHONE

Any change of address and/or telephone number must be reported to the counselors' office.

CHILD ABUSE

State law requires that any suspected case of child abuse be referred to Child Protective Services for investigation.

CLINIC RULES

To see the nurse, a student must have a pass with the student's name on the pass. Students will be sent back to class if they do not have a pass. The clinic is open from 8:00 a.m. until 3:30 p.m. When the nurse is not in the clinic, students are to go to the freshmen office. Students are not to be in the clinic when the nurse is not there.

CLOSED CAMPUS

Only students who are classified in August as juniors or seniors and who have a signed parental permission form on file with the school may leave campus during lunch or independent study periods. **No other students may leave campus during the course of the school day.** Any student leaving campus during lunch or independent study periods have the responsibility to return to class on time or face disciplinary action. Any illness or emergency, which prevents a student's returning to class must be reported immediately by the parent or guardian to the attendance office. **Car trouble is not a satisfactory reason for tardiness.**

COLLEGE VISITATION

Junior and senior students who wish to visit colleges, universities or technical schools must receive prior approval from the grade-level principal. No more than two days per school year may be granted for college visitation. Students must present verification of the visit upon their return to school. If the student receives prior approval and provides appropriate verification, the absence will be an excused absence.

COMPUTER LAB POLICY

Computer disks will be provided for all students who use a computer lab. Due to computer viruses, no disk brought from home may be used in AHS computer labs. District resources have been invested in computer technology to broaden instruction and to prepare students for an increasingly computerized society. Use of the resources is restricted to students working under a teacher's supervision and for approved instructional purposes only. Students and parents are required to sign an Acceptable Use Policy agreement regarding appropriate use of these resources; violations of this agreement may result in termination of privileges and other disciplinary action.

Any student caught sabotaging or damaging computer equipment, including hardware and software, will be subject to the following punishment, at a minimum:

- 1st offense 4 days of GSC and possible loss of computer privileges
- 2nd offense 10 days of GSC or SAC placement; removal from the class with loss of credit

DELIVERY OF FLOWERS

Flowers, balloons and other gift items will not be delivered to students during the school day.

DRESS CODE

Students shall be dressed and groomed in a manner that is clean and neat and that will not be a health or safety hazard to themselves or others. All shirts are to be tucked in and pants are to be worn at the waist. The District prohibits any clothing or grooming that, in the principal's judgment, may reasonably be expected to cause disruption of or interference with normal school operations.

The District prohibits pictures, emblems or writing on clothing that:

1. are lewd, offensive, vulgar or obscene and/or
2. advertise or depict tobacco products, alcoholic beverages, drugs or any other substance prohibited under Policy FNCF (Local).

Inappropriate clothing/accessories include, but are not limited to, the following:

1. tank tops, halter tops, sleeveless shirts, strapless tops, spaghetti straps or any other top in which the shoulder is exposed,
2. cut-off shorts, biking shorts, tights, pajamas,
3. tops which expose the midribs,
4. shorts or skirts which are more than the width of a dollar bill above the knee when standing,
5. see-through, sheer or mesh tops or blouses,
6. sunglasses, hats, caps, visors, bandannas, or any other head coverings, combs, curlers, chains,
7. nose studs, nose rings, eyebrow rings or any other body piercing rings which are not covered by clothing (nothing in this provision should be construed to prohibit earrings),
8. house shoes, bare feet,
9. any clothing or accessories which are profane, vulgar, obscene, advertise or depict sex, tobacco products, alcoholic beverages, drugs, guns, weapons, violence other illegal substances, satanic, cult or gang activities,
10. extreme hairstyles or colors,
11. sagging pants or pants that are torn or have holes in them,
12. shirts unbuttoned more than one or two buttons at the top,
13. exposed tattoos, and
14. trench coats/dusters are to be removed prior to entering the building.

If the principal determines that a student's grooming violates the dress code, the student shall be given an opportunity to correct the problem at school. A student whose clothing violates the dress code shall be assigned to in-school suspension for either the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school. Repeated offenses may result in more serious disciplinary action.

DRUG DOGS

Dogs trained in identifying drugs, illegal paraphernalia, alcohol, and pyrotechnics will be used on campus periodically. The trained dogs may be used at random locations and times as determined by school administrators and law enforcement personnel. The areas that the trained dogs will inspect include, but are not limited to, lockers, automobiles and common areas.

FIRE DRILLS

Fire drills are held periodically in order to train students in the orderly evacuation of the building. Immediately upon hearing the alarm signal students should form a single file and exit the building. The file must move quickly, and without conversation, from the building to a distance of at least one hundred feet from it. Students must follow the teacher's directions and the exit path posted in each classroom. In the event an exit is blocked, all members of the line should immediately reverse and leave through the nearest exit which is not blocked.

HALL PASSES

Any time during the school day that a student is in the hall or out of class the student is required to have a written permit obtained from the teacher giving the student permission to be out of class. The student must be able to account for his actions to any staff member.

INSURANCE

Soon after the opening of school, students will have the opportunity to purchase accident insurance for the year at a nominal cost. More detailed information will be presented in brochure form at that time.

IDENTIFICATION CARDS

All students will be issued at no cost a picture identification card and a school lanyard. Students are to wear the I.D. card on the issued lanyard to school and to all school activities. Discipline consequences will be assigned to students not wearing their I.D. The card must be relinquished when withdrawing from school. If the card is not returned upon withdrawal, a \$3.00 fee will be assessed. The fee to replace an altered, damaged, lost, or stolen card will be \$3.00. A temporary student I.D. good for 1 day can be purchased in the commons from 7:30 a.m. to 8:00 a.m. daily for \$1.

JUNIOR-SENIOR PROM

Only juniors, seniors, and their dates are eligible to attend the prom. There will be no dates allowed below the ninth grade level. Dates who are not students at AHS must be registered ahead of time with the school. There will be no out-of-school dates allowed at the prom who have not been pre-registered.

LOCKERS

Lockers are **school property** and **remain under the control and jurisdiction** of the school even when assigned to an individual student. The student has **full responsibility** for the security of the assigned locker, for making certain that the locker is locked and that the combination is not available to others. Searches of lockers may be conducted at any time (school officials possess a master key which opens all school lockers) there is reasonable cause to believe that the lockers contain articles or material prohibited by District policy, whether or not a student is present. The parent and AISD police will be notified if any prohibited items are found in the student's locker.

LOITERING ON CAMPUS

School is dismissed at 3:26 p.m. Students not under the supervision of a teacher are required to leave the campus immediately. Unsupervised students will be considered trespassers after 4:00 p.m. unless prior arrangements have been made with a principal. No person, either student or otherwise, is authorized to be inside any school building during the hours when school is not in session unless a member of the staff is continuously present.

LOST AND FOUND

The lost and found is located in the attendance office. Students are required to turn in all items they find on campus or at a school activity.

LUNCH PERIODS

Students are allowed only in the commons and the walkway in front of the building during lunch. Students may not go to lockers during lunch. Students are to use the restrooms by the front offices only. Do not enter any other area of the campus without permission. The parking lot is off limits. Lunch tables are to be left clean. All cartons, papers, and dishes should be placed in the appropriate areas. **Students are not allowed to have food/drinks in any part of the school except for the commons. Violations of this rule will result in the items being confiscated.**

MEDICAL APPOINTMENTS

Medical appointments with doctors and dentists should be made after school hours or on Saturday. Dismissal from school for emergency appointments must be cleared through the attendance office and the grade-level assistant principal. **Students must return a signed form from the doctor to verify the appointment. Facsimile copies will not be accepted.**

PARTICIPATION IN SCHOOL ACTIVITIES

1. Immediately following absence: Students who are not in school on the day of any type of UIL activity or any school sponsored activity because of illness or any other reason shall not be permitted to play in a game or participate in any activity that day or evening except by special permission of the principal.
2. Assignment to Guidance Suspension Center (GSC): All individual student participation in extracurricular activities, including participating or attending athletic events and/or dances, is suspended until the GSC assignment is completed.
3. Eligibility: A student in grades 9 -12 may participate in extracurricular activities at the beginning of the school year only if the student has earned the cumulative number of units in state-approved courses indicated below:
 - A. Beginning of 9th grade--completion of all courses required for the seventh grade year and have credit for all but one of the courses required for the eighth grade year.
 - B. Beginning of 10th grade--at least 5 units toward graduation.
 - C. Beginning of 11th grade--at least 10 units toward graduation.
 - D. Beginning of 12th grade--at least 15 units toward graduation.
4. Suspension from Extracurricular Activities ("No pass-no play rule"): A student shall be suspended from participation in any extracurricular activity sponsored or sanctioned by the school district or the University Interscholastic League during the first three weeks of the grade reporting period after a student has failed a class. A student enrolled in an AP class may have his suspension of eligibility removed if the course failed is identified by the State Board of Education as an advanced course (these are the AP courses and all levels of Pre-Calculus) and if the student's grade is not below a 65.If the student earns a grade below 70 in more than one AP class in any one six-weeks grading, the suspension of eligibility shall not be removed. After a six-week grade reporting period, a child who receives a grade below 70 is suspended from participation in extracurricular activities for three weeks, and for three-week intervals thereafter if **all** grades are not above 70. (TEC 33.081)

PEER MEDIATION

The purpose of the peer mediation program is to enable students to resolve their conflicts by "talking it out" and reaching a mutually acceptable agreement rather than resorting to violence. Student mediators are selected and trained to guide disputants through a process of expressing and listening. Though mediations are supervised by a faculty coordinator, they are completely confidential. Disputants may be referred to peer mediation by administrators, teachers, peers or they may refer themselves.

PHYSICAL EDUCATION UNIFORM

Appropriate athletic clothing, especially tennis shoes, must be provided by the student.

PUBLIC DISPLAY OF AFFECTION

Public displays of affection, such as hugging and kissing, are not allowed on campus.

RADIOS, TAPE PLAYERS, CD PLAYERS, TELEVISIONS

Radios, tape players, CD players and televisions are not allowed at school or on school buses. If these items are at school, they will be confiscated and returned to the parent. Subsequent violations may result in disciplinary action which may include confiscation of the item until the end of the year. Students who are participating in a school activity may, at the discretion of the coach or sponsor, possess the electronic devices.

SALES

There will be no sales of products by individuals or school organizations without permission from the principal. No student is to sell candy or food for immediate consumption during school hours. **Under NO circumstances are students allowed to sell products or solicit donations by going door-to-door.**

SCHOOL POLICE

The AISD Police Department is authorized by the State of Texas and has jurisdiction anywhere within the boundaries of the Angleton Independent School District and at school activities involving AISD students. The AISD police officers are certified peace officers with the same power as any certified Texas peace officer.

SCHOOL PROPERTY

Most of the materials used in school (such as books, desks, chairs), as well as the buildings, are paid for by tax money. Care of this property is mandatory. All textbooks must be covered and precautions taken to prevent damage to them. If property or materials are damaged or defaced, students will be required to pay for repairs or replacement and will be subject to additional disciplinary measures as determined by campus administration.

SCHOOL TRIPS

Before a student will be allowed to leave on a trip, he must turn in a parent permission form signed by his parent or guardian. On all school trips, students must return by school transportation unless specific permission is given by the principal prior to the trip. Students will be allowed to leave only with their parents or guardians. Students who will miss a part of the school day must make arrangements for their assignments with their teachers prior to leaving on the trip.

SEXUAL HARASSMENT

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

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

A substantiated complaint against a student will result in disciplinary action, according to the nature of the offense and the Student Code of Conduct. The district will notify the parents of all students involved in sexual harassment by student(s) when the allegations are not minor and will notify parents of any incident of sexual harassment or sexual abuse by an employee. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.

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

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

If the resolution of the complaint is not satisfactory to the student or parent, the student or parent may, within ten days, request a conference with the Superintendent or designee. Prior to or at this conference, the student and/or parent must submit the complaint in writing and must include:

1. a complete statement of the complaint,
2. any evidence supporting the complaint,
3. a statement about how the matter should be resolved, and

4. the student's and/or parent's signature and the date of the conference with the principal, the
5. principal's designee or the Title IX coordinator.

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

STUDENT BEHAVIOR

The Angleton Independent School District Student Code of Conduct is the standard for student behavior. Violations of the Student Code of Conduct and/or the policies listed below will result in disciplinary action. Parents will be notified by mail of any disciplinary action.

Good conduct, common courtesy and respect for teachers and classmates are essential for success at school. The teachers are in complete charge of the activities in the classroom, but the responsibility for good conduct remains with the students. The following forms of misconduct will not be tolerated:

1. leaving the classroom without permission from the teacher,
2. lying to school personnel,
3. cheating--this includes giving or receiving information on a test or copying homework assignments,
4. bringing prohibited instruments, including, but not limited to, knives, firearms, fireworks, lighters, matches, water guns and other similar devices,
5. fighting (which will result in suspension, placement in GSC and notification of law enforcement officials which could result in a citation being issued),
6. use of abusive language (which may result in suspension, placement in GSC and notification of law enforcement officials which could result in a citation being issued),
7. insubordination,
8. disruptive behavior,
9. bullying, which includes name-calling, intimidating or creating a hostile environment for other students,
10. use or possession of any amount of alcohol or drugs, and
11. participation in any type of gang activity, including but not limited to gang-related clothing, signs or graffiti.

TARDY POLICY

Students will be in class, at their desks, ready to work BEFORE the tardy bell rings. Students who are tardy are required to report IMMEDIATELY to their grade-level principal to receive a tardy slip. Any student who receives more than three tardies per semester will receive disciplinary action which will include, but is not limited to, detention, Saturday School and/or in-school suspension. The three tardies are provided to students in case a student has car trouble or is otherwise delayed. Students need to be very careful about using up their free tardies.

TEACHER CONFERENCES

Each teacher has a regular conference period each day. Parents who desire conferences with teachers need to call the counselors' office to make an appointment. **All parents and visitors must report to the office before meeting with a teacher.**

TELEPHONES

Students are not allowed to use school telephones except in the case of an emergency and only after obtaining permission from the proper official. Pay phones for student use are located outside and in the athletics and band hall areas.

TEXTBOOKS

Most textbooks are provided by the State of Texas at no cost to students. State law requires that textbooks be covered at all times in order to keep them clean and in good condition. Book covers are available from any classroom teacher. Teachers will have book checks at appropriate times during the year to make sure that students have not lost their textbooks.

Each pupil, or his parent or guardian, shall be responsible to the teacher for all books not returned by the pupil, and any pupil failing to return all books shall forfeit his right to free textbooks until the books previously issued but not returned are paid for by the parent or guardian. [Texas Education Code 31.104]

VISITORS

Parents are welcome to visit the school at any time. Parents wishing a conference should schedule an appointment through the counselors' office for a conference during the teacher's conference period.

No student visitors from other schools will be allowed during school hours. Under no circumstances are individuals other than Angleton High School students to be admitted to classes, buildings, or the campus proper unless they have a signed permit from one of the principals. Teachers will ask unauthorized outsiders on campus to either leave or go to the assistant principals' office. **All visitors are required to register in the front office. Violators of this rule will be issued a criminal trespass warning or citation.**

STUDENT SERVICES

COUNSELING

The counseling program is a cooperative program in which the teachers, principals and counselors work together to provide a service for students who desire help in the selection of colleges and vocations and in solving personal and academic problems. The counselors are available to assist students in making wiser choices about vocational and educational objectives. They also provide a wide selection of college catalogues, monographs, occupational data, and other material for students.

The counselors supervise the yearly registration of students for the courses to be taken the following year. Parents are urged to call at any time that questions arise as to the proper sequence of courses to be taken each year.

Students may see a counselor by signing the appointment sheet in the counselors' office. Counselors will then call students out of class or after school as time becomes available. Teachers will not dismiss students randomly from class without a permit from the counselors' office.

LIBRARY

The library has over 24,000 books, 2,000 audio-visual titles and access to online databases and networks for research. A student who wishes to visit the library outside of class may come before or after school or during lunch. Seniors with Independent Study periods may visit the library during those class periods. As students come into the library, they must leave their book bags on the shelves in the front and expected to work or visit quietly.

Books may be checked out for two weeks at a time. Book fines for overdue books are five cents a day, not counting the date due. Reference materials may be checked out overnight only and are due before first period the following day. Fines for reference materials are 25 cents per day. Holidays, weekends, and excused absences (students must show their blue-slips to the library staff) are not counted for purposes of determining the fine. One-half of the fine will be charged if the fine is paid when overdue materials are returned. Lost books must be paid in full.

Computers are available for student use to work on assignments or check e-mail, however there is a 15 minute time limit on all non-school related use. No on-line games or messaging is allowed. Every student must have his or her student I.D. to use the computers.

RECOGNITION OF SCHOLASTIC ACHIEVEMENT

SCHOLARSHIP AWARDS

In order to encourage students who do outstanding work and to promote scholarship in the Angleton schools, the Board of Education has provided a program of recognition through award jackets, blankets, plaques and letters. The following policies govern eligibility for these scholarship awards:

1. the student must be in the sophomore, junior or senior class.
2. the student must be taking a full load of credit courses at grade level,
3. a student must have more grades of "A" than "B" and nothing lower than a "B" during the first semester and fourth six-weeks during the year in which the award is earned,
4. a student must be enrolled at Angleton High School during the entire year; students who move in during the year are not eligible that year,
5. scholarship awards will be limited to one per student per year,
6. the scholarship award will be a standard major award not to exceed in price the maximum allowed
7. by the University Interscholastic League, and
8. a student may receive only one major scholarship award (jacket or blanket) during his high school career. Additional scholarship awards earned will be in the form of a symbolic award (letter or plaque) which may not exceed in cost the maximum allowed by the University Interscholastic League.

TEXAS SCHOLARS

Students who graduate under the Recommended Plan or Distinguished Achievement Plan will be recognized as *Texas Scholars*. Students who receive this honor may qualify for the TEXAS grant program which can provide up to \$6,000 in scholarship aid for college. For more details about the TEXAS grant program, see the appropriate grade-level counselor.

NATIONAL HONOR SOCIETY

Students at the junior and senior level are candidates for the National Honor Society. The National Council sets the academic requirement for membership, which is a cumulative average of 90 or higher. Students who are eligible scholastically are notified by the sponsor and informed that for further consideration for selection to the NHS chapter they must complete the appropriate form. New initiates are inducted during the fall semester.

GRADUATION HONORS

The following students will receive recognition because of their academic achievements:

Valedictorian	highest ranking graduate in the senior class
Salutatorian	second highest ranking graduate in the senior class
Top 10 Graduates	graduates who are ranked 1-10 in the senior class
Top 10 Percent	graduates who are ranked in the top 10 percent of the senior class

The grading practices at Angleton High School reflect student achievement within a system of weighted grades based on the difficulty level of the various courses. Grade points correlated to these grades are used to rank students in their graduating class. Graduating seniors are ranked by grade point average after the fifth six-weeks grading period of the senior year. If a student has been awarded advanced grade points from another school district, and advanced grade points are not given for the corresponding course at Angleton High School, grade points will be awarded at the level offered by Angleton High School. If a student chooses to graduate early, the student's grade-point average will be calculated according to the criteria used for the graduating class as a whole. *Please refer to the AHS Curriculum Handbook for more information.*

STUDENT TRANSPORTATION

AUTOMOBILE AND MOTORCYCLE REGULATION

Driving a motor vehicle to school is a privilege offered by parents and the school only to responsible students. Because of limited parking spaces, this privilege is limited to students who are officially listed as JUNIORS and SENIORS at the beginning of the year. Motor vehicle rules are listed below.

1. Park only in the student parking area in the assigned parking space.
2. Vehicles are to be vacated immediately upon arrival and should be reentered only at the time of departure. Do not drive into the parking lot unless you are ready to park and leave your vehicle.
3. The speed limit on campus is a maximum of 15 MPH. During peak traffic times, the speed limit will be much lower.
4. Reckless driving is not allowed and may result in suspension of campus parking privileges.
5. Student vehicles parked illegally will have a restraining device applied to a front wheel (booting). In order to have this device removed, a student must go to the security office.
6. Students providing their own transportation to and from school assume total responsibility for arriving on time to classes. Students will not be given excused tardies or absences for personal car trouble.
7. Students will not be allowed to make excessive noise in the parking lot, either through sound systems or other means.

The parking lot is off-limits to all students during the school day. If a vehicle on campus is reasonably believed to contain materials that violate school policy, it will be subject to search by school officials. A student is responsible for all items in his vehicle. It is the student's responsibility to secure his vehicle so that no unauthorized individual has access to it. Any student wanting to enter the parking lot after leaving a vehicle must have approval from an administrator. The school is not responsible for the security of any privately-owned vehicle. Only licensed drivers who have a parking permit may park on campus. A student in violation of any vehicle regulation is subject to disciplinary action. Any illegally parked vehicle may be towed or booted.

VEHICLE REGISTRATION

All automobiles brought on campus by students must be registered at the beginning of the year in the attendance office. A current year AHS parking permit must be placed on the passenger side of the windshield.

BICYCLES

Bicycles are to be parked at the parking area located by the flagpole. Bicycles should be locked. The school is not responsible for the security of any privately-owned vehicle.

ANGLETON HIGH SCHOOL CLUBS AND ORGANIZATIONS

The Angle	Mu Alpha Theta
Aristocats Drill Team	Multicultural Club
Art Club	National Forensic League
Athletics	National Honor Society
Band	Outdoor/Fishing Club
Campus Connections	Quill and Scroll
Cheerleaders	Rodeo Club
Choir	Spanish Club
Drama & Speech	Spanish Honor Society
Fellowship of Christian Athletes	Student Council
FCCLA	The Tattler
Future Business Leaders of America	TAFE
Future Farmers of America	Technology Student Association
Interact Club	Vocational Industrial Clubs of America

STUDENT ELECTION RULES AND PROCEDURES

Student elections are conducted by the Student Council during the last nine weeks of the school year. Plurality vote will determine the winners of all student elections. No student shall be denied an appropriate position of honor and trust because of race, creed, sex, ethnic background or handicapping condition.

BRAZORIA COUNTY FAIR QUEEN NOMINEE

A girl is elected to represent Angleton High School in the Brazoria County Fair Queen contest and pageant. The fair queen will be chosen by the following criteria:

1. any junior girl may place herself in nomination,
2. nominees must meet all requirements as stated in the Brazoria County Fair Rules and Regulations Handbook,
3. nominees must meet TEA eligibility requirements, and
4. nominees will be voted on by the 9th, 10th, 11th grades.

CHEERLEADERS

The purpose of cheerleading is to increase the morale of all students who participate in school activities as either team members or spectators. Candidates for cheerleader must meet all UIL eligibility requirements and must attend a cheerleader clinic conducted by the school. Elections will be based on the total score accumulated by each candidate through a four-part process:

1. teacher evaluations ,
2. judging of cheerleader skills will be done by a panel of judges who will evaluate each candidate on neatness, spirit, and technical skills,
3. student body voting will be done by members of the freshman, sophomore and junior classes, and
4. grade evaluations (based on grades in classes for the current school year).

Teacher/principal evaluations count 30 percent, judges' scores count 35 percent, student body vote counts 20 percent and the grade evaluation counts 15 percent. The squad breakdown according to grade level for the various squads is listed below:

Varsity	top twelve juniors and seniors with the highest point totals
Junior Varsity	top six sophomores with the next highest point total
Freshmen	top 6 freshmen with the highest totals

The mascot selection will be the same as for the cheerleading positions. The mascot can be from any grade level in the high school.

The school administration reserves the right to alter the number of positions elected according to student interest, number of candidates trying out and school needs.

CLASS OFFICERS

Class officers are elected by their classmates to supervise activities of the class during the year. The officers will be chosen in the following manner:

1. nominees must meet UIL eligibility requirements,
2. each candidate must file a petition bearing 20 student signatures, three faculty signatures, and the signature of the counselor or registrar certifying that the candidate meets the academic requirements of the office, and
3. nominees will be voted on by the appropriate class members.

HOMECOMING QUEEN AND KING

Nominees are presented and the queen and king are announced at the homecoming game. The following criteria will be used to determine the homecoming queen and king:

1. eligibility is limited to senior girls and boys,
2. nominees must meet UIL eligibility requirements,
3. any school organization may nominate a senior candidate who is representative of the organization, and
4. nominees will be voted on by the entire student body.

STUDENT COUNCIL

The purpose of the Student Council is to promote harmony among the student body and the various interschool organizations, to improve the student-faculty relations, to institute a better relationship between this school and others, to maintain high student morale and to act as a service organization and leader for the school and student body. Voting members of the Student Council shall be:

1. officers elected by the Student Council body,
2. members who have been accepted after petition, and
3. members who have earned 60 Council points per semester to maintain their voting status and
4. membership.

The president, vice-president, secretary, treasurer, historian and parliamentarian shall be elected by the entire Student Council body by popular vote using secret ballots. It may be possible for one person to hold two offices, excluding president and vice-president. Qualifications for office will be explained to the body during the fall semester. Candidates for president, vice-president, secretary and treasurer may place their names on the ballot by presenting a petition from the freshman, sophomore or junior class signed by not less than 20 students to the presiding president or sponsor.

SPECIAL PROCEDURES AND SERVICES

HIGH SCHOOL STANDARDIZED TEST SCHEDULE

The following tests are required by the State of Texas and will be given at Angleton High School during school hours:

October 17 - 19	TAAS Exit Level (retest)
October 17 - 20	TAKS Exit Level (retest)
January 16 - February 2	TAKS Field Testing
February 13	TAKS Reading—9 th grade/English Language Arts—10 th and Exit
February 14 - 16	TAAS/TAKS Exit Level (retest)
March 5 – 30	RPTE/LEP Field Tests/ELOP
April 18 - 20	TAAS Exit Level (retest)
April 17	TAKS Mathematics—10 th grade / Exit retest
April 18	TAKS Mathematics—11 th grade / Exit retest
April 19	TAKS Mathematics—9 th grade/Science – 10 th & Exit / Exit retest
April 20	TAKS Social Studies – 10 th & Exit / Exit retest
July 10 - 13	TAAS/TAKS Exit Level (retest)

The following tests are required for college entrance by many colleges. They are open to all students; however, pre-registration and fees are required. The counselors can provide additional information:

Scholastic Aptitude Test (SAT)	October 14, November 4, December 2, January 27, March 10, May 5, June 2
American College Test (ACT)	September 16, October 28, December 9, February 10, April 14, June 9
PSAT/NMSQT	October 11 (This will be given during school time.)
Advanced Placement Exams	May 7 - 11 and May 14 - 18

WITHDRAWAL FROM ANGLETON HIGH SCHOOL

Students will be withdrawn for the following reasons:

1. by parent/guardian request who must appear in person to sign the state-required withdrawal form,
2. for non-attendance (A student will be withdrawn after 20 consecutive school day absences if the parent/guardian does not notify the school of the reason for the extended absences. Students who are 18 years old will be withdrawn after the sixth unexcused absence.).

Students are withdrawn and their transcripts will be sent to the new school after:

1. all books are returned or restitution made,
2. all classes are cleared by teacher,
3. all fines and fees are paid,
4. library books are cleared by librarian, and
5. completed clearance is given by grade-level principal.

TRANSPORTATION INFORMATION

BIKE RIDERS: The serial number of all bicycles should be registered with the Angleton Police Department. Bikes should be pushed on campus sidewalks when arriving and leaving school. They should be stored in the bike racks and locked individually, preferably using a combination lock. Students should observe all vehicle laws that apply to bikes. Students are encouraged to wear bicycle helmets.

CAR RIDERS: Students are to be picked up only in designated areas.

WALKERS: Parents should practice the route they expect their child to walk. All safety procedures should be discussed during this practice including the correct side of the street on which to walk.

BUS RIDERS: In order to ride a school bus, a student must be an "eligible" bus rider.

- To **start** riding the bus, a student must come by the office and get a note to give to the bus driver. The driver will not let a student ride who does not have this note from the office.
- To **stop** riding the bus, a student must come by the office and notify the secretary. When possible, the student should tell the bus driver in advance he/she plans to stop riding the bus.

TRANSFINDER: Parents may look up bus route information and bus schedules by accessing the internet at www.transfinder.com. Questions may be directed to the Transportation Director's office at 864-8706.

PROCEDURES FOR REPORTING A LOST CHILD: If a student does not get off the bus at his/her appropriate bus stop, the following numbers should be called in the order listed:

- the student's home campus
- Transportation Department - 864-8706
- AISD Security Department - 849-8833

District personnel will remain on duty until all students are delivered to the appropriate bus stop.

BUS ASSIGNMENTS:

Students may not change bus stops or buses without the principal's approval. **Only in an emergency situation will a student be allowed to ride a bus he/she does not normally ride. The following procedure for changing buses should be followed:**

1. Bring a written note from the parent or guardian explaining the reasons for the transfer and the dates the bus is to be ridden. A phone number should be included to verify this information.
2. The note must be given to the principal before lunch. The principal will then determine whether or not a bus pass will be issued to the student. Not all requests for transferring to another bus will be granted.
3. The bus driver may assign seats to students riding the bus. Any changes in seating should be submitted to driver and approved by supervisor.

BUS PROCEDURES: From state law and Texas Education Agency regulations, Angleton ISD has developed the following rules for students and parents to ensure the safest and most comfortable bus ride to and from school. Students riding buses are responsible for conducting their behavior in the same manner as when in the classroom and are expected to show the same respect for the bus operator's authority as is shown teachers (Student Code of Conduct). The following rules must be followed:

1. Get to your bus stop on time (three to five minutes early).

2. Loading and unloading procedures:
 - a. Stand in line at least five feet back from the bus stop.
 - b. Permit younger students to board first.
 - c. Watch your step. Step on and off quickly, quietly, without crowding, pushing or shoving.
 - d. Do not play at the bus stops. Watch traffic at all times.
 - e. Move away from the bus as soon as you get off.
 - f. To cross roadway:
 - i. If the driver instructs a student to cross without his escort, the student needs to move at least 10 feet in front of the bus on the shoulder or curb and wait for the driver to signal him across.
 - ii. If the driver instructs a student that he will escort the student across the roadway, the driver needs to get off the bus first, and then escort the student across the road or street.
3. Be seated before the bus begins to move. Remain seated until the bus stops.
4. Keep head, arms and elbows out of the window.
5. Keep aisles clear.
6. Band instruments too large to be held in the lap or placed under the seat may not be transported.
7. Live animals, glass containers or personal property will not be allowed on the bus.
8. Use of tobacco in any form is prohibited.
9. Damage to the interior of the bus by a student must be paid for by the student or parent.
10. Eating on buses is not permitted. Drinking will be allowed unless the privilege is abused (ex. littering, pouring drink on another student, etc.) The driver will have the authority to decide when the privilege is abused.
11. Never throw objects of any kind from the bus.
12. Fighting will result in the suspension of bus riding privileges.
13. Proper clothes (Dress Code) will be worn while on the bus.
14. Follow all instructions given by the bus driver.
15. Never use the rear emergency door to enter or to exit the bus except in an emergency.
16. All school supplies must be carried in a backpack, notebook, etc. and not on the person.
17. Students are not allowed to ride another bus home with a friend without written permission from the parents and prior approval from the principal and the Director of Transportation.
18. Students are subject to all rules and regulations regarding the Student Code of Conduct while on a bus.

BUS DISCIPLINE: The following procedures shall be followed when a discipline concern arises on a bus serving a regular route or an extracurricular activity:

1. The driver shall attempt to correct the misbehavior of the passenger.
2. If the driver is unable to resolve the problem the principal shall be notified immediately, or if the incident occurs in the afternoon, not later than the morning of the next school day.
3. The principal shall investigate the incident and notify the transportation department of the action taken.
4. A conference involving the principal, the student passenger, the driver and parent(s) may be required.
5. The principal may suspend the student's bus privileges. If such suspension occurs, the parents shall be notified. At the early childhood and elementary levels, parent notification will be prior to suspension.
6. In case of serious misconduct that endangers the safety of other passengers or the driver, the principal or designee shall have the authority to put the student off the bus or to call law enforcement assistance; the principal and parents shall be notified of the situation as soon as possible. The student shall not be provided bus service again until a conference involving all persons listed has been held.

Disciplinary actions and changes in transportation for a handicapped student shall be made in accordance with the provisions of the student's Individual Education Plan (IEP).

DISRUPTION OF TRANSPORTATION: Any student or adult who intentionally disrupts, prevents or interferes with the lawful transportation of children to and from school shall be guilty of a misdemeanor (TEC, Sec. 37.126).

HEALTH INFORMATION

Students who become ill during the school day should go to the nurse's office. If a student needs to go to the nurse's office, he/she should report to class for roll check, obtain the teacher's permission by getting a hall permit, and then go to the nurse's office. **Students are not allowed to call their parents or leave the school campus when they become ill without first being cleared through the nurse's office.** They must leave with either their parent(s) or the person named to contact in case of emergency. Parents should keep this information up to date with the office.

A licensed nurse is available on campus. All students are screened for hearing, visual problems, and scoliosis at appropriate grade levels.

IMMUNIZATION REQUIREMENTS: ALL STUDENT IMMUNIZATION DATA IS DUE AND MUST BE CURRENT PRIOR TO CLASS ATTENDANCE. The only exception to the above will be in the event of both parents' death, pending completion of legal guardianship procedures. In this instance alone, 30 days from date of enrollment will be allowed to present proof of current immunizations. The following Immunizations are required:

Vaccine	Required Doses
Diphtheria, Tetanus Toxoid, and Pertussis Vaccine (DTP, DTaP, DT, Td)	Five doses of any combination DTaP/DTP unless 4 th dose was given on or after 4 th birthday. Students 7 years or older: <ul style="list-style-type: none"> • Three doses of any combination DTP/DTaP/DT/Td vaccine • One dose of Td required ten years after last dose of DTP/DTaP/DT
Polio (IPV)	Four doses unless the 3 rd dose was on or after 4 th birthday.
Measles, Mumps, Rubella (MMR) *	Two doses of a measles containing vaccine with the first dose on or after the 1 st birthday; second dose by age 5 or entry into kindergarten
Hepatitis B *	Three doses are required for the following grades in the following school year: 2006-2007 K – 12 th
Varicella **	One dose on or after 1 st birthday for the following grades: 2006-2007 K – 12 (Two doses if vaccine given at 13 yrs or older)

* Serologic confirmation of immunity to measles, mumps, rubella or hepatitis B is acceptable in lieu of the vaccine.

** A signed statement from the parent/guardian or physician with the date that a child had the chickenpox illness is acceptable in lieu of the Varicella vaccine.

Any student seeking exemption status for religious or philosophical reason must submit an affidavit approved by the state of Texas. Students seeking a medical exemption must submit a signed statement from their physician.

A family doctor or the Brazoria County Health Unit may be contacted for immunizations. Information on the Health Unit is listed below:

Brazoria County Health Unit

432 E. Mulberry

Angleton, Texas 77515

Routine immunizations: Monday – Friday

Cost: no charge (at Health Unit)

Phone: 849-5711, extension 1484

9:00 – 11:30 a.m.; 1:00 – 3:30 p.m.

T.B. test: Monday – Wednesday

All students must be accompanied by a parent/guardian in order to get the necessary immunizations unless they are 18 years old. Guardianship papers must be presented at the Health Unit if the natural parent does not accompany the student. The school form must be presented to the Health Unit for stamping and then returned to the school nurse, or return an updated copy of the immunization record.

MEDICATIONS

ALL medication is to be brought to the nurse's office immediately upon arriving at school. No student may possess ANY type of medication except prescription asthma inhalers with proper documentation. This includes all prescription and over-the-counter medication (such as Tylenol and sinus medication). **Any student who is found with any type of medication (other than approved asthma inhaler) in his possession will be subject to disciplinary action.**

Over-the-Counter Medication:

1. Upon the recommendations of the Texas Education Agency, Angleton ISD does not provide over-the-counter (OTC) medication. It is the responsibility of the parent/guardian to provide and request any medication that they wish their child to receive. Parents/guardians may send medication to school to be used "as needed" by their child. It must be accompanied by a "medication request" form or by a note from the parent/guardian that includes the student's name, the name of the medication, the dosage and the conditions under which the medication should be given (i.e. fever, cough, pain, etc.). The school does not provide any medications including cough medications, antibiotic ointments or Tylenol.
2. All non-prescription medication must be brought to school in its original container and be properly labeled. The parent is to affix the student's name to the container.
3. Only over-the-counter medications approved by the Food and Drug Administration (FDA) will be administered. The medication will be administered according to the label instructions.

Prescription Medications:

1. Administration of prescription medication must be ordered by a licensed physician or dentist. The prescription must be written and filled by persons licensed in the United States.
2. A written parental/guardian request must accompany the prescription.
3. The medication must be in the original prescription container and labeled to include the student's name, doctor's name, dosage and frequency of administration.
4. Students may be allowed to carry their prescription asthma inhalers with proper documentation.
5. Prescription rescue inhalers for asthma may be carried by a student with proper documentation from the parent and physician. See the school nurse for this form.

General Procedures:

1. A medication request form must be completed and signed by the parent or guardian. If the parent/guardian does not have this form, a note including the name of the child, medication name, dosage, frequency, duration and parent signature will be acceptable. **It is the responsibility of the parent/guardian to send a note giving permission to dispense medication. The school cannot give medications without written consent from a parent/guardian.** As a courtesy, the school may attempt to contact the parent/guardian if medication is sent to school without a note. The school will not be responsible for missed dosages of medication because proper consent was not given.
2. For safety reasons, it would be preferable for medication to be brought to the clinic by the parent/guardian and given to the designated school staff.
3. The student must report to the clinic to take medication.
4. Parents/guardians are encouraged to schedule the administration of student medication in such a manner that school-time dosages are kept to a minimum.
5. All medications will be administered to the student by the school nurse or persons on the Angleton ISD approved list.
6. A record shall be maintained on each student's medication including the date and time it is given.
7. If medication is to go home each night, it is the responsibility of the student or parent/guardian to pick it up each afternoon and to return it the following morning.
8. All medication shall be stored in a locked drawer or cabinet in the nurse's office.
9. If there is a medication discrepancy that might be injurious to the student, the nurse has the right to question the discrepancy or refuse to give the medication. The parent/guardian will be notified.
10. It is the responsibility of the parent/guardian to keep up with the amount of medication on-hand at school. As a courtesy, the nurse will try to send a reminder when medication levels are getting low.
11. At the end of the school year, all medications should be picked up by the student or parent/guardian. **Medication that is not picked up will be destroyed.**

EXCLUSIONS FROM SCHOOL BECAUSE OF DISEASE

The Texas Department of Health Communicable Disease Chart will be followed. A student who has an infectious or contagious disease shall be excluded from school until the danger of transmitting the infection or disease to other students has passed. The requirements for readmission to school established by the State Department of Health or a physician's certificate shall be utilized for determining when the student may return to school. The following table lists the most common communicable diseases and states the requirements set by the State Health Department for readmission to school.

Name of Disease	Requirements for Readmission to School
Chicken Pox	Exclude 7 days after lesions appear or until all lesions are crusted over
Diphtheria	Exclude case and/or close contact until released by the City/County Health Dept.
Infectious Hepatitis	Exclude until no fever and no jaundice, or statement from physician that person is non-infectious
Impetigo	Exclude until treatment has begun, evidenced by written statement by physician
Lice	Exclude until child is treated
Measles (Rubeola)	Exclude any time symptoms develop and for 4-14 days after onset of rash
Measles (Rubella)	No restrictions except any child who has a fever and does not feel well should not be in school
Meningitis	Exclude until statement from physician that person is non-infectious has been received
Mononucleosis	Exclude until recovered, as stated by physician
Mumps	Exclude until released by physician
Pink Eye	Exclude until physician's statement that person is non-infectious has been received, or following 24 hours of antibiotic use
Poliomyelitis	Exclude until released by physician
Ringworm	May attend school provided lesions are covered. Treatment is recommended. (SCALP: See state chart)
Scabies	Exclude until treated
Streptococcal Infections	Exclude until 24 hours after antibiotic treatment has begun and fever subsides
Tuberculosis	Exclude until released by physician
Typhoid Fever	Exclude case, carrier and/or household until released by Health Department
Whooping Cough	Exclude until completion of antibiotic therapy, or until released by physician

BACTERIAL MENINGITIS: Bacterial 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. The majority of people diagnosed with bacterial meningitis make a complete recovery if diagnosed early and treated promptly.

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. Symptoms may include a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains and drowsiness or confusion. A rash of tiny, red-purple spots may also occur anywhere on the body. The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results.

Fortunately, none of the bacteria that cause meningitis is 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 long outside the body. They are spread when people exchange saliva (such as by kissing, sharing drinking container, 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.

To prevent the spread of germs, students should not share food, drinks, utensils, or toothbrushes. While there are vaccines for some strains of bacterial meningitis, they are used only in special circumstances such as a disease outbreak in a community or for people traveling to a country where there is a high risk of getting the disease. The vaccine is safe and effective 85-90% of the time. 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.

WHERE CAN MORE INFORMATION ON COMMUNICABLE DISEASES BE FOUND?

The school nurse, family doctor and the staff at the local or regional health department office are excellent sources for information on all communicable diseases, including information about meningococcal vaccine. Additional information may also be found at the web sites for the Centers for Disease Control and Prevention at www.cdc.gov and the Texas Department of Health at www.dshs.state.tx.us.

BOARD POLICIES

Many policies adopted by the Board of Trustees are set forth in whole or in part in the student handbooks. The full text of AISD Board Policy is available on campus at the principal's office and/or library, at the administration building and on the AISD website: www.angleton.isd.tenet.edu.

The following Board Policies specifically address student conduct with regard to the matters indicated:

FL	Notice of Rights	FNCE	Telecommunication Devices
FO	Security Tapes	FNCF	Drugs and Alcohol Use
FNF	Lockers	FNCG	Weapons
FNCA	Dress Code	FNCH	Assault
FNCB	Vandalism	FNCJ	Sexual Harassment
FNCC	Hazing/Secret Societies	FNFA	Searches
FNCD	Tobacco Use	GKD	Publication

EXCERPTS OF COMMONLY REFERENCED POLICIES

(Subject to update - current and complete Board Policy Manual is available on-line.)

ASSAULTS (Policy FNCH)

Students are prohibited from assaulting anyone on school property or at any school-related event. An assault may include:

1. intentionally, knowingly or recklessly causing bodily injury to another person,
2. intentionally or knowingly threatening another with imminent bodily injury, or
3. intentionally or knowingly causing physical contact with another when the student knows or should reasonably believe that the other will regard the contact as offensive or provocative.

DISRUPTION OF CLASSES (Policy GKA)

For purposes of this rule, "school property" includes the public school campuses or school grounds upon which any public school is located, and any grounds, buildings, or other facilities used by district schools for assemblies or other school-related activities, and "public property" includes any street, highway, alley, public park, sidewalk, or buildings.

No student shall be permitted, on school property or on public property within 500 feet of school property, to willfully disrupt, alone or in concert with others, the conduct of classes or other school activities. Conduct that disrupts the activities of a school includes:

1. emissions by any means of noise of an intensity that prevents or binders classroom instruction,
2. enticement or attempted enticement of students away from classes or other school activities that students are required to attend,
3. prevention or attempted prevention of students from attending classes or other school activities that students are required to attend,
4. entrance into a classroom without consent of either the principal or teacher, or
5. acts of misconduct and/or use of loud or profane language causing disruption of class activities.

DISRUPTION OF LAWFUL ASSEMBLY (Policy GKA)

No person or group of persons acting in concert may intentionally engage in disruptive activity or disrupt a lawful assembly on the campus or property of any school in the District. Disruptive activity means:

1. obstructing or restraining the passage of persons in an exit, entrance, or hallway or any building without the authorization of the administration of the school,
2. seizing control of any building or portion of building for the purpose of interfering with any administrative, educational, research or other activity,
3. preventing or attempting to prevent by force or violence or the threat of violence any lawful assembly authorized by the school administration,
4. disrupting by force or violence or the threat of force or violence at lawful assembly in progress, or
5. obstructing or restraining the passage of any person at an exit or entrance to said campus or property or preventing or attempting to prevent by force or violence or by threats thereof the entrance or exit of any person to or from said property or campus without the authorization of the administration of the school.

A lawful assembly is disrupted when any person in attendance is rendered incapable of participating in the assembly due to the use of force or due to a reasonable fear that force or violence is likely to occur.

DRESS CODE (Policy FNCA)

The district's dress code is established to instill discipline, prevent disruption, avoid safety hazards, and teach hygiene. A specific dress code is outlined in the front section of each campus handbook.

DRUG/ALCOHOL USE (Policy FNCF)

No student shall possess, use, transmit or attempt to possess, or be under the influence of any of the following substances on school premises or off school premises at a school-related activity, function, or event:

1. marijuana or a controlled substances as defined by *Health and Safety Code 481* or *21 U.S.C. 801, et. Seq.*;
2. a dangerous drug, as defined by *Health and Safety Code 483*;
3. abusable glues, paints or volatile chemicals as defined by *Health and Safety Code 484.003, 485.031*;
4. alcohol.

In addition to the statutory ban on the possession, use, or transmittal of controlled substances, dangerous drugs and alcohol, the District prohibits:

1. the possession, use or transmittal of paraphernalia related to any prohibited substance, or
2. the possession, transmittal, sale or attempted sale of what is represented to be any prohibited substance.

"Use" means a student has smoked, ingested, injected, imbibed, inhaled, drunk, or otherwise taken internally a prohibited substance recently enough that it is detectable by the student's physical appearance, actions, breath, or speech. "Under the influence" means a student's faculties are noticeably impaired, but the student need not be legally intoxicated.

The transmittal, sale, or attempted sale of what is represented to be any of the above listed substances is also prohibited under this rule. A student who uses a drug authorized by a licensed physician through a prescription specifically for that student's use shall not be considered to have violated this rule. All medications are to be distributed through the nurse's office on each campus within the district.

NOTICE OF PARENT AND STUDENT RIGHTS (Policy FL Exhibit)

Federal and state laws safeguard student records from unauthorized inspection or use and provide parents and eligible students certain rights.

What is an "eligible" student? A student who is 18 or older OR who is attending an institution of post-secondary education.

What information will the District routinely release? General information about Angleton ISD students is considered "directory information" and will be released to anyone who follows procedures for requesting it. That information includes:

- A student's name, address, telephone number and date and place of birth,
- The student's photograph, participation in officially-recognized activities and sports and weight and height of athletic teams,
- The student's dates of attendance, grade level, enrollment status, honors and awards received in school and most recent school attended previously, and
- The student's e-mail address.

Can I restrict this information? Yes. A parent or eligible student may prevent the release of any or all directory information regarding a student. This objection must be made in writing to the principal within ten days after you have been provided this notice.

What about information about grades, test results, disciplinary records, etc.? Virtually all information pertaining to student performance is considered a confidential educational record and may be released to:

- The parents—whether married, separated or divorced—who will generally have access to the records. 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. Federal law requires that, as soon as the student becomes eligible, the control of the records goes to the student. However, the parents may access the records if the student is a dependent for tax purposes.
- District staff members who have what federal law defines as a "legitimate educational interest" in a student's records. Such person would include school officials (such as board members, the superintendent and principals), school staff members (such as teachers, counselors and diagnosticians) or an agent of the District (such as a medical consultant).

- Various governmental agencies or in response to a subpoena or court order.
- A school to which a student transfers or in which he or she subsequently enrolls.

Release to any other person or agency—such as a prospective employer or for a scholarship application—will occur only with parental or student permission as appropriate.

Where do I go to review the records? The principal is custodian of all records for currently enrolled students at the assigned school and for students who have withdrawn or graduated.

Records may be reviewed during regular school hours. If circumstances effectively prevent a student or eligible student from inspecting the records, the District shall either provide a copy of the requested records or make other arrangements for the parent or student to review the requested records. The records custodian or designee will respond to reasonable requests for explanation and interpretation of the records. A listing of the District schools and addresses of the principals' offices may be found at the District's web site: <http://www.angleton.isd.tenet.edu>. The parent's or eligible student's right of access to, and copies of, student records does not extend to all records. Materials that are not considered educational records—such as teachers' personal notes on a student that are shared only with a substitute teacher and records on former students after they are no longer students in the district—do not have to be made available to the parents or students.

What can I do if I think a record is inaccurate? A parent (or the student if he/she is 18 or older or is attending an institution of post-secondary education) may review and inspect the student's records and request a correction if the records are considered inaccurate or otherwise in violation of the student's privacy rights. If the District refuses the request to amend the records, the requestor has the right to request a hearing. If the records are not amended as a result of the hearing, the requestor has 30 school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, contesting a student's grade in a course is handled through the general complaint process defined by policy FNG.

What is the cost of copying records? Copies of student records are available at a cost of ten cents per page, payable in advance. If the student qualifies for free or reduced-price lunches and the parents are unable to review the records during regular school hours, upon written request of the parent, one copy of the record will be provided at no charge.

Please note: Parents of eligible students have the right to file a complaint with the U.S. Department of Education if they believe the District is not in compliance regarding student records. The District's complete policy regarding student records is available from the principal's or superintendent's office.

PUBLICATIONS—Non-School Sponsored (Policy GKD)

All written material over which the school does not exercise control and that is intended for distribution on District property shall be submitted for prior review according to the procedures listed below.

1. Material shall be submitted to the superintendent or a designee for review.
2. To be considered for distribution, material shall include the name of the organization or individual sponsoring the distribution.
3. The superintendent or a designee shall approve or disapprove submitted material within two school days of the time the material is received.
4. The superintendent's disapproval may be appealed to the Board according to Policy GF-Local.

Distribution of written materials by students and non-students may be restricted, subject to the guidelines listed below.

1. Distribution may be limited in order to prevent material and substantial interference with normal
2. school operations in circumstances where there is evidence that reasonably supports a forecast that disruption will likely result directly from the distribution.
3. Reasonable administrative regulations as to the time, place, and manner of distribution may be
4. prescribed to promote orderly administration of school activities by preventing disruption, but shall not be designed to stifle expression.
5. Content of the materials to be distributed shall conform to the following standards:
 - a. Materials that are obscene or sexually inappropriate for the age and maturity of the audience or that endorse actions endangering the health and safety of students shall not be distributed
 - b. Libelous material may be prohibited from distribution

- c. Publications that criticize Board members or school officials or advocate violation of school rules may be prohibited when there is evidence that reasonably supports a forecast that material and substantial disruption of normal school operations will result from the publication.
- d. Advocacy directed toward inciting or producing imminent lawless or disruptive action and that is likely to incite or produce such action is prohibited.
- e. Hate literature that scurrilously attacks ethnic, religious, or racial groups and similar irresponsible publications aimed at creating hostility and violence is prohibited. Only material that could reasonably support a forecast of material and substantial disruption of normal school operations is affected by this restriction.

SEARCHES (Policy FNFA)

In order to maintain a safe school environment conducive to education, the District shall use specially trained dogs to sniff out concealed contraband, including weapons, illicit drugs and alcohol on school property. Visits to school shall be unannounced. The dogs shall be used to sniff the air in vacant classrooms and other common areas and around student lockers, automobiles, motorcycles, bicycles and other vehicles parked on school property. Students may be removed during normal class hours in order to vacate a classroom for purposes of inspection. Students shall be notified at the beginning of each school year that:

1. The lockers remain under the jurisdiction of the District, even though possessed by the students, and are subject to sniff inspection at any time. Students are responsible for anything found in their lockers.
2. All vehicles parked on school property shall be subject to a sniff inspection at any time. Students are responsible for anything found in the vehicles they bring to campus.
3. Students may be subject to individual search at any time there is reasonable cause to suspect that the student has violated or is violating the law or has committed a serious offense against the rules of the school.

If any prohibited items or substances are found, the students will be subject to appropriate disciplinary action.

Law enforcement authorities may be notified if it appears that a crime may have been or is being committed and the results of the District's administrative inspection and/or search may be turned over to law enforcement authorities if requested for their use in prosecution of charges.

The use of dogs is not to be considered the exclusive means of conducting an inspection or initiating a search.

SECRET SOCIETIES, GANGS, OR GANG-LIKE ACTIVITIES (Policy FNCC)

Students may not become members of a secret society, which is defined as "any organization composed wholly or in part of pupils of public school age below the rank of college or junior college as herein provided, which seeks to perpetuate itself by taking in additional members from the pupils enrolled in such school on the basis of the decision of its membership rather than upon the free choice of any pupil in the school who is qualified by the rules of the school to fill the special aims of the organization."

Principals shall recommend placing in an alternative education program any pupil of a school under the control who shall be or remain a member of, or who shall join or promise to join, or who shall become pledged to become a member of, or who shall solicit any other person to join, promise to join, or be pledged to become a member of any such public school fraternity, sorority, or secret society.

SECURITY VIDEOTAPES (Policy FO)

A school district employee may, without consent of a child's parent, make a videotape or recording of the child if the videotape or recording is to be used for the purpose of safety including the maintenance of order and discipline in common areas of the school or on school buses.

SEXUAL HARASSMENT (Policy FNCJ)

Students shall not engage in sexual harassment toward another student or a District employee. Sexual harassment by a student includes unwanted and unwelcome verbal or physical conduct of a sexual nature, whether by word, gesture or any other sexual conduct, including requests for sexual favors. District employees are prohibited from sexually harassing or sexually abusing students.

TELECOMMUNICATION DEVICES (Policy FNCE)

Students cannot use personal telecommunication devices, such as cellular telephones, while on school property during the instructional day. Students may use personal telecommunication devices outside the regular school day and when participating in school-related activities, with the consent of the sponsor. Students who violate this policy shall be subject to disciplinary action. District employees shall confiscate any telecommunication device being used in violation of this policy.

TOBACCO, TOBACCO PRODUCTS USE (Policy FNCD)

No student shall possess or use tobacco products, including, but not limited to cigarettes, cigars, pipes, snuff or chewing tobacco, on school premises or school-related functions.

VANDALISM AND DAMAGE TO SCHOOL PROPERTY (Policy FNCB)

Students shall not vandalize or otherwise damage or deface any property, including furniture and other equipment, belonging to or used by the campus or district school. Parents or guardians of students guilty of damaging school property shall be liable for damages in accordance with law. Students shall be responsible for the care and return of state-owned textbooks and may be charged for replacement of lost or damaged textbooks.

WEAPONS (Policy FNCG)

A student shall not go onto school premises or attend any school activity on or off premises with a firearm, explosive device, knife, or other weapon unless pursuant to written regulations or written authorization of the district. The student shall not interfere with normal activities, occupancy, or use of any building or portion of the campus by exhibiting, using, threatening to exhibit or use a firearm, explosive device, knife, or other weapon.

Weapons include, but are not limited to:

1. explosives of any kind, including fireworks,
2. clubs or night sticks,
3. razor blades,
4. metallic knuckles,
5. chains,
6. knives,
7. pistols, shotguns, or machine guns (any device designed, made or adapted to expel a projectile burning substance or any device readily convertible to that use),
8. ammunition,
9. chemical dispensing device,
10. zip gun, or
11. any other object used in a way that threatens to inflict bodily injury on another person.

In accordance with federal law, a local educational agency shall expel a student who brings a firearm to school. The student must be expelled for a period of at least one year, except that:

1. the superintendent or other chief administrative officer may modify the length of expulsion in the case of an individual student; and
2. educational services may be provided to the expelled student in an alternative educational program.

The possession or use of articles not generally considered weapons (such as pencils, compasses and the like) may be prohibited when, in the principal's or designee's judgment, a reasonable apprehension of danger exists to the student in possession, other students, staff, or school property by virtue of such possession or use.

SPECIAL PROGRAMS

Bilingual/ESL: The Bilingual/ESL Program helps students who have limited English proficiency. Eligible students at Angleton High School are served in an ESL program.

Gifted and Talented Program: The Gifted and Talented Program serves students who performs at, or show the potential for performing at, a remarkably high level of accomplishment. The secondary program design is to serve students in academically advanced content specific classes. At AHS, these classes are the PreAP and AP classes. The designated person to contact regarding services for the gifted and talented student is Lenda Robinson at 849-8189.

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

At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the district must decide if the evaluation is needed. If evaluation is needed, the parent will be

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

If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. Additionally, the notice must inform the parent how to obtain a copy of the *Notice of Procedural Safeguards - Rights of Parents of Students with Disabilities*.

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is Beth Stokes at 864-8693.

A.H.E.R.A. NOTIFICATION

In accordance with 40 CFR PART 763 of the Asbestos Hazard Emergency Response Act (AHERA) Section 763.93 pertaining to the Asbestos-in School Identification and notification rule, the Angleton Independent School District hereby notifies all concerned parties of the availability of the Asbestos Management Plan for the District.

The plan and a copy of inspections and assessments are available for review during office hours, Monday through Friday. Should any interested parties desire to view the plan, please contact the Director of Maintenance. The Management Plan includes inspection and physical assessment reports. Every three years, an accredited inspector will conduct an inspection of all known or assumed asbestos-containing building materials to determine whether their condition has changed and to make recommendations on managing or removing them.

The results of the inspection and laboratory analysis of the samples have confirmed the presence of asbestos-containing materials in portions of our school facilities. It is important to note that these materials are in a form and condition that do not pose an imminent health threat to students, staff and visitors.