

2011-2012
YOAKUM JUNIOR HIGH SCHOOL
STUDENT HANDBOOK

YOAKUM



BULLPUPS

Principal's Welcome

This year at Yoakum Junior High School should be a most exciting and successful one for you. On behalf of the faculty and staff, I welcome you. I am very excited about starting the new school year, and I will work extra hard to meet the needs of the whole learning community. We, at Yoakum Junior High, will go the extra mile to praise students and acknowledge their good deeds.

This student handbook has been prepared to provide assistance toward your becoming familiar with the rules and regulations that govern student life at this school. Please read it carefully and keep it among your daily school materials. The handbook will serve as your guide as you strive to obtain the best possible education for yourself.

Yoakum Junior High will continue its tradition of excellence and will strive to build even higher standards of academic performance. The students of Yoakum Junior High are expected to behave appropriately, achieve academically as well as athletically, and bring honor and respect to our school.

Sincerely,

Patrick Frank
Principal

Student Handbook
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CONTACT INFORMATION

Tom Kelley, Superintendent	293-3162
Patrick Frank, Principal	293-3111
Donna Avant, Asst. Principal	293-3111
Lezlie Price, Counselor	293-3111

NON-DISCRIMINATION POLICY

It is the policy of Yoakum Independent School District not to discriminate on the basis of sex, handicap, race, color, and/or national origin in its educational and vocational programs, activities, or employment as required by title IX Section 502 and Title VI. Yoakum Independent School District does not discriminate on the basis of disability by denying access to the benefits of District services, programs, or activities.

DISTRICT MISSION STATEMENT

The Yoakum Independent School District has high expectations of its students and dedicates its efforts and resources to assure that EVERY student will learn. This district occupies a position of public trust and it shares with the parents and the community the responsibility for training students in becoming useful, self-supporting and productive citizens. The district will provide an educational environment conducive to the maximum intellectual, physical, and social and emotional growth of all students.

DISTRICT SLOGAN

“Excellence in Education”

YOAKUM JUNIOR HIGH MISSION STATEMENT

In order to support, guide and encourage each student to develop as a productive and responsible individual, Y.J.H. will provide an educational program promoting the academic, physical, social and emotional growth necessary for success in an ever changing community. Yoakum Junior High is dedicated to helping all students master academic standards in math, writing, reading, science, and social studies.

SCHOOL SLOGAN

“Personal Responsibility in Daily Effort”

“Proud to be YISD”

DISTRICT ADMINISTRATIVE PERSONNEL

Superintendent: Tom Kelley
(Homeless Liaison, Asbestos Coordinator)

Assistant Superintendent: Brenda Westmoreland
(Curriculum & Instruction, Title II of the Americans with Disabilities Act, Title IX, 504, Special Education, G/T, Bilingual Coordinator)

Assistant Superintendent: Chris Kvinta
(Transportation Director, Lunch Program Coordinator)

High School Principal: Vicki Houston

Junior High Principal: Patrick Frank

Intermediate Principal: Gabe Adamek

Primary Principal: Pat Brewer

DISTRICT BOARD OF TRUSTEES:

BOARD MEMBERS:

President: Gary Colman
Vice-President: Glen Kusak
Secretary: Terry Boening
Assistant Secretary: Dr. John Braden
Members: Darlene Renken
Walt Hairell
Brian Schoenemann

“PLEDGE OF ALLEGIANCE”

I pledge allegiance to the flag of the United States of America and to the republic for which it stands; one nation under God, indivisible, with liberty and justice for all.

ALMA MATER

All hail to dear old Yoakum,
The school we love so true,
We're loyal to our Bullpups,
And our colors, white and blue

Our pledge to dear old Yoakum,
To keep until we die,
We'll always keep your honor bright,
Our dear old Junior High.

SCHOOL COLORS

Blue and White

MASCOT

Bullpups

YOAKUM JUNIOR HIGH BELL SCHEDULE

Regular Schedule

Teacher/Student Conference.....	7:50	-	8:10
Morning Bell.....	8:10		
First Period.....	8:13	-	9:00
Second Period.....	9:03	-	9:52
Third Period.....	9:55	-	10:42
Fourth A (6 th & 7 th grade lunch).....	10:45	-	11:32
Fourth B (7 th & 8 th grade lunch).....	11:36	-	12:23
Fifth Period.....	12:27	-	1:14
Sixth Period.....	1:17	-	2:04
Seventh Period.....	2:07	-	2:54
Eighth Period.....	2:58	-	3:43

MAP OF YOAKUM JUNIOR HIGH

Storage	Gymnasium Area	Storage
Girls Dressing Room P.E.		Boys Dressing Room P.E.

Mall Area

Bullpup Room Rm. 1	Computer Lab Rm.11	Special Education Rm. 24	Shop Rm. 31
Computer Applications Rm. 2	I.S.S. Rm. 12	Special Education Rm. 25	Art. Rm. 32
Teacher Workroom	Library		ESL Rm. 33
Principal's Office	Assistant Principal's Office	Deaf Education Rm. 26	Science Lab Rm 34
Boys' Restroom			Boys' Restroom
Girls' Restroom	Book Room	Custodian Room	Girls' Restroom
8 th Grade Reading Rm. 7	7 th Grade Reading Rm. 15	8 th Grade Science Rm. 27	6 th Grade Science Rm. 37
8 th Grade Math, Algebra 1 Rm. 8	7 th Grade Math Rm 16	7 th Grade Science Rm. 28	6 th Grade English Rm. 38
8 th Grade Social St. Rm 9	7 th Grade Social St. Rm 17	7 th Grade Math Rm 29.	6 th Grade Math Rm. 39
8 th Grade English Rm. 10	7 th Grade English Rm 18.	6 th Grade Social St. Rm. 30	6 th Grade Reading Rm. 40

Yoakum Independent School District

"Excellence in Education"

2011-2012 School Calendar

JULY 2011

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	T11	T12	T13	T14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2011

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2011

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	T18	T19	T20	T21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Holidays (Red Dates)

July 4	Independence Day
September 5	Labor Day
November 24-25	Thanksgiving
December 19-30	Christmas
March 12-16	Spring Break
April 6	Good Friday
May 28	Memorial Day

Workday (Student Holiday)

Thursday	August 18
Friday	August 19
Tuesday	May 29

In-Service (Student Holiday)

Monday	August 15
Tuesday	August 16
Wednesday	August 17
Wednesday (Comp Day)	November 23

State Assessment Testing - " T "

Flex Days - Highlighted Yellow

Bad Weather Days

Monday	March 12
Tuesday	March 13

Early Release Days

Friday	December 16
Friday	May 25

Important Dates

Teachers Report	August 15
First Instructional Day	August 22
Stock Show	January 13-14
Begin/End Six Weeks	[]
Baccalaureate	May 20 - 8:00 p.m.
Commencement	May 25 - 8:00 p.m.

SIX WEEKS DATES

1st	Aug. 22 - Sept. 30	29 days
2nd	Oct. 3 - Nov. 4	25 days
3rd	Nov. 7 - Dec. 16	27 days
TOTAL First Semester		81 days
4th	Jan. 2 - Feb. 10	30 days
5th	Feb. 13 - Apr. 5	34 days
6th	Apr. 9 - May 25	35 days
TOTAL Second Semester		99 days
ANNUAL TOTAL		180 days

JANUARY 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

MARCH 2012

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2012

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE 2012

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

GRADE REPORTING SCHEDULE FOR YOAKUM JR. HIGH 2011-2012

1st Six Weeks

Progress Report	September 13
Report Card	October 6

2nd Six Weeks

Progress Report	October 25
Report Card	November 10

3rd Six Weeks

Progress Report	December 6
Report Card	January 5

4th Six Weeks

Progress Report	January 24
Report Card	February 16

5th Six Weeks

Progress Report	March 6
Report Card	April 12

6th Six Weeks

Progress Report	May 1
Report Card	Will be mailed

In addition to the above dates, progress reports will be sent home for students whose averages are below 75 on the following dates:

September 6 & 20
October 18
November 22
January 17 & 31
February 28
March 27
April 24
May 8

Teach for Texas and TEXAS Grant Program

The following information may help you determine your academic path in high school and college and help the students and parents make the correct choice in regards to the academic courses they take in junior high school. For questions concerning these programs contact Lezlie Price, Junior High Counselor, telephone 293-3111 or Brenda Westmoreland, Assistant Superintendent for Curriculum and Instruction, telephone 293-3162.

TEXAS Grant program

This program will help pay your tuition and fees at a public college or university in Texas. If you attend a private, non-profit institution, your award will be based on tuition and fees costs at public universities. To be eligible for this TEXAS Grant, you must complete the Recommended High School program or the Distinguished Achievement program. Visit www.collegefortexans.com for more TEXAS Grant information and other aid options or call the Texas Financial Aid Information Center 1-877-782-7322 (toll-free).

Teach for Texas Conditional Grant Program

This program is to encourage students to become certified teachers in a field having a critical shortage. Further information can be obtained by contacting the Special Accounts Servicing office. You may also visit the web site at www.collegefortexans.com

Criteria for placement in a High-School-Credit course while in 8th grade

Selection of students for placement in Algebra I, Speech, and Health during their 8th grade year is based on grades from 7th grade classes, TAKS scores, and teacher recommendations. For additional information please contact the principal or counselor at 293-3111.

Recommended High School Program (For Students Graduating 2011 and Beyond)

English, Language Arts, and Reading—4 credits
English, I, II, III, IV
English I and II for Speakers of Other Languages (SOL)

Mathematics—4 credits from the courses below.
Algebra I, Algebra II, Geometry, Pre-Calculus, Math Models, & College Algebra

Science—4 credits from the four areas— No more than one credit from each area, with one credit required from any of the Biology courses below

Biology, AP Biology or IB Biology
Integrated Physics and Chemistry
Chemistry, AP Chemistry, or IB Chemistry
Physics, Principles of Technology I, AP Physics or IB Physics

Social Studies—3 ½ credits

World History Studies (one credit)
World Geography Studies (one credit)
U.S. History Studies Since Reconstruction (one credit)
U.S. Government (one-half credit)

Economics—1/2 credit
Physical Education—1 ½ credits
Health Education— ½ credit
Fine Arts—1 credit

Languages other than English— 2 credits (Must consist of Level I and Level II in the same language)
Speech— ½ credit
Communication Applications, Speech Communication, Public Speaking, Debate, or Oral Interpretation

Technology Applications— 1 credit
Electives— 3 ½ credits

Distinguished High School Program
(For Students Graduating 2011 and beyond)

English, Language Arts, and Reading— 4 credits
English, I, II, III, IV
English, I and II for Speakers of Other Languages (SOL)

Mathematics— 4 credits from the courses below.
Algebra I, Algebra II, Geometry, Pre-Calculus, Math Models, & College Algebra

Science— 4 credits from the four areas—No more than one credit from each area, with one credit required from any of the Biology courses below.
Biology, AP Biology or IB Biology
Integrated Physics and Chemistry
Chemistry, AP Chemistry, or IB Chemistry
Physics, Principles of Technology I, AP Physics or IB Physics

Social Studies—3 ½ credits
World History Studies (one credit)
World Geography Studies (one credit)
U.S. History Studies Since Reconstruction (one credit)
U.S. Government (one-half credit)

Economics—1/2 credit
Physical Education—1 ½ credits
Health Education— ½ credit
Fine Arts—1 credit
Languages other than English— 3 credits (Must consist of Level I, Level II, and Level III in the same language)

Speech— ½ credit

Communication Applications, Speech Communication, Public Speaking, Debate, or Oral Interpretation

Technology Applications— 1 credit

Electives— 2 ½ credits

Title IX Complaints

Complaints should first be presented orally to the student’s teacher or principal within fifteen days of the time the student first knew of the situation occasioning the complaint. The teacher or principal and the student shall attempt to resolve the matter informally.

If the student is not satisfied with the action taken, the student shall within seven days after the first action taken, file a complaint in writing with the principal. If the student is not satisfied with the written decision rendered by the principal, the student shall within seven days file in writing with the Superintendent a notice of appeal.

If the student is not satisfied with the written decision rendered by the Superintendent, the student shall within seven days file in writing with the Superintendent a notice of appeal to the Board. The student will be notified in writing of the date and time of a hearing before the Board.

The written complaint submitted in writing to the Principal and Superintendent shall form the basis of the appeal before the Board. The failure of the student to attend in person the hearing before the Board shall be deemed as an acceptance by the student of the written decision rendered by the Superintendent. The Board will render a decision in writing to the student within fourteen days after the hearing.

PEST CONTROL

As part of our commitment to provide your child with a safe, pest-free learning environment, the Yoakum Independent School District may periodically apply pesticides to help manage insects, weeds, or pathogens. Pesticide applications are part of our integrated pest management (IPM) program, which relies largely on non-chemical forms of pest control. Pesticide applications on Yoakum Independent School District property are made only by trained and licensed technicians. Should you have questions about the district’s pest management program or wish to be notified in advance of pesticide applications, you may contact our IPM coordinator: Chris Kvinta at 293-3535.

HIGHLY QUALIFIED STAFF – NO CHILD LEFT BEHIND ACT

Information regarding the professional qualifications of your child’s teachers is available upon request. This includes the teacher’s state qualifications, license status, degree major, and certification of undergraduate and graduate degrees. Qualifications of paraprofessionals are also available upon request.

YOAKUM INDEPENDENT SCHOOL DISTRICT

CHRIS KVINTA
Assistant Superintendent
Administration

TOM KELLEY, SUPERINTENDENT
P.O. Box 737
Yoakum, Texas 77995
(361) 293-3162
FAX (361) 293-6678

BRENDA WESTMORELAND
Assistant Superintendent
Curriculum & Instruction

VICKI HOUSTON, PRINCIPAL
Yoakum High School

GABE ADAMEK, PRINCIPAL
Yoakum Intermediate School

PATRICK FRANK, PRINCIPAL
Yoakum Junior High School

PAT BREWER, PRINCIPAL
Yoakum Primary School

Dear Parents:

Should an emergency or disaster ever arise in our area while school is in session, we want you to be aware that the schools have made preparations to respond effectively to crisis conditions.

Should we have a major disaster during school hours, your student(s) will be cared for at his/her campus. Yoakum ISD has a detailed emergency operations plan which has been formulated to respond to a wide range of emergencies and disasters.

Your cooperation is necessary in any catastrophic emergency situation.

1. Do not telephone the school. Telephone lines may be needed for emergency communication.
2. In the event of an emergency, students will be kept at their schools until they are picked up by their parent or an identified, responsible adult who has been identified on the student's YISD Emergency Card which is required to be filled out by parents at the beginning of every school year. Please be sure to authorize an adult who could be available during the school day.
3. Turn on your radio to KYKM 92.5 FM, 1520 AM, or KIXS 107.9 FM. In addition local channel 3 or the district website, www.yoakumisd.net may also display emergency announcements.
4. Impress upon your children the need for them to follow the directions of any school personnel in times of an emergency.

Students will be released only to parents and persons identified on the School District Emergency Card. During an extreme emergency, students will be released to parents at designated emergency staging areas located on each campus, as described below. We ask parents, or their designees, to be patient and understanding with the student release/reunification process. Please instruct your child to remain at school until they are picked up according to proper procedures. Following these procedures will facilitate student safety.

<u>Campus</u>	<u>Parent Reunion Area</u>
Yoakum Primary Annex	The corner of Hugo and Simpson streets
Yoakum Primary	The corner of West May and Cecilia streets
Yoakum Intermediate	The clearing on the corner of Antioch and Kennedy streets
Yoakum Junior High	Outside the back of the mall area on Goldman and Koether Drive # 2 streets.
Yoakum High School	The main gym parking lot at Baldwin and McKinnon streets

Please discuss these matters with your immediate family. Planning ahead will help alleviate concern during emergencies. Sincerely,

Tom Kelley
Yoakum ISD Superintendent of Schools

"Proud to be YISD"

Notification Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents and students who are 18 or emancipated minors ("eligible students") certain rights regarding our conduct of surveys, collections and use of information for marketing purposes, and certain physical exams. Yoakum Independent School District adopted procedures to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Yoakum Independent School District will notify parents and eligible students of any substantive changes and provide an opportunity to opt a student out of participating in:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution
- Administration of any protected information survey not funded in whole or part by the United States Department of Education.
- Any non-emergency, invasive physical examination or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U. S. Department of Education
400 Maryland Avenue, SW
Washington, D. C. 20202-4605

PROTECTION OF STUDENT RIGHTS

Parents may request information on the professional qualifications of their child's teacher. In addition, the school will notify parents of the right to inspect all instructional materials to be used in connection with a survey, analysis, or evaluation as part of a federally funded program. Notice will be sent home before such a survey, analysis, or evaluation is administered, and parent consent will be requested if information regarding any of the following is part of the survey, analysis, or evaluation:

1. Political affiliations or beliefs of the student or student's parent;
2. Mental and psychological problems of the student or student's family;
3. Sex behavior and attitudes;
4. Illegal, anti-social, self-incriminating, and demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

YOAKUM INDEPENDENT SCHOOL DISTRICT

CHRIS KVINTA
Assistant Superintendent
Administration

VICKI HOUSTON, PRINCIPAL
Yoakum High School

PATRICK FRANK, PRINCIPAL
Yoakum Junior High School

TOM KELLEY, SUPERINTENDENT
P.O. Box 737
Yoakum, Texas 77995
(361) 293-3162
FAX (361) 293-6678

BRENDA WESTMORELAND
Assistant Superintendent
Curriculum & Instruction

GABE ADAMEK, PRINCIPAL
Yoakum Intermediate School

PAT BREWER, PRINCIPAL
Yoakum Primary School

Notification of Asbestos Reinspections

TO: PARENTS AND STAFF OF YOAKUM INDEPENDENT SCHOOL DISTRICT

FROM: TOM KELLEY, SUPERINTENDENT OF SCHOOLS

In compliance with the U. S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), school districts performed inspections of their buildings for asbestos-containing building materials in the Fall of 1988. The inspection findings and asbestos management plans have been on file in each school administrative office since that time.

The EPA requires school districts to perform reinspections of the asbestos materials every three years. During the month of June, 2011, accredited asbestos inspectors performed these reinspections. An accredited management planner reviewed the results of the reinspections and recommended that due to the fact all asbestos material in the Yoakum schools is in good condition, the school district should continue to manage it in place.

The results of the reinspection are on file in the management plan in the school's administrative office at 102 McKinnon Street. The public is welcome to view these results during normal school hours (M-F, 8:00 a.m. - 4:30 p.m.). The Asbestos Program Manager, Tom Kelley, is available to answer any questions one may have about asbestos in school buildings.

“Proud to be YISD”

SECTION II
“What To Do In Case”

A. You have been absent

1. Parents please call the school if your child is going to be absent from school.
2. On the day of your return bring a written excuse signed by your parent or guardian indicating dates and reason for being absent. Bring a note from the doctor’s office if you went to the doctor.
3. Report to the office at 7:50 for a blue class admit slip.

B. You arrive at school after 8:10 a.m.

1. Go to the office, sign in and get a tardy admit to class.

C. You plan to leave school before 3:45 p.m.

1. Bring a written note signed by parent or guardian stating reason for leaving school. Take the note to the office between 7:50- 8:10 a.m. so that we may be aware of your plans.
2. You must sign out and be picked up in the office by a parent or guardian.

D. You are hurt or ill

1. Notify a teacher and report to the nurse or office.

E. You have found or lost an article or item

1. Check in the office before school, during lunch, or after school.
2. Look in all your classrooms and other places you may have left the articles, including restroom, mall area, and at home.
3. Remember, textbooks have numbers, so if found they will be returned to the teacher. If textbooks are not found, you will have to pay for them. If found after you have paid for the books, your money will be refunded.

F. You need an excuse for P.E.

1. Have your parents write a note to the school explaining your problem. This will enable you to be excused 3 days maximum from participating. You still need to **dress out**.
2. For an excuse in **excess of 3 days**, the school must have a note from your **doctor**.

G. You want to withdraw from school

1. A written request or permission from the parents to withdraw should be taken to the counselor’s office. If possible, this request should be presented to the counselor at least 1 day prior to the date of withdrawal.
2. All books should be checked in to teachers who will give the student his/her grades on a withdrawal form. After presenting this form to all his/her teachers, he/she should return it to the counselor’s office.
3. Parents are required to sign the withdrawal form.
4. In order to be “clear,” you must have turned in all books issued to you or pay for them at withdrawal time. You must also clear all items and fees with the librarian, shop teacher, art teacher, P.E. teacher, etc.

H. You need to call parents

School phones should be used only in case of emergencies.

1. When planning on staying after school, make arrangements with your parents in advance so the phone call will not be necessary.
2. Should you need the phone, a note from a teacher is required before permission to use the phone will be granted.

Parents should not request messages to be delivered to students except in cases of real emergencies

I. You need to change office records (address, phone, etc.)

1. Records in the office need to be exact and current at all times. When addresses and telephone numbers change, please notify the secretary at once. This includes parents' work numbers, name changes, etc.

J. Visitors (Parents and/or friends)

1. Parents wishing to visit with a teacher should make an appointment with the teacher through the school secretary for a conference during the teacher's conference period. Teachers cannot take time away from their students to visit the parents during class. Parents wishing to visit the building should report to the school office.
2. We do not permit students to bring visitors or friends to school.
3. **Persons who come onto our campus and cause a disturbance will be prosecuted.**

K. You have a problem or disagreement with another student

Remember: Fighting has never solved your problems.

What to do when a fight is beginning:

1. Tell students involved, **"I do not want to fight. It's against school rules."**
2. Find a Teacher/Principal immediately.
3. Speak to the Counselor, Assistant Principal, or a teacher about the problem.
4. Two students may sit down to discuss the problem and attempt to solve it with the help of the teacher, counselor, or principals.

If you fight at school, you will be filed on in court!

If you have verbal words with someone and the fight begins over these words, you will be a part of the problem and will receive a consequence. You must walk away and find a teacher or administrator as soon as possible. We have no tolerance at this school for fighting or any other type of violence. In addition to being filed on, the student may be given a 2 or 3 day suspension. Students who fight will also be placed in the DAEP. Parents: teach your children to walk away from a bad situation. Teach them not to fight at school!!!

Other offenses that may be filed on:

Disorderly Conduct by Language (Cursing)

Theft

Destruction of school property

Disruption of classes

Possess, distribute, or consume any amount of alcohol.

Assault

Failure to Attend School (truancy)

Disorderly Conduct by Fighting

Any tobacco product

Any amount of a controlled substance, or a dangerous drug.

Any other serious offense listed in our Student Code of Conduct.

L. You want information regarding the closure of school when school is not in session.

1. If the decision is made to close school when school is not in session, listen to the following radio/TV stations for information and instructions:

KVIC	95.1 FM	Victoria	576-6111
KXIX	107.9 FM	Victoria	573-0777
KYKM	92.5 FM	Yoakum	798-4333
KVCQ	97.7 FM	Cuero/Hallettsville	798-4333
KHLT	1520 AM	Hallettsville	798-4333
KAVU-TV	ABC-TV	Victoria	575-2500

SECTION III General Information

A. Introduction

A child's education succeeds best when there is a strong partnership between home and school, a partnership that thrives on communication. Your involvement in this partnership can include:

- Encouraging your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
- Becoming familiar with all of your child's school activities and with the academic programs, including special programs, offered at Y.I.S.D. to promote the child in the developmental process.
- Setting up an appointment to speak with a teacher, counselor or principal by contacting the school office at 293-3111.

B. Attendance Policy

Regular school attendance is essential for the student to make the most of his or her education---to benefit from teacher-led activities, to build each day's learning on that of the previous day, and to grow as an individual.

It is also the law in Texas:

A student between the ages of 6 and 18 MUST attend school and District-required tutorial sessions unless the student is otherwise legally exempted or excused. School employees must investigate and report violations of the state compulsory attendance law. A student absent without permission from school, from any class, or from required tutorials, will be considered truant and subject to disciplinary action. Truancy may also result in assessment of penalty by a court of law against the student and his or her parents. To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. The actual number of days a student must attend in order to receive credit will depend of whether the class is for a full semester or for a year. The attendance committee will review with the parents the students' absences, and if the committee determines that the parents and student have abused absences due to extenuating circumstances, the committee may

- (1) deny class credit,
- (2) require a doctor's permit,
- (3) have student complete additional assignments, as specified by the committee,
- (4) have student satisfy time-on-task requirements before and/or after school,
- (5) have student attend tutorial sessions as scheduled,
- (6) have student attend Saturday classes,
- (7) have student maintain the attendance standards for the rest of the semester or year

Students have 2 days to bring in their notes for being absent. After that it will become unexcused. If a student is absent for more than 3 days in succession, a doctor's note will be required.

1. Extenuating circumstances will include:

- A. Religious holy days under Education Code 21, 035(f).
- B. Medical or dental appointments.
- C. School-sanctioned extracurricular activities not exceeding the limit established in FM(LOCAL).
- D. Family emergencies or unforeseen instances requiring immediate attention.
- E. Participation in a substance-abuse rehabilitation program.
- F. Required appearances in court or in legal proceedings.
- G. Absences related to being a migrant student.
- H. Days of suspension, provided required assignments are satisfactorily completed.
- I. Absences due to being a runaway under Family Code 51.03(3).
- J. Approved college visitations.
- K. Personal illness.
- L. Death in the family.
- M. Quarantine.
- N. Weather or road conditions making travel dangerous.
- O. Activities relating to obtaining U.S. citizenship.
- P. Any other unusual cause acceptable to the principal or superintendent.

Please note:

A student absent from school for any reason other than for a documented health care appointment will not be allowed to participate in school-related activities on that day or evening.

UNEXCUSED ABSENCES:

Unexcused absences are not acceptable at Yoakum Junior High. Parents and students will be prosecuted if the student misses 3 or more unexcused days in a 4 week period, or 10 or more days in a 6 month period. Parents will be notified if an unexcused absence occurs.

C. Doctor/Dentist Appointments

Appointments should be made at a time the student will miss the least amount of school time. Students who have medical appointments and attend school at least one period of the day, will not be counted absent on the official attendance role provided documentation is returned from the medical office within two days. However, students who have medical notes signed by the doctor and do not attend any part of the day will be considered absent.

D. Saturday School for Making Up Attendance

- a. Held in one location at the Jr. High
- b. From 8:00a.m. to 3:00p.m.
- c. Students can bring a sack lunch and money for a drink from the soda machines.
- d. Any student who does not follow all the rules will be sent home and no credit will be given to that student that day. A discipline referral may be written up and acted on by the principal on the next school day.
- e. There will be a list of Saturday School Attendance days given to your child to makeup if they are in trouble for missing too many days at school.

TARDIES:

Promptness is very important. Students are to be in their seats and ready to work when the bell sounds. The teacher will confer with the student concerning tardies. The teacher may assign discipline for the first FIVE tardies. After the fifth tardy to a class, the teacher will refer the student to the Assistant Principal. At that time the student will be assigned detention, swats, or in-school suspension.

E. Make Up Work

Students are responsible for make-up work immediately upon returning to school. The student should ask his/her teachers for detailed assignments covering the work that was missed. This is the **student's responsibility**, not the teacher's. This work should be completed promptly and returned to his/her teachers.

Students will be able to make up work when they return to school. They will be allowed the same number of days as they were absent to complete their work. Exceptions are made in cases of prolonged illness; however, students are expected to make arrangements to keep up with school assignments. **THE STUDENT IS RESPONSIBLE FOR GETTING THEIR WORK FROM THE TEACHER IN ALL THEIR CLASSES.**

F. Closed Campus Philosophy (Student restriction to campus)

Upon arrival at school, no student is to leave the school campus until leaving for home. If it is necessary for a student to leave school, he/she must sign out and be picked up in the office or nurse's station by a parent or guardian.

G. Duty Teachers

There are a number of teachers on special duty each school day. These teachers have supervision over the building, playgrounds, bus lines, cafeteria, etc. **Each teacher has the authority and responsibility to correct students anywhere and anytime.**

H. Morning Procedure

- a. Beginning at 7:45 a.m. an adult will be on duty supervising the mall area. Students do not need to arrive at school early unless they are participating in morning practice for athletics.
- b. Students walking or riding a bike to school should enter the school campus through the mall entrances.
- c. Students who are dropped off at school should enter through the west side entrance (by playground).
- d. Bus students should proceed to the mall area by the walkway on the east side of the school (by flagpole).
- e. Students in the mall area are to remain seated and to be orderly. (No running, horseplay, whistling, etc.)
- f. Hallway doors will be open at 7:50 for students to:
 1. Secure admittance slips in the office
 2. Report to a teacher - tutorials or conferencing
 3. Report to the office
 4. Go to the library – read/research/study

- g. At 8:10 the first bell rings and students have three minutes to report to their first period class. A second bell will ring at 8:13 and students should be in their desks ready for teacher instructions.
- h. There are three minutes between class periods during the day. Students should move quickly to each class and not be tardy. After five unexcused tardies the teacher will send the student to the Assistant Principal for disciplinary action.
- i. Restrooms should be used between classes. If a student needs to use the restroom often during the day, a note is needed explaining the reason. Students should always check-in with their teachers prior to going to use the restroom.

I. **Lunch Hour Procedure**

- a. Sack lunches will be eaten in the cafeteria.
- b. Junior High students eating off school campus must sign out and be accompanied by a parent or guardian.
- c. Students who eat in the cafeteria are to stay on the covered walk all the way to the cafeteria. Junior High students are to stay away from the high school buildings. Students are to walk to the cafeteria in an orderly, mannerly way. They are to obey teachers on duty without question.
- d. Hallway doors will remain closed during the noon period.
- e. Students in Noon detention, ISS, or AEP will eat a sack lunch (ISS students should eat in the ISS room.-parents please honor this when possible).

J. **Cafeteria**

The school district has designated Chris Kvinta, P.O. Box 737, Yoakum, TX telephone number 293-3162 as Free and Reduced Lunch coordinator.

We ask students to **observe** the following cafeteria rules:

1. Students must walk to the cafeteria and stay under the covered walkway. Students are subject to disciplinary action if they run to the cafeteria or if they are disruptive in line or in the cafeteria.
2. Students should cooperate at all times with the personnel.
3. Quiet conversation may take place.
4. Students should return trays to the proper place when finished and leave the cafeteria.
5. Milk cartons must be emptied in the proper container.
6. Prices: Visiting Adults \$3.25; Teachers \$3.00; Students \$2.50; Reduced \$0.40

K. **Transportation**

The school district has designated Chris Kvinta, P.O. Box 737, Yoakum, TX, telephone number 293-3162, as transportation director.

1. **Bus Regulations:** Students riding in the bus will at all times conduct themselves as if they were in the classroom at school. The severity of an incident could result in immediate suspension of bus riding privileges.

- A. On the first Bus Conduct Report, the campus administrator will conference with the student and administer whatever discipline they consider appropriate. Parental notification will be sent home with the student.
- B. On the second Bus Conduct Report, the campus administrator will conference with the student and administer whatever discipline they consider appropriate, and the student is placed on probation. Parental notification will be sent home with the student.
- C. On the third Bus Conduct Report, the campus administrator will conference with the student, and the student will be suspended off the bus for three school days. Parental notification will be sent home with the student.
- D. On the fourth Bus Conduct Report, the campus administrator will conference with the student, and the student will be suspended off the bus for five school days. Parental notification will be sent home with the student.
- E. On the fifth Bus Conduct Report, the campus administrator will conference with the student, and the student will be suspended off the bus for the remainder of the semester. Parental notification will be sent home with the student.
- F. Any student who engages in serious misbehavior on the bus which threatens the safety of the driver or the other students may be suspended from riding the bus on their first or second Bus Conduct report. Parental notification will be sent home with the student.

VIDEO TAPING IS TAKING PLACE ON THE SCHOOL BUSES IN Y.I.S.D.

Students riding the school bus, or in any other school sponsored vehicle, must ride to and from the school activity on the bus or other school-sponsored vehicle. Students may ride with their parents provided they present to the sponsor before the time of departure, a written statement signed by a parent or guardian.

Evening:

Buses 1, 4, 7, 10 load under the covered walk at end of 7th and 8th grade hall.

Buses 2, 5, 8, 11 load under covered walk at end of 6th grade hall.

Buses 3, 6, 9 load on grass at north edge of building.

Those students who do not ride buses should leave the campus through the mall.

2. Car Regulation:

Junior High students should not drive a car to school.

3. Bicycles:

Students should park their bicycles in the bicycle rack located near the mall entrance. All bicycles are to be locked. The school will not be responsible for any lost or stolen bicycles

YOAKUM INDEPENDENT SCHOOL DISTRICT

CHRIS KVINTA
Assistant Superintendent
Administration

TOM KELLEY, SUPERINTENDENT
P.O. Box 737
Yoakum, Texas 77995
(361) 293-3162
FAX (361) 293-6678

BRENDA WESTMORELAND
Assistant Superintendent
Curriculum & Instruction

VICKI HOUSTON, PRINCIPAL
Yoakum High School

GABE ADAMEK, PRINCIPAL
Yoakum Intermediate School

PATRICK FRANK, PRINCIPAL
Yoakum Junior High School

PAT BREWER, PRINCIPAL
Yoakum Primary School

Notice To Students And Parents Regarding The Use Of Video Recorders On School Buses

The District has installed video recording equipment on all school buses to monitor school transportation, and will be videotaping bus routes at random during the school year. Each bus has been equipped with a video monitor box, in which a video recording device may be installed. Students will not be notified when a recording device has been installed on their bus.

Tapes shall be reviewed as needed, and will serve as evidence of student misconduct when reported by the driver. Students found to be in violation of the District's bus conduct rules shall be notified, and disciplinary action will be initiated.

Videotapes shall be treated as protected student records under the Family Educational Rights and Privacy Act. The following guidelines shall apply:

1. Tapes shall remain in the custody of the Transportation Supervisor.
2. Parents or students who wish to view a videotape in response to disciplinary action taken against a student may request such access under the procedures set out in the School Board Policy Manual, under section FL (Exhibit).
3. Persons unrelated to a disciplinary incident shall not be permitted to view bus videotapes.

Videotaping of Students in Common Areas

Yoakum ISD installs video cameras on campuses to enhance student safety, pursuant to **Texas Education Code 26.009(b)**, which permits school to videotape students without parent permission for purposes of maintaining order and discipline. The videos assist school administrators in monitoring student activity. Student awareness of this program provides an incentive to exhibit appropriate behavior on campus.

The Family Educational Rights and Privacy Act of 1974 (FERPA), states that a parent may only view a video if that child is the only student in the video. If the video reveals other students, the video cannot be viewed by any parent. The Texas Attorney General has addressed this issue and determined that videotapes made on school buses, on which the driver addresses some students by name and which "show the faces, bodies, and behavior of students of the district" are education records under FERPA and are exempted from disclosure.

Video tapes may be used to document misbehavior and to evaluate disciplinary measures that may be needed. Discipline will be in accordance with the Student Code of Conduct.

"Proud to be YISD"

L. Fire Drill Instructions:

Fire drill should be a serious matter with students and teachers. When a fire alarm is sounded, the student should walk quietly along the designated route under the direction of the teacher, immediately evacuating the building. All students will stay in line and refrain from talking. Doors should be closed before leaving the room and the building. Running is not permitted. Every student should learn the meaning of these bells:

3 bells---FIRE---March out in orderly manner

1 bell----HALT---Stand at attention

2 bells---RETURN-March back to room

(See separate sheet for fire drill procedure – located in each classroom)

M. Physical Education

Physical Education is a required subject just as academic subjects are required. Students are expected to wear blue shorts, white T shirts or blouses, white socks and tennis shoes not worn for regular street wear. Students are expected to shower each day after activities and to wear deodorant. No aerosol cans are permitted. Students will be engaged in physical education for a minimum of 30 minutes per day.

N. Textbooks

Any student who loses a book(s) owned by the Yoakum Independent School District or the State of Texas must pay the full replacement cost of an identical volume(s).

Students are to cover text books and keep them covered. Books should be kept clean. Writing on the pages or pulling the covers loose is forbidden. A student's name should be written in the inside cover for identification.

O. Assembly

Students will report quickly to assembly as scheduled just as they would report to classes. Students will sit in assigned sections. Those on the program should be treated with courtesy, as one would like to be treated. Students attending are expected to participate unless previously excused.

P. Lockers

The only lockers that students will have access to is their P.E. or athletic lockers. If a lock is issued to a student, then he or she is responsible for replacing the lock if it is lost. Lockers will be periodically checked by the administrators.

The school has the right to search desks, lockers, and students, if there is reasonable cause to believe it is necessary.

Q. Party Invitations, Notes, Letters, Flowers, and Balloons

Party invitations are not to be distributed at school. Notes and letters to friends should not be written or given out at school. No flowers or balloons should be distributed at school.

R. Soliciting at School

No student or anyone else is allowed to sell items at school that are not school sponsored.

S. Use of Restrooms

To keep restrooms clean and orderly, students must behave as young adults. Restrooms are to be used at breaks only, except in emergency cases and then, with teacher permission.

T. Radios/Music Players/Tape Recorders/Cameras/Video Recorders/Electronic Games

Students are not to bring these items to school. Special permission will be granted to students if these items are needed for educational purposes.

U. Cellular Phones and Pagers

Cellular phones and pager devices are not permitted to be used or visible on campus during the school day. Cell phones must remain turned off during the instructional day, including during all testing. The use of cell phones in locker rooms or restroom areas at any time while at school or at a school-related or school-sponsored event is strictly prohibited. Phones and pagers being displayed or used during the school day will be confiscated. Any disciplinary action will be in accordance with the Student Code of Conduct and TEC 37.082. This includes a \$15 recovery fee and the release of the communication device to a parent or guardian.

V. Refreshments

Snacks and drinks can be purchased in the mall after meal times. Students should not eat or drink in the computer labs or gym. Chewing gum is forbidden on the Jr. High Campus. Litter should be placed in the garbage containers.

W. Requirements for Athletics

In order to participate in junior high athletics or cheerleading, a student must pass all courses. This is in effect on a three-week basis.

X. Insurance

School insurance is available for all students wishing to purchase such insurance. However, it is the parents' responsibility to read the policy to determine coverage, its duration, and claim procedures. Special attention should be given to certain limitations stated in these insurance plans. The following plans are available:

Plan 1. **At School Plan.** Covers students during the school day as defined in the policy.

Plan 2. **24 Hour Plan.** Provides 24 hour coverage for students as defined in the policy.

Teachers or the counselor will have insurance forms available for students.

Also, the school provides limited co-insurance coverage for students participating in athletics, band, cheerleading, and U.I.L. literary events. This coverage is limited to practice, participation, and traveling to and from the event. This insurance will not cover other accidents that may occur during the school day. Coaches, band directors, and teachers will have on file and turn in to the principal names of students participating in U.I.L. sponsored events.

Note: The Yoakum School District will not underwrite the medical expenses of any student injured at school or at school functions.

Y. Waiver of Fees

Upon receipt by the District of reliable proof that a student and his or her parent or guardian are unable to pay a fee or deposit required by the school, such fee or deposit shall be waived. Such student and his or her parent or guardian must present evidence of their inability to pay to the appropriate principal who shall determine eligibility for a fee waiver.

Z. Access to Education Records

Access to the education records of a student who is or has been in attendance at a school in the District will be granted to a parent of the student. The District may presume that the parent has authority to inspect and review the student's records unless the District has been advised that the parent does not have the authority under applicable state law. Whenever a student has attained eighteen years of age and is no longer dependent or is attending an institution of post-secondary education, the permission or consent required of, and the rights accorded to, the parent of the student by this policy shall hereafter only be required of and accorded to the student. If material in the education record of a student includes information on another student, only that portion of the material relating to the individual student may be inspected and reviewed.

Mistakes in student records may be amended by following the procedure of policy FL (Local). Within 15 school days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten school days after the request is received. Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence; and, at their own expense, may be assisted or represented at the hearing. The parents shall be notified of the decision in writing within ten school days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 school days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

AA. Handicap, Special Education Coordinator & Homeless Liaison

The school district has designated Brenda Westmoreland, P.O. Box 737, Yoakum, Texas, telephone number 293-3162, as the person to coordinate its efforts to comply with Section 504 of the Vocational Rehabilitation Act of 1973 and Special Education. "In compliance with the State Board of Education rule, 89.246 Memorandum of Understanding on Transition Planning for Students Receiving Special Education Services, we are providing information on transition planning for students 14 years old to you. Transition planning are those activities planned to assist students in moving from the school program into the world of work and adult services. For any student who receives special education services and before he/she turns 16 years old, he/she will have developed and annually reviewed an Individual Transition Plan (ITP). This plan is intended to prepare each student for community living and work after he/she is no longer receiving special education services. The transition meeting will be scheduled with you and your child as he/she approaches the age requirements for transition planning. The meeting may be scheduled in conjunction with an ARD (Admission,

Review, and Dismissal) meeting. Mrs. Westmoreland has been designated as the homeless liaison.

BB. Title IX, Title II, and Gifted & Talented/Bilingual Coordinator

The school district has designated Brenda Westmoreland, P.O. Box 737, Yoakum, Texas, telephone number 293-3162, as the person to coordinate its efforts to comply with Title IX of the Educational Amendments of 1972, as amended, Title II of the Americans with Disabilities Act and GT/Bilingual education.

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

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

Contact Person: Patrick Frank

Phone Number: (361) 293-3111

SECTION IV
Academic Information

A. Grading Standards

1. All grades will be reported numerically with 70 being the minimum passing grade.
2. Assignments turned in late will receive a grade of zero (0).
3. All grades are given at six week intervals. Report cards are to be signed by parents and returned to school the following day.
4. The final yearly grade is found by adding the two semester grades and dividing by two.

B. Progress Reports

1. Progress reports are sent home with the students after the third week of each six weeks for all students. Additional progress reports may be requested by parents at any time.
2. Progress reports are to be signed by parents and returned to school the following day.
3. Students who make a failing grade at the end of a six weeks will not be eligible to participate in extra-curricular activities the following three weeks. Senate Bill 1.

C. Awards

The school sponsors an awards assembly(s) at the end of the year as the final assembly for the student body. At this assembly, recognition is given to the outstanding students of the school for their work during the year.

D. Promotion and Retention (Pass or Fail)

To be promoted from one grade level to the next, a student shall attain an overall average of 70 or above for the year in all courses taken. The overall average shall be derived by averaging the final numerical grade for all courses taken. In addition, students shall attain an average of 70 or above in three of the following subjects:

1. Language Arts - Reading and English
2. Mathematics
3. Social Studies
4. Science

In order to be promoted to grade 9, students enrolled in grade 8 must perform satisfactorily on the mathematics and reading sections of the grade 8 state assessment in English.

Also, students will have to take care of their attendance requirements in order to pass. The requirement for each student is to be present at least 90 percent of the school days.

E. Field Trips

Each grade level has an opportunity to participate in one educational field trip per school year. Additional field trips may be taken with clubs/organizations or as a reward. A student may be prohibited from attending a school-sponsored field trip if the student is suspended or is in ISS or AEP on the day of the field trip.

F. Extra-Curricular Activities, Clubs, and Organizations

1. Academic Competition (UIL and other)
2. Band
3. Basketball
4. Cheerleading and Mascots
5. Cross Country
6. Football
7. Golf
8. Student Council
9. Tennis
10. Track
11. Volleyball
12. FCA (Fellowship of Christian Athletes)

At the discretion of the campus administrator, participation in these activities/organizations can be suspended and/or denied for students based on academics, attendance, or behavior.

SECTION V
School Services

A. Health Services

The school health program is governed by Texas laws and State Board of Education policy.

1. Emergency Care Policies

- a. Emergency Care Forms are necessary for providing care for children who become ill or who are injured at school.
- b. Parents should complete form in full—yearly.
- c. Signature of parent or guardian on Emergency Care Form is required yearly.

2. Immunizations (shots)

No person may be admitted to any elementary or secondary school or institution of higher education unless he/she has been immunized against diphtheria, whooping cough, tetanus, rebeola, rubella, mumps, Haemophilus influenza type B, hepatitis A, hepatitis B, varicella, and polio myelitis except as provided in a.

- a. No form of immunization is required for a person's admission to any elementary or secondary school or institution of higher education when the person applying for admission submits to the admitting official either of the following:
 - (1) An affidavit or certificate signed by a doctor who is duly registered and licensed under the Medical Practices Act of Texas, in which it is stated that, in the doctor's opinion, the immunization required would be injurious to the health and well-being of the applicant or any member of his family or household unless a lifelong condition is specified. The affidavit or certificate must be renewed at the time for the exclusion to remain in effect.
 - (2) An affidavit signed by the applicant or, if a minor, by his parent or guardian stating that the immunization conflicts with the tenets and practice of a recognized church or religious denomination of which the applicant is an adherent or member; provided however, that this exemption does not apply in times of emergency or epidemic declared by the Commission of Health.
- b. A person may be provisionally admitted to an elementary or secondary school or institution of higher education if he has begun the required immunizations and if he continues to receive the necessary immunizations as rapidly as is medically possible. The State Dept. of Health shall promulgate rules and regulations relating to the provisional admission of persons to school. When a student transfers from one school or district to another, a copy of the immunization record and any measles or mumps illness statement from physicians, should be sent within thirty (30) days to the receiving school. A record received by mail from school officials of another district or state may be considered a validated record.
- c. If records are not received within 30 days, students may be expelled from school.

3. Guidelines for Dispensing Medication in School

If possible, medication should be given by the parent or guardian and taken at home. However, if the student needs to take his medication during school hours, the following guidelines are to be followed:

All medication will be turned in to the nurse's office before the day begins. Authorized District employees may administer prescription medication in accordance with legal requirements. District employees shall not dispense non-prescription medications to students unless written directions from the student's parent or guardian are currently on file. All medications must be furnished for each student by the parent or guardian (on prescription drugs, with the student's name and prescription as attached by the pharmacist).

An Emergency Care Form shall be furnished by the District to each student's parent or guardian at the beginning of each school year (and upon entry by a student thereafter) completed, signed and promptly returned to the District for reference by the District's medically authorized personnel during that year. Such form may be supplemented by written instruction during the year.

Only nurses, principals, teachers, counselors, secretaries, and aides may administer medication to students.

4. Bacterial Meningitis

What is Meningitis?

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

What are the symptoms?

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms.

Children (over 1 year old) and adults with meningitis may have a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains, and drowsiness or confusion. In both children and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body.

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

How serious is Bacterial Meningitis?

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

How is Bacterial Meningitis spread?

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

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

5. Self-Administration of Asthma or Anaphylaxis Medicine *Education Code 22.052 (a), (b)*

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

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

The physician's statement must be kept on file in the school nurse's office, or, if there is no school nurse, in the office of the principal of the school the student attends.

No Waiver of Immunity

The provisions above neither waive any liability or immunity nor create any liability for a cause of action against the District, the Board, or its employees.

Communicable Disease Guidelines

Guidelines adopted by the commissioner of health under authority of 25 TAC 97.5© (3)

Condition	Exclude	Readmit	Report
Chicken pox	Yes	When all blisters have crusted over (but not longer than 1 week after onset rash)	Yes
Diphtheria	Yes	Written doctor's statement or local health authority permit	Yes
Fever (100.4 or greater)	Yes	When fever subsides	No
Gastroenteritis (Viral)	Yes	When diarrhea subsides	No
Head Lice (Pediculosis)	Yes	When one medicated shampoo or lotion treatment has been given	No
Hepatitis, Viral, (Type A)	Yes	After one week from onset of illness	Yes
Impetigo	Yes	When treatment begun	No
Influenza	Yes	When fever subsides	Yes
Measles (rubeola)	Yes	After 4 days from appearance of rash. In an outbreak, unimmunized children should also be excluded for at least 4 days after last case occurs	Yes
German Measles (Rubella)	Yes	After 5 days from appearance of rash	Yes
Meningitis, Bacterial	Yes	Written doctor's statement or local health authority permit	Yes
Mumps	Yes	After 9 days from the onset of swelling	Yes
Pink Eye (Conjunctivitis)	Yes	Written doctor's statement or local health authority permit	No
Polio myelitis (Polio)	Yes	Written doctor's statement or local health authority permit	Yes
Ringworm of the scalp	Yes	When treatment begun	No
Salmonellosis	Yes	When diarrhea subsides	Yes
Scabies	Yes	When treatment begun	No
Shigellosis	Yes	When diarrhea subsides	Yes
Streptococcal Sore Throat and Scarlet Fever	Yes	After 24 hours from date antibiotic treatment begun	Yes
Tuberculosis, Pulmonary	Yes	After antibiotic treatment begun, and a physician's certificate or health authority permit obtained	Yes
Whooping Cough (Pertussis)	Yes	After 7 days from date antibiotic treatment begun	Yes

B. Guidance and Counseling

The Guidance Program has organized services and activities at Y.J.H.S. to help the student:

- evaluate his/her abilities, achievements, aptitudes, interests, needs, and values
- become familiar with courses available to him/her
- make decisions about his/her junior high and high school program of studies
- plan for his/her future---whether for work or further education
- make the best adjustment to school situations, and think through his/her personal problems

1. Conferences

The counselor is available for conferences with students and/or parents as often as is necessary.

2. The Counselor

The main job of the counselor is to provide counseling services to all students, whenever they desire. Counseling is not something that is done to a person or for a person, but is instead an opportunity for a person to do something for himself. No problem is too small. If it concerns a student, then it is important. The counselor and/or school nurse should be contacted in reference to any issues of child abuse, including physical, mental, verbal, and sexual abuse.

Students should feel free to make appointments with their counselor whenever they feel the need.

C. Library

The library is designed to support the curriculum of the school. The library is also designed to encourage reading and to provide materials for use in leisure time. Students should feel free to come into the library not only to work but to read and browse as well. Silence must be observed in the library at all times. Chairs and tables should be straight and library materials returned to their designated places before students leave the library.

1. Library Hours and Use

- a. Regular hours: 8:00 - 4:00
- b. Reading classes will schedule visits to the library.

2. Circulation of Materials

- a. Students may check out and return books any time during regular library hours.
- b. Books and magazines may be checked out for one week and rechecked for two more weeks. In case of a holiday, books are due the day after the holiday.
- c. Most reference books and newspapers should be used in the library only unless arrangements are made. Some reference books may be checked out overnight after 3:00 p.m. They must be returned before 1st period the next day.
- d. Fines for overdue books will be **5 cents** per day and per week end. Fines for overnight reference books will be **5 cents** per hour. Students who abuse the overnight reference privilege will **forfeit that privilege**.
- e. Students who lose or damage library materials will be expected to pay for them.
- f. Names of students with overdue books and/or library fines will be sent to the reading teachers on a regular basis. A list of those delinquent at the end of the six weeks will be sent to all teachers. Students must clear these delinquencies or they will not have the privilege of checking out library books.

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SECTION VI

Internet Acceptable Use Policy (AUP)

1. Overview:

The Yoakum Independent School District Network (YNET) is now making Internet access available to the staff and students in the Yoakum Independent School District. We are very pleased to bring this access to Yoakum ISD and believe the Internet offers vast, diverse, and unique resources. Our goal in providing this service to Yoakum ISD is to promote educational excellence in the Yoakum schools by facilitating resource sharing, innovation, and communication.

The Internet is an electronic highway connecting thousands of computers all over the world to millions of individual subscribers who have access to electronic mail communication with one another; information and news from research institutions, colleges and libraries; public domain software, as well as discussion groups on a wide variety of topics.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. On a global network, it is impossible to control all materials, and an industrious user may discover controversial information. Yoakum ISD firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of the district.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire. In general, this requires efficient, ethical, and legal utilization of the network resources. If a YNET user violates any of these provisions, his or her account will be terminated and future access could possibly be denied. The signature(s) at the end of this document is (are) legally binding and indicates the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

2. YNET Regulations and Guidelines:

The Superintendent or designee will oversee the District's electronic communications system.

The District's system will be used only for administrative and educational purposes consistent with the District's mission and goals. Commercial use by individuals of the District's system is strictly prohibited.

The District will provide training to employees in proper use of the system and will provide all users with copies of acceptable use guidelines. All training in the use of the District's system will emphasize the ethical use of this resource.

System Access

Access to the District's electronic communication system will be governed as follows:

- a. Upon agreeing to the District's Acceptable Use Policy and approval of the Superintendent or designee, District employees will be granted access to the District's system.
- b. A teacher may apply for a class account and, in doing so, will be ultimately responsible for use of the account. Teachers with accounts will be required to maintain password confidentiality by not sharing the password with students or others.
- c. Students completing required course work on the system will have first priority for use of District equipment after school hours.
- d. Any system user identified as a security risk or having violated District and/or campus computer-use guidelines may be denied access to the District's system.

Campus-Level Coordinator Responsibilities

As the campus-level coordinator for the electronic communications system, the principal or designee will:

- a. Be responsible for disseminating and enforcing applicable District policies and acceptable use guidelines for the District's system at the campus level.
- b. Ensure that all users of the District's system complete and sign an agreement to abide by District policies and administrative regulations regarding such use. All such agreements will be maintained on file in the principal's office.
- c. Ensure that employees supervising students who use the District's system provide training emphasizing the appropriate use of this resource.

District-Level Coordinator Responsibilities

As the district-level coordinator for the electronic communications system, the superintendent or designee will:

- a. Be authorized to monitor or examine all system activities, including electronic mail transmissions, as deemed appropriate to ensure proper use of the system.
- b. Be authorized to establish a retention schedule for messages on any electronic bulletin board and to remove messages posted locally that are deemed to be inappropriate.
- c. Set limits for disk utilization on the system, as needed.
- d. Deny, revoke, or suspend specific user accounts, with or without cause or notice, for lack of use, violation of network regulations, or as a result of other disciplinary actions against the user.

Individual User Responsibilities

The following standards will apply to all users of the District's electronic information/communications system:

On-Line Conduct

- a. The individual in whose name a system account is issued will be responsible at all times for its proper use.
- b. The system may not be used for illegal purposes, in support of illegal

- activities, or for any other activity prohibited by District policy.
- c. Use for commercial, income-generating or "for profit" activities, product advertisement, or political lobbying is prohibited by users. Sending unsolicited junk mail or chain letters is prohibited.
 - d. System users may not use another person's system account without written permission from the District coordinator, as appropriate.
 - e. System users must purge electronic mail in accordance with established retention guidelines.
 - f. System users may redistribute copyrighted programs or data only with the written permission of the copyright holder or designee. Such permission must be specified in the document or must be obtained directly from the copyright holder or designee in accordance with applicable copyright laws, District policy, and administrative regulations.
 - g. System users may upload public domain programs to the system. System users may also download public domain programs for their own use or may non-commercially redistribute a public domain program. System users are responsible for determining whether a program is in the public domain.

**Vandalism
Prohibited**

Any malicious attempt to harm or destroy District equipment or materials, data of another user of the District's system, or any of the agencies or other networks that are connected to the Internet is prohibited. Deliberate attempts to degrade or disrupt system performance may be viewed as violations of District policy and administrative regulations and, possibly, as criminal activity under applicable state and federal laws. This includes, but is not limited to, the uploading or creating of computer viruses. Vandalism as defined above will result in the cancellation of system use privileges and will require restitution for costs associated with system restoration, hardware, or software costs.

**Forgery
Prohibited**

Forgery/attempted forgery of electronic mail messages is prohibited. Attempts to read, delete, copy, or modify the Electronic mail of other system users are prohibited.

**Information
Content/Third
Party Supplied**

System users and parents of students with access to the District's system should be aware that use of the system may provide access to other electronic communications systems in the global electronic network that may contain inaccurate and/or objectionable material. A student knowingly bringing prohibited materials into the school's electronic environment will be subject to disciplinary action in accordance with District policies.

**Network
Etiquette**

System users are expected to observe the following network etiquette:

- a. Be polite; messages typed in capital letters are the computer equivalent of shouting and are considered rude.
- b. Use appropriate language; swearing, vulgarity, ethnic or racial slurs, and any other inflammatory language are prohibited.
- c. Pretending to be someone else when sending/receiving messages is considered inappropriate.
- d. Transmitting obscene messages or pictures is prohibited.
- e. Revealing personal addresses or phone numbers of the user or others is prohibited.
- f. Using the network in such a way that would disrupt the use of the network by other users is prohibited.

**Termination/
Revocation of
System User
Account**

The District may suspend or revoke a system user's access to the District's system upon violation of District policy and/or administrative regulations regarding acceptable use.

Termination of an employee's account or of a student's access will be effective on the date the principal or District coordinator receives notice of student withdrawal or of revocation of system privileges, or on a future date if so specified in the notice.

Disclaimer

The District's system is provided on an "as is, as available" basis. The district does not make any warranties, whether express or implied, including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the system and any information or software contained therein. The District does not warrant that the functions or services performed by, or that information or software contained on, the system will meet user's requirements, or that the system will be uninterrupted or error-free, or that defects will be corrected.

Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third party individuals in the system are those of the providers and not the District.

The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to misuse of the District's electronic communication system.

Yoakum ISD Telecommunication Network (YNET)

Dear Parents:

Your child has been selected to participate in the District's electronic communications system and needs your permission to do so. Your child will be able to communicate with other schools, colleges, organizations, and individuals around the world through the Internet and other electronic information systems/networks.

The Internet is a network of networks. Through the District's electronic communications system, your child will have access to hundreds of databases, libraries, and computer services all over the world.

With this educational opportunity also comes responsibility. It is important that you and your child read the enclosed District policy, administrative regulations, and agreement form and discuss these requirements together. Inappropriate system use will result in the loss of the privilege to use this educational tool.

Please note that the Internet is an association of diverse communication and information networks. It is possible that your child may run across areas of adult content and some material you might find objectionable. While the District will take reasonable steps to preclude access to such material and does not encourage such access, it is not possible for us to absolutely prevent such access.

Please return the attached agreement form indicating your permission or denial of permission for your child to participate in the District's electronic communications system.

Sincerely,

Principal or Technology Coordinator

Yoakum ISD Telecommunication Network (YNET)

Student Account Application

Student Agreement for Participation in an Electronic Communications System

(The student agreement will remain in effect for the current school year.)

1. Student

Full Name (please print) _____

Grade _____ School _____

I have read the District's electronic communications system policy and administrative regulations and agree to abide by their provisions. I understand that violation of these provisions may result in suspension or revocation of system access.

Student's signature _____ Date _____

2. Sponsoring Parent or Guardian

I have read the District's electronic communications system policy and administrative guidelines. In consideration for the privilege of using the District's electronic communications system, and in consideration for having access to the public networks, I hereby release the District, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, the system, including, without limitation, the type of damage identified in the District's policy and administrative regulations.

_____ I give permission for my child to participate in the District's electronic communications system and certify that the information contained on this form is correct.

_____ I do not give permission for my child to participate in the District's electronic communications system.

Signature of parent or guardian _____

Home address _____

Date _____ Home phone number _____

SECTION VII
Disciplinary Information

A. Campus Discipline Person

The campus discipline person(s) on each campus shall be the Asst. Principal and Principal. Duties shall include the authority to:

1. Assess and implement the campus discipline management program.
2. Remove a student from campus for compelling non-disciplinary reasons or pending a hearing.
3. Remove students to alternative education programs.

The Principal or Central Office Administrators are authorized to serve as the district's hearing officer and have the authority to conduct hearings and to expel students. The Superintendent must be advised immediately of any scheduled hearing. The Superintendent shall advise the President of the School Board in each case where expulsion or Home-Based Instruction could be assessed.

B. Saturday Detention for Behavior

1. Held in one location at the Jr. High School
2. From 8:00 am to 4:00 pm
3. Students can bring a sack lunch and money for a drink from the soda machines.
4. Any student who cannot follow Saturday Detention Rules will be escorted home by the police and charges of not following normal school routine, disorderly conduct and/or truancy charges will be considered. These charges would be considered to drop if the parent attends Saturday School with the child for the next Saturday.

C. Dress Code

• **Shirts**

Buttoned oxford (western-style permissible) or polo shirts/blouses will be worn. All shirts will be free of words and/or pictures, etc. Logos (Izod, Polo, Dockers, etc.) must be standard size and not unusually large. All shirt buttons, except the collar button, must be buttoned at all times. All shirts will have a collar and sleeves. An approved, Yoakum Bulldog, school-spirit shirt (including t-shirts) may be worn on any day of the week. The original construction of the Yoakum Bulldog spirit shirt cannot be modified or altered. No oversized t-shirts or shirts/blouses will be allowed. Shirts must be tucked in.

• **Bottoms**

Male students shall wear either pants or shorts.

Female students will be allowed to wear pants, shorts, skorts, or skirts.

All bottoms must fit appropriately at the waist, be neatly hemmed, and be free of oversized logos, words and decorations. Company logos on back pockets are permitted. Pants with holes/tears may not be worn. Pants, trouser, or slacks shall not be overly tight, baggy, and/or low riding. Pants must be hemmed and not frayed. Nylon, athletic, wind pants or sweatpants are not acceptable. Boxer or spandex shorts are not acceptable as outer wear. If pants have belt loops, a belt is required.

- **Sweaters, Sweatshirts, Jackets and Coats**

Sweaters, sweatshirts, jackets and coats may be worn as outer wear over standardized shirts. This includes hooded sweatshirts. These garments will not be limited other than restriction of offensive words or logos. These garments may not hang lower than the back pockets. School administrators reserve the right to make judgment calls concerning restriction of outer garments.

- **Male Students:**

1. Boys are not allowed to wear earrings or posts.
2. Boys are not allowed to wear sagging pants.
3. Boys must be clean-shaven. Distracting hairstyles are not acceptable. Hair should not cover the eyes or extend beyond the top of a polo-style shirt collar. The hair on the side may cover the ear to the bottom of the ear lobe, but must be trimmed and neat. Boys may not wear beads in their hair or have ponytails.

- **Female Students:**

1. Proper undergarments and/or foundation garments must be worn.
2. Transparent blouses are not allowed. Dresses or tops cannot be cut lower than the armpit. Dresses do not require a collar. Modest necklines are required for the front and back of garments. Spaghetti straps are not permitted.
3. The length of the shorts, skirts, and dresses must be no shorter than the tip of the middle fingers of the hand, with arms down beside the body and shoulders straight. The slit of a skirt must not extend beyond the fingertips. Shorts must be loose fitting. Cut off jeans, gym shorts, and spandex/cycling shorts will not be allowed.
4. "Feathers" in hair is unacceptable.

1. Each student is expected to have an appearance that does not take away from the education/learning process. Dress and grooming that is not considered reasonable in standards of health, safety, modesty, and decency will not be allowed. **School administrators reserve the right to make judgment concerning the appropriateness of dress and grooming when necessary.**
2. Students who repeatedly disregard rules on grooming or dress are guilty of insubordination and will be subject to disciplinary action. (SEE FO, FOA, FOD).
3. Shoes must be worn. Shoes must be free of steel taps. Rubber flip-flops are unsafe and will not be worn. Shoelaces must be tied.
4. Sunglasses will not be worn inside school buildings unless prescribed by a physician or optometrist.
5. Hats, caps, and bandanas will not be worn at school. Long jewelry chains or long key chains will not be permitted.
6. Earrings worn by girls will only be permitted on the bottom lobe of the ear. No earrings, which includes temporary posts, will be worn by boys. Grills are not permitted. Contacts should be worn for vision only, not to attract attention.

7. If an administrator 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 either for the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school. Repeated offenses may result in more serious disciplinary action. Appropriate discipline procedures shall be followed in all cases.
8. The principal, in cooperation with the sponsor, coach, or other person in charge of extracurricular activity, may regulate the dress and grooming of students who participate in the activity. Extracurricular activities may require stricter standards for personal hygiene and dress. Students who violate these standards may be removed or excluded from the activity for a period determined by the principal or sponsor and may be subject to other disciplinary action.

D. Disruption of Classes:

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 or buildings used by district schools for assemblies or other school-related activities, and "public property" includes any street, highway, alley, public park, or sidewalk.

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 of a school including:

1. Emissions by any means of noise of an intensity that prevents or hinders 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 and either through acts of misconduct and/or use of loud or profane language causing disruption of class activities.

Students may be filed on in a court of law if these offenses occur.

E. Disruption of Lawful Assembly:

No student or group of students acting in concert may wilfully 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 of any building without the authorization of the administration of the school.
2. Seizing control of any building or portion of a building for the purpose of interfering with any administrative, educational, research, or other authorized 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 a lawful assembly in progress.

5. Obstructing or restraining the passage of any person at an exit or entrance to said campus of 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 violence or due to a reasonable fear that force or violence is likely to occur.

Conduct by students, either in or out of class, that for any reason---whether because of time, place, or manner of behavior---materially disrupts class work or involves substantial disorder or invasion of the rights of other students or employees at school-related activities is prohibited.

Student demonstrations and similar activities shall be prohibited when there is evidence that may reasonably lead school authorities to forecast substantial disruption of, or material interference with, normal school operations or approved school activities.

F. Publications

Distribution of written materials may be restricted, subject to the following guidelines:

1. Distribution may be limited in order to prevent material and substantial interference with normal school operations in circumstances where there is evidence that reasonably supports a forecast that disruption will likely result directly from the distribution.
2. Reasonable administrative regulations as to the time, place, and manner of distribution may be prescribed to promote orderly administration of school activities by preventing disruption, but shall not be designed to stifle expression.
3. Content of the materials to be distributed shall conform to the following standards:
 - a. Materials that are 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. Material may not be forbidden if the portions or specific language objected to may also be found in material that is made available to students through school facilities, i.e., the school library or readings assigned by teachers.
 - c. Libellous material may be prohibited from distribution. 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. Advocacy directed toward inciting or producing imminent lawless or disruptive actions and that is likely to incite or produce such action shall be restricted.
 - d. Hate literature that scurrilously attacks ethnic, religious, or racial groups, and similar irresponsible publications aimed at creating hostility and violence may be banned. Only material that could reasonable support a forecast of material and substantial disruption of normal school operations is affected by this restriction.

G. Prior Review

All student publications and other written material intended for distribution to students shall be submitted for prior review according to the following procedures:

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1. Material shall be submitted to the building principal or a designee for review.
2. The principal or a designee shall approve or disapprove submitted material within twenty-four hours of the time the material is received. Failure to act within the twenty-four hour period shall be interpreted as disapproval.
3. The student may appeal disapproval to the superintendent, who shall decide the appeal within three days of its receipt. Failure of the superintendent to act within the three-day period shall be interpreted as disapproval.
4. The student may appeal disapproval by the superintendent to the board. The student shall notify the superintendent of the appeal and request the matter be placed on the agenda for the next board meeting. At that board meeting, the student shall be given a reasonable period of time to present his viewpoint.

H. Secret Societies:

Students shall not become members or promise to become members of any organization composed wholly or in part of students of public schools below the rank of college or junior college which seeks to perpetuate itself by taking in additional members from the students enrolled in such school on the basis of the decision of its membership, rather than upon the free choice of any student in the school, who is qualified under the rules of the school, to fill the special aims of the organization.

I. Miscellaneous:

Students at school or school-related activities are prohibited from:

1. Cheating or copying work of another student.
2. Throwing objects, outside supervised school activities, that can cause bodily injury or damage property.
3. Leaving school grounds or events without permission.
4. Directing profanity, vulgar language, or obscene gestures toward other students.
5. Insubordination, including failure to comply with lawful directives from school personnel or school policies, rules, and regulation.
6. Exhibiting disrespect or directing profanity, vulgar language, or obscene gestures toward teachers or other school employees.
7. Committing arson. (fire)
8. Committing robbery or theft.
9. Damaging or vandalizing property owned by other students or district employees.
10. Engaging in misconduct, as defined by district policies and regulations, on school buses.
11. Fighting.
12. Committing extortion, coercion, or blackmail, I.E., obtaining money or other object of value from an unwilling person, or forcing an individual to act through the use of force or threat of force.
13. Engaging in verbal abuse, I.E., name-calling, ethnic or racial slurs, or derogatory statements addressed publicly to others, that may precipitate substantial disruption of the school program or incite violence.
14. Engaging in sexual contact.
15. Engaging in any other conduct that disrupts the school environment or educational process.
16. Bringing laser pointers or magnets to school.
17. Bringing or riding skateboards on school premises.

J. Students taken into custody

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

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

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

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

K. Notification of Law Violations

The District is also required by state law to notify:

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

L. Bullying

Bullying is defined as unprovoked, repeated, and aggressive actions or threats of action by one or more persons who have (or are perceived to have) more power or status than their victim in order to cause fear, distress, or harm. Bullying can be physical, verbal, psychological or a combination of the three. Specific examples include name calling, taunting, teasing and put-downs, saying or writing inappropriate things about a person, deliberately excluding a person from activities or conversation; threatening a person with bodily harm; hitting, kicking, tripping, shoving or otherwise inappropriately touching a person; taking or damaging a person's belongings; and making a person do things he or she does not want to do. Bullying can also occur through electronic means via web postings, e-mails, chat rooms and text messaging.

M. Gangs

The district prohibits students from any gang involvement or gang activity while at school, at any school facility, at any school-sponsored activity, or on any school bus. A "gang" is a prohibited fraternity, sorority or society as defined by Texas Education Code Sections 4.20 and 4.21.

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Gang activities and gang involvement are described as:

1. Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, graffiti, or other things which are evidence of membership in or affiliation with any gang.
2. Using any speech, either verbal or nonverbal (gestures, handshakes, etc.) showing membership in or affiliation with a gang.
3. Inciting other students to act with physical violence upon any other person.
4. Engaging in concert with others in intimidating, fighting, assaulting, or threatening to assault others.

Certain organized criminal activities within 1000 feet of school or a school bus will be enhanced to the next offense category. **Gang-type activities will result in placement at the DAEP.**

N. Tardy Policy

Students are allowed one “free” tardy per class per 6 weeks. The 2nd tardy will result in consequences.

1st—free

2nd—1 lunch detention

3rd—2 lunch detentions

4th—5 lunch detentions

5th—after school detention

6th—2 after school detentions

Except as noted below (under EXCEPTIONS), I direct the District not to release to any third party the following information without my written consent. I have marked through the items I do not want released.

Name
Address
Telephone listing
Date and place of birth
Photograph (Yearbook & Newspaper)
Participation if officially recognized activities and sports
Weight and height of members of athletic teams
Dates of attendance
Grade level
Enrollment status
Honors and awards received in school
Most recent previous school attended
E-mail address
Use of name and photograph of Yoakum ISD website or Internet class projects

EXCEPTIONS

For limited school-sponsored purposes (student recognition activities, yearbook or student newspaper, printed programs for extracurricular activities, news releases to local media), the District has my permission to release the following information. I have marked through the items I do not want released.

Name
Address
Telephone listing
Date and place of birth
Photograph (Yearbook & Newspaper)
Participation if officially recognized activities and sports
Weight and height of members of athletic teams
Dates of attendance
Grade level
Enrollment status
Honors and awards received in school
Most recent previous school attended
E-mail address
Use of name and photograph of Yoakum ISD website or Internet class projects

**Acknowledgment of Electronic Distribution of
Student Handbook**

My child and I have been offered the option to receive a paper copy or to electronically access at www.yoakumisd.net the Yoakum Junior High School Student Handbook and the Student Code of Conduct for 2011–2012.

I have chosen to:

- Receive a paper copy of the Student Handbook and the Student Code of Conduct.
- Accept responsibility for accessing the Student Handbook by visiting the Web address listed above.

I understand that the handbook contains information that my child and I may need during the school year and that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the *Student Code of Conduct*. If I have any questions regarding this handbook or the Code, I should direct those questions to the principal at 293-3111 or pfrank@yoakumisd.net.

Printed name of student: _____

Signature of student: _____

Grade level: _____

Signature of parent: _____

Date: _____