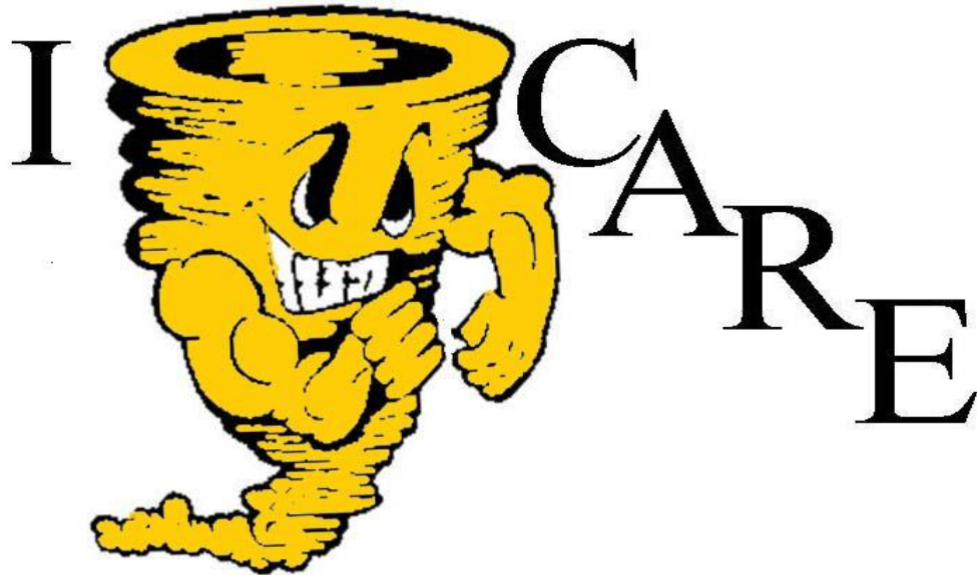


# 2022-2023 STUDENT HANDBOOK



*“Rich in Tradition and Excellence in Education”*

**\*All disciplinary actions will be handled in accordance with the Galveston ISD Student Code of Conduct.**

## ADMINISTRATION AND COUNSELORS

### Joseph Pillar - Principal

Jennifer Edenfield	Director of CTE	Tiffany Vaiani	Lead Counselor
Stephanie Wilcox	Director	Ana Torres	Counselor
Sarah Mills	Assistant Principal	Jerry Edwards	Counselor
Melvin Bouldin	Assistant Principal	Jessica Maxwell	Counselor
Keelan Muse	Assistant Principal	Catherine Rogers	Counselor
Jerald Temple	Assistant Principal	Felicia Becnel	CCMR Specialist
Maggie Queen	Assistant Principal	Emily Shotwell	Testing Coordinator
		Heather Chide	Curriculum Coordinator



INTEGRITY will be based upon choosing to walk in a  
COMMUNITY with teachers and students in the area of  
ACCOUNTABILITY that will cause mutual  
RESPECT among all as we bring forth our best  
EFFORT which will get us to our RECOGNIZED GOAL

**Ball High website:**

[WWW.ball.gisd.org](http://WWW.ball.gisd.org)

**Galveston ISD CTE Website:**

[www.galvestonisdcte.com](http://www.galvestonisdcte.com)

**Ball High Remind  
Text @ballhigh to 81010**

**Ball High Radio:  
[Ktorhetornado.com](http://Ktorhetornado.com) or download KTOR app**

**Skyward Access to monitor Students' Grades/Attendance:**

**Email: [hollyfeig@gisd.org](mailto:hollyfeig@gisd.org)**

## SCHOOL SONG “BALL HIGH SCHOOL FOREVER”

Ball High School forever  
That is our name.  
Never, oh never, will we lose our fame!  
Rah- Rah- Rah!  
So we'll cheer forever, on to victory  
For we are bound together  
'til eternity.

## FIGHT SONG

We never fear Port Arthur  
Abilene or Ray  
For we are Tornadoes – VICTORY  
Victory bound Tornadoes –  
We are the greatest power known.

B\*\*\*A\*\*LL HIGH T\*\*\*O\*\*\*R\*S

Repeat

(\*means clap)



***REMEMBER: When you hear the school song, tradition is you should stand and sing along. You should wait until the end of the song before you leave.***

**INTEGRITY** is a consistency of actions, values, methods, principles, expectations and outcomes.

POSITIVE CHARACTERISTICS - Integrity is regarded as the honesty and truthfulness or accuracy of one's actions.

**COMMUNITY** is a social unit that shares common values and has social cohesion. A community is a group or society helping each other.

POSITIVE CHARACTERISTICS – Community means being focused, attentive and disciplined in the classroom. It includes obeying your teacher and being a support to your fellow students. Respect extends to the hallways, cafeteria, and other common areas.

**ACCOUNTABILITY** is the acknowledgement and assumption of responsibility for actions, products, decisions and policies as well as the obligations to report, explain and be accountable for resulting consequences.

POSITIVE CHARACTERISTICS – Students who are accountable wear ID badges, comply with dress code, attend school regularly, arrive to class on time, and follow the cell phone policy. Students hold one another accountable to the social contract in each classroom.

**RESPECT** gives a positive feeling of dignity for a person or other entity and specific actions and conduct representative of that attribute.

POSITIVE CHARACTERISTICS – Respect sees value and worth in your fellow students, teachers, and other campus authorities. Actions and language that extend respect also earn the respect of other individuals and the community.

**EFFORT** is the amount of work involved in performing an activity.

POSITIVE CHARACTERISTICS – Effort involves getting school work and home work completed promptly. Those who CARE study, prepare, and give their best on all assignments. Individual efforts improve the community.





## MEDIA ARTS AND DIGITAL TECHNOLOGY COMMUNITY

### Focus:

Interdisciplinary curriculum focused on Video, Audio, TV Broadcast, Web Technology, Animation, and Game Design

### Goal:

Ensure that students have the knowledge and skills to excel in core subject areas and succeed in college, while promoting their interests and talents in media arts and digital technology

**“Media Arts is a very hands-on community. It gives you a chance to express your creativity!”**

While in this community, you can expect to learn how to:

- Be a filmmaker
- Edit and animate videos
- Start and end a project
- Work with audio production
- Report from a professional broadcast studio
- Design web pages
- Create and design your own video games

These are only a few of the possibilities!

### Benefits:

KTOR radio station ([www.ktorhetornado.com](http://www.ktorhetornado.com) or the KTOR app) has won two prestigious awards: the "Rock Star Award" from the United Way of Galveston and the "Bright Idea Award" from the Texas School Public Relation Association. KTOR has quickly become Galveston's #1 radio station for community talk and events & the best music from the 70's to the present.

**“You have the unique opportunity to obtain real and relevant experience in both audio AND video production!”**

–Carter Burlison, Student Station Manager, K-TOR The Tornado, Class of 2017

## INNOVATION AND ENTREPRENEURSHIP COMMUNITY

### Focus:

An innovative curriculum in entrepreneurship, business, and industry.

### Goal:

Develop entrepreneurship skills in business creation, production planning, and related careers.



**“All that was previously seen as impossible will begin to open up and the sky’s the limit.”**

While in the community, you can expect to learn how to:

- Be inventive
- Problem solve
- Start and end a project
- Write a business plan
- Run a real business
- Become an entrepreneur
- Comply with laws & business codes
- Manufacture products
- Capstone Projects

### Benefits:

Hands-on classes that benefit your future career – law, law enforcement, business, culinary arts, floral design, hotel management, woodworking, automotive, welding, sports marketing, and hospitality. Career certifications & endorsements that would usually cost hundreds of dollars are provided for free.

**“Your most unhappy customers are your greatest source of learning.”**

Bill Gates, Innovator and Entrepreneur



## SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS COMMUNITY

### Focus:

Accelerated curriculum focused on science, technology, engineering, and mathematics through project-based learning.

### Goals:

Equip students with the tools that will prepare them for post-secondary learning and career opportunities in STEM fields with emphasis on engineering.

**“Join STEM and open a world of opportunities. Build, create, make, and learn.”**

While in this community, you can expect to learn how to:

- Use a 3-D printer
- Utilize Vex Robotics equipment
- Start and end a project
- Build with your imagination
- Work in a real world environment
- Establish career internships
- Program computers and circuits
- Explore real-world problems via Project Based Learning More possibilities being created every day.

#### Benefits:

Hands-on classes that benefit your future career in engineering (electrical, aerospace, mechanical, chemical, civil), computer assisted drafting, architect, astronaut, airline pilot, and geologist.

**“To raise new questions, new possibilities, to regard old problems from a new angle, requires creative imagination and marks a real advance in science.”**

Albert Einstein

## BIOMEDICAL ENGINEERING & THE MEDICAL PROFESSIONS COMMUNITY

### Focus:

Accelerated curriculum with a focused preparation for medical professions



### Goal:

The biomedical engineering community is specifically tailored to prepare students for college entry to further their education in the medical sciences.

**“Curious about how your body works? Want to know why things happen in your body? Options are limitless when you choose the BioMedical program!”**

While in this community, you can expect to learn how to:

- Operate on a synthetic cadaver
- Study a cell culture lab
- Analyze the functions of the human body
- Problem solve
- Be an intern at UTMB
- Identify diseases and disorders
- Conduct hands-on experiments
- Become a doctor or scientist
- Extract DNA
- Investigate a crime scene and more!

#### Benefits:

Hands-on classes that benefit your future career as a doctor, nurse, x-ray tech, emergency medical technician, medical researcher, certified nurse’s assistant, psychologist, forensic pathologist, and medical equipment designer.  
Career Certifications & Endorsements that would usually cost hundreds of dollars are provided for free.

**“Biomedical Sciences develop future heroes like scientists and doctors who create innovations that save lives.”**

Student Ambassadors –

BioMed/STEM Communities

### BALL HIGH BELL SCHEDULE

<b>Period</b>	<b>Time</b>
<b>School Begins</b>	7:25 Bell
1st	7:30 – 8:20
2nd	8:25 – 9:10
3rd	9:15 – 10:05
4th	10:10 – 10:55
5th	11:00 – 11:45
6th	11:50 – 1:30
A Lunch	11:50 – 12:20
B Lunch	12:25 - 12:55
C Lunch	1:00 – 1:30
7th	1:35 – 2:20
8th	2:25 – 3:10

### BALL HIGH PEP RALLY SCHEDULE

<b>Period</b>	<b>Time</b>
<b>School Begins</b>	7:25 Bell
1st	7:30 – 8:15
2nd	8:20 – 9:00
3rd	9:05 – 9:50
4th	9:55 – 10:35
5th	10:40 – 11:20
6th	11:25 – 1:00
A Lunch	11:25 – 11:55
B Lunch	12:00 – 12:30
C Lunch	12:30 – 1:00
7th	1:05 – 1:45
8th	1:50 – 2:30
Pep Rally	2:35 – 3:10

### BALL HIGH EARLY RELEASE SCHEDULE

<b>Period</b>	<b>Time</b>
<b>School Begins</b>	7:25 Bell
1st	7:30 – 7:55
2nd	8:00 – 8:25
3rd	8:30 – 9:00
4th	9:05 – 9:30
5th	9:35 – 10:00
6th	10:05 – 10:30
7th	10:35 – 11:00
8th	11:05 – 11:30

## GENERAL INFORMATION

Ball High School does not discriminate in any of its programs, services, or activities on the basis of age, color, creed, sex, or national origin. Galveston Independent School District is an equal opportunity employer.

The Ball High School Handbook is to be used in conjunction with the District-Wide Student Code of Conduct (hereafter referred to as the **District Code of Conduct**). This handbook was developed to familiarize students and parents with the high school's programs, policies, and expectations. It is important that each student understand both district and campus policies and that the parent/guardian encourages the child to follow the rules and regulations so that we can continue to provide an environment that is beneficial to effective teaching and learning. Students should keep the Handbook in their notebooks. Parents/Students should acquaint themselves with the Student Handbook changes in rules and policies.

**Note: The requirements, programs, fees, policies, and all other subjects covered in this publication may be changed without notice. Users of this publication should contact school district representatives to learn the current status of matters covered herein. Galveston ISD assumes no responsibility for any damages that may be claimed to have resulted from such changes.**

### ASSEMBLIES/PEP RALLIES

Throughout the school year, students will have the opportunity to participate in various assemblies/pep rallies. Students are required to conduct themselves in general assemblies as they do in class. Students who are tardy or who do not abide by the rules of conduct during an assembly shall be removed from the event and shall be subject to disciplinary action. The Student Code of Conduct will be addressed the first week of school.

### CAFETERIA/FOOD/DRINKS

Students are expected to conduct themselves in an orderly fashion in the cafeteria. Tables must be cleaned and all trash must be thrown in the trash receptacles. Students may eat lunch only in the cafeteria. All students will be required to have a school issued ID in order to purchase meals.

**STUDENTS MAY NOT TAKE FOOD FROM THE CAFETERIA.**

You may monitor your child's meal account online through <https://www2.mypaymentsplus.com/welcome> Just log on and register your child using their 5 digit ID number. For further information please contact **Jennifer Douglas, Child Nutrition Supervisor: 409-766-5162.**

Child Nutrition Helpful Reminders:

24 Hour processing: It may take up to 24 hours to process a payment and have it reflected in your child's balance.

Auto E-mail Alerts: This feature sends an e-mail alert when your child's account falls below a preset limit. It is recommended to set the limit at \$10. Please make sure your date limits are not expired from the previous year.

### Food Service Charging Policy

Grades 5-12 are permitted to charge no more than 3 lunches. When charges occur, the Child Nutrition Employee will communicate with the student that their account is being charged for their meal that day. Also,



an automated phone will call the student's home alerting about the charge. When 3 charges have occurred, the Child Nutrition Manager will notify the school Principal or designee. The principal or designee will make a call to parents/guardians about the charges. Payment of the charged meals is expected before the maximum amount of charges has been reached. Once this maximum has been reached, students will have to have money to pay for that day's meal.

You may always keep track of your child's meal account by using <https://www2.mypaymentsplus.com/welcome>.

## **CLOSED CAMPUS**

Ball High School is a closed campus and no student following his/her arrival shall leave the campus except in emergencies approved by the Principal. No student is allowed to leave campus for lunch. Only students who attend classes off campus or seniors scheduled for early release are allowed to leave campus early. Students who leave for a legitimate purpose must follow check-out procedures. Students may bring a sack lunch when they arrive at school in the morning.

### **Deliveries**

Outside food and drink deliveries will not be accepted during the school day (this includes parent deliveries).

- Students are not allowed to go into the parking lot, or their cars during the school day without a release from campus personnel.
- Food deliveries will be held in the AP office until the end of the day and returned to students.

## **CLUBS AND ORGANIZATIONS**

Student clubs and organizations, athletic teams, and performing groups may establish rules of conduct and consequences for misbehavior that are stricter than those for students in general. If the violation of an organization's rules occurs that is also a violation of school rules, the consequences specified by the school shall apply in addition to any consequences specified by the organization. PHYSICAL EXAMS are required for students participating in athletics, drill team, and cheerleading.

***Note: Clubs and organizations not affiliated with Ball High School or approved by the principal may not use the Ball High School logo, name, or colors.***

## **COMPUTER ACCESS**

Only students who have been authorized by the district and are under direct supervision of designated District employees are permitted to use a District computer or to access any local network or the Internet. Prior to such authorization, the student and the student's parent must sign and return the *Network Acceptable Use Policy* Form acknowledging their responsibilities and the consequences of violations.

For a serious violation of the *Network Acceptable Use Policy*, the teacher or other staff member will report the violation in writing to the appropriate assistant principal.

Consequences for violating the acceptable use policy include (and may vary according to the severity of the violation) Detention, OCI, loss of computer privileges, Suspension, DAEP placement, or Expulsion:

*Students are liable for all damages to the computer, the network, and any other equipment or supplies resulting from a violation of the acceptable use policy, including the time of computer personnel required to restore computers, network or equipment to normal use.*

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

**Violating the *Network Acceptable Use Policy* may result in a range of disciplinary consequences in a class that uses or requires computer use or access to the network or internet.**

#### **Where/When Storage of Electronic Devices**

1. Students may only use their device in the classroom when instructed to do so by their teacher.
2. Students may not use their device to text or update personal sites/accounts during school hours.
3. Students should not ask teachers or staff to 'hold' or store their device.
4. Students may not use devices to record, store, or transmit any type of image, sound, or video from campus during school activities and/or hours, except for approved projects with express permission from the teacher.

#### **Theft/Loss/Damage/Troubleshoot/Inspection**

1. The school/District will not be held financially responsible for lost or stolen devices, nor are school administrators responsible for conducting searches for lost/stolen devices.
2. The school/District will not be held responsible for any physical damage or data loss, including damage/data loss resulting from connecting devices to the school's wireless network or power outlets.
3. School/District staff, including Technology staff, will not configure, troubleshoot, or repair student devices.
4. Any searches of mobile devices or other personal electronic devices will be conducted in accordance with law, and the device may be confiscated in order to perform a lawful search. A confiscated device may be turned over to law enforcement to determine whether a crime has been committed. [See policy FNF (LEGAL) for more information.]

#### **District 1-1 Device Policy**

Students will have the opportunity to check out a district device to use during the school year to be used for instructional purposes. Parents/Guardians will be required to sign the Student Device Responsible Use Handbook and Agreement through their student's Skyward account and will have the option to purchase Optional Accidental Device Protection Fee for \$20. If the district device requires repairs or replacement and is not covered by the purchased district protection fee, then students will be responsible to pay the required amount to repair or replace the district device as listed in the *Student Device Responsible Use Handbook and Agreement*. All students are to follow the student device acceptable and responsible use agreement as outlined in the Student device Responsible Use Handbook and Agreement.

#### **Student Expectations for 1-1 Devices**

Ball High Student expectations for district devices include using them with academic integrity and bringing their device fully charged everyday to school. Students are to follow all guidelines and agreements as stated in the *Student Device Responsible Use Handbook and Agreement*. Failure to do so can result in disciplinary action.

#### **DISTRIBUTION OF MATERIAL/POSTING OF SIGNS**

All aspects of school-sponsored newspapers and/or yearbooks are completely under the supervision of the teacher and a campus administrator.

Written materials, flyers, photographs, pictures, petitions, films, tapes, CD's, or other visual or auditory materials may not be sold, circulated, or distributed by anyone without the approval of an administrator and in accordance with campus regulations. All material intended for distribution to students that is not under the District's editorial control must be submitted to an administrator for review and approval. All approved material may be posted for a limited amount of time. All signs

must be signed by the campus principal prior to being displayed.

**Students violating this policy may be subject to disciplinary action.**

## **SAFETY**

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

- Avoid conduct that is likely to put the student or others at risk.
- Follow the code of conduct and any additional rules for behavior and safety set by administration or teachers.
- Remain alert to and promptly report safety hazards, such as intruders on campus.
- Know emergency evacuation routes and signals.
- Immediately follow the instructions of teachers, bus drivers, and other District employees who see to the welfare of students.
- No student or staff member is permitted to prop open an exterior door at any time.
- Students are not permitted to allow entry to any individual through an exterior door or accept food items from another person
- Students are not allowed to enter through any door except the entrance at the clock tower.
  - Failure to comply with these rules will result in disciplinary action

## **FIRE DRILLS AND OTHER EMERGENCY SITUATIONS**

### **Fire Drill:**

Students will hear an automatic fire alarm. Students are to walk out of the building in an orderly fashion and stay with their classroom teacher.

Students will hear an alarm tone over the public address system or receive an all-clear signal from an administrator signaling the return to the classroom. The administrators and security will notify teachers and students when it is safe to re-enter the building. A map indicating exits will be posted in each classroom.

### **Evacuate:**

Students and teachers will hear an announcement over the public address system announcing the drill. Students and teachers are to leave belongings in the room, and exit the building quickly to the assigned location.

### **Lock Down Drill:**

Students and teachers will hear an announcement over the public address system announcing the drill. Students will move to a secure area in the room as directed by the teacher. The administrators will notify teachers and students when it is safe to move about the room.

### **Lock Out Drill:**

Students and teachers will hear an announcement over the public address system announcing the drill. School business may resume as normal. Teachers and students are to remain indoors and all outside doors are locked.

### **Shelter in Place:**

Students and teachers will hear an announcement over the public address system announcing the drill. Students will move into the halls or other secure areas of the building. Students will hear an alarm tone over the public address system or receive an all-clear signal from an administrator signaling the return to the classroom. In case of severe weather without warning (tornado, high

winds, etc.) teachers are to move students away from windows. Students are to drop to the floor, protect their heads, and follow instructions of the teacher.

**Hold:**

Students and teachers will hear an announcement over the public address system announcing the hold. Students and teachers will clear the hallways and remain in the classroom until the hold is over. Classroom doors are to remain closed and locked. Business in the classroom may resume as normal.

***Please Note:***

**When an emergency situation requires the lock-down and lock-out of the school campus in order to protect students and staff, no one, including parents, visitors and staff will be allowed to enter or leave the building until further instructions are received from school district officials.**

**EMERGENCY SCHOOL CLOSING INFORMATION**

Stay tuned to local radio stations, television stations, and the district website for information about school closing during inclement weather and other emergency situations. Information can be obtained through the following media outlets:

GISD-TV	Channel 17 (Comcast)
GISD website	<a href="http://www.gisd.org">www.gisd.org</a>
Parent Square	

Please keep your phone numbers update in Skyward to receive messages.

**PARKING**

**Student Parking Rules and Regulations**

STUDENTS WITH VALID DRIVER'S LICENSES ARE ELIGIBLE TO PURCHASE A PARKING PERMIT.

Parking on the school property is a privilege. The student's vehicle may be searched for contraband materials including drugs, drug paraphernalia, alcohol, weapons, and/or pyrotechnics. Such searches will be made when deemed necessary by an administrator or when a vehicle is alerted by a police dog. Reasonable efforts will be made to conduct a vehicle search in the presence of the owner of the vehicle, or the person to whom the parking permit for that vehicle was issued. District personnel will attempt to gain cooperation from the student or owner of the vehicle in gaining entry into the vehicle. However, in lieu of such cooperation, the District and its staff may gain entry to the vehicle by forcible means. Efforts will be made to gain entry with minimal or no damage to the vehicle. However, neither the District nor its agents will be responsible for any damage that is caused.

The school does not assume any financial responsibility for vehicles damaged, vandalized, or stolen while parked in the school parking lot(s) or for vehicles towed for rules violations. Students intending to park on school property must adhere to the following:

1. Parking permits are \$30 for the year or \$15 per semester.
2. Only vehicles with valid parking permits, visibly hanging from the rear view mirror or affixed to the windshield, may park on campus. **Unauthorized vehicles are subject to towing at the owner's expense.**
3. Any student parking in the student parking lot must register their car with BHS Student Council
4. Students must present a valid driver's license, proof of insurance and be able to list who the vehicle(s) is registered under.

5. Any vehicles illegally parked will be reported to Student Council.
6. Students get 1 warning *per year* before their car will be towed, at the owner's expense, if they are parked illegally and/or in reserved parking.
7. Students and parents will receive emails each time a warning is given.
  - a. Students may not go to their cars or leave campus during the day without an authorized pass. **Violations may result in loss of parking privileges.**
  - b. Students may not transport passengers who are unauthorized to leave campus.
  - c. Students must drive safely. Maximum speed in a parking lot is 5 mph.
  - d. Students must leave their cars quickly after arrival on campus. Loitering at vehicles before, during, and after the school day is not permitted.

**Students who abuse parking privileges are subject to revocation of their parking permit!**

## GRADING POLICY

The District will report six-week averages to parents/guardians as numerical scores. A report card can be printed/viewed from Skyward at the end of each 6 weeks grading period. Refer to the district calendar for the dates.

Numeric Average	Letter Grade	Description
90-100	A	Excellent Progress
80-89	B	Good Progress
70-79	C	Average Progress
69 and below	F	Failure

A student's family has access to grades. A code is provided to parents/guardians through the counseling office upon showing proper identification. The phone number to contact is (409)766-5736 or email: [hollyfeig@gisd.org](mailto:hollyfeig@gisd.org).

## FINAL EXAMS

All students are required to take final exams each semester (unless an exemption policy has been approved by administration for that given school year). An exam schedule is developed each semester. Students must take exams on the assigned day and time and will not be permitted to take exams early. Students with excused absences on the day of the final exam have 2 weeks from the last day of the end of the semester to take a make-up exam.

## CLASS RANK

Class rank for seniors is based on a weighted grade point average from grades earned in Grades 9 – 12. High school courses taken in Grade 8 for state graduation credit are not included in the Ball High School class rank. Except for grades earned in athletic courses, Tornettes, cheerleading, student aide, and other local credits, all semester grades shall be converted to grade points according to the district's weighted grade point scale. Official class rank shall be calculated at the end of the 5th six weeks of the senior year.

## HIGHEST HONORS

To graduate with Highest Honors, a student must earn a grade point average of 4.0 or high on a 5.0 weighted scale. The highest honors will receive a gold tassel to wear at graduation. Highest honors will receive a medal to wear at graduation.

## **HONORS**

To graduate with Honors, a student must earn a grade point average of a 3.5 – 3.999 on a 5.0 weighted scale. The honors will receive a gold tassel to wear at graduation.

## **VALEDICTORIAN AND SALUTATORIAN**

In addition to having the highest grade point average in the class rank, the valedictorian and salutatorian must meet the following:

1. Must have been continuously enrolled for at least the last four semesters at Ball High.
2. Must have completed the courses as outlined for Foundation with Endorsement or Distinguished Level of Achievement and an additional year of advanced mathematics (pre-calculus or calculus.)

## **EARLY GRADUATION**

Students who intend to graduate in less than four years need to file an application with their counselor in the spring of the year preceding their final semester at Ball High School. In order to be considered for early graduation, students must pass all five End of Course (EOCs) STAAR exams.

### **Early Release**

In order to be considered for early graduation, students must pass all five End of Course (EOCs) STAAR exams.

## **VISITORS**

All visitors must first report to the receptionist's desk near the Main entrance located at the corner of 41<sup>st</sup> and Avenue O (Auditorium / Flag pole entrance). All visitors must sign in and present their valid driver's license to receive a visitor's pass. The pass must be worn at all times while on school property, and all visitors will be expected to abide by the same regulations governing our student body. Visitors should return the pass upon completion of their visit so they can be signed out of the building. Students from other schools and former Ball High Students are not permitted to visit our campus during the school day. Trespassers will be prosecuted.

# ATTENDANCE IS POSITIVE BEHAVIOR

## COMPULSORY SCHOOL ATTENDANCE

Your parent, legal guardian, or person standing in a parental guardianship is responsible for ensuring that you attend school regularly until the student's 20<sup>th</sup> birthday. When a student fails to attend school without a valid excuse on ten or more full or partial days within a six-month period in the same school year the district may file a complaint in the appropriate court as specified in the Texas Family Code 65.002-005. If after being warned as the parent or a person standing in guardianship to the child, you intentionally, knowingly, recklessly or with criminal negligence fail to require the child to attend school as required by law, both the parent and the student are subject to prosecution. The Texas Education Code § 25.093 provides that conviction of this offense carries a maximum \$500.00 fine.

## VERIFICATION OF ENROLLMENT AND ATTENDANCE – (VOE)

The Texas Transportation Code requires students who have not obtained a high school diploma to be enrolled and meet specific enrollment conditions to obtain or renew a driver's license. Minimum Attendance for Class Credit states that a student may not be given credit for a class if the student has 10 absences in 1 semester. The student should be considered eligible for the VOE Form when (1) the school considers the student currently enrolled at the time the student applied for the VOE Form, (2) the school awarded a student credit for each class the semester prior to application for the VOE Form. **IMPORTANT!!! – 10+ Absences in 1 semester means NO VOE.**

## ABSENCES

A student may request an award of credit by submitting a written waiver form with accompanying documentation to the Attendance Office if extenuating circumstances exist. A request for waiver may be filed at any time the student receives a notice of excessive absences and no later than the last day of the semester. Students must contact their respective principal to insure receipt of credits. **All absences, excused or unexcused, are still considered absences from school.**

**≥ 10 Absences (Less than 90% Attendance) in One Semester, in any One Course = No VOE, No Driver's License (Must Complete Make-up Hours to Earn Course Credit)**

**≥ 23 Absences (Less than 75% Attendance) in One Semester = No Credit (Must Retake Course)**

## TYPES OF EXCUSED ABSENCES

Personal injury or illness, doctor's visits, sickness or death in the immediate family, serious family emergencies, weather or road conditions, and absences approved by the principal in advance constitute types of excused absences. If a student is absent as the result of a serious or life-threatening illness or related treatment that makes the student's attendance infeasible, documentation from a health care professional must be provided that specifies the student's illness and the anticipated period of the student's absence relating to the illness or related treatment.



\*Excused absences may affect senior exemption policy and the petitioning process. Other examples include:

- Days of suspension.
- Participation in court proceedings or investigation of child abuse/neglect.
- Late enrollment or early withdrawal of a student placed in, or having resided in a community care home by the Texas Youth Commission. Participation in a substance abuse rehabilitation program.
- College visits: students in their junior or senior year of high school that miss school for the purpose of visiting an institution of higher education may be excused two days during their junior year and two days during a student's senior year. Students must get prior approval from an administrator and provide verification of visit.

### **Three day rule**

When returning after an absence, students are required to bring a note signed by his or her parent/guardian describing the reason for the absence. Also, GISD now accepts parent absence notes via Skyward. If the note is not submitted to the attendance office within three days of the absence, the student's absence will be considered unexcused. Ball High School does not accept absence notes after three days.

### **10+ Absences = Make Up Hours Required**

- \* Goes on Transcript (GPA = 0)
- Make Up Hours Required to remove \*
- No V.O.E (Attendance verification TDPS)
- Possible Loss of Credit

### **23+ Absences = Complete Loss of Credit**

- \* Goes on Transcript (GPA = 0)
- Complete Loss of Credit
- Extenuating Circumstances requires written appeal

### **LEAVING CAMPUS/SCHEDULED MEDICAL APPOINTMENTS**

If a student must leave campus during the day for an appointment, he/she must go to the attendance office before school or during lunch to be issued an early dismissal slip. A note from the parent/guardian must verify the need for early dismissal. The early dismissal slip should be shown to the teacher and the student must sign out in the attendance office before leaving campus. Failure to follow this procedure will result in an unexcused absence in any class missed and may necessitate disciplinary action.

### **Absences Due to UIL Participation**

Students may only miss a total of ten school days for any type of competition within a teacher-sponsored UIL organization. If the student needs to exceed the ten-day rule, the principal may decide to grant extra days after considering the specific situation and/or level of competition.



This determination comes from the UIL Handbook that provides the following guidelines:

- All UIL absences are preapproved through district competition
- Post-district absences require administrative approval

## PROPER ATTIRE IS POSITIVE BEHAVIOR

### STUDENT ID

All students at Ball High School are required to wear a picture ID card at all times. The ID is to be **worn around the neck on a lanyard**. Students must show their ID to enter the building. It may also be required for school sponsored functions. All students will be issued a picture ID card when they enroll at Ball High for the first time. If a card is lost, it can be replaced for a \$5.00 fee at the attendance office. A student must have an ID in order to use a hall pass. If the student cannot pay the \$5.00 fee for a new card, a \$5.00 fine will be assessed. In addition, a paper temporary ID good for only one day may be issued. The charge is \$1.00 per incident. Students will receive a new permanent ID after paying for 5 consecutive temporary IDs. All Temporary IDs must be worn on the upper torso.

### Head Wear

- Head-wear and hats of any kind are not to be worn in the building.
- Sunglasses must be removed upon entering the building.
- Non-approved items will be confiscated and may or may not be returned at the end of the day.

### Shirts

- Shirts must be appropriately sized and have appropriate coverage. They may not exceed the length of the fingertips.
- Shirt designs may not display alcohol or drug slogans or other suggestive or inappropriate designs, including but not limited to those that promote or suggest sex, violence, or antisocial behavior. (Examples of items not allowed include beer ads, drugs or guns).
- Unacceptable shirts will include muscle shirts, tank tops, spaghetti straps, see through (even when worn with an undergarment), backless, shoulder less, and low cut tops. Half shirts/ cut off shirts that expose the midriff are not allowed. A way to check is to raise your arms. Students must change into another shirt; jackets will not be allowed as a cover up.

### Pants/Skirts

- Pants/skirts must fit at the waist and be appropriately sized (“bag and sag” is not allowed).
- All pants/skirts must cover the thighs, no shorter than fingertip length. Holes above the fingertips will not be allowed.

- Leggings and yoga pants are allowed if there is appropriate coverage. (Example: Shirt or blouse must extend to fingertips)

#### **Undergarments**

- No undergarments (corsets, bras, underwear, panties, boxers, gym shorts, etc.) will be visible.
- No onesies or pajamas

#### **Shoes**

- Shoes must be worn at all times.
- Unacceptable shoes include house shoes, slippers and shoes with wheels.

#### **Accessories**

- Accessories that could cause an injury or are disruptive are not allowed. This determination will be at the discretion of the teacher and the principals.
- Tattoos may be required to be covered. This determination will be at the discretion of the principal.
- Piercings may be required to be taken out. This determination will be at the discretion of the principal.
- Blankets are strictly prohibited
- No flags

#### **Outerwear**

- Outerwear may not display alcohol or drug slogans or other suggestive or inappropriate designs, including but not limited to those that promote or suggest sex, violence, or antisocial behavior. (Examples of items not allowed include beer ads, drugs, or guns.)
- No hoods will be worn inside the building.
- No trench coats

#### **VALUABLES**

- Students should not bring large sums of money to school nor wear expensive jewelry that must be removed to participate in physical education or athletics. When going to physical education, students should leave their valuables and purses in their locked lockers. Do not leave personal belongings, including purses and book bags, unattended in the cafeteria or other common areas. **The school does not assume responsibility for personal property that is lost or stolen at school.**

#### **TELEPHONES**

School telephones are for school business – students may use the school phones with permission of a staff member. Students will not be called to the office for a phone call unless it is an emergency.

#### **CELL PHONES AND OTHER DEVICES, INCLUDING HEADPHONES**

Students may use their electronic device in the hallways during transition and during their lunch but any type of headphone use is not permitted. Electronic devices are not to be used for any type of face to face or video calls during the school day. Recordings of any type are not allowed unless permission has been previously granted.

A student who uses headphones or any sort of listening device in the building at any time between 7:30 am and 3:10 pm without consent from administration or teacher, shall have the

listening device and the electronic device confiscated.

**1<sup>st</sup> Offense –Warning**

Device(s) will be taken and returned at the end of the day in the Assistant Principal's office.

**2<sup>nd</sup> Offense and Subsequent Offenses – \$15.00 fine**

If unable to pay a fine, students will serve 1 hour after school detention and receive their device(s) back at the end of the next school day unless the next school day is a Friday. If the device is taken on Friday it will only be returned at the end of the completion of detention.

**\*\* Students who do not relinquish electronic devices or listening devices upon request may be subject to further disciplinary action.**

Electronic devices that are not retrieved by the student or student's parents at the end of the school year will be disposed of after notice required by law. The district will not be responsible for damaged, lost or stolen telecommunication devices.

Any cell phone, camera or other electronic/computer device that a student possesses that contains illegal obscenity and/or pornography, contraband, or other material, the possession of which is a violation of Texas law, will be confiscated and turned over to law enforcement authorities.

Any disciplinary action will be in accordance with the Student Code of Conduct.

## **POSITIVE BEHAVIOR/DESIGNATED AREAS**

### **CAFETERIA**

- All food shall remain in the cafeteria.
- Use appropriate language and volume.
- Pick up after yourself. Throw trash away; clean up spills; push chairs under your table when leaving.
- Follow adult directives and be courteous to your peers.
- If you should see someone eating alone, invite them to your table.
- Wait your turn in line. (No cutting in line).
- Stay in designated areas.
- Stay seated until dismissed

### **HALLWAYS**

- Talk with inside voices.
- Arrive at your assigned class on time before the bell rings.
- If leaving your class for any reason, you must have a signed teacher pass.
- Electronic devices may be used but headphones are not allowed.

### **RESTROOMS**

- Keep it clean and dispose of trash appropriately.
- Must have a pass to use restroom during classes

- Only one student per stall
- Graffiti/vandalism is strictly prohibited

**DISMISSAL**

- Walk at an appropriate speed.
- Leave campus within 10 minutes of the bell unless you have school business.
- No loitering in the hallways if you have early dismissal.

**ASSEMBLIES, PEP RALLIES, EXTRACURRICULAR AND OFF CAMPUS EVENTS**

- Keep your hands, feet and belongings to yourself.
- Use appropriate language and volume.
- Interact appropriately with event activities.
- Follow adult directives and be courteous to your peers.

**RESTRICTED ACCESS**

- Ball High is a closed campus. Students are not allowed to leave during lunch.
- All students are expected to come to school prepared to stay all day.
- Proper procedures must be followed if a student must leave during the day.
- No outside deliveries will be accepted (example: food, flowers, etc.).

**DISCIPLINARY CONSEQUENCES**

**DETENTION**

Detention is a consequence designed to help students learn to take responsibility for their behavior, their actions, and their choices.

<b>Monday through Friday before school 6:00 - 7:25 am</b>	<b>OCI Room</b>
<b>Monday through Friday after school 3:15 p.m. – 4:15 pm</b>	<b>OCI Room</b>
<b>Saturday morning from 7:55 a.m. until NOON</b>	<b>Clock entrance</b>
<b>(Except on the Saturdays of holiday weekends)</b>	

**No students will be permitted to enter any before, after or Saturday detention LATE.**

Before assigning students to detention, the principal shall inform the student of the conduct that allegedly constitutes the violation, and the student shall be given an opportunity to explain his/her version of the incident. When detention is used, either a written (Detention slip) or oral notice shall first be given to the student to inform the parent of the reason for the detention and to permit arrangements for the necessary transportation of the student. Students are expected to notify their parents and to make arrangements for transportation. If the student is unable to attend the detention for any reason, the student must reschedule with the appropriate administrator or the Detention Facilitator in advance.

With proper documentation, students may attend tutorials and/or serve community service to

replace assigned Detention hours. If the teacher assigned the Detention, that teacher must approve this substitution. It will be the student's responsibility to check with the teacher for options and have them cleared through the Detention Facilitator.

It is important to note that excessive detention hours (over ten hours) is considered a serious offense under the District Code of Conduct.

The assistant principal may then assign additional hours of detention or place a student in OCI. Students who do not attend administrative-assigned detention on the assigned day are subject to being assigned additional Detention hours or being assigned to OCI. Parents are responsible for providing transportation to and from Detention if necessary. Detention assignments accumulate for the entire school year.

### **Detention Guidelines**

- Students are required to be on time.
- No one is permitted to enter late.
- Students must bring homework or reading material.
- No talking allowed
- No electronic devices allowed. School computers will be allow with administrator permission
- No sleeping

Students who misbehave in Detention will not be allowed to stay. The time served that day will not count, and additional Detention or OCI may be assigned pending reason for removal.

### **On Campus Intervention**

On Campus Intervention (**OCI**) is a disciplinary consequence designed to help students learn how to function successfully in the classroom(s). Students may be assigned to OCI for one day or multiple days, depending on the severity of the offense. Students will be counted present in school and will receive credit for work completed. OCI is located on the high school campus.

Students who misbehave in OCI are subject to further disciplinary action including, but not limited to, having their assignment extended, being suspended from school, or being placed in the District Alternative Education Program (DAEP).

While in OCI, students are prohibited from participation in, or attending, any extra- and co-curricular activities. OCI assignment may cause a student to be removed from a club or organization as specified in the organization's constitution or by-laws.

In cases where there is a history of behavioral problems or a serious behavioral infraction outside of the classroom, a behavior contract will be written stating expectations for behavior. Students with behavioral contracts may be denied entry to after school activities.

## **CONFERENCES/CONCERNS/COMPLAINTS**

Students or parents who have a concern should first discuss the problem with the teacher. If the outcome of that discussion is not satisfactory, a conference with the teacher and their assistant principal may be requested. If the outcome of this discussion is not satisfactory, a conference with the campus principal may be requested.

Parents needing to set up a conference with a teacher or counselor may do so by contacting the appropriate counselor to set up an appointment. Teachers are available for conferences during their conference period and before and after school. Counselors are available for conferences by appointment. Parents need to report to the office when arriving for any conference. Visitors are not allowed to go directly to a teacher's classroom or to interrupt instruction.

Parents desiring a conference with the campus principal or one of the assistant principals may contact the office to schedule an appointment. The concern should be put in writing along with all documentation and given to the principal in advance of the meeting.

### **Options and Requirements**

#### **For Providing Assistance to Students Who Have Learning Difficulties or Who Need or May Need Special Education**

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

At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the district must decide if the evaluation is needed. If evaluation is needed, the parent will be notified and asked to provide informed written consent for the evaluation. The district must complete the evaluation and the report within 45 calendar days of the date the district receives the written consent. The district must give a copy of the report to the parent.

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

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

District Contact: Jessica Swenson-Edwards

Phone Number: (409) 761-3922

## Consequences for Tardies – 6 Week Cycles

Number of Tardies (per Six Weeks)	Teacher-issued Consequence
0-5	Parent Contact (use <a href="#">Parent Contact Log</a> )
6+	Office referral in Skyward
7,8,9,10+	Elevated consequences including possible ISS placement and Saturday school

\*Tardies reset at the end of the 6 Week cycle.

**\*Failure to attend assigned discipline may result in additional consequences**

### Definition of a tardy:

A student must be through the threshold of the classroom door before the bell sounds.

### Being late to class may include the following reasons:

- Getting a Temporary ID
- Going to the restroom (with or without teacher permission)
- Students in a meeting or office must have a written and signed pass from the appropriate authority (Principal, secretary or nurse, etc.)

## IN CONCLUSION

This Student Handbook has been prepared to be a source of information for students and parents regarding general information and behavior. Students are responsible for the contents. Student signatures are required to show that a copy of this document has been received. This book reflects the policies of Galveston's Ball High School and will be in effect during the 2022-23 school year unless preempted by law.

The Student Handbook is not a contract between the school and parents or students. It can be amended at any time at the discretion of the school district. If the district makes changes to the handbook during a school year, the administration of the district and the campus will communicate those changes in ways that are designed to inform parents and students of the new or revised information.

Please understand that this manual is intended to serve as a reference and guide for your use; however, during the course of the school year it is impractical to address every circumstance or situation that could possibly occur. Therefore, the campus principal has the authority to make decisions in the best interest of the students, faculty and the school.

**STUDENT POSITIVE BEHAVIOR CODE OF CONDUCT  
(Verification of Receipt)**

I understand the Galveston Ball Staff will respect me and it is their desire to serve me in my educational experience. Likewise, they expect me to demonstrate courtesy and respect for others. I realize this respect includes the rights and privileges of other students, district staff, and other adults on campus or at school-related activities (on or off campus). I also will respect the property of others, including district property and facilities. I am to attend all classes, regularly and on time. I am expected to be prepared for each class; taking appropriate materials and assignments to class.

To the best of my ability, I will obey all campus and classroom rules. I shall be well groomed and dress appropriately as defined by the dress code. I understand Ball High expects me to cooperate with and assist if need be, the school staff in maintaining safety, order and discipline. I will pay all required fees and fines required unless they are waived. I hereby acknowledge that I have read the Student Handbook and fully understand the expectations and will abide by those expectations to the best of my ability.

Student Name (Printed)\_\_\_\_\_ID# \_\_\_\_\_Grade\_\_\_\_\_

*Student Signature* \_\_\_\_\_*Date*\_\_\_\_\_

Parent/Guardian Name (Printed)

\_\_\_\_\_

*Parent/Guardian Signature*

\_\_\_\_\_ *Date*\_\_\_\_\_