

**Student Handbook
2018 - 2019**

**Leadership Academy at John T. White Elementary
7300 John T. White Road
Fort Worth, TX 76120**



**LEADERSHIP ACADEMY AT
JOHN T. WHITE**

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Dear Students and Parents/Guardians:

Greetings! Welcome back to the 2018-2019 school year. The staff and faculty at the Leadership Academy at John T. White Elementary are so excited to get this year started. First, let me say thank you for sharing your child/children with us! They are the reason we do what we do! We all love to see children grow and learn. We know that is the goal you have for your children too! Working together, we can make sure they reach their highest potential! 😊

There are a couple of very important changes in our handbook this year concerning **cell phones** and **homework**. Please read those sections very carefully, as well as the other parts of the handbook. Don't forget about the dress code requirements. We will be strictly enforcing dress code this year! 😊

The Leadership Academy at John T. White Elementary School Student Handbook contains information that both students and parents/guardians are likely to need during the school year. The handbook is divided into three sections:

Section I - Especially for parents/guardians, with information all parents/guardians will need about assisting their child and responding to school-related issues;

Section II - For students and their parents/guardians, to provide valuable information about programs, extracurricular and other activities; and

Section III - General information regarding school operations and requirements.

Parents/Guardians and students should also become familiar with the Fort Worth Independent School District's Student Code of Conduct, required by state law and intended to promote school safety and an atmosphere for learning.

The Student Handbook is designed to be in harmony with Board policy and the Student Code of Conduct. Please be aware that the handbook is updated yearly, while policy adoption and revision may occur throughout the year. Changes in policy that affect Student Handbook provisions will be made available to students and parents/guardians through newsletters and other communications.

Please review the entire handbook with your child and keep it as a reference during this school year. If you or your child have questions about any of the material in this handbook, please contact a teacher, the counselor, an assistant principal or the principal.

Please note that references to alphabetical policy codes are included so that parents/guardians can refer to current policy. A copy of the District's Policy Manual is available online at www.fwisd.org

We thank you in advance for your cooperation regarding the education and safety of your child. If you have any questions or concerns, please call us at 817-814-7900.

Sincerely,

Tamera Dugan, Principal

Nondiscrimination

Fort Worth Independent School District does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

The following District staff members have been designated to coordinate compliance with these requirements:

Title IX Coordinator, for concerns regarding sex discrimination:

Sharon Herrera (817-814-2713)

Section 504 Coordinator, for concerns regarding disability discrimination:

June Davis (817-814-2878)

Notice of Section 504

It is the policy of the Fort Worth Independent School District to provide a free appropriate public education to all students who reside in the district without regard to handicapping condition. Inquiries concerning application of this policy may be referred to the school counselor, teacher, and/or principal, or you may contact June Davis, coordinator of Section 504 responsibilities at 100 N. University Drive or call (817) 814-2875.

SECTION I

IMPORTANT INFORMATION FOR PARENTS

YOUR INVOLVEMENT AS A PARENT

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 may 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 in the District. Discuss with the counselor or principal any questions you may have about the options and opportunities available to your child. Monitor your child's academic progress and contact teachers as needed.
- Attending scheduled conferences and requesting additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office at 817-814-7900 for an appointment. A teacher will usually return your call or meet with you during his or her conference period or at a mutually convenient time before or after school.
- Exercising your right to review teaching materials, textbooks, other teaching aids, and to examine tests that have been administered to your child.
- Removing your child temporarily from the classroom, if an instructional activity in which your child is scheduled to participate in conflicts with your religious or moral beliefs. The removal cannot be for the purpose of avoiding a test and may not extend for an entire semester. Further, your child must satisfy grade-level requirements as determined by the school and by the Texas Education Agency. An alternative assignment(s) would be required to complete in order to satisfy the academic requirements.
- Becoming a school volunteer. For further information, see policy GKG and contact the front office for more information. We encourage parents to volunteer to help create a unity between home and school.
- Participating in campus parent organizations. Parent organizations include the Leadership Academy at John T. White PTA and the SBDM (Site Base Decision Making) team.
- Offering to serve as a parent representative on the District-level or campus-level planning committee assisting in the development of educational goals and plans to improve student achievement. For further information, see policies at BQA and BQB.
- Attending Board meetings to learn more about District operations. Board meetings are held on the second and fourth Tuesday of each month, unless otherwise provided by the Board. See policies BE and BED for more information.

GRADING GUIDELINES

A student must be present at least eleven days in a six-week reporting period in order to receive grades for the current six weeks. Pre-Kindergarten and Kindergarten reports to parents/guardians are also sent home every reporting period and do not consist of numerical grades.

Grade reports for grade levels one through five are based on the following numerical breakdown:

90- 100	Outstanding Progress
80- 89	Good Progress
70 - 79	Satisfactory Progress
69 & Below	Failing

Your child(ren)'s grades can be accessed online through the Focus Parent Portal. Teachers will update grades weekly on Mondays, no later than 4pm, showing the assignments completed from the prior week.

We are on a 6-week reporting period. Report cards will be issued at the end of each grading period. The last report card of the year will be mailed.

Below is a general guide to the meaning of the letter grades for P.E., Handwriting, Health, Art and Music:

E	Excellent
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

MEDICINE AT SCHOOL

Texas law permits a public school to administer medication prescribed by a physician/licensed prescriber to a child on behalf of the parent or legal guardian under certain limited circumstances with an appropriate written authorization. The only medication that may be given at school is that which is necessary to enable the student to remain in school. If possible, all medication should be given outside of school hours. Three times a day medications can be given before school, after school and at bedtime. If necessary, medication can be given at school under the following conditions:

1. Medications must be in original, properly labeled containers. The pharmacy can supply two (2) labeled bottles for this purpose. Medications sent in baggies or unlabeled containers will not be given.
2. Medications will not be given without a specific written request signed by at least one parent or legal guardian and physician/licensed prescriber. This request should be made on the appropriate form supplied by the school or on a form supplied by your physician.
3. Medications may be given by a staff member designated by the principal and trained by the school nurse.
4. All medications must be kept in the nurse's office in a locked cabinet except for students whose doctor/licensed prescriber has completed a Self-Administration of Prescribed Asthma or Anaphylaxis Medication by Student form or a comparable written authorization that complies with district board policy.
5. Empty medication containers will be returned to the students at the end of the month or when the container is empty. Parents should send only the amount of medication needed for one week to one month. Additional medication will be returned to the parent.
6. Medications will not be sent home with the student. An adult designated by the parent/guardian will need to pick up the medication from the school nurse or designated personnel. In some incidences, medication may be sent home with the school bus driver to be given to the parent/guardian.

7. Herbal medications, dietary supplements and other nutritional aids not approved as medication by the FDA may not be administered at school.

Please contact your school nurse if there are any questions. Medication brought to school must be in a labeled container and delivered to the school nurse. It will be kept in a locked cabinet.

RELEASE OF STUDENTS FROM SCHOOL

➤ Early Dismissals

Early dismissal of students is discouraged because students miss valuable instruction. However, for those occasions when an early dismissal is unavoidable, students must be dismissed from the office. The person coming in to dismiss the student must have a picture ID to show the office staff. Students will not be released directly from class without a dismissal from the office, and **students will not be released to anyone whose name is not on the student's emergency card. No early dismissals can be processed after 3:40.**

A student who becomes ill during the school day should, with the teacher's permission, report to the school nurse. The nurse will decide whether or not the student should be sent home and will notify the student's parent.

➤ Late Arrival to School

The first bell rings at 7:55 a.m. Students should be in class and seated by 8:00 a.m. Instruction begins when students walk into the classroom. It is **IMPERATIVE** for children to be in class on time—**being on time sets the tone for a successful day**. Students arriving after 8:00 a.m. will be considered tardy and marked accordingly on the attendance sheets. Students arriving after 8:00 a.m. **MUST** come to the office and receive a tardy pass before going to class. Students arriving after 10:00 a.m. will be counted absent for the day.

➤ Withdrawal from School

A student under 18 years of age may be withdrawn from school only by a parent on the birth certificate. The school requests notice from the parent at least one day in advance so that records and documents may be prepared. A withdrawal form may be obtained by the parent from the attendance clerk.

➤ Dismissal

Students will be dismissed according to the following procedure:

Front Driveway – Car and walk-up parent pickups

Side/East Driveway – Buses and Daycare **only**

All parents/guardians will need to be prepared to show identification. Only individuals listed on the student emergency information card will be allowed to pick up students. Please update these cards as often as necessary.

➤ Visitors to the school

Parents/Guardians and others are welcome to visit our school. **For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the main office, provide identification, and receive a visitor's badge.**

The district takes the safety of our students very seriously. For this reason, all the doors leading into the campus will stay locked. You must ask to enter the school, via the intercom system at the main entrance and report to the main office to gain access to other areas of the building.

As a courtesy, parents are allowed to walk down the hallways in the morning for the first week of school. **Independence Day: beginning September 1, we will NOT allow parents to walk students to class. We will kick this procedure off with an “Independence Day.”** This is to ensure the safety of our students as well as to foster a sense of independence in our students.

After September 1, parents will NOT be permitted past the front office except after 9:00 and only after receiving a badge from the front office.

STUDENT OR PARENT CONCERNS

Concerned Parents: Parents who have a concern will be asked to complete an incident report which will be given to admin or teacher. In order to ensure that announcements may be made and classes settled, administrators will not meet with parents prior to 9:00am.

Usually student or parent concerns can be addressed simply by a phone call or a conference with the teacher. For those complaints and concerns that cannot be handled so easily the District has adopted a standard complaint policy at FNG (LOCAL) in the District’s policy manual.

STUDENT RECORDS

Both federal and state law safeguard student records from unauthorized inspection or use and provide parents/guardians and “eligible” students certain rights. For purposes of student records, an “eligible” student is one who is 18 years or older.

The law specifies that certain general information about FWISD students is considered “directory information” and will be released to anyone who follows procedures for requesting it. That information includes:

A student’s name, address, telephone number, and date and place of birth.

The student’s photograph, participation in officially recognized activities and sports, and weight and height of members of athletic teams.

The student’s dates of attendance, grade level, enrollment status, honors and awards received in school, and most recent school previously attended.

The parent/guardian or an eligible student may prevent release of any or all directory information regarding a student. This objection must be made in writing to the principal within ten school days after the parent/guardian has been provided this notice.

Virtually all information pertaining to student performance, including grades, test results, and disciplinary records, is considered confidential educational records. Release is restricted to:

- **The parents/guardians—whether married, separated, or divorced—unless parental/guardian rights have been legally terminated and if the school is given a copy of the court order terminating these rights. Federal law requires that, as soon as the student becomes eligible, control of the records go to the student. However, the parents/guardians may continue to have access to the records if the student is a dependent for tax purposes.**
- **District staff members who have what federal law defines as a “legitimate educational interest” in a student’s records.**
- **Various governmental agencies or in response to a subpoena or court order.**
- **A school to which a student transfers or in which he or she subsequently enrolls.**

TESTING

In order for students to do their best on any test, they must be comfortable and alert. Parents/Guardians are encouraged to be aware of their child's schedule and to assure that the child comes to school every day—but especially on test days—after:

- **A good night's sleep;**
- **A good breakfast; and**
- **Dressing for the weather or for the temperature inside the testing center**

STATE ASSESSMENT

In addition to routine testing and other measures of achievement, students at certain grade levels will take state assessment tests in the following subjects:

- **Mathematics, annually in grades 3–5 without the aid of technology**
- **Reading, annually in grades 3–5**
- **Writing, including spelling and grammar, in grade 4**
- **Science in grade 5**
- **Stanford 10 or Apenda 3, Kinder – 5th Grade**

Test results will be reported to students and parents/guardians. Parents/Guardians may review any assessment test that has been given to their child.

SECTION II CURRICULUM-RELATED INFORMATION

This section of the handbook contains pertinent requirements for academics and activities.

DAILY SCHEDULES

General Information:

- ◆ **Breakfast is served – 7:30 a.m. – 7:55 a.m.**
- ◆ **Dismissal Times –Please meet your children at the crosswalk as follows:**
 - **Pre-K** **2:15 p.m.**
 - **Kindergarten thru Grade 5** **4p.m.**

Parents of students who are not picked up in a timely manner will receive one warning, and following a pattern of excessive tardiness, the administration will call FWPD. Please call the school if you are going to be late picking up your students.

COMPUTER RESOURCES

To prepare students for an increasingly computerized society, the District has made a substantial investment in computer technology for instructional purposes. Use of these resources is restricted to students working under a teacher's supervision and for approved purposes only. Students and their parents/guardians will be asked to sign a user agreement (separate from this handbook) regarding use of these resources; violations of this agreement may result in withdrawal of privileges and other disciplinary action.

[For additional information, see policy CQ.]

COUNSELING

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues. The counselor may also make available information about community resources to address these concerns. You can reach our school counselor, Tierra Smith, by calling 817- 814-7915. The campus interventionists, Rebecca Evans and Kristin Adams are also available and may be reached at 817-814-7928.

EXTRACURRICULAR ACTIVITIES, CLUBS, AND ORGANIZATIONS

Participation in school and school-related activities is an excellent way for a student to develop talents, receive individual recognition, and build strong friendships with other students; participation, however, is a privilege, not a right.

- Spelling Bee
- Science Fair
- Student Council
- Other clubs as they form

HOMEWORK

Homework will be as follows for Leadership Academy at John T. White Elementary students:

Pre-K – Reading and number recognition – 30 minutes per evening

Kindergarten - 3rd grade – Reading, phonics practice and math practice – 30 min per evening

4th & 5th Grade – Reading, with a written summary, math facts practice – 45 min per evening

Homework should be done daily and continued reading and practice should occur on weekends and holidays. We recommend parents begin on the first day of school to designate a time and place for studying. The most important homework task your child will have is reading. **All students, Pre-K-5th will be required to read something every night.**

Completed reading logs, completed math logs and written summaries (4th & 5th) will be used to determine homework grades. Homework counts 10% of a student's total class grade.

Students are expected to make up assignments when they are absent. They are given one day for every day they are absent to make up work. When students turn in work after the allowed days points may be deducted from the assignments grade.

RETENTION

Please be aware that, effective in the school years set out below, a student's satisfactory performance on state exams, called the State of Texas Assessment for Academic Readiness (STAAR) , will be required for promotion. This requirement will be effective for the following students:

Fifth graders in the 2017–2018 school year.

A student who does not perform satisfactorily will participate in special instructional programs designed to help improve performance and will have additional opportunities to take the reading test. If the student fails a second time, a grade placement committee, consisting of the principal or designee, the teacher, and the student's parent/guardian, will determine the additional special instruction the student will receive. After a third failed attempt, the student will be retained; the parent/guardian can appeal this decision, however, to the grade placement committee. Whether the student is retained or promoted, an educational plan for the student will be designed for the next school year to enable the student to perform at grade level.

For further information, see policies at EHBC, EI, and EIE.

SPECIAL PROGRAMS

The District provides special programs for gifted and talented students, bilingual students, migrant students, students with limited English proficiency, dyslexic students, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements, as well as programs and services offered in the District or by other organizations. A parent with questions about these programs should contact the principal.

Options & Requirements

For Providing Assistance to Students Who Have Learning Disabilities 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 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 report within 60 calendar days of the date the district receives the written consent. The district must give a copy of the report to the parent.

If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. Additionally, the notice must inform the parent how to obtain a copy of the *Notice of Procedural Safeguards-Right 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	Tierra Smith, Counselor	or	Micaela Zink, Diagnostician
Phone Number:	817-814-7915		817-814-7926

TEXTBOOKS

State-approved textbooks are provided free of charge for each subject or class. Books must be covered by the student, as directed by the teacher, and treated with care. A student who is issued a damaged book should report the damage to the teacher immediately. Parents or guardians will be held responsible for reimbursement to John T. White Elementary School—for any books issued to your student, in the event of loss or damage. **Lost textbooks should be paid for before another is issued.**

SECTION III

OTHER GENERAL INFORMATION AND REQUIREMENTS

Topics in this section of the handbook contain important information regarding school operations and requirements.

ATTENDANCE

Regular school attendance is essential for students 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. Absences from class may result in serious disruption of a student's mastery of the instructional materials; therefore, the student and parent/guardian should make every effort to avoid unnecessary absences. Two state laws, one dealing with compulsory attendance, the other with attendance for course credit, are of special interest to students and parents/guardians.

Absence

Call the school office at 817-814-7900 to report that your child will be absent. When the student returns to school, a note is required by the parent/guardian. The note must include the child's name, teacher, date(s) the student was absent, the reason for the absence and a parent/guardian signature. **If a student is absent more than three (3) consecutive days, a note is required by a doctor.** All notes must be received within seven (7) days of the absence(s). Failure to send a note within the required time period will result in an unexcused absence.

Policies

District-wide procedures regarding "Letter Notification and Court Action"

- The school will generate a letter of notification to the parent(s) on the third unexcused absence.
- The school will request a warning letter from the Attendance Control Office to be sent on the fifth unexcused absence. A copy of the letter will be kept on file.
- The school will file a request for court action on the tenth unexcused absence within a six-month period. This request will be filed on the fifth unexcused absence following the warning letter.
- Once the school requests that court action be taken by the Attendance Control Office, no changes can be made to alter the status of that student's attendance profile.

Truancy may also result in assessment of penalties by a court of law against both the student and his or her parents. A complaint against the parent may be filed in the appropriate court if the student:

Is absent from school on ten or more days or parts of days within a six-month period in the same school year, or Is absent on three or more days or parts of days within a four-week period.

Late Arrivals/Tardiness

The first bell rings at 7:55am. Students must be in their classes/desks when the 8:00 a.m. bell rings or a student is considered tardy. When a student arrives late, tardy, they must report to the office to be signed in and given a tardy pass. If the tardy is due to an appointment, a note is required from that institute. Students arriving after 10:00am will be marked absent.

Make-up Work

For any class missed, the teacher may assign the student make-up work based on the instructional objectives for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject requirements.

A student will ordinarily have one day for each day's absence (excused and unexcused) to make up work missed. A student who has an unexcused absence will be encouraged to make up work missed; a 10-point penalty will be applied. (Board Policy FDD Local, p. 1 of 5)

A six weeks or nine-weeks "Incomplete" ("I") grade due to excused absences must be made up within the next reporting period, or the missing work will be given zero ("0") credit and will be averaged with the other work.

Miscellaneous

*A student must be in school for two hours to be counted present. If a student leaves before 10:00 a.m. the student will be counted absent for the day. If a student returns on the same day with a note from the medical office they will be considered 'medical in school' and will not be counted absent.

**Absences, Tardiness and Early Dismissals are all considered "negative attendance" or truancy. These will result in one of the following, depending on the accumulated number:

- A letter from the school
- Warning Letter from the Attendance Control Office with mandatory meeting
- SART notice and a mandatory meeting with the Assistant District Attorney & School Officials
- Court hearing before a judge with possible fines. (Contributing to Non-Attendance, Texas Education Code 25.093)

Documentation is key: note from the parent, doctor, dentist, military issues, death in family, other appointments, etc. qualify as documentation. If you have any questions, please call the attendance office.

Attendance Control Handbook – What is Truancy and how will FWISD handle truancy issues?

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

Parents and students are responsible for making sure that written excuses for absences are submitted to the student's school attendance office. This must be done within seven (7) days of the absence to ensure that an absence is not marked as unexcused. Also, a student must have a legitimate excuse for arriving late or leaving early from school. The school attendance office must be notified, in writing, about the truancy and may be required to attend future meetings regarding the truant student.

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

By: Valerie D. Baston, Assistant District Attorney

Stated by: Tarrant County Office of the Criminal District Attorney

Also listed in the Student Code of Conduct

COMMUNICABLE DISEASES / CONDITIONS

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents/Guardians of a student with a communicable or contagious disease should phone the school nurse or principal so that other students who might have been exposed to the disease can be alerted.

[Further information may be found at policy FFAD.]

Head Lice

Head lice are a common problem that occurs in many childcare settings and schools throughout the year. Lice are very small, tan colored insects that live on human heads. The eggs are tiny and gray or white in color. They are easily spread from person to person by direct contact or by sharing personal items.

Please check your child(ren) for head lice or nits before sending them to school. If they are present in your child's hair, use a special shampoo for the treatment of head lice and notify the school nurse. A child will be given one (1) excused absence in the event of a head lice infestation.

Bacterial Meningitis

State law requires the District to provide the following information:

WHAT IS MENINGITIS?

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

WHAT ARE THE SYMPTOMS?

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

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

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

HOW SERIOUS IS BACTERIAL MENINGITIS?

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

HOW IS BACTERIAL MENINGITIS SPREAD?

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

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

HOW CAN BACTERIAL MENINGITIS BE PREVENTED?

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

While there are vaccines for some other strains of bacterial meningitis, they are used only in special circumstances. These include when there is a disease outbreak in a community or for people traveling to a country where there is a high risk of getting the disease. Also, a vaccine is recommended by some

groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and effective (85–90 percent). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within seven to ten days after the vaccine is given and lasts for up to five years.

WHAT SHOULD YOU DO IF YOU THINK YOU OR A FRIEND MIGHT HAVE BACTERIAL MENINGITIS?

You should seek prompt medical attention.

WHERE CAN YOU GET MORE INFORMATION?

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

Leadership Academy at John T. White Elementary **Code of Conduct**

1. Demonstrate respect to others and their property.
2. Speak when you should with an appropriate tone.
3. Maintain hands, feet, and objects quietly to yourself.
4. Walk quietly in the building.
5. Always follow directions.

We are implementing the “Restorative Practices” as a means of helping students make better choices and learning to be good citizens. Our goal is that our students will want to choose to be responsible for their behavior. This model allows us to correct, prevent, and support our students as they make choices. The foundation of the model is that all students are: capable, connected to the school, and they can contribute on a daily basis.

In order for students to take advantage of available learning opportunities and to be productive members of our campus community, each student is expected to:

- **Demonstrate courtesy—even when others do not.**
- **Behave in a responsible manner, always exercising self-discipline.**
- **Attend all classes, regularly and on time.**
- **Prepare for each class; take appropriate materials and assignments to class.**
- **Meet District or campus standards of grooming and dress.**
- **Obey all campus and classroom rules.**
- **Respect the rights and privileges of other students, teachers, and other District staff.**
- **Respect the property of others, including District property and facilities.**
- **Cooperate with or assist the school staff in maintaining safety, order, and discipline.**
- **Avoid violations of the Student Code of Conduct.**

The Following Behaviors Are not Acceptable:

- **Fighting, pushing, hitting, and kicking**
- **Bullying**

- **Touching other students inappropriately**
- **Flagrant disrespect**
- **Use of profanity**
- **Verbal or physical abuse of other students or school staff**
- **Destruction or defacing school property**
- **Loitering in the school or on the school campus**
- **Running in the building, horse play, or loud rowdy behavior**
- **Dropping trash of any kind in the building or on campus grounds**
- **Chewing gum, eating candy, or food in class (unless provided by teacher)**
- **Possession of anything that might be considered a weapon/a hazardous item.**
- **Throwing rocks or other damaging objects**
- **Taking items that do not belong to them (theft)**
- **Selling items for personal wealth**
- **Sexual harassment**

Parents will be required to meet with the teacher and administrator to develop a collaborative behavior plan, if a child continues to make poor choices and /or disrupts the learning environment.

DISCIPLINE TECHNIQUES UTILIZED

- **Positive Behavior Intervention Supports**
- **Verbal re-direction and/or correction**
- **In class time outs**
- **Behavior contracts**
- **Counseling by counselor, teacher, or administrative personnel**
- **Parent/Guardian spending time, day/days with student at school**
- **Office Referral**
- **Withdrawal of privileges, including participation in extracurricular activities.**

Applicability of School Rules

To achieve the best possible learning environment for all our students, the Student Code of Conduct and other campus rules of behavior will apply whenever the interest of the District is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities. The District has disciplinary authority over a student:

- **During the regular school day and while a student is going to and from school on District transportation.**
- **Within 300 feet of school property.**
- **While a student is in attendance at any school-related activity, regardless of time or location.**
- **When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location.**
- **When a student commits a felony, as described by Texas Education Code 37.006.**
- **When criminal mischief is committed on or off school property or at a school-related event.**

Personal Equipment

Personal belongings such as radios, mp3 players, cell phones, and other electronic devices and games are not allowed on the school campus. The school is required to confiscate electronic devices and has two school days to notify the parent or guardian and explain how the device may be reclaimed.

Reclaiming Devices

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

Fee

An administrative fee of \$15 per device shall be charged for release of each telecommunications/paging device confiscated, in accordance with Education Code 37.082. The fee shall be accepted by the local campus to cover administrative costs for processing the confiscated device. The fee may be paid either in cash or money order. If a telecommunications device is not retrieved, the District shall dispose of the device after providing notice required by law.

Definition Telecommunication Devices

Wireless, mobile, or portable telephones, pagers, or any device that allows two-way communication by means of radio waves

Definition Electronic Devices

Portable music players, handheld games, and other similar devices that may be used to store, record, or play auditory and/or visual information

LA@John T. White's District Adoption Policy

Possession of telecommunications or electronic devices while on school property or while attending school sponsored activities on or off school property is highly discouraged. All electronic devices should be put away during school hours.

Please refrain from allowing your child to bring toys to school. This includes balls, bats, etc. for P.E. or recess. The first time the child will be warned and asked to take his/her things home at the end of the day. If they bring something again, the teacher will collect the item and request the parent pick it up. Scooters are not allowed at school. Valuable items should not be brought to school.

Playground equipment is supplied by the school district, and personal equipment such as footballs, baseballs, etc. should not be brought to school. The school cannot be responsible for lost or damaged items. Any disciplinary action involving personal equipment will be in accordance with the Student Code of Conduct.

HARASSMENT

Harassment on the Basis of Race, Color, Religion, National Origin, or Disability

Students must not engage in harassing behaviors motivated by race, color, religion, national origin, or disability directed toward another student.

Students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

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

A student who believes he or she has been harassed by another student or by a District employee is encouraged to report the incident to the teacher, counselor, or principal. The allegations will be investigated and addressed. A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense and the Student Code of Conduct.

DRESS AND GROOMING

The District's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. **Please adhere to the standards developed by Fort Worth Independent School District throughout the entire school year including the last day of school, birthdays, and so forth. The Leadership Academy at John T White has a specific dress code and details are as follows:**

Tops: Tops will be the color purple with collars. Two will be provided per child per year, however students may wear any collared purple top that is free from logo or decoration. Students will be provided with one sweatshirt and one sweater vest. These are the only outer wear permitted while inside the school.

Bottoms: **khaki** bottoms including shorts, skorts, skirts, capris, jumpers and pants are permitted. They must be hemmed or cuffed and can be no shorter than three inches above the knee. Sagging pants are not permissible.

Shoes: Athletic shoes, loafers, dress shoes or other closed-toe shoes are permitted and best for school. Students who do not have closed toe or closed heel shoes may be asked to sit out from recess and or PE for safety.

Guidelines for ALL grades (Prekindergarten-12):

- Clothing shall be the correct size for students, with no sagging pants.
- Tops (shirts or blouses) shall be tucked into clothing.
- **T-shirts worn as undergarments must be solid white.**
- Bottoms should be hemmed or cuffed.
- Shorts, skirts and skorts shall be no shorter than three inches above the knee.
- Shoelaces must be white or match the color of the shoe.
- Acceptable accessories include belts of a solid color fabric or leather with a buckle no larger than two inches.
- **Tights, socks and hosiery should be a solid color.**

Not Acceptable For Any Grade Level:

- Sagging pants
- **T-shirts worn as outer clothing or visible undergarments**
- Clothing considered too revealing (bare midriffs, tube tops, tank tops, cut off shirts, low-cut tops, crop tops, see-through skirts, fishnet clothing)
- **Clothing with holes, tears or cuts**
- Clothing with lewd, offensive, vulgar, or obscene pictures, emblems or language
- Clothing with advertising that depicts tobacco products, alcoholic beverages, drugs, or any substance prohibited under FNCF (LEGAL)

- Gang-related clothing, accessories or jewelry bearing signs, insignias, colors or symbols
- Active-wear such as wind shorts, warm-ups, soccer shorts, boxer shorts, sweat suits or spandex gym wear
- Sleepwear, visible drawstrings, house shoes
- Except for verified religious clothing, head gear such as hats, scarves, bandanas, do-rags or shower caps
- Combs, sunglasses or grillz
- **Accessories or body piercings that could be classified as dangerous or as a potential weapon, i.e., chains, spiked necklaces or bracelets, and the like.**

Students of all grade levels are expected to be in full compliance with the dress code beginning on the first day of school. Violations of the dress code are handled at the school level.

Exceptions

- At John T. White, on Fridays, 3-5 grade students are allowed to wear JOHN T. WHITE House.
- All other clothing must remain within the standard dress code.
- On designated picture days, students may “dress up” within limits of the standard dress code.
- On other days permission must be secured from the principal to be out of standard dress.

ANY FORM OF DRESS WHICH IS DEEMED INAPPROPRIATE AND/OR A DISTRACTION TO THE SAFETY OF THE EDUCATIONAL ENVIRONMENT OF THE SCHOOL BY THE ADMINISTRATION SHALL NOT BE ALLOWED!

DRILLS: Fire, Tornado, and Other Emergencies

From time to time, students, teachers, and other District employees will participate in drills of emergency procedures. When the alarm is sounded, students should follow the direction of teachers or others in charge quickly, quietly, and in an orderly manner.

Fire Drills

Fire Alarm or PA System leave the building according to emergency procedures

Tornado Drills

PA System students will move quietly but quickly to emergency locations

Lockdown

An announcement will be made over the Public Address System notifying teachers and students that we are participating in a lock-down drill. Teachers will lock their classroom doors, pull window shades and direct students to an area away from windows to seat themselves. The outer doors of the building will be locked, as well. After administrators have checked for compliance, notification will be given that the drill is complete and to resume normal activities.

IMMUNIZATION

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student will not be immunized. The immunizations required are: diphtheria, rubeola (measles), rubella, mumps, tetanus, Haemophilus influenza type B, poliomyelitis, hepatitis A, hepatitis B, and varicella (chicken pox). The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by the Texas Department of Health.

ACCIDENT & HEALTH INSURANCE

Soon after school opens, parents/guardians will have the opportunity to purchase low-cost accident insurance that will help in meeting medical expenses, in the event of injury to their child.

Except for the purchase of insurance against bodily injury sustained by students while training for or engaging in interscholastic athletic competition or while engaging in school-sponsored activities on a school campus, the District, under state law, cannot pay for medical expenses associated with a student's injury.

TexCare Partnership/Children's Health Insurance

TexCare Partnership offers free low-cost health insurance for most Texas children ages birth to 18 through the NEW Medicaid program or the Children's Health Insurance Program (CHIP). Enrollment in Medicaid is for six months and in CHIP for 12 months. At the end of this enrollment period you must renew your coverage. Information will be sent to you in the mail when it is your time to renew. If you have any questions about renewal or applying for TexCare Partnership, please call 1-800-647-6558.

EMERGENCY MEDICAL TREATMENT & INFORMATION

If a student has a medical emergency at school or a school-related activity when the parent/guardian cannot be reached, the school will need to have written parental consent to obtain emergency medical treatment and information about allergies to medications, etc. Therefore, parents/guardians are asked each year to complete an emergency care consent form. Parents/Guardians should keep emergency care information up-to-date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the school nurse to update any information.

EMERGENCY SCHOOL CLOSING INFORMATION

An emergency closing form has been sent home for each student. It is very important that parents/guardians return this form to the school as soon as possible. This form advises the school personnel how your child will go home in the event of an emergency closing. If emergency instructions are not available, then the student will be sent home in the regular manner.

SCHOOL FACILITIES

School Hours

Breakfast is served – 7:30 a.m. – 7:55 a.m.

Dismissal Times:	Pre-K	2:15 p.m.
	Kindergarten thru Grade 5	4:00 p.m.

Students who choose not to eat breakfast should not report to school until 7:40 a.m. At 7:40 students will go to the classroom for breakfast. Students who arrive between 7:30 – 7:40 should report to the cafeteria.

Unless a teacher or sponsor overseeing a particular activity, gives permission, a student will not be permitted to go to another area of the building or campus. After dismissal of school in the afternoon, unless involved in an activity under the supervision of a teacher, students must leave campus immediately.

Cafeteria Services

The District participates in the National School Meal Program and offers students nutritionally balanced lunches daily. **For the 2018-2019 school year our school has been selected to receive free lunch school-wide.**

Library

The library is a learning laboratory with books, computers, magazines, and other materials available for classroom assignments, projects, and reading or listening pleasure. Students may check out books on a weekly basis. Before withdrawing from school, all library books must be accounted for. Fines will be assessed for lost or damaged books. Each student must have a form on file documenting authorization to utilize technology equipment for projects.

TRANSPORTATION

School Sponsored

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. The principal, however, may make an exception if the parent/guardian personally requests that the student be permitted to ride with the parent/guardian.

Buses

Students are expected to assist District staff in ensuring that buses remain in good condition and that transportation is provided in a safe manner. When riding school buses, students are held to behavioral standards established in this handbook and the Student Code of Conduct. Students must:

- **Follow the driver's directions at all times.**
- **Enter and leave the bus in an orderly manner at the designated bus stop nearest home.**
- **Keep feet, books, band instrument cases, and other objects out of the aisle.**
- **Not deface the bus or its equipment.**
- **Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus.**
- **Wait for the driver's signal upon leaving the bus and before crossing in front of the bus.**

Misconduct will be punished in accordance with the Student Code of Conduct;

Bus-riding privileges may be suspended. Riding the bus is a privilege not a right.

DIRECTORY INFORMATION

Certain information about district students is considered directory information and will be released to anyone who follows the school district's procedures for requesting it unless a parent/guardian objects, in writing, to the principal within ten (10) days after issuance of this notice. Directory information includes a student's name, address, telephone number, date and place of birth, participation in officially recognized sports and other activities, date of attendance, awards received in school, most recent previous school attended, and other similar information.

If you, as the parent or guardian of a minor student, object to the release directory information concerning your child, you must notify the school, in writing, within ten (10) days. No response is required unless you refuse to allow this information to be made public.

Statement re. Child Find

Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services

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

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

Special Education Referrals:

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

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

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

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

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

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

Contact Person for Special Education Referrals:

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

Contact Person: Diagnostician or Licensed Specialist in School Psychology (LSSP)

Section 504 Referrals:

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

Contact Person for Section 504 Referrals:

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

Contact Person: Counselor

Phone Number:

Additional Information:

The following websites provide information and resources for students with disabilities and their families.

Legal Framework for the Child-Centered Special Education Process

- Partners Resource Network
Special Education Information Center
Texas Project First

Cómo ayudar a aquellos estudiantes que tienen dificultades de aprendizaje o precisan servicios de educación especial o de la Sección 504

Para aquellos estudiantes que tienen dificultades en el salón de clases normal, todos los distritos escolares y las escuelas autónomas de inscripción abierta deben contemplar servicios de tutoría y compensatorios, y otros servicios de apoyo académico o conductual que estén disponibles para todos los estudiantes, incluido un proceso basado en la Respuesta a la Intervención (RtI). La implementación de la RtI tiene el potencial de impactar positivamente en la capacidad de los distritos y escuelas autónomas de satisfacer las necesidades de todos los estudiantes con problemas.

Si un estudiante está experimentando dificultades de aprendizaje, sus padres pueden comunicarse con la(s) persona(s) mencionada(s) más abajo para obtener información sobre el sistema general de remisión o control de la educación general de la escuela para los servicios de apoyo. Dicho sistema vincula a los estudiantes con una variedad de opciones de apoyo, entre las que se encuentra la remisión para que se realice una evaluación de educación especial o una evaluación de la Sección 504 con el fin de determinar si el estudiante necesita asistencia, adaptaciones o servicios específicos. Los padres pueden pedir una evaluación para los servicios de educación especial o de la Sección 504 en cualquier momento.

Remisiones de educación especial:

Si los padres solicitan, por escrito, al director de servicios de educación especial o a un empleado administrativo del distrito escolar o de la escuela autónoma de inscripción abierta que se realice una evaluación inicial para recibir servicios de educación especial, el distrito o la escuela autónoma deben responder dentro de los 15 días lectivos después de haber recibido la solicitud. En ese momento, el distrito o la escuela autónoma deben entregar a los padres notificación previa por escrito respecto de si están de acuerdo o no en evaluar al estudiante, además de enviarles una copia de la Notificación de salvaguardas procesales. Si el distrito escolar o la escuela autónoma están de acuerdo en evaluar al estudiante, también deben darles a los padres la oportunidad de prestar su consentimiento por escrito para la evaluación. Por favor tenga en cuenta que una solicitud para una evaluación de educación especial puede hacerse verbalmente y no necesita hacerse por escrito. Los distritos y escuelas "chárter" deben seguir cumpliendo con todas las notificaciones previas por escrito y los requisitos sobre las salvaguardas procesales de la ley federal para identificar, localizar y evaluar a los niños que se intuya puedan ser niños con alguna discapacidad y que necesite educación especial. Sin embargo, una petición verbal no requiere que el distrito o la escuela "chárter" respondan dentro del periodo establecido de los 15 días escolares.

Si el distrito o la escuela autónoma deciden evaluar al estudiante, deben completar la evaluación inicial y el informe de la evaluación dentro de los 45 días lectivos posteriores al día en que reciban el consentimiento por escrito de los padres para evaluar al estudiante. Sin embargo, si el estudiante se ausenta de la escuela por tres días lectivos o más durante el período de evaluación, dicho período se extenderá la misma cantidad de días lectivos que el estudiante haya faltado.

Existe una excepción al plazo de 45 días lectivos. Si un distrito o una escuela autónoma reciben el consentimiento de los padres para la evaluación inicial entre los 35 y 45 días lectivos previos al último día de clases del año, deben completar el informe escrito y proporcionarles una copia del mismo a los padres, a más tardar, el 30 de junio de dicho año. No obstante, si el estudiante falta a la escuela tres días o más durante el período de evaluación, no se aplica la fecha límite del 30 de junio, sino que se aplica el plazo general de 45 días lectivos más prórrogas por ausencias de tres días o más.

Al completar la evaluación, el distrito o la escuela autónoma deben proporcionar a los padres una copia del informe de evaluación en forma gratuita.

Hay disponible información adicional sobre educación especial del distrito o la escuela autónoma en el documento complementario titulado Guía para padres sobre el proceso de admisión, revisión y retiro.

Persona de contacto para las remisiones de educación especial:

La persona designada para contactar en relación con las opciones para un estudiante que experimente dificultades de aprendizaje o en relación con una remisión a evaluación para recibir servicios de educación especial es:

Persona de contacto: Diagnóstico (a) o Psicólogo (a)

Número de teléfono:

Remisiones de la Sección 504:

Cada distrito escolar o escuela autónoma debe tener estándares y procedimientos en vigor para la evaluación y colocación de estudiantes en el programa de la Sección 504 del distrito o la escuela autónoma. Además, los distritos y las escuelas autónoma deben implementar un sistema de salvaguardas procesales que incluya una notificación, una oportunidad para que los padres o tutores examinen los registros relevantes, una audiencia imparcial en la que puedan participar los padres o tutores y en la que haya representación por parte de un abogado, y un procedimiento de revisión.

Persona de contacto para las remisiones de la Sección 504:

La persona designada para contactar en relación con las opciones para un estudiante que experimente dificultades de aprendizaje o en relación con una remisión a evaluación para recibir servicios de la Sección 504 es: Persona de contacto: Consejero (a)

Número de teléfono:

Información adicional:

Los siguientes sitios web ofrecen información y recursos para los estudiantes con discapacidades y sus familias.

- [Marco legal del proceso de educación especial centrado en el niño](#)
- [Red de colaboradores y recursos](#)
- [Centro de Información de Educación Especial](#)
- [Texas Project First](#)

ACKNOWLEDGMENT FORM

The Leadership Academy at John T White Handbook may be found at:

Please review it with your child and then sign this form.

PARENTS WHO ARE UNABLE TO REVIEW THE CODE OF CONDUCT ONLINE AND WOULD LIKE TO REVIEW A HARDCOPY, SHOULD COME TO THE OFFICE. A HARDCOPY WILL BE PROVIDED THAT YOU MAY READ WITH YOUR CHILD. WE ASK THAT AFTER REVIEWING THE CODE OF CONDUCT, THAT YOU SIGN THIS FORM AND RETURN IT TO YOUR CHILD'S TEACHER.

My child and I have accessed a copy of the Leadership Academy at John T. White Elementary Student Handbook and have reviewed it together. 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 code.

Print name of student: _____

Signature of student: _____

Signature of parent/guardian: _____

Date: _____

PLEASE RETURN THIS FORM TO YOUR CHILD'S TEACHER.