

TCC South / FWISD Collegiate High School

5301 Campus Drive Phone: 817-815-4402 Fax: 817-815- 4208



<u>Our Vision</u>

TCC South/FWISD Collegiate High School offers students a rigorous, relevant curriculum focusing on Science, Technology, Engineering, the Arts, and Mathematics (STEAM) and leading to strong post-secondary education and career opportunities.

Our Mission

Prepare students to complete a high school diploma and an associate degree upon high school graduation.

School Colors: Teal, Gray, and Royal Blue

School Mascot: Comets

Administrative and Student Support Team

<u>Principal</u>

Quanda Collins

Assistant Principal Lori Hufnagle

Administrative Assistant Brittney Clarke

Counselors

Katricia Rubell – 10th & 11th Grade Carrie Kinzer – 9th & 12th Grade

Freshman Success Coordinator Donna Moore

Postsecondary Success Specialist Millie Hsueh

College Career Military Readiness Coach Jazmin Chavez

> Interventionist Trish Hayes

<u>Nurse</u> Darla Robinson



GENERAL SCHOOL TELEPHONE DIRECTORY

Main Office	(817) 815-8000
Office Fax	(817) 815-5050
Assistant Principals	(817) 815-8093
Counseling Office	(817) 815-8031
Attendance Office	(817) 815-8009
Programs of Choice	(817) 815-8038
SpEd. Department	(817) 815-8026
Athletics	(817) 815-8083
Band Office	(817) 815-8063
Go Center	(817) 815-8037
S.O.S. Office	(817) 815-8024

Bell Schedule 2022 - 2023

Tarrant County College South/Fort Worth ISD Collegiate High School Monday – Thursday Bell Schedule

Days	Periods	Time
Mon. & Wed.	1 st	8:00 - 9:25
Mon. & Wed.	2 nd	9:30 - 10:55
Mon. & Wed.	3 rd PowerHour	11:00 - 11:45
	Lunch	11:45 - 12:25
Mon. & Wed.	4 th	12:30 - 1:55
Mon. & Wed.	5 th	2:00 - 3:30
Tues. & Thurs.	6 th	8:00 - 9:25
Tues. & Thurs.	7 th	9:30 - 10:55
Tues. & Thurs.	8 th PowerHour	11:00 - 11:45
	Lunch	11:45 - 12:25
Tues. & Thurs.	9 th	12:30 - 1:55
Tues. & Thurs.	10 th	2:00 - 3:30

Friday Schedule Bell Schedule Alternating A day and B day *ADA time 11:15 am

Important Dates for FWISD Students

AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY
8/15 First Day of 1 st Six Weeks 8/22 TCC Classes Begin	9/5 NO School 9/9 Progress Reports 9/23 End of 1 st Six Weeks 9/26 Start of 2 nd Six Weeks	10/3 Report Cards 10/4 ACT Only for 12 th Not tested before 10/12 PSAT for 9 th /10 th /11 th 10/11 Progress Reports 10/28 End of 2 nd Six Weeks 10/31 Start of 3r Six Weeks	11/4 Report Cards 11/6 Daylight Saving 11/21-11/25 NO School Thanksgiving Break 11/17 Last Day to Drop TCC (must see counselor/PSSS) 11/30 Progress Reports	12/12-12/15 STAAR Retests 12/14 TCC Final Exams 12/15 Last Day of Fall Semester and 10/28 end of 3 ^{ad} Six Weeks 12/16-1/9 NO School Winter Break	12/16-1/9 NO School Winter Break 1/11 First Day of Spring Semester and 4 th 1/16 NO School MLK Day 1/17 TCC Classes Begin 1/17 Report Cards
	Hispanic Heritage Month Sept. 15- Oct. 15	Hispanic Heritage Month Sept. 15- Oct. 15	Native American Heritage Month		

FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
2/10 End of 4 th Six Weeks 2/34 Start of 5 th Six Weeks 2/17 Report Cards	3/1 SAT for 11 th grade 3/7 Progress Reports 3/13-3/17 NO School Spring Break	4/4 STAAR Testing: English I 4/7 STAAR Testing: English II 4/6 End of 5 th Six Weeks 4/10 Start of 6 th Six Weeks 4/12 PSAT for 9 th /10 th and ACT 11 th 4/14 Report Cards	5/2 Progress Reports 5/2 STAAR Testing: Algebra I 5/3 STAAR Testing: Biology 5/4 STAAR Testing: US History 5/5 APWH - 10 th 5/8 APUSH - 11 th 5/10 APLANG/COMP 5/10 TCC Final Exams 5/25 Last Day of School	6/7 Report Cards 6/20-6/23 STAAR Retests TBD - Summer Bridge 2023	7/4 Independence Day
African American History Month	Women's History Month		Asian/Pacific American Heritage Month		

Student Responsibilities

Students are expected to:

- Attend school the entire instructional day, except when excused and be on time to all classes. (reference attendance review committee)
- Follow the rules and regulations established by the teacher and the school as stated in the Student Code of Conduct, Campus Discipline Management Plan, and the procedures concerning appropriate behavior.
- Cooperate with all reasonable directives issued by school personnel.
- Be prepared for each class with assigned work and appropriate materials.
- Pursue mastery of the essential knowledge and skills of the curriculum as prescribed by the District and the State.
- Establish an effective working relationship with parents, peers and school personnel.
- Show respect for others and their property.
- Abstain from making profane, insulting, threatening or inflammatory remarks.
- Stay away from other Fort Worth ISD campuses during the school day, except with permission from school personnel.
- Demonstrate respectful and courteous behavior.
- Strive toward self-discipline, setting individual goals and utilizing good work habits.
- Leave campus immediately after the dismissal bell unless involved in a school activity.
- Assume responsibility for making choices and accept the consequences of those behaviors.
- ✤ Adhere to dress code standards.
- Follow all FWISD bus rider safety guidelines.

Identification Cards (ID's)

We require all students to have their school ID visibly displayed around the students neck at all times. Students must have their school ID to attend school events such as dances, athletic events, etc. If a student does not have his/her school ID, they must purchase a replacement ID for \$3.00 and a replacement Lanyard for \$2.00 in the main office. TCC replacement ID's are \$10 at the SFOD building. Students who fail to display their ID properly may face disciplinary action.

Academic Requirements

Credits	s by Grade Level	(as of 1 st day of school)				
9 th :	0 - 5.5	10 th : 6 - 11.5	11 th :	12 - 18.5	12 th :	19+

	Foundation Program 22 Credits	Foundation + Endorsements 26 Credits	Distinguished Level of Achievement (Recommended for All students) 26 Credits
ELA 4 Credits	 English I English II English III One advanced English course 	 English I English II English III One advanced English course 	 English I English II English III One advanced English course
MATH 3 – 4 Credits	 Algebra I Geometry Additional math course 	 Algebra I Geometry Additional math course Additional math course toward Endorsement 	 Algebra I Geometry Algebra II * Additional math course toward Endorsement
SCIENCE 3 - 4 Credits	 Biology IPC or Chemistry or Physics Additional science course 	 Biology IPC or Chemistry or Physics Additional science course Additional science course toward Endorsement 	 Biology IPC or Chemistry or Physics Additional science course Additional science course toward Endorsement
SOC STUD 4 Credits	 World/Human Geography World History US History Government & Economics 	 World/Human Geography World History US History Government & Economics 	 World/Human Geography World History US History Government & Economics
NON-CORE 8 – 10 Credits	 2 credits, World Language *** 1 credit, Physical Education ** 1 credit, Fine Arts 0.5 credit, Health 0.5 credit, Speech 3 credits, Electives 	 2 credits, World Language *** 1 credit, Physical Education ** 1 credit, Fine Arts 0.5 credit, Health 0.5 credit, Speech 5 credits, Electives 	 2 credits, World Language *** 1 credit, Physical Education ** 1 credit, Fine Arts 0.5 credit, Health 0.5 credit, Speech 5 credits, Electives

Available Endorsements****:					
Science, Technology, Engineering, and Mathematics					
Business and Industry					
Public Services					
Arts and Humanities					
Multidisciplinary Studies					

* In order to obtain the distinguished level of achievement under the foundation graduation program, which will be denoted on a student's transcript and is a requirement to be considered for automatic admission purposes to a Texas four-year college or university, a student must complete an endorsement and take Algebra II as one of the 4 mathematics credits.

** A student who is unable to participate in physical activity due to a disability or illness may be able to substitute a course in English language arts, mathematics, science, social studies, or another locally determined credit-bearing course for the required credit of physical education. This determination will be made by the student's ARD committee, Section 504 committee, or other campus committee, as applicable.

*** Students are required to earn two credits in the same language other than English to graduate. Any student may substitute approved computer-programming languages for these credits. In limited circumstances, a student may be able to substitute this requirement with other courses, as determined by a district committee authorized by law to make these decisions for the student.

**** A student must specify upon entering grade 9 the endorsement he or she wishes to pursue.

Attendance Policy

Attendance for Credit or Final Grade (Kindergarten–Grade 12)

To receive credit or a final grade in a class, a student in kindergarten–grade 12 must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit or a final grade for the class if he or she completes a plan, approved by the principal, which allows the student to fulfill the instructional requirements for the class. If a student is involved in a criminal or juvenile court proceeding, the approval of the judge presiding over the case will also be required before the student receives credit or a final grade for the class.

If a student attends less than 75 percent of the days a class is offered or has not completed the plan approved by the principal, then the student will be referred to the attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit or a final grade lost because of absences. [See policy FEC.]

All absences, whether excused or unexcused, must be considered in determining whether a student has attended the required percentage of days. In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- If makeup work is completed, absences for the reasons listed above at Exemptions to Compulsory Attendance will be considered extenuating circumstances for purposes of attendance for credit or the award of a final grade.
- * A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district.
- In reaching a decision about a student's absences, the committee will attempt to ensure that it is in the best interest of the student.
- The committee will review absences incurred based on the student's participation in board-approved extracurricular activities. These absences will be considered by the attendance committee as extenuating circumstances in accordance with the absences allowed under FM (LOCAL) if the student made up the work missed in each class.
- The committee will consider the acceptability and authenticity of documented reasons for the student's absences.
- The committee will consider whether the absences were for reasons over which the student or the student's parent could exercise any control.
- The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit or a final grade.

The student or parent may appeal the committee's decision to the board by following policy FNG (LOCAL).

The actual number of days a student must be in attendance in order to receive credit or a final grade will depend on whether the class is for a full semester or for a full year.

The attendance committee may impose any of the following conditions for students with excessive absences to regain credit or be awarded a final grade:

- Completing additional assignments, as specified by the committee or teacher.
- Attending tutorial sessions as scheduled, which may include Saturday classes or before- and after-school programs.
- ✤ Maintaining attendance standards for the rest of the semester.
- Taking an examination to earn credit [See EHDB policy]
- Attending a flexible school day program.
- Attending summer school to retake the course.

In all cases, the student must earn a passing grade in order to receive credit.

Effect of Excessive Absences on Course Credit

Excessive absences are noted on the student's transcript with an * placed above the course grade.

Fine Arts		SE	S1	S2	Av	Cr.	Note: credit will not be
1051A	Honors Art 1A	Н	*78		78	0.00	awarded until excessive
1051B	Honors Art 1B	Н		*87	87	0.00	absences are made up.

Accompanying footnote at the bottom of the transcript will read: * No credit given due to excessive absences.

Home Tutored Pregnant Students Attendance

Attendance is compiled weekly. Pregnant students, with the appropriate medical documentation, can choose to receive Compensatory Education Home Instruction (CEHI), locally called the prenatal/postnatal tutoring program (FNE policies). Texas Education Agency (TEA) guidelines for this CEHI program must be followed. The guidelines require tutoring by a certified teacher in the areas the student is being tutored. This results in the student earning attendance days as outlined in the TEA guidelines. Coursework assignments must be provided by the teacher of record for the student to be tutored on a week-by-week basis so that the attendance days can also be earned on a

week-by-week basis. Failure to provide the appropriate weekly coursework assignments and the subsequent grading of those assignments must not result in the student's grade for this period being adversely influenced.

High School Dual Credit Attendance

For courses taught by a Tarrant County College instructor, attendance is governed by the TCCD policy on attendance. Dual credit students are expected to attend classes according to the dual credit class schedule. Students are to contact their campus Postsecondary Specialist and their dual credit professor if they are unable to attend class. Alerting an instructor early of attendance conflicts is critical. Students are to be considered in attendance during the semester unless otherwise informed by the FWISD CCR/Dual Credit Coordinator and/or the campus CCR Coordinator. The FWISD CCR/Dual Credit Coordinator and the campus attendance clerks as needed. Attendance will be processed by the campus attendance clerk. For courses taught by FWISD credentialed instructors, the district attendance procedures will be followed. For Early College High School courses, attendance is taken at the alternate high school attendance-taking time.

Early Dismissals

Early dismissals through the attendance office are mandatory when leaving and/or returning to school. The person picking up the student MUST present an appropriate identification in the Attendance Office in order for the school to release the student. Persons not on the student's emergency contact list will not be allowed to pick up a student. There will be NO EARLY DISMISSALS after 3:00 p.m. Students that do not sign out through the attendance office will be considered truant and marked as ABSENT.

<u>Automobile Use</u>

The operation of automobiles and other vehicles by students on school premises shall be under the supervision of the school administration. Any student who operates a vehicle in an unsafe or disruptive manner shall be subject to disciplinary action.

- 1. A proper vehicle registration card and proof of insurance must be with the student and be presented upon request to the
- appropriate school personnel or police.
- 2. Students must park in designated student parking areas only (between two white lines) and on the west side of the campus ONLY.
- 3. Speeding and/or reckless driving may result in immediate suspension of campus parking privileges.

Disciplinary options include, but are not limited to:

- 1. Withdrawal of parking privileges.
- 2. A citation from campus police.
- 3. Disciplinary action from school administrators.

A student may not leave school during school hours or return to the vehicle for any reason without the permission of a school administrator, or unless accompanied by a teacher/campus security. Students are expected to operate vehicles in a safe and non-disruptive manner.

All students are encouraged to keep their vehicles clean and clear of any prohibited or dangerous items in accordance with the Student Code of Conduct and FWISD Board policy.

Lunch Policy

Students in 9th and 10th grade may not leave campus for lunch. Juniors and seniors may leave campus during lunch if they have the appropriate student ID. However, students may NOT bring food to campus. Students who return from lunch late will be subject to having their off-campus privileges revoked. Any ninth or tenth grade students who leave campus during lunch will be subject to disciplinary action.

Bus Conduct

Students who live outside a two-mile radius from school are eligible to ride the school bus. Students must conduct themselves in a lawful and orderly manner at all times. Any student who violates standards of conduct while on school transportation may be denied transportation services and will be subject to disciplinary action.

Change of Address or Telephone

Parent(s)/guardian(s) must inform the attendance office or data clerk office when there is a change in the student's address, emergency contacts, or phone numbers. Parent(s) must present new proof of address within 30 days of moving to ensure the student is not withdrawn from school. All changes must be made by the parent or guardian in person.

Electronic Devices

In accordance with the Fort Worth ISD Student Code of Conduct, the use of cell phones, IPODS, MP3, CD players and any other electronic devices are strictly prohibited. Cell phones MUST remain off, not in use, and not be visible during school hours – including passing periods. Students are permitted to use electronic devices before school, during their lunch, or after school. If a cell phone or any other electronic device is seen or heard by a school employee, it will be confiscated. Cell phones are subject to a \$15.00 fee before it is returned. The school is not responsible for any item lost, damaged, or held after 30 days. Parents may be required to pick up the device.

Laptop User Agreement

A laptop will be loaned to the student named in this document under the following conditions:

- This student laptop loan agreement, which is signed by the parent/guardian, student and staff member of the school, will be kept on file at the school.
- Use of this equipment is for educational purposes. Any purpose other than educational may result in loss of privileges.
- The District does not permit unethical use of the Internet, email, or any other media. Violation of this policy may result in the loss of laptop loan privileges and disciplinary action by the school.
- The configuration of the hardware equipment and all accompanying software may not be altered, nor can software be copied to or from the computer, or installed on the computer under any circumstances.
- Parents/guardians are required to pay a \$30 non-refundable technology use fee. The technology use fee is not insurance. The fee is intended to sustain the program. The payment must be made prior to the student receiving the laptop.
- Parents/guardians accept financial responsibility for costs related to damage due to purposeful action or gross negligence. Purposeful action means to act intentionally or with intent to perform a particular act, to act in a particular manner for a specific reason, aim or design, or a resolution to use a certain means to reach an end. Gross negligence is defined as lack of any care or an extreme departure from what a reasonably careful person would do in the same situation to prevent harm to the property. The replacement cost of the laptop is \$616.75, the replacement cost of the battery is \$89.99, and the AC adapter replacement cost is \$44.99.
- Financial obligations must not be ignored. For more information, refer to care of instructional materials in student manual.
- The District will provide a padded laptop bag. The laptop must be carried in the case at all times when not in use.
- The laptop, which is the property of Fort Worth ISD, and all laptop accessories, must be returned prior to the end of the school year, or in the event of school change or early withdrawal.
- The District has provided students with a "Digital Citizenship Orientation" and information for parents, including how to care for the device and how to responsibly use technology.
- I have read the Acceptable Use of Electronic Communications System and the Electronic Services Overview for Students.

<u>Textbooks</u>

Students must possess an ID to check out textbooks. Students are responsible for the care and returning of all textbooks assigned. Lost or damaged textbooks will be charged to the student. If a textbook is turned in after the billing date, only one-half the money will be refunded. (Refund policy is subject to change without notice.)

Schedule Change Requests

A student/parent who requests to drop a course at the beginning of a new term, for any reason, has ten (10) instructional days to do so without penalty. After ten instructional days beginning a new term, it is too late to drop a course and enroll in a different course without penalty. Only the principal can grant permission to drop a course after ten days. All requests for schedule changes must be made prior to the end of the ten-day window.

<u>Withdrawals</u>

Only the parent or legal guardian that enrolled a student may withdraw that student. Parents/Guardians must present a valid ID to the attendance office in order to begin the withdrawal process. All withdrawals must begin before 3:00 p.m. in order to be processed before the end of the working day. Parents may withdraw their student between 8:30 a.m. and 3:00 p.m. on any school day.

FNG (LOCAL) BOARD POLICY: STUDENT RIGHTS AND RESPONSIBILITIES STUDENT AND PARENT COMPLAINTS/GRIEVANCES

Students and parent are entitled to informal conferences with administrators to resolve their complaints of discrimination. If the complaint involves a teacher, the student or parent, in most circumstances, shall be expected to discuss the matter with the teacher before requesting a conference with the principal at Level One. The parent or student may make a written complaint and follow the procedures stated in policy. The student may be represented by an adult at any level of the complaint. The announcement of a decision in the student's or parent's presence shall constitute communication of the decision. The reference of "days" in this policy means calendar days.

LEVEL ONE

- Student or parent shall request a conference with principal within 10 days of the time student or parent knew, or should have known, of the event(s) causing the complaint.
- Principal shall schedule and hold a conference within seven (7) days of request.
- Principal shall render a written decision to the student or parent within ten (10) days of such conference.

LEVEL TWO

- If Level One outcome is not satisfactory, within ten (10) days of receipt of the principal's written decision, the student or parent shall request a conference with the assistant superintendent of elementary or secondary management.
- The assistant superintendent will schedule and hold the conference within seven (7) days of the request.
- Prior to or at the time of the conference, the parent or student shall submit a written complaint.
- The written complaint should include the following: a statement of the complaint, evidence of its support, solution sought, parent or student signature, and date of conference with principal.
- Assistant Superintendent shall render a decision within ten (10) days of the conference.

LEVEL THREE

- If the Level Two outcome is not satisfactory, within ten (10) days of receipt of decision, the student or parent shall request a conference with the superintendent or designee.
- Conference with be held within seven (7) days of receipt of request.
- Superintendent or designee shall render a decision to student or parent within ten (10) days of conference.

LEVEL FOUR

- If the Level Three outcome is not satisfactory, within ten (10) days of the conference, a written request to place the matter on the agenda of a future Board meeting shall be submitted to the Superintendent or designee.
- The Superintendent shall inform the student or parent of the date, time and place of the meeting.
- * The presiding officer shall establish a reasonable time limit for the complaint presentation.

- The District shall make an audiotape or stenographic record of the Level Four proceeding before the Board. ٠
- The Board shall hear the complaint, then make and communicate its decision orally or in writing at any time up to and including the next * regularly scheduled Board meeting.
- If the complaint involves concerns or charges regarding an employee, it shall be heard by the Board in closed meeting unless the employee to ٠ whom the complaint pertains requests that it be heard in public.

Dress Code Policy

LOOKING GOOD Fort Worth ISD Standards of Dress

Students are expected to be in dress code beginning on the first day of school. Violations of the dress code shall be handled at the school level.

Secondary Grades 9-12

TOPS

Clothing shall be the correct size for students, with no sagging pants.

Guidelines for ALL Grades (Prekindergarten - 12)

- Tops (shirts or blouses) shall be tucked into clothing.
- T-shirts worn as undergarments must be solid white. .
- T-shirts shall not be worn as outer clothing.
- Denim blue jeans must be free of embellishments.
- 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.
- Manufacturer logos on apparel must be less than one and one-half inch square with the exception of school logos.

Prekindergarten - Grade 8

TOPS

- Color: Navy or white
- Style: Collared (polo or Oxford) shirts or blouses, mock turtlenecks or turtlenecks; all must have sleeves and should be tucked in. T-shirts shall not be worn as outer clothing.
- Outerwear: Sweatshirts or sweaters in navy or white are acceptable as outerwear if worn over standard dress; coats and jackets of any color shall be worn in accordance with weather conditions and are not to be worn in the classroom.

BOTTOMS

- Color: Navy, khaki, black or blue denim
- Style: Pants, shorts, skirts, skorts, capris or jumpers are acceptable; all must be hemmed or cuffed and can be no shorter than three inches above the knee. Jeans must be free of embellishments. Sagging pants are not permissible.

SHOES

Style: Athletic shoes, loafers, dress shoes or other closed-toe shoes as well as open-toe / open-heel shoes are acceptable. Shoelaces should be white or should match the color of the shoe.





The

- Color: Any color is permitted.
- Style: Pants, shorts, skirts, skorts, capris or jumpers are acceptable; all must be hemmed or cuffed and can be no shorter than three inches above the knee. Jeans must be free of embellishments. Sagging pants are not permitted.

SHOES

BOTTOMS

Style: Athletic shoes, loafers, dress shoes or other closed-toe shoes as well as open-toe/open-heel shoes are acceptable. Shoelaces should be white or should match the color of the shoe.

Unacceptable dress for ALL grades (Prekindergarten-12):

- 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 shirts, 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 Board Policy 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.



principal can approve changes to the dress code for the purposes of "dress up" days.



Acknowledgement Form

Dear Student and Parent /Guardian:

As required by State Law, the Board of Trustees has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for every student.

We urge you to read this publication thoroughly and to discuss it with your family. If you have any questions about required conduct and consequences for misconduct, we encourage you to ask for an explanation from the student's teacher or campus administrator.

Your child's digital enrollment packet includes an acknowledgement of option for electronic distribution of the student code of conduct. You must accept responsibility to access the student code of conduct by visiting FWISD website www.fwisd.org or obtain a paper copy by visiting the administrative office of your child's school. In the event you are unable to sign the digital form, the student, parent and/or guardian may sign the acknowledgment form on the next page and return it to your campus main office. Please note that failure to sign and submit the acknowledgement form may prevent the student from attending and/or participating in any school activities.

Thank you.

Kent P. Scribner, Ph.D. Superintendent

NOTICE

Please read the following and sign: Acknowledgment of Option for Electronic Distribution of the Student Code of Conduct

In our continued efforts to be as efficient as possible, the Fort Worth ISD Website will now be the primary source for access to the **Student Code of Conduct**. Families who do not have Internet access or prefer a hard copy for any reason can receive one at their campus on request at any time during the school year. To ensure that every FWISD student has had an opportunity to understand this new process, we are requiring that a parent or guardian of every student complete the requested information below and return it to your child's teacher and/or the school's administrative team. This form will remain in your child's cumulative folder; however, you are free to change your election at any time.

My child and I have been offered the option to receive a paper copy of the Fort Worth ISD Student Code of Conduct or to electronically access it at www.fwisd.org.

I have chosen to: (please select one option below)

Accept responsibility for accessing the Student Code of Conduct, by visiting FWISD web address www.fwisd.org.

_Obtain a paper copy by visiting the administrative office of my child's school. The FWISD Student Code of Conduct will be annually available in the administrative office of my child's school.

You and your child are responsible for reading the rules, expectations, and other information contained herein and signing and returning the attached acknowledgment forms. All students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Student Code of Conduct. Failure to read the Student Code of Conduct, does not excuse the student from any consequences if they are in violation of the Student Code of Conduct.

Each school year, a foldable quick reference copy of the Code will be available to you in the administrative office of your child's school. Please visit your child's school to request and obtain the most recent full paper copy of the Student Code of Conduct or a foldable quick reference paper copy.

Student:		ID#:	Grade:
DOB: <u>///</u>			
Parent/Guardian:			
Address:			
Home Phone:	Work Phone:		Cell Phone:
Student Signature:		Date:	
Parent Signature:		Da	te:

PLEASE COMPLETE AND RETURN THIS PAGE TO YOUR CHILD'S SCHOOL. This form and the choice you have made above will remain in your child's cumulative permanent educational folder until your child graduates/withdraws from Fort Worth ISD